

Thank you for your interest in the Winter 2019 online MTH 60 class.

We have set this class to require instructor permission to ensure that if you do register for this class, you will have the best possible chance to successfully complete the course.

We know that there are several factors that will contribute to your success in this class, including:

- Having strong pre-requisite skills (strong fraction computation skills, and using order of operations to simplify expressions.)
- Recent prior success in previous math courses (A or B in MTH 20 taken within the past year)
- Prior success in previous college course work (Strong prior quarter and cumulative GPA)
- Having a plan for being able to dedicate 12 – 15 hours a week towards completing this course
- Having continual access to a computer, internet, printer, and a way to scan and upload .pdf files into Blackboard. There are free smartphone apps (Genius Scan is one you might check out) that work well to scan.
- Reading instructions carefully and following them completely...please be sure to fully complete the next two pages of this document (the approval request form and the assessment) and submit according to the instructions.

To request instructor permission, **print, complete, scan, and submit** the Instructor Approval Request form and Pre-registration Assessment below (2 pages following this one).

This assessment will serve several purposes:

- Making certain you are able to print and scan multiple page documents into a single .pdf document.
- Letting you see the types of problems you should be able to do before starting this course.
- Letting me see that you have basic fluency with MTH 60 pre-requisite skills.

In addition to the documents you complete and return, we will be considering your prior math preparation and prior success in previous course work. You should then hear back from me within 3 business days except during the month of July, when the response time will be more sporadic. Requests will be processed in the order received and all correspondence will take place through your COCC email. Check your email often for information concerning this course and other COCC business.

The **DEADLINE** for submitting your Request for Instructor Approval for developmental Math classes is **WEDNESDAY, DECEMBER 19**. The course will be cancelled if it does not have sufficient enrollment by December 20, 2018.

If the course has sufficient enrollment to run, the course will be available in BB beginning Thursday, January 3, 2019.

Let me know if you have any questions.

Kathy

PS – Reading carefully and following instructions are important skills for this course, so please check over your forms carefully before submitting them.

ONLINE MTH 60 – Winter 2019 Instructor Approval Request Form

Please print, complete, and scan both of the following pages into a SINGLE .pdf file and submit via email to kmsmith@cocc.edu

Name _____ COCC email address _____

Student ID _____ Do you have convenient access to a printer? _____

What city will you be living in while taking this course? _____

Please list all previous and current math courses – include all math courses that appear on your COCC transcript. If you do not have a COCC math course on your transcript, list your last two math classes taken anywhere.

Course	Term/Year	Grade	Taken where?	Online (Yes or No)

If you are currently in MTH 20, what was your percentage grade on your first MTH 20 test? _____

What is your overall grade to date? _____ Who is your current instructor? _____

How many hours a week are you budgeting to work on the requirements for this online course? _____

Taking an online course can be more challenging, usually requires more time, and is more expensive than taking a face-to-face class, so why are you taking this course as an online course instead of as a face-to-face course?

	I have strong prerequisite skills in this area.	I have weak or no prerequisite skills in this area.
Converting between improper and mixed fraction skills		
Reducing fraction skills		
Finding equivalent fractions proficiency		
Strong fraction computation skills (adding, subtracting, multiplying, dividing)		
Using order of operations to simplify expressions proficiency		
Ability to solve problems involving ratios, proportions, and percents		
Ability to perform the four basic arithmetic operations using signed numbers		
Excellent note taking skills		
Strong reading comprehension skills		

These are problems you should be able to comfortably complete prior to beginning MTH 60. Show all steps and all work. The work needs to be reflective of your skills without the help of external people and/or technology. If you need to study and get help prior to completing this form, that is fine, but once you begin the problems on this form, the work should be all yours.

Perform the indicated operation by hand. **Show all steps.** Simplify all fractional answers and give answers greater than one as whole numbers or mixed fractions.

Write $\frac{59}{8}$ as a mixed fraction. $\frac{59}{8} =$

Write $5\frac{3}{11}$ as an improper fraction. $5\frac{3}{11} =$

Complete these equivalent fractions by filling in the numerator or denominator.

$$\frac{3}{7} = \frac{12}{\quad}$$

$$\frac{4}{5} = \frac{\quad}{25}$$

$$\frac{16}{20} = \frac{4}{\quad}$$

$$2\frac{2}{5} + 3\frac{5}{6}$$

$$3\frac{5}{6} - 2\frac{2}{5}$$

$$6\frac{3}{4} \cdot 3\frac{1}{3}$$

$$6\frac{3}{4} \div 2\frac{7}{10}$$

$$12 \cdot \frac{5}{6}$$

$$4 - 2\left(\frac{1}{6}\right)$$

$$9 - 2^2$$

$$4 - (10 - 8) + 1$$

Simplify: $5 + (12) \cdot (6 - 3) - 4 \cdot 2$

Simplify: $\left(\frac{2}{3} + \frac{1}{4}\right)^2 - 3 + \frac{1}{4} \div \frac{3}{5}$