

AD 0101- Study Skills Tutorial

Instructor's Name: _____

Instructor's Office: _____

Instructor's Phone Number: _____

This course is an individualized program of study skills, planned and supervised study time, and tutorial assistance personally designed for sponsored students to provide you with the opportunity to achieve success in your Academic Upgrading courses and your future program of studies. The course is mandatory for all full-time sponsored students who have a course load of between 15 and 19 instructional hours per week, inclusive, as all sponsored students must be in class a minimum of 20 hours per week.

Components of the course will include the following:

- Information, resources, and assistance to help you develop the study skills you need for success in all college courses
- Practice under the supervision of your instructor/advisor prioritizing and managing study time during your "work day" (The student workday is longer than most workdays and extends into your evenings and weekends).
- The opportunity to work on assignments and projects with supervised tutorial assistance available for select courses (in the majority of cases this will be your math course).

If you are registered in a modularized math course, you will be expected to do math homework during the supervised study sessions unless you are working ahead of schedule in the course. Otherwise, you should plan your supervised study time in consultation with your instructor so that you are receiving the most benefit from the time available to you.

The course may be taken for several semesters, as your individualized program will change each semester. Attendance in the course will be taken during each scheduled class time and during each scheduled Wednesday meeting hour Success Seminar or other mandatory scheduled session. Absences will be reported to the student financial aids officer on a regular basis.

Students will receive a grade of Credit or Non-Credit for the course each time it is completed. Students must complete a minimum of 60 hours of supervised study/student success seminars over the 13.5 weeks of class time in the semester in order to receive credit in the course. The mandatory student success seminars will contribute toward this hourly total.

Below is a summary of the student success seminars you will be required to attend this semester as part of the course. Special sessions with Academic Upgrading Department instructors may be arranged during the semester. All sessions will be held in B201.

SCHEDULE OF REQUIRED SUCCESS SEMINARS

WORKSHOP	DATE	ATTEND?	COMMENTS
Sponsored students' orientation	September 4		
	September 11		
Surviving and Thriving at GPRC	September 18		
Note-taking and Reading Effectively	September 25		
	October 2		
Exam writing	October 9		
	October 16		
Stress and Time Management	October 23		
Understanding Your Learning Style	October 30		
Am I in the Right Program?	November 6		
Gathering Information, Research & Technology	November 13		
	November 20		
Health and relationships	November 27		
Christmas Crunch and Finding a Part-time Job	December 4		

Other sessions which may be of interest to you and which may be helpful are the HOT TIPS AT THE LIBRARY. You may want to check into some of them. You should discuss them with your instructor prior to attending the sessions if you wish to receive credit towards your attendance requirement.

Student Expectations

1. Attend class every scheduled class time. (Sometimes a special schedule will be arranged for you because of conflicts with other classes.)
2. Come to class on time and leave on time.
3. Be prepared to start working as soon as you arrive in class.
4. Keep a daily journal of the work you completed in the study tutorial each day and your comments of how the college day went for you in all your subjects. You should also record the time you spend each night on homework and specify which courses you worked on. Your instructor will review the journals periodically, so be sure to keep them up to date.
5. Inform your instructor if you need to make a change to your semester study plan.
6. Attend all student success seminars and any other meetings required for sponsored students and ensure that your attendance is recorded at those meetings.