

**Urdu 118K**  
**Practice in Spoken Urdu I**  
**Unique. #. 32325**  
**Lecturer: Shahnaz Hassan**  
**Class Timings: MW 4:00 – 5:00 (BEN 1.102)**  
**Office (HRH 3.102) Hours: TTH 2:00-4:00 PM**  
**Email: snzhasan@mail.utexas.edu**  
**Phone: 512-471-0304**

### **Course Policy**

*The purpose of this class is to help students enhance their Urdu speaking skills. We will discuss different topics consistently all throughout the semester and students are expected to use their previously acquired vocabulary and grammar skills in order to conduct discussions. Students are expected to have taken second-year Urdu / Hindi before enrolling in this class. The semester grade will be based upon class participation and attendance records.*

### **Attendance Policy & Class Requirement**

- *With each unexcused absence, the student loses **8 points** from her / his semester grade. It is thus impossible to receive an “A” for the semester if the student has more than one unexcused absence. In order for your absence to be considered “excused,” you must have a note from the doctor (the note must be official either from the doctor or a professor and not be in electronic form). Class participation is another critical aspect of Urdu 118K. All students are expected to actively participate and be involved in the process and accordingly help in creating a better learning environment for all.*
- *It is not the instructor’s responsibility to remind students of their absence record. Take a timely action and email your instructor right away in the event of an absence. In addition, two incidents of tardiness (coming late or leaving early) would count as one absence.*
- *Students are also notified to inform the instructor about religious holidays one week in advance.*
- *Students are expected to read and prepare material before coming to class.*
- *Instructor reserves the right to make changes to the syllabus, if such need arises.*
- *A student’s grade will be lowered if she / he continuously fails to complete class work, assignments or does not maintain regular class attendance.*

- *It is not instructor's responsibility to remind students about the note neither will the instructor be responsible to email students for missing classes at the time of Final grading, the student will be responsible for all the resulting consequences.*
- *Students are responsible to check their email on regular basis.*
- *The grading is simple and without any curve. No "extra credit" is offered in this class and once the final grade is turned in, it will not be changed (unless the instructor has made a mistake in numerical calculation).*
- *Students are also responsible for attending an Urdu-related event, or that has some semblance or association with Urdu. Students will be notified about such opportunities through email or in class. Your class participation grade may depend on a particular assigned event.*
- *Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 471-6259.*

### **UT's Policy Regarding Academic Dishonesty**

***"The Costs of Scholastic Dishonesty can be Severe."***

*You may see or hear of others cheating. If so, don't assume that it is tolerated. Students can be suspended or expelled permanently from the University for scholastic dishonesty. A failing grade in the course is a common sanction. In addition, scholastic dishonesty leads to the creation of a disciplinary record, which may impact your future employment and educational opportunities. In short, it is simply not worth the risks. Scholastic dishonesty also has consequences that extend beyond the individual. In the marketplace where graduates compete for jobs, the value of a University of Texas degree is largely related to the reputation of the University. Incidents of scholastic dishonesty reflect poorly on the institution's integrity and lessen the worth of the education attained by all University students. Be responsible.*