

Academic Success Planning Part 1

Quarter: F W S

Student Name: _____ ID: _____

Year: Frosh Soph Junior Senior

Step 1: Preparedness

Tell us about your schedule and how you prepare for the quarter, and stay on track throughout the quarter.

Do you have at least 12 credits? Yes No (list classes) _____, _____, _____, _____,

Are you repeating a course? Yes No (list) _____, _____ **Taking a Pass/No Pass?** Yes No

Do you have all of your textbooks? Yes No If not, please list what's missing and why: _____

Do you have all other supplies needed for classes? _____

How do you take notes? _____

What is your study/learning style? _____

Step 2: Reflection

Please take the time to reflect on the previous quarter. Please specify in detail and accuracy where applicable.

What other things in your life are occupying your time? (ex: work, family, friends, commute, student groups, etc) _____

What are your academic and non academic strengths? (ex: creative, organized, communication, writing, adaptable, empathy, energy) _____

Subjects and topics I'm strongest in include: _____

How did you play off of these strengths to be successful last quarter? What worked? _____

What did not work well last quarter? What areas do you wish to improve? _____

What was the greatest contributor to your academic standing? (ex: personal life, financial, problems with the course material, approach to studying was not effective, advising and faculty hours, I don't know what I want out of the university, easily distracted,)

List an idea of how to overcome this challenge: _____

My goals for this quarter are to: _____

In five years I see myself: _____

Step 3: Map out your time

Use the back of this sheet to write out your schedule including classes, work, weekly tutoring, other obligations, study time, meal time, and anything else. If you have not already done so, please go through every syllabus for your new classes. Calendar all of your assignments (papers, quizzes, midterms, and finals) to help you time manage the quarter. Please make sure you understand the grading policy and attendance policy for each class. Note your professors office hours and locations with your notes or in your phone/computer.

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	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8am							
9am							
10am							
11am							
12pm							
1pm							
2pm							
3pm							
4pm							
5pm							
6pm							
7pm							
8pm							
9pm							
10pm							
11pm							

Notes: _____
