**My Academic Plan Involves**

1. Personalized Academic Planning & Strategies
2. Strengths Identification
3. Navigating Campus Resources

**My Academic Coaching Appointments will be**

<table>
<thead>
<tr>
<th>Session</th>
<th>DATE</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Academic Plan Student Agreement**

(Check all boxes)

- I agree to use the strategies I have mapped out in my Academic Plan.
- I have a clear understanding of what I need to do to be academically successful at USC.
- If I have any questions or need further assistance, I will contact my Academic Coach.

**Student Name Printed** ____________________________  **USC ID#** ________________________

**Student Signature** ____________________________  **Date** ________________________

**Student Preparation/Response**

(Complete at time of first appointment)

- I arrived to my appointment on time.  □ Yes  □ No  □ Time ________
- I completed Academic Plan (pages 1-5) prior to my appointment.  □ Yes  □ No  □ N/A
- I brought my Self-Assessment scores to my appointment.  □ Yes  □ No  □ N/A
- I was receptive to strategies /session.  □ Yes  □ No  □ Moderate

**ACADEMIC COACH USE ONLY**

Academic Plan certified as complete.

Academic Coach Name Printed _____________________________________________

Academic Coach Signature _______________________________________________  **Date** ________________

---

**University Advising Center**

University of South Carolina
advising@sc.edu  803-777-1222  Close Hipp, Suite 381

sc.edu/advising/ace
Complete Before Appointment

1 My Information
Name _________________________ USC Email ____________________________
Cell Phone # __________________ Current Major________ Current Year ____________
☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Other

2 More About You
I currently have: ☐ Scholarships ☐ Financial Aid ☐ Neither
Have you met with your Academic Advisor in the last six months? ☐ Yes ☐ No
Have you changed majors? ☐ Yes ☐ No
Are you a transfer student? ☐ Yes ☐ No
Are you a veteran? ☐ Yes ☐ No
Are you the first person in your immediate family to attend college? ☐ Yes ☐ No
Are you living on campus? ☐ Yes ☐ No
Are you currently working? ☐ Yes ☐ No

3 Difficulties Experienced/Concerns
(Check all that apply)
☐ Academically Under-prepared ☐ Documented Learning Disability
☐ Alcohol ☐ Over Involvement in Activities
☐ Drugs ☐ Poor Time Management Skills
☐ Changing Major ☐ Relationship Problems
☐ Difficulties with Professors ☐ Took too Many Credits Hours
☐ Failed to Attend Class ☐ Transfer Student
☐ Family Crisis ☐ Adult Student
☐ Financial Concerns ☐ Victim of Crime
☐ First Generation College Student ☐ Worked too Many Hours
☐ Homesickness Other ______________________________________

4 I have used the following resources at the University of South Carolina...
(Check all that apply)
☐ Academic Advisor ☐ Professor’s Office Hours
☐ Academic Coaching ☐ Financial Literacy
☐ Exploratory Advising ☐ Library
☐ Career Center ☐ Supplemental Instruction (SI)
☐ Counseling & Psychiatry ☐ Tutoring
☐ Student Disability Resource Center ☐ Withdrawal Services
☐ Student Health Center ☐ Writing Center
☐ Financial Aid Other ______________________________________

Continue to Next Page
Answer the Following Questions in Detail

It is helpful to reflect on your personal experience as you begin to develop a clear plan for academic success at the University of South Carolina.

1. I was motivated to pursue a college degree because...

2. How I plan on using my college degree after graduation...

3. Things I find challenging in college include...

4. What has been your best experience as a student at the University of South Carolina?

5. Members of my support network that are available to assist me in becoming a successful student at the University of South Carolina include... (friends, family members, classmates, employers, professor, staff member, advisor, etc.)

6. What are 2-3 of your current strengths?
Think about courses you have taken at USC, another institution, or high school. Which of those did you really enjoy? In which ones did you do well? In which ones could you have improved? What factors contributed to your success, enjoyment or performance? Use this worksheet to highlight three of the courses in each category.

<table>
<thead>
<tr>
<th>1 Courses in Which I Did Well and/or Enjoyed the Most</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course</strong></td>
</tr>
<tr>
<td><strong>Grade</strong></td>
</tr>
<tr>
<td><strong>Factors that Contributed to my Success and Strategies</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2 Courses in Which I Could Have Improved</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course</strong></td>
</tr>
<tr>
<td><strong>Grade</strong></td>
</tr>
<tr>
<td><strong>Factors that Contributed to the Lower Grade</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3 Strategies to Help Me Succeed Moving Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Strategy</strong></td>
</tr>
<tr>
<td><strong>How will it help?</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4 My Current Study Habits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studying can be more than just preparing for a test, for example, completing homework or color-coding notes.</td>
</tr>
</tbody>
</table>

Generally, I study ________ times per week and ________ □ hours □ minutes a day.

What am I doing during this time? ____________________________

HOMEWORK, TUTORING, SI, PREPARING FOR TESTS, ETC.
Self-assessments help you better understand your strengths and areas of improvements. Complete the following before your next appointment and bring either the Index of Learning Style or Learning and Study Strategies Inventory (LASSI).

1 **Complete our Online Inventory**
   1. Visit [sc.edu/advising](http://sc.edu/advising) and click on “Academic Coaching” and then “Self Assessments”
   2. Print your results and bring them to your Coaching appointment.

2 **Complete with Advisor**
   Choose 3-4 scores that stood out to you the most and describe why you felt this may be a strength or weakness.
   (Complete at time of **first** appointment)

<table>
<thead>
<tr>
<th>Score or Strength</th>
<th>Description/Reflection</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The remainder of this packet is to be completed during your advising appointment with your academic advisor.
You should become familiar with the Advising process in your department/college. Your Academic Coach can help you with this process. Visit sc.edu/advising for information about advising at USC.

1 Information about my Academic Advisor

Advisor Name ____________________________________________
College/School ___________________________________________
Office Location ____________________________________________
Telephone Number __________________________________________
Email Address ____________________________________________
Date I will meet with my Advisor _____________________________

☐ Please check here if you are in the process of or are considering changing your major

2 Academic Motivation

1 How committed are you to your current or previous major? (Circle a number between 1 and 10)

1 2 3 4 5 6 7 8 9 10
Not at all committed/I'm ready to change majors today. Unsure/I need to explore options. Completely committed/I don't want to change majors.

2 How motivated are you to get good grades (i.e. maintain above a 3.0 Cumulative GPA)? (Circle a number between 1 and 10)

1 2 3 4 5 6 7 8 9 10
Not very motivated. I am easily distracted by things other than academics. It's a toss-up. Some weeks I'm motivated, some weeks I'm not. I am determined to get good grades. I want to graduate with above a 3.0 and nothing will dissuade me.

3 How committed are you to getting a degree from the University of South Carolina? (Circle a number between 1 and 10)

1 2 3 4 5 6 7 8 9 10
Not at all committed/ I will likely transfer. Somewhat committed/ So far, so good. But, that could change. Completely committed/I only want to graduate from USC.

ACADEMIC COACH USE ONLY

☐ Student knows who their academic advisor is and has his/her contact information
☐ Student knows when to register for classes; (if applicable)
☐ Student knows classes required for his/her major (See Academic Bulletin)
☐ Student knows how to access the Academic Bulletin and Degreeworks
☐ Student was given a major map of their current or intended major

Academic Coach Initial’s _______
Please note this is simply an estimated GPA developed with the student and advisor to assist with degree planning. Some considerations may not have been included in the estimate. A student’s final GPA is calculated by the Registrar’s Office and placed on the transcript.

### 1. Semester GPA Calculator

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Anticipated Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester GPA Hours</th>
<th>Semester Quality Points</th>
<th>Semester GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 2. Cumulative GPA Calculator

<table>
<thead>
<tr>
<th>Current</th>
<th>Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Cumulative GPA Hours</td>
<td>Cumulative GPA Hours</td>
</tr>
<tr>
<td>Cumulative Quality Points</td>
<td>Cumulative Quality Points</td>
</tr>
<tr>
<td>Cumulative GPA</td>
<td>Cumulative GPA</td>
</tr>
</tbody>
</table>

USC

LIFE/Overall (Including Transfer)

### 3. Grade Forgiveness (if applicable)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Letter grade 1st Attempt</th>
<th>Letter grade 2nd Attempt</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Projected GPA Adjusted for Grade Forgiveness

<table>
<thead>
<tr>
<th>USC</th>
<th>LIFE/Overall</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### ACADEMIC COACH USE ONLY

☐ 2.0 USC Cumulative GPA will remove you from Academic Probation.
☐ _______ USC Cumulative GPA will allow you to continue on Probation and avoid Suspension.
☐ 2.5 or Higher USC semester GPA will allow you to continue on Probation and avoid Suspension.
☐ 3.0 LIFE/Overall Cumulative will allow me to keep the LIFE scholarship (if applicable).
☐ _______ GPA is needed for ___________________________.

GPA Projections | Complete

Copyright © 2005-2019. University of South Carolina. All rights reserved. The University of South Carolina is an equal opportunity institution.
Much of your academic experience in college is focused on the time you spend in class. Students who meet with their professor(s) outside of class (either formally or informally) perform, on average, higher than students who do not.

Complete the following plan with your Academic Coach to determine a plan for meeting your professors. Visit your professor’s webpage to get ideas for questions and to explore his/her interests and background.

### 1 Plan a Meeting with My Professors

<table>
<thead>
<tr>
<th>Course</th>
<th>Professor</th>
<th>Schedule Meeting</th>
<th>Topics to Discuss/Questions to Ask</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office Hours</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>In Person</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office Hours</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>In Person</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office Hours</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>In Person</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office Hours</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>In Person</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Email</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office Hours</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>In Person</td>
<td></td>
</tr>
</tbody>
</table>

### 2 Contact your Professors

(Contact information is usually on the course syllabus)

I will contact my professor(s) by ________________________

DATE
1 **My Course Goals**

Examine the courses you are taking this semester (or the next one in which you will enroll) and complete this chart.

<table>
<thead>
<tr>
<th>Course</th>
<th>Specific study skills I will need in this class and What I will do to earn the grade I need</th>
<th>Resources on campus to help me succeed in this course</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2 **My Future Study Habits**

Studying can be more than just preparing for a test, for example, completing homework or color-coding notes.

In the future I plan to study _________ times per week and _________  □ hours/ □ minutes a day.

What do I plan on doing during this time? __________________________________________________________

HOMEWORK, TUTORING, SI, PREPARING FOR TESTS, ETC.

3 **My Overall Goals**

Part of being successful in college is to set goals for yourself then develop action plans to achieve them. Develop two goals here, including specifics on how you will achieve these goals and by what date.

<table>
<thead>
<tr>
<th>Goal</th>
<th>How will I achieve this goal?</th>
<th>Deadline to Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1 My Next Appointment

My Next Appointment is on ___________________ with ____________________

Before this appointment I will

1
2
3
4
5

2 I will make an appointment with...
(Check all that apply)

☐ Academic Advisor
  To schedule an appointment with your advisor visit
  sc.edu/advising

☐ Career Center
  sc.edu/career
  Thomas Cooper Library, 5th Floor
  803-777-7280

☐ Counseling & Psychiatry Services
  sa.sc.edu/shs/cp
  Thomson Building, 2nd – 4th Floors
  For Counseling 803-777-5223
  For Psychiatry 803-777-1833

☐ Office of the Bursar
  sc.edu/bursar
  1244 Blossom Street
  803-777-4233

☐ Office of the Registrar
  registrar.sc.edu
  1244 Blossom Street
  803-777-5555

☐ Office of Pre-Professional Advising
  sc.edu/oppa
  Sumwalt College, Room 208
  (Corner of Sumter St. and Greene St.)
  803-777-5581

☐ Office of Student Financial Aid
  sc.edu/financialaid
  1244 Blossom St., Suite 200
  803-777-8134

☐ Student Health Services
  sa.sc.edu/shs
  Center for Health and Well-Being
  1409 Devine St.
  803-777-3175

☐ Student Disability Resource Center
  sc.edu/about/offices_and_divisions/student_disability_resource_center/index.php
  LeConte College, Room 112A
  (Near Pickens St. and Greene St.)
  803-777-6142

☐ Student Success Center
  sc.edu/success
  Thomas Cooper Library, Mezzanine
  803-777-1000
  Financial Literacy
  Out to Lunch
  Peer Writing Consultation
  Transfer/ Veteran Services
  Tutoring
  Supplemental Instruction (SI)

☐ University Advising Center
  sc.edu/advising
  Close-Hipp, Suite 381
  803-777-1222
  Academic Coaching
  Exploratory Advising
  Undergraduate Studies
  Withdrawal

☐ USC Connect
  sc.edu/usconnect
  Thomas Cooper Library, 1st floor
  803-777-4500

☐ Writing Center
  artsandsciences.sc.edu/write/university-writing-center
  James F. Byrnes Building, RM 703
  (Corner of Sumter & College Str.)
  803-777-2078