

## Saint Louis University – Course Syllabus Components

### Required Components

Saint Louis University's [Course Syllabus Policy](#) requires the following information (at a minimum) be included in all course syllabi. Academic units also may require additional items to be included in course syllabi, and individual instructors may add other course-specific information as desired. *Note: If the University has **temporary** required syllabus statements in effect, those also must be included.*

Component	Information Required for the Component
Course Information	Course number/section Course meeting time(s) [if applicable] Location [if applicable] Pre-requisites/Co-requisites [if applicable] Catalog Course Description
Instructor Information	Instructor name (including TA and peer instructors, if applicable) Where, when, and how to contact the instructor
Learning	List course outcomes, objectives, and/or competencies
Required Materials and/or Equipment	Textbook and/or course texts Other materials and/or equipment (e.g., calculators, art supplies, lab safety equipment, medical equipment, hardware requirements, software access, virtual proctoring requirements, digital storage devices, special clothing, musical instruments, etc.)
Evaluation and Grading	List of components on which students will be evaluated (e.g., exams, projects, essays, participation, presentations, etc.) Grading scale(s) governing the course Policy on late or missing work/exams Penalties on missed classes and/or tardiness [if applicable]
Attendance	Expectations for student attendance/presence in the course

## Recommended Components

In addition to required items listed above, many instructors also find it useful to include information or guidance on a range of other topics. The following list is drawn from common practices at SLU, as well as from the literature on effective syllabus construction and on creating inclusive courses that support student learning and success. This list is by no means exhaustive or in order of priority. *Note: for some academic units, items on this list also may be required.*

### Other Course Information

An expanded description of the course, its priorities, key concepts, etc.

## Other Course-Specific Information

Course etiquette/civility policies or other expectations about interactions between and among members of the class

- With a significant number of SLU courses now being conducted via various distance education modalities, a [University-wide recommended syllabus statement on distance education etiquette](#) is warranted. This statement is recommended for all syllabi for all courses at all

## Articulate What Constitutes Engagement in Your Course

Explaining what constitutes successful “engagement” or “participation” articulates success