

Plan Ahead for Your Upcoming Quarter

(A handout designed by TRIO)

1. **Prior** to the first day of class, **if possible**:
 - a. Connect with Enrollment Services (ext. 2500) to verify your registered classes
 - b. If you are using funding other than your own, connect with Financial Aid (ext. 2449) to confirm that the funding is in place
 - c. Check with the campus bookstore to confirm (and hopefully, purchase) the textbooks required for your classes (students who are on financial aid may not be able to purchase textbooks until after they have attended their first day of classes)
 - i. If you know where to start, read those chapters/sections; become familiar with terminology and attempt to do any end of chapter questions, if any
 - ii. Begin a vocabulary list; write out definitions of unfamiliar words
 - d. If this is your first quarter on campus,
 - i. Obtain a campus map; learn locations of classes (buildings/room numbers)
 - ii. Familiarize yourself to campus and walk to each of your classrooms
 - e. Ask what the parking situation will be like during the time of your classes (ext. 3350)
2. **Make it a priority to be on time to class and attend every day.** There is a direct correlation between class attendance and grades. Missing more than 1 or 2 days of class a quarter may seriously impede your success in the course. (If you anticipate being absent for any reason, please let your instructor know in advance.)
3. In college, the expected amount of study time is two hours for every hour spent in class. A two-credit class would need four hours of study per week in addition to class time.
4. Plan a weekly study/homework schedule that includes total study amounts for each course.
5. Consider doing a **PARSS** approach to your studies:
 - a. Preview the material the day before or the morning of the class prior to the instructor lecturing or introducing the material
 - b. **Attend class**, taking notes and collecting any handouts provided to put with the rest of your class materials
 - c. **Review** the material presented in class that same day.
 - d. **Study** the concepts in your notes and in your readings; **do assigned homework**
 - e. **Start** the process over and **preview** the new upcoming material before the instructor lectures or introduces the new concepts
6. It might be helpful for you to investigate the following ideas/areas to see what resources might be useful for you:
 - a. Consider **joining study groups** for your classes (ask instructors the first day of class to find out if they will help facilitate the formation of these outside groups.)
 - b. Know the **available tutoring centers** on campus:
 - i. Math Learning Center: SMT-355 (ext: 4498)
 - ii. Tutoring and Resource Center : Holman Library—second floor (ext. 2325)
 - iii. Writing Center: RLC 113 (ext. 2166)