

# CSM Returning Adult Student Success Boot Camp

## CREATING A STUDY SCHEDULE

To be a successful student, you must be able to balance the many responsibilities in your life. Because being a student requires a commitment of a great deal of time and energy, it is essential that you organize your study time for the semester.

Using the weekly schedule on the next page follow these steps to develop a study schedule for the semester.

1. Using your course schedule, block out the days and times that you have class.
2. Next, block out the days and times that you have to work, run errands, go to events, commute to school, have family responsibilities, etc.
3. Once you have blocked out all the times you cannot study, look at when you have your first class of the week. Decide when you can study prior to the first meeting of that class. **BE REALISTIC** — do not write down that you will study Math at 8:00pm on Friday when you know you are not going to do this. On your schedule block out one hour to study for your first class of the week. If you need more than an hour for that class, block out another hour, but make sure you take a break after the first hour. **YOU SHOULD NEVER STUDY FOR MORE THAN AN HOUR WITHOUT TAKING A BREAK.**
4. Now look at your schedule and decide when you will study for your second class of the week. For each day that you have classes, block out time the day before when you can study to be ready for that class meeting. Remember, within 1-2 days of a class meeting, set aside time to review your notes. Try to have one hour per week of study/school work for every Credit Hour.
5. Once you have designed your schedule, you can manage your time as needed. For example, if you have a history exam one week, you can use the time scheduled for other classes to do extra study for History.

It is important to realize that the amount of time you devote each week to being prepared for class will "add up" when it is time to take your exams, and you will have a much better chance of being successful.

# WEEKLY SCHEDULE

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:00 AM							
7:00 AM							
8:00 AM							
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
1:00 PM							
2:00 PM							
3:00 PM							
4:00 PM							
5:00 PM							
6:00 PM							
7:00 PM							
8:00 PM							
9:00 PM							
10:00 PM							

11:00 PM							
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