

# ACADEMIC SUCCESS PLAN

Your academic advisor and success advisor in the are committed to helping you reach your academic and career goals.

This worksheet is designed to help you develop a plan for returning to good academic standing. Be honest with yourself about the commitment and effort you are willing to invest so that you can develop a plan that is achievable and workable for you.

Student # \_\_\_\_\_

Student Name: \_\_\_\_\_

## Step 1: Identify the obstacles you encountered last semester.

In reviewing your academic performance, what obstacles negatively impacted your grades?

**Check all** that apply and **circle the top 3** obstacles that impacted your academic grades.

<b>Academic</b>	<b>Personal/Other</b>
Ineffective Study skills	Financial difficulties
Undeveloped time management skills	Health problems
Unprepared for exams	Hard to get out of bed in the morning
What worked in high school doesn't work anymore	Use or abuse of alcohol or other substance(s)
Hard to concentrate/daydreaming	Possible learning disability
Difficult classes/not prepared for course level	Difficulty sleeping at night
Conflict with professor	Pressure, stress, anxiety or tension
Unable to understand course content or find important information	Excessive time spent online
Poor Reading Skills	

Other factors not listed above: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Failure is only postponed success as long as courage 'coaches' ambition. The habit of persistence is the habit of victory.*

**Herbert Kaufman**

**Step 2: Generate potential solutions for overcoming the obstacles you listed.**

Use the matrix below to list the obstacles you faced last semester and three potential solutions for each obstacle.

<b>Obstacle</b>	<b>Solution #1</b>	<b>Solution #2</b>	<b>Solution #3</b>
<b>1.</b>			
<b>2.</b>			
<b>3.</b>			

<b>Possible Solutions</b>	
I will meet with my academic advisor to discuss my schedule and develop a plan for success	I will make better choices regarding my health, sleeping and eating habits
I will develop a time management plan that works for me	I will make better choices regarding my use of free time, for example: online gaming and social networking, use/abuse of alcohol/drugs, etc.
I will attend all of my classes	I will get to know my professors
I will go to class prepared	I will ask my professor for help if I am having difficulty in a course
I will utilize the major and career exploration services	I will seek out a representative at Counseling and Psychological Services (CAPS) to discuss my personal concerns and issues
I will set a study schedule for each class and follow it	I will meet with someone in the Office of Student Disability Services
I will study in a place that allows me to get my work done	I will seek financial guidance from someone in the Student Enrollment Center
I will attend tutoring sessions	I will focus in class
I will attend Supplemental Instruction (SI)	I will get involved in fitness activities
I will attend BALANCE or skill building workshops (i.e., time management and test taking)	I will contact the tutoring center and request tutoring services.
I will take my Study Behavior Inventory (SBI) and meet with an academic advisor to discuss the results	Other solutions that will allow me to be successful

*Success is the result of perfection, hard work, learning from failure, loyalty and persistence.*

*Colin Powell*

**Step 3: Commit to workable and achievable solutions.**

Using the matrix below, list the three most achievable solutions you are willing to try, how these solutions may help you, and the sacrifices you will need to make to achieve your goals.

<b>Solution</b>	<b>How will this solution help me?</b>	<b>What will this solution require of me in terms of time and effort?</b>
<b>1.</b>		
<b>2.</b>		
<b>3.</b>		

**Step 4: Develop your plan of action!**

Write your most important goal down below. Using the solutions you generated, list the steps you will take to reach your goal and the date by which you will complete those steps. Use the **SMART** formula for achieving your goal.

**S - Specific: Make your goal as specific as possible**

*Example: I will have a 2.5 cumulative GPA*

**M - Measurable: Be sure that your goal is measurable**

*Example: I will be able to measure whether or not I have achieved my desired GPA at the end of the semester.*

**A - Attainable: Set goals that you can achieve**

*Example: I have done the math and know that a 2.5 cumulative GPA by the end of the semester is possible.*

**R - Realistic: Set goals that are realistic**

*Example: I can realistically achieve a 2.5 cumulative GPA if I earn 4 Bs and 1 C this semester.*

**T - Timely: Establish a timeline for reaching your goal**

*Example: I can achieve my goal by the end of the semester.*

**Energy and persistence conquer all things.**

**Benjamin Franklin**

**My TOP Goal:** \_\_\_\_\_

The steps I will take to reach this goal:

1. \_\_\_\_\_ by \_\_\_\_\_  
(PROJECTED DATE)

2. \_\_\_\_\_ by \_\_\_\_\_  
(PROJECTED DATE)

3. \_\_\_\_\_ by \_\_\_\_\_  
(PROJECTED DATE)

Step 5: Remember that with effort and persistence, you can return to good academic standing! Keep the following in mind:

1. **BE COMMITTED** to achieving academic success
2. **UNDERSTAND** what academic probation means and what grades you'll need to earn to return to good academic standing
3. **IDENTIFY** the problems that led to your poor grades
4. **CONSIDER** all of your options - including adjusting your course load, cutting back on extracurricular activities, repeating courses.
5. **KNOW** the add, drop, and withdrawal deadlines as well as other academic policies that pertain to you
6. **LET OTHERS ASSIST YOU** and take advantage of the student support services such as tutoring, personal counseling, and academic coaching. Your academic advisor is an excellent resource person as well.
7. **THINK POSITIVELY and WORK HARD! DON'T GIVE UP!**

**Notes:** This worksheet was adapted from student success worksheets at Clemson University and Virginia Tech University.

*Patience, persistence and perspiration make an unbeatable combination for success.*

**Napoleon Hill**

**Please complete the following information**

<b>Check the Highest Educational level of MOTHER</b>	
<input type="checkbox"/>	High School or less
<input type="checkbox"/>	Some college but did not Graduate
<input type="checkbox"/>	Associates Degree / a College Graduate
<input type="checkbox"/>	Bachelor's Degree / a College Graduate
<input type="checkbox"/>	Graduate Education (Masters or higher)

<b>Check the Highest Educational level of FATHER</b>	
<input type="checkbox"/>	High School or less
<input type="checkbox"/>	Some college but did not Graduate
<input type="checkbox"/>	Associates Degree / a College Graduate
<input type="checkbox"/>	Bachelor's Degree / a College Graduate
<input type="checkbox"/>	Graduate Education (Masters or higher)

How many hours a week did you **STUDY**?

- 0
- 1 – 4
- 5 – 8
- 9 – 12
- more than 12 hours per week

How many hours a week did you **WORK**?

- 0
- 1 – 4
- 5 – 8
- 9 – 12
- more than 12 hours per week

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Advisors coaching goals:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**THIS SHEET SHOULD NOT BE COPIED AS PART OF THE HANDOUT**

### **Help Sheet**

- 1. GPA Calculator is located at Degree Works**
- 2. Tutor Application is in the packet**
- 3. Balance Schedule is located in the packet**
- 4.**

### **File name/location**

**O:\Advising Center\GPA Low\Success Summit 2013\ Students development of a Academic Success Plan 2012**