

## Five Keys To A Successful Semester

- **Information is power... don't be afraid to ask!** Seek out Academic Advising or Information Central if you have questions about a confusing topic. Communicate frequently with your professors, even if you are taking an online course.
- **Organize yourself early and often.** Make a time management plan at the beginning of the semester, and stick to it! Check your actions against that time management plan as the semester progresses and make sure you are following the plan for success you created. Be honest with yourself if you are not following that plan.
- **Prevent a build-up of stress... take control of your environment.** Learn to say “no” occasionally to people and situations that create stress in your life. You can relieve unnecessary stress by not trying to please everyone all of the time. When you feel rushed, slow down. When you act rushed, you feel stressed. And finally... laugh a lot!
- **Take advantage of the FREE academic support resources on campus.** Do you already know that you are enrolled in a particularly difficult class? If so, visit the Peer Mentoring and Tutoring Center (Room M2410) and find a tutor who can share tools and tips to help you succeed. Is writing a major concern? Stop into the Writing Center (Room M2855) for one-on-one tutoring sessions that can help you improve your writing skills.
- **Attend every class.** You are making a considerably large investment of both time and money to attend college. Don't waste that investment! Attending each and every class can help to ensure that you are not missing information that is crucial to your success as a college student.

One more Key To A Successful Semester (free of charge)...

- **Obtain a College Catalog (they're free!!!) as soon as you become a student at ACC.** The College Catalog contains information about program of study requirements, course descriptions, and important academic policies like drop and withdrawal guidelines.