

NOTE: There will be a **mandatory initial orientation meeting**, four optional review sessions, and four required examinations, which take place on campus. If you do not attend an orientation session, you will lose points in the course. **There are no exceptions to this policy.**

NOTE: En Linea is a completely online Spanish program where you will complete all of your assignments. The course only meets face-to-face for exams and optional review sessions. To take En Linea you must have an updated computer running Internet Explorer 5 or higher. You should also be familiar with using a computer and accessing course material online.

Please submit this form as an email attachment to Beatriz Franco bfranco4@mail.usf.edu. You must fill this form out completely as applicable. Your form will be kept on file at the university and it is assumed that you have answered each question truthfully in accordance with the university's Academic Dishonesty Policy.