The Complete Art Class Syllabus Checklist

**The Basics**
List essential information about your class including how students and parents can contact you. Include the duration of your course and/or how often you will see each class.

- Course title
- School year
- Course duration and frequency
- Teacher name
- School name and location
- Room number
- Phone number/Email

**Course Specifics**
Indicate required supplies and fees. Mention supplies that families can donate to the art room.

- Course description
- Course prerequisites
- Course materials
- Course fee

**Outcomes & Assignments**
State what students will learn in the course. You might include your district/state standards, the National Art Standards, and Student Learning Outcomes. Translate standards into student-friendly language when appropriate.

- Standards
- Objectives
- Themes
- Units
- Projects
- Assignments

**Student Expectations**
Clearly list what is expected of students in your art room. Take direction from your school's mission statement or behavior plan, or create your own.

- Classroom rules
- Student behavior expectations
- Behavior consequences

**Grading Policy**
Describe how you will assess student work, including if you grade process, product or a combination of the two. List a grading scale if appropriate.

- Grading policy
- Grading scale
- Due dates
- Attendance policy

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