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COURSE: HP 100N Constitutional Exam Class  
CREDIT: 0 Semester Hours  
SEMESTER: Spring 2025, Sessions 1 and 2  
TIME: N/A  
INSTRUCTOR: Dr. Teddy D. Bitner  
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## I. DESCRIPTION

This course comprises an examination on the United States and Missouri constitutions and related material. This course meets testing requirements (RSMO 170.011.1) in the Constitution of the United States and of the state of Missouri and in American history and institutions.

## II. OBJECTIVES

- A. The purpose of this course is to prepare you to pass an examination on the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American history and American institutions. Accordingly, upon completion of this course, you will be able to:
1. Identify structure and contents of the Missouri State Constitution (A).
  2. Identify institutions associated with the Missouri State Constitution (A).
  3. Identify structure and contents of the US Constitution (B).
  4. Identify institutions associated with the US Government as established within the US Constitution (B).

## III. REQUIREMENTS.

- A. Missouri State Constitution. You will be required to take and pass an examination on the Missouri State Constitution and associated institutions.
- B. US Constitution. You will be required to take and pass an examination on the US Constitution and associated institutions.

## IV. METHODS

- A. This is an online only course. You are expected to use the study material provided in the Canvas portal to prepare for the Missouri State and US Constitution

examinations and to take the associated examinations when they open within the Canvas portal.

B. Grading and Attendance.

**Attendance:** This course does not include an attendance requirement. It is a self-paced, zero credit course required for completion of your degree.

**Grading:** This is a pass-fail course. You are required to obtain a 60% on each of the two examinations to pass this course.

V. TEXTBOOKS

*Constitution of the United States of America.* Available for no cost at:  
<https://www.senate.gov/about/origins-foundations/senate-and-constitution/constitution.htm>

*Constitution of the State of Missouri,* Revised January 2019. Available for no cost at:  
<https://www.sos.mo.gov/pubs/constitution>

The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB, English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases, and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.

VI. TENTATIVE CLASS SCHEDULE:

Modules	Contents	Weeks
1	Introduction Video	1
	Syllabus Confirmation	1
2	Modules 1-3 US Constitution Exam Prep	1-3
	US Constitution Examination	4
3	Missouri Constitution Exam Prep	5-7
	Missouri Constitution Examination	8

**Special Notes:**

Grades on late papers will be reduced by 4% for each day the assignment is late.

I will accept late assignments until midnight on the last day of the cycle. I will not accept assignments beyond that point. Students may contact the registrar to apply for additional time to complete the class.

All class papers must follow the Turabian style according to *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th edition and the Calvary Style Guide, 2019 update. The Turabian Handbook is located on the Calvary University website

Students with disabilities have the responsibility of informing the Accommodations Support Coordinator ([aso@calvary.edu](mailto:aso@calvary.edu)) of any disabling condition that may require support.

Plagiarism is defined as copying any content without identifying the source. This also includes taking another person's or AI entity's ideas or constructs and presenting them as your own. Plagiarism of any kind will not be tolerated. Most assignments at Calvary require the student to produce original work. Therefore, unless specifically permitted by the instructor, the use of AI-generated content is prohibited (even if cited) as it does not represent original work created by the student and is an unreliable aggregate of ideas from other sources. AI, however, may be utilized in cases where the instructor has explicitly permitted its use to accomplish specific tasks. It is only in these cases that AI-generated (or modified) content may be submitted by the student. If there are any questions as to the permissibility of AI use for an assignment, please ask your instructor for clarification.

The Clark Academic Center ([learning@calvary.edu](mailto:learning@calvary.edu)) is dedicated to providing free academic assistance for Calvary University students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams and facilitate tests. Please take advantage of this service.