

Syllabus Guidelines for Faculty

The syllabus should include the following criteria:

1. **Required Learning Outcomes:** Detail the specific skills, knowledge, or other benefits that students derive from the course. The learning outcomes should be clearly delineated in a distinct portion of the syllabus.
2. **Course requirements:** Provide a brief but informative description of each course requirement that students must complete.
3. **Composition of overall grade:** Detail the portion or percentage of the overall grade that each component provides, and make sure that the grading framework is consistent with Davidson College's grading system (e.g., no A+'s, no D-'s, etc.).
4. **Tentative list of assigned readings:** Provide a list of the books, articles, etc. that students will read in the course.
5. **Timeline of topics covered during the semester:** Provide an initial list of the material (topics, ideas, questions, skills, etc.) that the course will cover. This list should organize the material at least week by week; the instructor can also provide daily topics, although this level of detail is not necessary for the draft syllabus.
6. **Due dates:** State the due date for all major assignments, reviews, and exams.
7. **Required Disability Statement:**
The college welcomes requests for accommodations related to disability and will grant those that are determined to be reasonable and maintain the integrity of a program or curriculum. To make such a request or to begin a conversation about a possible request, please contact the Office of Academic Access and Disability Resources, which is located in the Center for Teaching and Learning in the E.H. Little Library: Beth Bleil, Director, [bebleil@davidson.edu](mailto:bebleil@ davidson.edu), 704-894-2129. can be made at any time in the semester. Please keep in mind that accommodations are not retroactive.

For help understanding how to create learning goals, visit our [Faculty Resources Page](#), select **Faculty Resources, Inside Academic Affairs** (login required) and choose the *Getting Started* link.