A. Safety regulations for laboratory activity
   1. All students are required to attend the scheduled Safety Orientation session to be allowed to work in the lab. At that session, the safety policies and dress code will be presented. All students must sign a copy of the Student Responsibility Sheet which will be collected and maintained in the Chemistry Stockroom for the duration of the semester. **The safety rules will be vigorously enforced:** noncompliance will result in dismissal from the lab.
   2. Attendance at the Safety Orientation is **MANDATORY – EVERY SEMESTER. No exceptions!**

B. Items needed by **FIRST** laboratory period
   1. Subscription to Catalyst Learning LabFlow
   2. Splash proof GOGGLES that are indirectly vented.
   3. Proper lab attire.

C. Attendance Policy
   1. **CH 201 and CH 201L must be taken concurrently.** If you DROP/Withdraw FROM EITHER THE LECTURE OR THE LAB, you must also drop/withdraw from the co-requisite course. One course cannot be completed without the other. Passing grades in BOTH courses are prerequisites for registering for CH 202 and CH 202L.
   2. Attendance in Laboratory and Pre-lab conference is mandatory. As a rule, make-ups are NOT ALLOWED, regardless of the circumstance. However, a student who must be absent for a REQUIRED University function must contact the Laboratory Manager as soon as possible **PRIOR** to the absence to determine what, if any, accommodations can be made. (Any extended absence must be reported to the Dean of Students and will be addressed on a case-by-case basis by the Laboratory Manager.)
      a. A pre-lab quiz missed due to tardiness will result in a grade of zero. There will be no make-up quiz. If the student is present for the pre-lab instruction, he may attend the laboratory with no further penalty.
      b. A pre-lab conference missed due to tardiness or absence will result in a grade of zero for that entire lab exercise and the student may NOT attend the lab session. There is no partial credit for work done outside the lab.
      c. Failure to have a pre-lab write-up at the beginning of the lab session will result in the student being allowed to leave the lab, write the pre-lab, then re-enter to work with **NO EXTRA TIME** allotted. The second incidence will result in an **absence** in the lab.
D. Laboratory Grading
1. The grade will consist of the sum of the average of the assigned LabFlow laboratory exercise grades (60%), the average of five in class skill sessions (20%) and the laboratory PRACTICUM (10% in class practicum, 10% online practicum).
2. The lowest laboratory exercise grade earned in LabFlow during the semester will be dropped at the end of the term.
3. The lowest laboratory exercise grade earned for in class skill sessions during the semester will be dropped at the end of the term.
4. The final lab course grade will be assigned on a standard A (90-100), B (80-89), C (70-79), D (60-69), F (< 60).

E. Practicum
Practicum will be given as scheduled on the official CH201 Laboratory schedule, (see schedule for specific dates), and will count for 20% of your overall lab grade. The Practicum may not be used as your drop grade. The practicum will consist of two (2) parts, an in-class practicum and an online examination.

Note: A student may be barred from taking the Practicum if the Instructor determines the student's presence would jeopardize the safety of the student and/or others in the classroom. Such action might result from the student's repeated safety infractions throughout the term and/or absences from sufficient lab exercises resulting in the student NOT mastering the required laboratory skills.

F. Equipment Responsibility
1. Students are responsible for their assigned equipment from the time of lab check-in until check-out. Students must provide a combination lock to secure their equipment drawer. If you WITHDRAW from the course, request check-out by your Laboratory Instructor as soon as possible. Otherwise, you will check-out at the end of the term per published schedule (syllabus).
2. If you do not complete your own check-out by the scheduled check-out date for your lab section, your laboratory instructor will do it for you, and you will be charged for missing items or items unacceptable (broken, chipped, dirty) for reissue PLUS a departmental check-out fee, (DCO), of $50.00. ALL monetary charges accrued through the Stockroom will be charged to your PAWS account.
3. The last opportunity to complete check-out without penalty is the day and ENDING time of your last regular scheduled lab period PRIOR TO THE PRACTICUM → See schedule.