



Syllabus: TS 74 Intro/College Navigation - 25525

Course Information

Term: SPRING 2026

Meeting Time and Location: MTWTh Rainier Hall Room 0207

Credits: 5.00

Modality: In Person

Prerequisite(s): Students must have completed the Transitional Studies orientation and assessment or taken a TS class within the last 6 months. Please contact Transitional Studies at transitional@everettcc.edu or Rainier Hall Rm 227.

Meeting Time Details

Location: Rainier Hall 207

Monday, Tuesday, Wednesday, Thursday

11:10 - 12:10

Instructor Information

Anastasia Deeble

Email: adeeble@everettcc.edu

Office Hours: Available by appointment.

Email to schedule an appointment for in-person or by zoom.

Office: Rainer 220

Course Description

This class is a combination of **TS 74** and **IEP 85**. Focus on college preparation, reading for meaning and information, and study skills. Designed for the student who is returning to school or is seeking ways to survive in college. Identify learning styles, manage time, utilize student support services, read textbooks, take notes and tests, and use library and EvCC webpage resources. Major and career options will be explored and FAFSA will be introduced.

Student Learning Objectives

By the end of this course, students will be able to:

- Identify learning strategies that are compatible with individual learning styles.
- Access and utilize student support services.
- Develop and use time management and goal-setting strategies.

- Demonstrate college study strategies.
- Use various note-taking techniques.
- Apply various memory techniques to course materials.
- Use effective test preparation and test-taking strategies.
- Locate career information in the library and on the Internet.
- Identify group roles and learn about group process to explore problem solving in the college classroom.
- Discuss student responsibility and behavior in regard to student learning, motivation, and success.
- Explore college major and career options.
- Explore resources for funding college and learn the process for applying for Federal Financial Aid.
- Articulate individualized reading and thinking processes as they relate to college textbooks.
- Locate information by reading multiple print or digital sources to answer questions or solve problems.

Program Learning Outcomes

The following program learning outcomes are assessed in this course:

- **Students will articulate their thinking as they read textbook information (evaluated via rubric).**
- **Students will demonstrate awareness of college readiness**

behaviors (evaluated via rubric).

- **Students will engage in metacognitive conversations with reading material to increase comprehension.**

EVCC Core Learning Outcomes

Everett Community College's Core Learning Outcomes

1. Analytical Thinking

Students will apply quantitative and/or qualitative reasoning skills to solve problems, evaluate claims and support conclusions.

2. Effective Communication

Students will individually and/or collaboratively communicate across multiple expressive modes, applying relevant learned knowledge and demonstrating information literacy and research skills.

3. Equity and Social Justice

Students will evaluate the influence of power and privilege, identify shared and unshared meaning, and/or analyze the sources of their perspectives in advancement of equity and social justice.

Access to Technology

You must have a laptop/Chromebook for this class. Technology is a tool that we will be using to do our work and is necessary to be a successful college student.

The Library Media Center loans Chromebooks, netbooks, wifi hotspots, and calculators to currently enrolled students. Contact the Circulation desk for availability and check-out procedures: circulation@everettcc.edu. See the [Technology Resources](#) page for how to

access free versions of Microsoft Office 365 and for discounts on other hardware and software.

How to be Successful in this Course

Be Ready

- Be on time to class and come to every class session.
- Participate in all activities, class discussions and assignments.
- Practice self-care so that you enjoy classes and can manage stress.

Be Responsible

- Take notes in class. This helps you to become an active learner.
- Communicate with me when you cannot come to class.
- Check Canvas every day for homework and classwork.
- Ask classmates when you have missed something, have been absent or need clarification.
- Get together with classmates to have study groups and to have fun.

Be Respectful

- Cell phones and laptops are to be used only at designated times.
- It is impolite to talk when the teacher is talking or be on cell phones during class.
- Make friends in class and work together kindly.

Assignments

Assignments	Weight of Grade
Active Engagement	30%
Reading & College Study Skills	30%
Writing Assignments & Assessments	40%

You must earn a 76% to pass this class and move to the next level.

Attendance is required, When you are absent, you miss a lot of information and activities that will improve your language and critical thinking skills.

Grades

Grading Scale

A	90-100%	Excellent
B	80-89%	Good
C	76-79%	Average
C-	70-75%	Below Average
D	60-69%	Low
F	59%	Fail
W		Stop English Class

Students who earn a C (76%) or higher pass the class. If you do not earn at least 76%, you will not be allowed to advance to the next level. You can repeat the class only 3 times.

Late Work

All work must be turned in by the due date. There is no penalty if you are late. However, the assignment/test **will close** one week after the due date and will not be accepted after the closing date. No late assignments will be accepted after week 9. It is in your best interest to do the assignment on time so that you are prepared for discussions, paragraphs and tests.

If you have a difficult situation (medical emergency, job loss/change, bereavement, etc.) please talk to me so we can create a reasonable solution for you to be successful in class.

[Everett Community College Students Rights and Responsibilities Handbook](#)

Generative AI Statement

Generative AI, such as Chat GPT, Dall-e, Gemini, Claude, etc., may be used as tools to generate ideas and organize thoughts but it should not be used to replace student work for this class. AI is often biased, inaccurate, and is not reflective of you as a learner. You are responsible for analyzing and fact-checking AI-generated results before using them in your work. If AI is used in your work it should be used minimally and cited. Using AI as a replacement for your work, for the majority of your work, and/or not citing the use of AI will be treated as a violation of the Student Conduct Code and reported to the Dean of Student Development (See above).

Academic Integrity

As part of an academic community, EvCC students are expected to submit only their own work and avoid occurrences of plagiarism. This includes submitting answers that are not your own on quizzes and exams. [The Writing Center](#) offers support to help students improve their writing skills and provides resources on understanding plagiarism.

Accidental or intentional use of someone else's work, ideas, research, or writing without attribution of the source may result in a failing grade on the assignment or a failing grade in the course. This decision will be dependent on the nature and extent of the use. Any incidents of this type will be

reported as a violation of the Student Conduct Code, which is described in the Student Rights and Responsibilities handbook.

Important Dates

Registration and payment dates, application and refund deadlines, the final examination schedule and all other information related to the academic year and each individual quarter is available [on the college website](#).

Flexibility Statement

I have attempted to make this syllabus as comprehensive and accurate as possible and I may occasionally need to make small adjustments during the quarter. I will announce any changes in class or notify you in writing and in Canvas.

[Everett Community College Students Rights and Responsibilities Handbook](#)

[Everett Community College Prohibited Student Conduct Policy](#)

[Everett Community College Academic Grievance Procedure](#)

[Everett Community College Disability Accommodation Policy](#)

[Everett Community College Disability Accommodation Procedures](#)

Student Concerns and Support

The CARE Team at Everett Community College is here to support students who may be struggling or going through a difficult time that is impacting their academics. If you or another student you know is experiencing academic, emotional, or personal challenges, the CARE Team can help connect you

with resources and support. To share a concern or request help, you can [submit a CARE report online](#) or email care@everettcc.edu.

Students are encouraged to read the Student Conduct Policy and Student Rights and Responsibilities Handbook to be aware of their full scope of rights.

Basic Needs

It can be challenging to do your best in class if you have trouble meeting basic needs like safe shelter, sleep, or nutrition. [EvCC's food pantry](#) is available for walk-ins and by appointment. [Student Emergency Assistance Grants](#) are also available for unexpected emergencies.

[Everett Community College Civility Statement](#)

[Everett Community College Students Rights and Responsibilities Handbook](#)

[Everett Community College Prohibited Student Conduct Policy](#)

[Everett Community College Disciplinary Sanctions Policy](#)

Academic Grievance Procedure

If a student has evidence that they have been: Unfairly treated in matters related to grading, course policies or expectations; falsely accused of cheating; or inappropriately penalized for alleged cheating; they may be said to have an academic grievance.

Students can approach any member of the campus community whom they trust for guidance on following the formal and informal academic grievance procedures.

Counseling

Everett Community College Counseling & Student Success (CSS) offers appointments for currently enrolled students with professional counselors for Academic/Educational Counseling, Career Counseling, and free short-term Personal Counseling, as well as referral to community resources to help students adjust to, cope with, and succeed in college. To make an appointment, visit Parks Student Union, 3rd Floor, call 425-388-9263, or email counseling@everettcc.edu.

[Everett Community College Faith and Conscience Leave Policy](#)

Accessibility

In accordance with the Americans with Disabilities Act Policy, EvCC is committed to ensuring that classes are accessible to all students, including those with visible and invisible disabilities. If at any point a student is not able to access the space, content, or experience of a course they should contact the [Center for Disability Services](#) (425-388-9272, or cds@everettcc.edu).

[Student Medical Leave of Absence Policy](#)

[Student Medical Leave of Absence Procedure](#)

Help with Technology

For help with Canvas, Panopto, or Zoom, contact eLearning at elearning@everettcc.edu or visit the [eLearning website](#). For help with logins, passwords, and email, contact IT at helpdesk@everettcc.edu or visit the [IT help desk website](#).

[Notice of Nondiscrimination](#)

[Everett Community College Protected Class Nondiscrimination Policy](#)

[Everett Community College Immigration Rights and Non-Discrimination Policy](#)

Civility

As outlined in the campus civility statement, Everett Community College is committed to providing a safe learning and working environment. The expectation is that all students will conduct themselves in a civil, respectable and appropriate manner as a responsible member of the college community. The Student Rights and Responsibilities Handbook identifies and describes college expectations, students' rights, and outlines the process for resolving disciplinary matters, including Student Code of Conduct violations. The provisions of the Student Code of Conduct apply to all students whenever they are on the college campus, in college housing, or engaged in college-sponsored activities and functions.

Pathway Success Coaches

Pathways coaches are available to help you navigate your college experience, including helping you navigate academic resources and services and build out a success plan. They are available to meet in person or over Zoom. See the [EvCC Pathways Coaches page](#) for contact information for your Pathways coach.

Land and Labor Acknowledgements

We are taking this opportunity to acknowledge that the land Everett Community College

campuses reside on are the traditional and ancestral lands of the Tulalip (ta-lay-lup) Tribes, the Sauk-Suiattle (sock swa-ttle) Indian Tribe and the Stillaguamish (still-agwamish) Tribe of Indians. The main campus is built upon the ancestral territory of the Hibulb (hee-bulb) Village, which once stood as a rich cultural, economic, and political center for the Snohomish (sna-hoe-mish) Tribe. After European American arrival, the Snohomish (sna-hoe-mish) people, along with several other tribal nations, negotiated the Treaty of Point Elliott and relocated to what is now the Tulalip (ta-lay-lup) Reservation. It is our goal that by remembering the nations who have been here since time immemorial, we acknowledge the truth of our past and join together in building bridges of understanding and collaboration for the empowerment of indigenous students and their communities.

We acknowledge that so much about our country—its culture, its economic growth, and its development—has been made possible by the labor of enslaved Africans and both their ascendants who suffered the horror of the transatlantic trafficking and chattel slavery, and their descendants who suffered the long shadow of Jim Crow. We acknowledge the transgenerational legacy of the violence they endured and its impact that continues to burden lives today. We likewise acknowledge our nation's historical and continuing exploitation of and reliance upon immigrant and migrant labor, workers who to this day toil in difficult, dirty, and dangerous working conditions, making the American way of life more accessible and affordable for the majority while socioeconomically able to enjoy but few of the fruits of their own labor. Let us embrace the responsibilities for transformative action—both individual and collective—implicit in these acknowledgements.

Faith and Conscience Leave

Per Everett Community College's Faith and Conscience Leave Policy, Everett Community College students are entitled to two days of excused absences per academic year (summer quarter through the end of spring

quarter) for reasons of faith or conscience or for organized activities conducted under the auspices of a religious denomination, church, or religious organization. Such absences must be requested in writing within the first two weeks of the class or the first week for a late start class and may not incur additional fees for students.

Student Medical Leave of Absence Policy

When a health or medical emergency or condition renders a student's continued participation in college academics, programs, or services impossible, impractical or unsafe to the student or any member of the college community, the rules and procedures around a medical leave of absence shall apply.

A student who decides to withdraw from the college for health/medical reasons shall follow the college registrar's general procedures for withdrawal or petition for exception to registration, as appropriate. A student who chooses to exercise this option may return to college as early as the next scheduled quarter.

Non-Discrimination Statement

Everett Community College does not discriminate based on, but not limited to, race, color, national origin, citizenship, ethnicity, language, culture, age, sex, gender identity or expression, sexual orientation, pregnancy or parental status, marital status, actual or perceived disability, use of service animal, economic status, military or veteran status, spirituality or religion, or genetic information in its programs, activities, or employment.

Equal Opportunity and Title IX Policy and Procedure

Everett Community College is committed to providing a safe and inclusive environment for learning and working at the college. The Director of Equal Opportunity and Title IX Programs is the person designated by the college to receive concerns or complaints of protected class discrimination or harassment, including sex-based harassment. Protected class characteristics include race, sex, gender identity, disability, and pregnancy, among many others. Faculty are required to submit a report to the college when made aware of conduct or experiences that meet discrimination and harassment definitions, so that the college can provide support to an impacted person. Review the policies and procedures on the [Equal Opportunity and Title IX webpage](#) for more information about protected classes, prohibited conduct definitions, support resources on and off campus, and contact information for the Director of Equal Opportunity and Title IX Programs. Additionally, all employees have [mandatory reporting responsibilities](#) regarding disclosures of child abuse or neglect and vulnerable adult abuse.