

\* By creating my Academic Plan, I will self-assess, reflect, and determine what it takes for me to be a successful student at the University of South Carolina.

**Complete Before Appointment**

### 1 My Academic Plan Involves

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

### 2 My Academic Coaching Appointments will be

Session 1 \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_  
Session 2 \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_  
Session 3 \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

### 3 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.

4 Student Name Printed \_\_\_\_\_ USC ID# \_\_\_\_\_  
Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### 5 Student Preparation/Response (Complete at time of **first** appointment)

- I arrived to my appointment on time.  Yes  No  Time \_\_\_\_\_
- I completed Academic Plan (pages 1-4) 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 according to the individual needs of the student.

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](https://sc.edu/advising/ace)

### 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)

- |   |   |
|---|---|
| <input type="checkbox"/> Academically Under-prepared      | <input type="checkbox"/> Documented Learning Disability |
| <input type="checkbox"/> Alcohol                          | <input type="checkbox"/> Over Involvement in Activities |
| <input type="checkbox"/> Drugs                            | <input type="checkbox"/> Poor Time Management Skills    |
| <input type="checkbox"/> Changing Major                   | <input type="checkbox"/> Relationship Problems          |
| <input type="checkbox"/> Difficulties with Professors     | <input type="checkbox"/> Took too Many Credits Hours    |
| <input type="checkbox"/> Failed to Attend Class           | <input type="checkbox"/> Transfer Student               |
| <input type="checkbox"/> Family Crisis                    | <input type="checkbox"/> Adult Student                  |
| <input type="checkbox"/> Financial Concerns               | <input type="checkbox"/> Victim of Crime                |
| <input type="checkbox"/> First Generation College Student | <input type="checkbox"/> Worked too Many Hours          |
| <input type="checkbox"/> Homesickness                     | Other _____   |

### 4 I have used the following resources at the University of South Carolina...

(Check all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Academic Advisor                   | <input type="checkbox"/> Professor's Office Hours      |
| <input type="checkbox"/> Academic Coaching                  | <input type="checkbox"/> Financial Literacy            |
| <input type="checkbox"/> Exploratory Advising               | <input type="checkbox"/> Library                       |
| <input type="checkbox"/> Career Center                      | <input type="checkbox"/> Supplemental Instruction (SI) |
| <input type="checkbox"/> Counseling & Psychiatry            | <input type="checkbox"/> Tutoring                      |
| <input type="checkbox"/> Student Disability Resource Center | <input type="checkbox"/> Withdrawal Services           |
| <input type="checkbox"/> Student Health Center              | <input type="checkbox"/> Writing Center                |
| <input type="checkbox"/> Financial Aid                      | Other _____  |

**Continue to Next Page**

5 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...

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

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3 Things I find challenging in college include...

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

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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.)

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6 What are 2-3 of your current academic and/or personal strengths?

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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.

### 1 Courses in Which I Did Well and/or Enjoyed the Most

Course	Grade	Factors that Contributed to my Success and Strategies

### 2 Courses in Which I Could Have Improved

Course	Grade	Factors that Contributed to the Lower Grade

### 3 Strategies to Help Me Succeed Moving Forward

Strategy	How will it help?

### 4 My Current Study Habits

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

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.

## Complete with Coach

Self-assessments help you better understand your strengths and area of improvements. Consult with your Academic Coach about the self-assessment(s) best suited to your unique needs.

### 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 next Coaching appointment.

## Complete with Coach

### 2 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)

Score or Strength	Description/Reflection

## Self-Assessment | **Complete**

The remainder of this packet is to be completed during your appointment with your Academic Coach.

\* Complete this portion during your advisement meeting with your Academic Coach.

Complete with Academic Coach

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](http://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? (Place an electronic check mark next to the appropriate number.)

● 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)?

● 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?

● 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

Academic Coach Initials \_\_\_\_\_

- 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

# Page 7 | GPA Projections

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

Course	Credit Hours	Anticipated Grade	Quality Points
Semester GPA Hours		Semester Quality Points	
		<b>Semester GPA</b>	

## 2 Cumulative GPA Calculator

	Current			Projected		
	Cumulative GPA Hours	Cumulative Quality Points	Cumulative GPA	Cumulative GPA Hours	Cumulative Quality Points	Cumulative GPA
USC						
LIFE/Overall (Including Transfer)						

## 3 Grade Forgiveness (if applicable)

Course	Credit Hours	Letter grade 1 <sup>st</sup> Attempt	Letter grade 2 <sup>nd</sup> Attempt
Projected GPA Adjusted for Grade Forgiveness			
USC		LIFE/Overall	

### ACADEMIC COACH USE ONLY

Academic Coach Initials \_\_\_\_\_

- 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 \_\_\_\_\_.

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

Course	Professor	Schedule Meeting	Topics to Discuss/Questions to Ask
1		<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Office Hours <input type="checkbox"/> In Person	
2		<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Office Hours <input type="checkbox"/> In Person	
3		<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Office Hours <input type="checkbox"/> In Person	
4		<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Office Hours <input type="checkbox"/> In Person	
5		<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Office Hours <input type="checkbox"/> In Person	

## 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.

Course	Specific study skills I will need in this class and What I will do to earn the grade I need	Resources on campus to help me succeed in this course
1		
2		
3		
4		
5		
6		

## 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.

Goal	How will I achieve this goal?	Deadline to Complete
1		
2		

## 1 My Next Appointment






































My Next Appointment is on \_\_\_\_\_ with \_\_\_\_\_  
DATE ADVISOR NAME

Before this appointment I will

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

## 2 I will make an appointment with...

(Check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> <b>Academic Advisor</b><br>To schedule an appointment with your advisor visit<br> <a href="http://sc.edu/advising">sc.edu/advising</a>   | <input type="checkbox"/> <b>Office of Student Financial Aid</b><br> <a href="http://sc.edu/financialaid">sc.edu/financialaid</a><br> 1244 Blossom St., Suite 200<br> 803-777-8134   | <input type="checkbox"/> <b>University Advising Center</b><br> <a href="http://sc.edu/advising">sc.edu/advising</a><br> Close-Hipp, Suite 381<br> 803-777-1222   |
| <input type="checkbox"/> <b>Career Center</b><br> <a href="http://sc.edu/career">sc.edu/career</a><br> Thomas Cooper Library, 5th Floor<br> 803-777-7280  | <input type="checkbox"/> <b>Student Health Services</b><br> <a href="http://sa.sc.edu/shs">sa.sc.edu/shs</a><br> Center for Health and Well-Being<br>1409 Devine St.<br> 803-777-3175  | <input type="checkbox"/> Academic Coaching<br><input type="checkbox"/> Exploratory Advising<br><input type="checkbox"/> Undergraduate Studies<br><input type="checkbox"/> Withdrawal  |
| <input type="checkbox"/> <b>Counseling &amp; Psychiatry Services</b><br> <a href="http://sa.sc.edu/shs/cp">sa.sc.edu/shs/cp</a><br> Thomson Building, 2nd – 4th Floors<br> For Counseling 803-777-5223<br>For Psychiatry 803-777-1833 | <input type="checkbox"/> <b>Student Disability Resource Center</b><br> <a href="http://sc.edu/about/offices_and_divisions/student_disability_resource_center/index.php">sc.edu/about/offices_and_divisions/student_disability_resource_center/index.php</a><br> LeConte College, Room 112A<br>(Near Pickens St. and Greene St.)<br> 803-777-6142  | <input type="checkbox"/> <b>USC Connect</b><br> <a href="http://sc.edu/usconnect">sc.edu/usconnect</a><br> Thomas Cooper Library, 1st floor<br> 803-777-4500   |
| <input type="checkbox"/> <b>Office of the Bursar</b><br> <a href="http://sc.edu/bursar">sc.edu/bursar</a><br> 1244 Blossom Street<br> 803-777-4233  | <input type="checkbox"/> <b>Student Success Center</b><br> <a href="http://sc.edu/success">sc.edu/success</a><br> Thomas Cooper Library, Mezzanine<br> 803-777-1000<br><input type="checkbox"/> Financial Literacy<br><input type="checkbox"/> Out to Lunch<br><input type="checkbox"/> Peer Writing Consultation<br><input type="checkbox"/> Transfer/ Veteran Services<br><input type="checkbox"/> Tutoring<br><input type="checkbox"/> Supplemental Instruction (SI) | <input type="checkbox"/> <b>Writing Center</b><br> <a href="http://artsandsciences.sc.edu/write/university-writing-center">artsandsciences.sc.edu/write/university-writing-center</a><br> James F. Byrnes Building, RM 703<br>(Corner of Sumter & College Str.)<br> 803-777-2078 |
| <input type="checkbox"/> <b>Office of the Registrar</b><br> <a href="http://registrar.sc.edu">registrar.sc.edu</a><br> 1244 Blossom Street<br> 803-777-5555   |  |   |
| <input type="checkbox"/> <b>Office of Pre-Professional Advising</b><br> <a href="http://sc.edu/oppa">sc.edu/oppa</a><br> Sumwalt College, Room 208<br>(Corner of Sumter St. and Greene St.)<br> 803-777-5581                          |  |   |

[sc.edu/advising/ace](http://sc.edu/advising/ace)

My Goals | **Complete**