Course Description:
A required course offered in the PS 1 year to introduce the student to the philosophy, socialization, and practice of the profession of pharmacy through experiences in a community pharmacy practice environment. This course will meet for a weekly eight hour site visit to an assigned community pharmacy for an early pharmacy practice experience. Guided exercises in the community practice environment will introduce the student to the basics of community pharmacy practice and serve as a foundation for advanced practice experiential rotations.

Class Schedule:

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation</td>
<td>Tuesday Dec 3, 2013 7:30 am to 9:00am</td>
<td>Alumni 152 to 160</td>
</tr>
<tr>
<td></td>
<td>Monday (IPPE-L) Dec 16, 2013 7:30 am to 9:00am</td>
<td>Centennial East</td>
</tr>
<tr>
<td>Pharmacy visit</td>
<td>Wednesday Dec 4, 2013 9am to 5pm</td>
<td>At your assigned community pharmacy site</td>
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<tr>
<td></td>
<td>Dec 11, 2013 9am to 5pm</td>
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<tr>
<td></td>
<td>Dec 18, 2013 9am to 5pm</td>
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<td></td>
<td>Jan 8, 2014 9am to 5pm</td>
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<td></td>
<td>Jan 15, 2014 9am to 5pm</td>
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<td>Jan 22, 2014 9am to 5pm</td>
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<td>Jan 29, 2014 9am to 5pm</td>
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<td>Feb 5, 2014 9am to 5pm</td>
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<td>Feb 12, 2014 9am to 5pm</td>
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<td></td>
<td>Feb 19, 2014 9am to 5pm</td>
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<tr>
<td>Final Exam</td>
<td>Tuesday Feb 25, 2014 12 noon to 2:00pm</td>
<td>Testing Center</td>
</tr>
</tbody>
</table>

Course Co-Directors:

Susan Cornell, PharmD, CDE, FAPhA, FAADE
Assistant Director of Experience Education
Assistant Professor of Pharmacy Practice
Phone: (630) 515-6191
Fax: (630) 515-6103
E-mail: scorn@midwestern.edu
Office: Alumni Hall Room 350

Kim Gould, BPharm, MS
Experiential Education Site Specialist
Adjunct Assistant Professor Pharmacy Practice
Phone: (630) 515-6477 (OEE office)
Fax: (630) 515-6103
E-mail: kgould@midwestern.edu
Office: Alumni Hall Room 201

Office hours: By appointment.
Please email Karen Bridges (kbridges@midwestern.edu) to schedule an appointment

*Please note that email is the best way to contact us. We are not in the office everyday.*
**Role of the Course Director:**
The role of the course director is to handle and organize exam questions, course grading, medical absences, overall format of the class and other related administrative issues.

**Administrative Teaching Assistant:**
Ms. Roseann Huddleston
Administrative Teaching Assistant
E-mail: rhuddl@midwestern.edu
Phone: (630) 515-6280 May leave message on voice mail; though email is preferred
Office: Alumni Hall Room 201 (please email to schedule an appointment).

**Role of Administrative Teaching Assistant:**
The administrative teaching assistant will be in charge of scheduling times for students to review their exams, checking attendance and student IDs at orientation, workshop and examinations, management of Blackboard™ documents for this course, and other organizational tasks.

**Certificate of HIPAA Orientation:**
A HIPAA orientation was provided online and must be completed by all students. All students must keep a copy of their certificate of HIPAA orientation in their rotation binder and the binder must be with you at all site visits.

**Students not in compliance with the above requirements will not be allowed to go their rotation site.**

**State of Illinois Pharmacy Technician License:**
- All students attending pharmacy site visits MUST have a valid State of Illinois Pharmacy Technician License.
- A copy of this license MUST be on file with the Office of Experiential Education.
- A copy of this license MUST be kept in your rotation binder and the binder must be with you at all pharmacy site visits.
- The ORIGINAL wallet size copy of your technician license MUST be with you at all times while at your pharmacy site.

**Students not in compliance with the above requirements will not be allowed to go their rotation site.**

**Immunizations & Titters:**
Compliance and documentation of immunizations & titters are requirements of the University, the Office of Experiential Education, and the sites assigned to you for IPPE site visits and advanced rotations.

Please refer to the University Certificate of Immunity for exact details. This can be found on the Wellness Center website. You may view your records online at mwunet.midwestern.edu

The University requires that you submit documented laboratory proof of the absence of tuberculosis (updated yearly) by having a 2-step TB test.

- This must be a Mantoux test.
- Physician MUST report:
  - Date placed
  - Date read
  - results must be reported in millimeters (mm)
If you experience a positive skin test, absence of disease via chest x-ray is required and must be updated every 2 years. Some sites may require a yearly chest x-ray.

Proof of immunization against measles, mumps, rubella, varicella (chicken pox), diphtheria/tetanus (updated every 10 years), and hepatitis is required prior to matriculation.

**QUANTITATIVE TITERS** are required to assess immunity for measles, mumps, rubella, varicella, and hepatitis B.

There may be some exceptions depending on the student’s particular health status and some site requirements may be more stringent. Any exceptions must be documented by a physician.

Please refer to the University Certificate of Immunity for exact details. This can be found on the Wellness Center website.

You will be notified via MWU email of missing immunization documentation.

**Students not in compliance with the above requirements will not be allowed to go their Rotation site.**

**SPECIAL SITE REQUIREMENTS:**
Some site also may require the following:
- Signature on a confidentiality agreement
- Drug screen

You will be notified via MWU email if you need to complete any special requirements prior to going to your community site visits.

**Students not in compliance with the above requirements will not be allowed to go their rotation site.**

**UNIVERSAL PRECAUTIONS:**
In preparation for rotations you were required to complete a self study program on Universal Precautions (a set of precautions designed to prevent transmission of human immunodeficiency virus (HIV), hepatitis B virus (HBV), and other bloodborne pathogens when providing first aid or health care). **You must have a copy of the certificate of completion in your rotation binder.**

**OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA):**
In preparation for rotations you will be required to complete a self study program on OSHA training. You will be able to access this program through the (online) lawroom on the COEE dashboard. Upon completion you can locate your certificate on the Rotation Management System (RMS).

You must complete this OSHA training course during this (winter) quarter, no later than Wednesday, December 18, 2013, to pass the IPPE-1 community rotation course (PPRA 1522).

**REQUIRED WORKBOOK:**
PS-1 Introductory Pharmacy Practice Experience 1: Community, 16th Edition (Available at bookstore)
Rotation Binders:
You are required to bring your workbook and all required documentation to each of your site visits. Directions for setting up your rotation binder and the list of required documents are in the workbook. Please purchase the workbook and set up your rotation binder prior to your first site visit. Rotation binders, including your workbook will be collected for evaluation of completeness and organization near the end of the winter quarter. Your rotation binder/workbook will be returned to you prior to your subsequent IPPE-1 community pharmacy site visit.

Course Objectives:
The student will leave the course with the understanding of the profession of pharmacy in the community setting. The student will be introduced to the principles of patient-centered care and community pharmacy practice.

The Chicago College of Pharmacy PharmD curriculum provides students with a variety of opportunities to gain knowledge, skills, and attitudes associated with the successful practice of pharmacy, as described by our ten curricular outcomes. Listed in *italics* are the curricular outcomes and outcome components covered by this course.

Specifically the student will be able to:

1. **Discuss community pharmacy personnel and their job responsibilities.**
   - Curricular Goal 4A-D: Participate effectively in interdisciplinary healthcare teams.
     - 4A. Identify the pharmacist’s role for a given health care setting;
     - 4B. Identify the roles and utility of other health care professionals;
     - 4C. Evaluate the pharmacist’s contributions to the health care team;
     - 4D. Demonstrate contribution to group situations and systems.
   - Curricular Goal 7A-C: Act in a professionally responsible manner and promote such action in others.
     - 7A. Make and defend rational, ethical decisions within the context of professional values.
     - 7B. Maintain professional responsibility in self and promote such action in others;
     - 7C. Represent and advance the profession of pharmacy.
   - Curricular Goal 10A-B: Demonstrate self-assessment and self-directed learning
     - 10A. Design, implement and evaluate strategies to promote continued professional competence;
     - 10B. Incorporate new knowledge into your practice of pharmacy.

2. **Describe the workflow process at a community pharmacy.**
   - Curricular Goal 5A,D. Communicate effectively
     - 5A. Communicate responsibly, willingly, and purposefully;
     - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.

3. **Demonstrate the dispensing process of medication(s)**

4. **Demonstrate appropriate patient medication history taking.**
   - Curricular Goal 1A. Practice patient-centered care –
     - Establish relationships with patients and others necessary to involve patients in their own plan of care with informed shared decision-making.
5. **Discuss appropriateness of prescription and OTC drug use for the patient(s).**
   - Curricular Goal 1A. C. Practice patient-centered care
     - 1A. Establish relationships with patients and others necessary to involve patients in their own plan of care with informed shared decision-making.
     - 1C. Practice patient-centered care – Implement a patient care plan.

6. **Describe third party processing of prescriptions.**
   - Curricular Goal 5A.D. Communicate effectively
     - 5A. Communicate responsibly, willingly, and purposefully;
     - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.
   - Curricular Goal 8A: Develop and manage a pharmacy practice
     - Perform pharmacy management functions using appropriate data and procedures.

7. **Review incident or error reporting.**
   - Curricular Goal 5A.D. Communicate effectively
     - 5A. Communicate responsibly, willingly, and purposefully;
     - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.
   - Curricular Goal 8A: Develop and manage a pharmacy practice
     - Perform pharmacy management functions using appropriate data and procedures.

8. **Discuss legal prescription requirements in community practice.**
   - Curricular Goal 5A.D. Communicate effectively
     - 5A. Communicate responsibly, willingly, and purposefully;
     - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.
   - Curricular Goal 8A: Develop and manage a pharmacy practice
     - Perform pharmacy management functions using appropriate data and procedures.

9. **Demonstrate basic patient counseling skills.**
   - Curricular Goal 5A.D. Communicate effectively
     - 5A. Communicate responsibly, willingly, and purposefully;
     - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.

10. **Describe the ordering, delivery and return processes in community pharmacy.**
    - Curricular Goal 5A.D. Communicate effectively
      - 5A. Communicate responsibly, willingly, and purposefully;
      - 5D. Evaluate the effectiveness of any communication encounter, modifying as necessary.
    - Curricular Goal 8A: Develop and manage a pharmacy practice
      - Perform pharmacy management functions using appropriate data and procedures.

**Dress Code at Pharmacy Site:**
**Professional dress is mandatory.** This includes a clean, pressed, short, white lab coat and a MWU/CCP name badge to be displayed on the front pocket of the lab coat. Some sites may have a special identification badge that must also be worn by the student and supplemental dress codes, which must be adhered to.
**Dress Code for Rotations:**
Looking good is important! Mandatory professional dress includes wearing a clean, pressed, white lab coat and a properly displayed MWU/CCP name badge. Appropriate dress for a man includes dress slacks, shirt and tie, or sweater. For women, skirt or dress (professional length), dress slacks, and a blouse or sweater. Business casual khakis are acceptable for men and women. Acceptable footwear: appropriate closed-toed, closed-heeled shoes. Socks and hosiery must be worn. Some sites may have a special identification badge or mandatory dress coded that must be followed. Inappropriate dress includes: blue jeans, spandex, shorts, tee-shirts, sweat pants, sweat shirts, halter or tank tops, midriffs, back-less tops, short skirts or dresses and fatigues. Details on the appropriate dress code are at: http://mwunet.midwestern.edu/StudentHandbook/policy.htm#43. In addition, CCP requires students on rotation to remove any visible piercing (e.g. tongue, nose, lip, eyebrow) and discreetly cover any visible tattoos. Pierced earrings are acceptable as long as the site dress code is followed.

**Attendance Policy:**
**Pharmacy Site Visits and Orientation:**
Attendance is **MANDATORY** at all orientations & pharmacy rotation site visits.

There are no sick days built into the pharmacy visit schedule. If you will be absent you must notify your preceptor AND the Office of Experiential Education. You are required to make-up the hours missed at a time designed by your preceptor and approved by Dr. Cornell.

Students that are do not attend the orientation sessions may not be allowed to start or continue on rotation and may need to withdraw from the course. This may result in delay of graduation.

The following policy is from the MWU Student Handbook:
The Office of Student Services must be informed whenever a student fails to show up for a rotation (pharmacy site visit) and has not notified the Dean’s Office or the Office of Experiential Education in advance. There are no unexcused absences allowed during rotation (pharmacy site visit). Failure to notify your preceptor and the Office of Experiential Education will be considered grounds for failure of the rotation. Personal illness, personal emergency, personal incapacitation, or other exceptional problems are the only legitimate excuses for missing a required class activity (orientation or site visit). An unexcused absence will result in a zero for the activity (orientation or site visit).

There will be **no make-up orientation or site visits** except for extraordinary situations. To be excused from a site visit you must 1) notify your preceptor, 2) call the CCP OEE office at 630-515-6477 and 3) email ccpoe@midwestern.edu to explain why you will be absent prior to the pharmacy site visit. (refer to page 8 in your IPPE-1 community workbook).
**Grading Policies:**
Evaluation in this course will come from your rotation preceptor, required course activities, and a Final exam.

- **Site evaluation** (given by preceptor) 55%
- **Orientation attendance, workbook, and IPPE assignments** 20%
- **Final Course Examination** (1 exam) 25%

The final exam will cover material from the workbook and relevant material from PPRA 1501.

Final Grades will be calculated using the following scale and grades will NOT be rounded. (for example, a score of 89.9% will be a “B”)

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<th>A</th>
<th>B</th>
<th>C</th>
<th>F</th>
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<tr>
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<td>100-90</td>
<td>89-80</td>
<td>79-70</td>
<td>&gt; 70</td>
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**PLEASE NOTE:** Passing this course is contingent upon receiving a passing score for your site visits.

**Final Score of “1” to Items 1 thru 6 in the Professionalism Section Will Result in Failure of the PPRA 1522 Course.**

**Possible points**

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<th>A</th>
<th>B</th>
<th>C</th>
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<tbody>
<tr>
<td>Preceptor evaluation</td>
<td>300</td>
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<tr>
<td>Attendance for 2 orientation meetings</td>
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<tr>
<td>Workbook</td>
<td>20</td>
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<tr>
<td>Experience summary</td>
<td>25</td>
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<tr>
<td>Time log/observation form</td>
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<tr>
<td>Preceptor IPPE-L form</td>
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<tr>
<td>Resume assignment (from Fall quarter)</td>
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<tr>
<td>Final Exam</td>
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<tr>
<td>Final Grade</td>
<td>550</td>
<td>550-495</td>
<td>494.9-440</td>
<td>439.9-385</td>
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</tbody>
</table>

**Late assignments**
Assignments and IPPE documentation (e.g. experience summary, student self-evaluation, time log) is due on the date stated in this syllabus or your workbook. **Assignments or documentation received after the due date and time will be subject to a 10% loss of points for each day that it is late.** As an example, the experience summary assignment is worth 25 points, so each day the assignment is late will result in a loss of 2.5 points.

**Appeal of Non-failing Course Grades:**
A student who wishes to appeal a non-failing course grade must make the appeal to the course director within one week following the Registrar’s posting of the grade.
**Algorithm for Handling Course-Related Issues:**
Complaints about content, organization, grading, due dates for assignments and faculty (preceptors) should follow the algorithm listed below. If the issue is not resolved by the preceptor or the course director the student should proceed with successive steps in the algorithm as appropriate.

Student --> Preceptor --> Course Director --> Director of Experiential Education --> Deans Office

**Academic Honesty**
Academic dishonesty is intentional cheating, fabrication, or plagiarism. It is also knowingly helping or attempting to help others be dishonest. Academic dishonesty lowers scholastic quality and defrauds those who will eventually depend on your knowledge and integrity. Academic dishonesty is defined in the MWU Student Handbook as: 1) Cheating: Intentionally copying from another student’s work, using or attempting to use unauthorized materials, information, or study aids during any academic exercise. 2) Fabrication: Intentionally falsifying or inventing any information or citation in any academic exercise. 3) Plagiarism: Intentionally or knowingly representing the words or ideas of another person as one’s own in any academic exercise. 4) Facilitating academic dishonesty: Intentionally or knowingly helping or attempting to help another commit an act of academic dishonesty. 5) Computer Misuse: Disruptive or illegal use of computer resources. 6) Knowingly furnishing false information to the University. 7) Malicious obstruction or disruption of teaching, research, or administrative operational procedures. 8) Unauthorized Collaboration: working together on an exam or lab report when expressly prohibited from doing so by an instructor. 9) Forgery, alteration or misuse of University documents, records, identification, etc.

Acts of academic dishonesty are absolutely forbidden in this course. **Academic dishonesty by students should be discouraged by peers as not being appropriate professional conduct. Every effort is made to prevent occurrences of academic dishonesty.** Actions that will be taken in the event that a student is caught in a dishonest act include, but are not limited to: a failing grade for the work involved; suspension from the course which may result in a failing grade for the course; automatic failure in the course; and/or expulsion from the program or University.

**Classroom/Exam Etiquette**
In order to maintain an appropriate classroom/exam environment that is most conducive to teaching, learning and performing one’s best on exams, students are expected to behave in a manner that is not disruptive or disrespectful to any person and that does not adversely affect teaching, learning, or examination performance of any person. If cell phones need to be turned on during classroom time, then they must be set to the vibrate mode. All calls must be made/received outside of the classroom as this type of activity is disruptive to the teaching/learning environment and is disrespectful to others in the classroom. Laptops are expected to be used during course time only for information related to the course. Students who do not abide by this policy may be asked to leave the classroom and continued abuse of this policy will result in disciplinary procedures. **To emphasize use of laptops for anything other than the course during lecture and workshop time is disruptive and unprofessional. If noted by the instructor you may be asked to leave at the discretion of the instructor.** Any concerns or questions regarding these standards for classroom etiquette, please discuss with the administrative course director.
Children are not typically allowed in the classroom. Students who have an unforeseen temporary need to bring a child into the classroom must receive prior approval from the lecturer and course director.

**Classroom Civility**
There is increasing national attention to the problem of classroom incivilities at the university level on the part of both students and instructors. Many times students do not realize how some of their activities in the classroom can be distracting or interpreted as rude. Instructors, on the other hand, may not realize how some of their own actions can also be interpreted as rude or inconsiderate.

Professionalism: We ask that you, the students in our class, be considerate of us, as your instructors, as well as your fellow students by refraining from the following when we are lecturing or leading a discussion:
- entering the classroom late or leaving the classroom early. If you must do this, be as unobtrusive as possible and sit in an area that will not require you to climb over or otherwise disrupt other students. Please do not gather your belongings at the end of class until we have announced that the class is over. We will try to give you a little extra time for this at each class session.
- talking or whispering to your classmates about issues unrelated to what is being discussed or presented in class
- reading newspapers or other non-course materials
- eating, drinking or chewing gum in a manner that is distracting to others
- sleeping
- being unprepared for and/or inattentive to the discussion or lecture

We do expect you to:
- be fully attentive during class until the class is declared to be over
- be adequately prepared prior to class
- schedule visits with us (one-on-one or in groups) to clarify areas of confusion as soon as they occur, rather than waiting until right before an exam or quiz
- be timely in appointments that you have scheduled with us; call as far in advance of the appointment as possible if you must cancel
- provide constructive, respectful feedback on what is working or not working in the course either personally or through PS1 liaisons, or on the various evaluation forms we will provide during the course

We will work hard by:
- beginning and ending class on time
- using class time to stimulate learning in ways that cannot be obtained just by reading the handouts or workbook
- giving practical assignments with clear instructions
- preparing exams based on learning objectives
- giving timely, constructive, and respectful feedback
- being “in tune” with the overall level of understanding, and willing to back-track when necessary to improve understanding
- being accessible outside of class and responsive to your questions
- being encouraging, respectful, and fair
Communication
It is the responsibility of the student to check their e-mail and Blackboard™ (http://midwestern.blackboard.com) daily for class announcements. Since students will be working independently for this course, e-mail is often used to communicate information from the course director or teaching assistant to the students in a timely manner. Students are responsible for information contained in these e-mails or on Blackboard™. Not checking your e-mail or Blackboard™ will not be accepted as an excuse for having missed important class information.

Blackboard™
All orientation handouts, assignments, required reading, and experience summary documents will be posted on the site.

E-Mail:
Students missing any documentation required for site visits will be notified via email.

Student Evaluations
Midwestern University recognizes the value of faculty and course evaluations by students. Voluntary and confidential feedback from students regarding courses and faculty provide critical information to faculty for course and self improvement. These data also play an essential role in the annual faculty evaluation process. The ability to provide constructive feedback is an essential skill for professionals. Midwestern University views that one of your responsibilities as a student is to complete faculty and course evaluations and this is a step in your development as a professional. Midwestern University is constantly striving to improve its educational experiences for students. Please complete the faculty and course evaluations as directed.

College Exam and Quiz Policy
1. All personal belongings should be placed in an area designated by the instructor/proctor. Only items allowed by the instructors/proctors should be in sight on the desk.
2. During the exam:
   - Brimmed hats (e.g. baseball hats) should be worn backwards (or not at all). Any other hat or head gear worn should allow for visualization of the ears, unless for religious purposes.
   - No sunglasses or mirrored glasses may be worn.
   - Any electronic devices unless for medical purposes must be left with personal belongings and must be set to operate in a “silent” mode.
   - Only college-approved calculators (without covers) may be used for exams.
3. All students must stop writing and immediately place their writing utensils on the desk when the end of the exam period is announced. Faculty are permitted to assess a grading penalty to students who continue to work, as described in the course syllabus.
4. Students must turn in all exam materials before leaving the exam room. Portions of the exam may be returned at a later time depending on the policy of the instructor.
5. The proctors are obliged to intervene if a student is suspected of professional misconduct during an examination. Examples of misconduct during an examination include, but are not limited to, a student:
   a) appears to be gazing at another student’s work.
   b) appears to be talking or signaling answers.
   c) neglects to protect his/her answer sheet from view of other students.
   d) is sitting near a student who is gazing at their work.
Such interventions are not of a personal nature. To avoid such interventions, every student must keep their eyes on his/her own work, shield his/her work from the view of others, and otherwise avoid any appearance of suspicious behavior.
**Exams Policies for IPPE-1: Community:**

- Students are expected to arrive on time to all exams.
- All personal belongings **MUST** be placed **at the back of the lecture hall or in lockers outside the testing center.**
- Only a pencil and an eraser may be taken to your seat.
- Students arriving late to the exam may stay to take the exam **ONLY** if no student has already completed their exam and left the lecture hall.
- Students arriving late will **NOT** be given any extra time to complete the exam and must hand in their exam at the designated time for the end of the exam.
- The scantron must be filled in completely and accurately. Failure to do so will result in a 5-point deduction for each occurrence.
  - Your name must be on the scantron and the hard copy of the exam.
- You **MUST** return BOTH the scantron and the hard copy of the exam.
- The scantron forms and hard copy of the exam will **not** be returned. Students may make an appointment to view a copy of the exam and scantron with the course teaching assistant, Ms. Roseanne Huddleston (by e-mail rhuddl@midwestern.edu) **within two weeks of the date the exam grades are posted.** Students will be notified when grades are posted via Blackboard™. **This is the only time to view the scantron and hard copy of the exam.**
- Based on statistical reports for multiple choice questions as well as other information, Dr. Cornell may drop a question or accept multiple answers. Students who are concerned about certain questions on an exam should therefore **wait until they get their grade and/or review their exam before requesting any re-grading or dropping questions.**
- You **MUST** wear your MWU ID badge for every exam and it must be worn in a conspicuous place above the waist. ID badges will be checked at each exam.

There will be no make-up exams except for extraordinary situations (including personal illness, personal emergency, personal incapacitation, or critical illness/death in the family), in which case Dr. Cornell must be contacted before the exam or assignment is due. Oversleeping, traffic delays, and not thoroughly reading the syllabus are **NOT** considered valid excuses.

Please note that make-up exams may consist of a different format than the original exam; such as “fill-in the blank” responses in which correct spelling and grammar will be required.

**Disclaimer:**

This syllabus is published for the convenience of students at Midwestern University. It is intended to be effective as of December 2, 2013. Midwestern University reserves the right to make changes in any or all specifications contained herein and to apply to such revision to registered and accepted students as well as to new admissions. No contractual rights between Midwestern University and any student are intended and none may be deemed to be created by issuance of this syllabus.

Midwestern University provides equality of opportunity in is educational programs for all persons, maintains nondiscriminatory admission policies, and considers for admission all qualified students regardless of race, color, sex, sexual orientation, religion, national or ethnic origin, disability, status as a veteran, ages, or marital status.

Midwestern University is not responsible for loss of or damage to a student’s personal property on premises owned or operated by the University, regardless of cause.

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