University of Iowa Syllabus Requirements
From: The University Operations Manual (III-15.2).
(http://www.uiowa.edu/%7Eour/opmanual/iii/15.htm#152)

In order that students can make knowledgeable choices about whether to take a particular course, it is the faculty member's responsibility to provide, on the first day of class, a course syllabus, in either electronic or paper format, containing the following information:

1. The instructor's name, office, office hours, and contact information (a valid uiowa.edu email address and a telephone number, if available). If the instructor is a teaching assistant, the syllabus should also include the course supervisor's name, office, office hours, and contact information;
2. Goals and objectives of the course;
3. Course content and schedule of topics;
4. List of readings and/or other anticipated course materials;
5. Expectations for attendance, assignments, and examinations;
6. Dates and times of any examinations scheduled outside of class time;
7. Grading procedures including whether plus/minus grading will be used;
8. Statement on the availability of accommodations for students with disabilities;
9. Resources for obtaining additional help, such as tutors or teaching assistants;
10. Any changes in information about the course from that which appears in official University notices;
11. A statement describing what forms of electronic communications, if any, will be employed for student contact and the expectations for typical response times. Reference should be made to University policy, which specifies that students are responsible for all official correspondence sent to their standard University of Iowa e-mail address (@uiowa.edu). (Privacy considerations, such as federal law, may apply when using an address other than the standard University e-mail address. The University provides guidance for acceptable etiquette when utilizing electronic communication technologies.)

Sample Statement for Accommodations for Students with Disabilities

"I would like to hear from anyone who has a disability which may require seating modifications or testing accommodations or accommodations of other class requirements, so that appropriate arrangements may be made. Please contact me during my office hours."

(http://www.clas.uiowa.edu/faculty/teaching/policies/disabilities.shtml)