



- C. An increased physical and anatomical awareness of different fitness and movement related activities and skills.

#### **PRIMARY GOALS**

- **Foster HPA Student engagement in fitness and movement related activities and skills that they may or may not have participated in to ultimately create a well-rounded exercise science professional.**
- **Assist students with identifying instructor training courses and future certifications to pursue.**

### **III. COURSE REQUIREMENTS:**

#### **A. Important Dates:**

- a. No Class: Labor Day

#### **B. Student Responsibilities:**

- a. Come to class in the proper exercise attire (criteria available on CourseWeb).  
Please note: muddy, snowy, salty shoes damage fitness flooring and equipment. Please change shoes prior to entering the fitness facilities.
- b. Students will be responsible for cleaning equipment after use.
- c. Regular attendance is mandatory.
- d. Grades are based solely on attendance and participation.
- Absences are excused under the following circumstances:
    - ✓ Medical Emergency or Sickness – Must have a note from medical doctor documenting visit (dates of absence must correspond with dates on medical documentation)
    - ✓ Mandatory Academic Event – Must have a note from advisor/professor documenting attendance (dates of absence must correspond with dates on documentation)
    - ✓ Personal or Family Emergency – Communication with instructor is required prior to missing class. Discuss plan for making up classes immediately upon return.
  - In the case of excused excessive absence, the student will be issued an incomplete grade, and be given the opportunity to make up the missed classes the next semester the course is offered.
  - An “I” grade will not be an option for students who fall behind in the course for non-emergency reasons.
  - **Following 2 late events, each subsequent late episode will be counted as an absence. “Late” is defined as entering the instruction area after the warm-up has ended, or roll-call has been taken, or once students have entered the pool (module instructor’s discretion).**
  - Extra credit of any kind is not an option, including participation in a research study.
  - This course CANNOT be taken as an AUDIT or FREE EXERCISE CLASS.
- e. Students are not permitted into the fitness facilities and are not permitted to begin using equipment until the instructor is present and has prompted the start of the workout.
- f. Students are required to participate in the entire length of the class.

- g. Notify the instructor immediately if an accident or injury occurs during class.
- h. CELL PHONE USE IS PROHIBITED: **Use of Cell Phone during classes = absence.** No exceptions. Please turn off your ringers/phone to eliminate distractions during class.

### **IMPORTANT:**

- If necessary to miss class, notify your module instructor *prior* to missing the class.  
**NOTE:** absences are only excused if they meet the criteria listed above.
  - In the case of an excused absence, the module instructor will determine if appropriate to make-up content, how to make-up content, and by when it must be completed. He/She will coordinate with the other module instructors and the student.
- EMAIL CORRESPONDENCE TO INSTRUCTOR:
  - SUBJECT LINE: “LifeTime Activities – LAST NAME”

#### IV. COURSE DESIGN:

- Students will rotate through 4 key content areas across 3 consecutive classes lead by HPA faculty instructors (see Tentative Course Schedule)
- CourseWeb will be utilized as a communication tool throughout the semester, and supplement readings and information for each content area will be provided for students to access.

### EVALUATION AND GRADING

#### **GRADING SCALE**

**A: 1 absence**, the student participates fully when attending class, and the student adheres to the “Student Responsibilities” as described above.

**B: 2 absences**, the student participates fully when attending class, and the student adheres to the “Student Responsibilities” as described above.

**C: 3 absences**, the student participates fully when attending class, and the student adheres to the “Student Responsibilities” as described above.

**D: 4 absences**, the student participates fully when attending class, and the student adheres to the “Student Responsibilities” as described above.

**F: >4 absences**, the student participates fully when attending class, and the student adheres to the “Student Responsibilities” as described above.

## **Students are expected to actively participate and engage in all class sessions!**

***Disability Statement** - If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and Disability Resources and Services (DRS), 140 William Pitt Union (412) 648-7890, [drsrecep@pitt.edu](mailto:drsrecep@pitt.edu), (412) 228-5347 for P3 ALS users, as early as possible in the term. DRS will verify your disability and determine reasonable accommodations for this course.*

### **Department of Health and Physical Activity Grievance Procedure.**

If a student feels that they have been treated unfairly by the instructor with regard to their grade or other aspects of their course participation there are a series of steps that should be taken in an attempt to resolve this matter. These include the following:

- 1.** The student should first inform the instructor of the course of the issue in an attempt to resolve this matter. The student should bring this issue to the attention of the instructor in a timely matter and should maintain a record of interactions that occurred with the instructor regarding the matter in question. The course instructor should take necessary steps to address the concern raised by the student in a timely matter and should maintain a record of the interactions that occurred with the student regarding this matter.
- 2.** If, after reasonable attempts to resolve the matter, the matter is not resolved in a manner that is deemed to be acceptable to the student, the student retains the right to file a grievance. This grievance is to be filed with the Department Chair in the form of a written document that can be submitted via email or campus mail. This document should include the following:
  - a.** Student’s name
  - b.** Student contact information (email, address, telephone number)
  - c.** Information on the course for which the grievance applies (course title, course number, instructor name).
  - d.** A copy of the course syllabus that was provided to the student by the instructor
  - e.** Detailed description of the grievance and additional information the student feels is pertinent to this matter.

After receiving this information the Department Chair will inform the student if additional information is needed, as appropriate will discuss this matter with the student and the instructor, and will issue a decision in a timely manner.

**3.** If the student is not willing to accept the decision of the Department Chair, the student will be informed that they can request an additional review of this matter through the Office of the Dean of the School of Education. If the student decides to pursue this, the student should contact the Associate Dean for Student Affairs & Certification in the School of Education at the University of Pittsburgh.