



Study Tips to Help You Succeed in College

1. Give yourself enough time



- As a general rule, students are expected to study about three hours per week outside class for each hour spent in class. That means that if you are taking 15 credit hours (in class 15 hours per week), you will be expected to spend 45 hours in out-of-class academic activities each week. This will vary depending on the specific courses you are taking. Some courses will require more, and others will require less.
- Likewise, being a full-time student is a full-time job. It's in your best interest to keep employment to 20 hours or less per week.

2. Plan ahead



- Observe all calendar deadlines such as registration, payment, adding or dropping classes, book returns, etc.
- Be sure to keep all college receipts for the entire semester.

3. Keep your brain in gear between classes



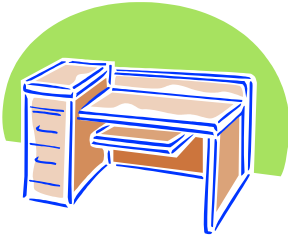
- Read text material before hearing it in class.
- Review previous notes before each class.
- Attend class every time it meets. You can't take notes on information you don't hear.
- Sit close to the front of the room. You miss important information when you sit in the back.

4. Take charge of your notes



- Write on only one side of the paper. Use blank spaces for additional material and comments/questions.
- Record the date when you begin taking notes.
- Use abbreviations that you understand. Use fragments when the instructor speaks quickly.
- Record instructor examples as well as class members' comments.
- Keep separate binders or notebooks for each class.
- Copy quotes, definitions and formulas exactly.
- Avoid doodling.

5. Create a study routine



- Have a particular place to read and study (other than the bed!).
- Lighting should be adequate, and the temperature comfortable without being too warm or cold.
- Minimize distractions. Research shows that music and TV do not help people study.
- Review your notes within a few hours after the class in which they were taken.
- Create a habit of reviewing notes from your text and lectures on a daily basis.
- Highlight important text material, but don't overdo it. Take notes from important material in the text.
- Take a short break about once an hour.

6. Keep yourself healthy



- Good nutrition, exercise and sleep are essential. Balance your studies with healthy habits.
- Play a little. Don't neglect your studies but do get out and breathe some fresh air every day.