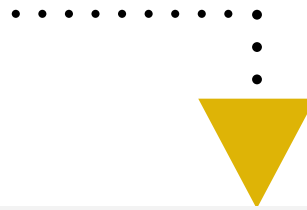


Promoting academic excellence,  
encouraging student success,  
& changing lives.



# Your First Year

Tips for Success

## SURVIVAL GUIDE

Respect  
Integrity  
Excellence  
Academic Freedom  
Knowledge



ONE COLLEGE, FOUR CAMPUSES

Sanford/Lake Mary    Altamonte Springs    Heathrow    Oviedo

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# Welcome!

You've made a great choice in continuing your education. Seminole State College of Florida has so much to offer, including:

**Small class sizes**

**4 convenient campus locations**

**196 degree programs & certificates**

**Student clubs & organizations**

**Diverse student population**

**Leadership development opportunities**

**...and more!**

**Use this resource to help in your success and refer back to it often!**

# Being a College Student

## Personal Freedom

You will be faced with a large number of moral & ethical decisions you have not had to make previously.

You must balance your responsibilities & set priorities.

You manage your own time.

## Class Schedules

You arrange your own schedule in consultation with your academic advisor.

You may have large gaps of time between classes;  
class times vary throughout the day and evening.

## Instructors

Instructors may not always check completed homework, or remind you of incomplete work but they will assume you can perform the same tasks on tests.

Instructors expect you to think about & synthesize (or combine) seemingly unrelated topics.

Instructors expect you to read, save & consult the course syllabus (outline); the syllabus spells out exactly what is expected of you, when assignments are due, and how you will be graded.

## Studying In College

You need to study at least two to three hours outside of class for each hour in class. You need to review class notes and text material regularly.

You are assigned substantial amounts of reading and writing which may not be directly addressed in class. It's up to you to read and understand the assigned material; lectures and assignments proceed from the assumption that you've already done so. Coming to class prepared means better grades.

## Tests/Exams

Testing is usually infrequent & may be cumulative, covering large amounts of material. You, not the instructor, need to organize the material to prepare for the test. A particular course may have only two or three tests in a term.

Mastery is often seen as the ability to apply what you've learned to situations or to solve new kinds of problems.

## Grades

Grades on tests and major papers usually provide most of the course grade. Though a good effort is important in regard to the instructor's willingness to help you achieve good results, it will not substitute for results in the grading process.

You receive credit for quality results rather than effort.

# Your Future, Your Career! The ABC's of the Career Development Center

## **A.** Register on Career Link!

**Why?** There are over 300 job/internship opportunities posted by employers looking for students just like you! You can find a job or internship while you're in school AND a career before you graduate!

**How?** Go to [www.myinterfase.com/seminolecc/student](http://www.myinterfase.com/seminolecc/student) and register! Call 407-708-2649 for further assistance.

## **B.** Take the personality & career assessments on MyPlan!

**Why?** Haven't picked a major? Don't know which career path to pursue? The Career Development Center has online tests to help point you in the right direction!

**How?** Log in to Career Link and click on "My Plan". The license code you'll need to register in My Plan is also on the Career Link homepage.

## **C.** Use the resources on our Career Center website!

**Why?** Once you find a job you want to apply for, you'll need help with your resume, cover letter, and interview skills. The Career Development Center can help you with every step of your job search process!

**How?** Go to [www.seminolestate.edu/careers](http://www.seminolestate.edu/careers) to see the options. Start with "Seminars On Demand" for resume and interview help! You can find links to these resources on Career Link as well!

# Student Involvement



# Career Success

Getting involved on campus translates to real world experience and skills development that can give you the advantage when applying for jobs.

For more information on how YOU can get involved on campus,

visit [www.seminolestate.edu/student-life](http://www.seminolestate.edu/student-life) for activities across the 4 campuses or call 407-708-2611



# How to Impress Your Instructors (and Advisor!)

1. Go to class...especially on the first day!
2. Procrastination gets you into trouble; learn to organize and prioritize.
3. Campus involvement enhances your college experience; join something...anything.
4. Ask for help when you need it (especially before you're in too deep!).
5. Use multiple ways to learn difficult material, like study groups, note cards, mind mapping, etc.
6. Meet with your instructor if you have difficulty with class work. Know that faculty and staff want to see you succeed.
7. Advising is SO important...go to face-to-face meetings with your advisor each term.
8. Come to class prepared; that is, with pen, paper, notebook, highlighter, textbook, etc.
9. Withdrawing from class is an official procedure; don't just stop going to class. Or you'll fail.
10. Stay positive, have confidence, and believe in yourself.
11. If you choose to be in school, make it a priority. Over work, over social life, over EVERYTHING!
12. Familiarize yourself with your My Seminole State account.
13. Keep your contact information updated (phone, mailing address). You can edit this anytime through My Seminole State.
14. Familiarize yourself with the college catalog. (These are the rules and policies that govern your time at Seminole State.)
15. Familiarize yourself with the Seminole State website. (Many questions can be answered by checking information on the Seminole State website.)
16. Check your Live Mail email account weekly!

# Tips for Effective Advising Meetings

## Be early & do your research!

Avoid the rush and see an advisor before peak registration begins.

Review the college catalog, your educational plan, & online resources first; answers to your questions may be found there.

## Be Prepared!

Bring your educational plan with you to your session.

Make a list of potential classes you want to take for next term & write down questions you want to ask.

Bring a notebook & pen!

## Be Engaged!

If you have an appointment, arrive on time. If you are a walk-in, be aware that there may be a wait time & we will do our best to meet with you in a timely fashion. Please turn off or silence your cell phone. No texting.

## Take Initiative!

Based on the discussion between you and your advisor, you may be given "action items" with specific due dates to assist you in achieving your goals. Be willing to follow up & take initiative in completing these goals.

Take charge of your future!

# Manage Your Time

## The Seven Characteristics of Effective Planners

- 1. They break projects into realistic tasks with manageable deadlines.** They establish steps that will lead them toward the completion of complicated projects, generate realistic deadlines for the completion of these steps, and work to meet these deadlines. They give themselves "false due dates" to keep themselves accountable for progression towards the completion of a project. They write their tasks down and cross off activities once they are finished to give themselves a sense of continual accomplishment.
- 2. They operate in two time horizons. They utilize an assortment of short term and long term planning aids.** They use both calendars and action lists to plot out activities according to due dates.  
They have daily objectives to move them toward the completion of multiple tasks and they continually review long-term goals so they don't "lose sight of the forest for the trees."
- 3. They begin projects early. They give themselves the time and freedom to brainstorm about the best alternatives to accomplish their objectives.** Starting early on an assignment gives people the opportunity to gather information, ruminate over the matter, collaborate with others for assistance, and modify plans for convenience or effectiveness. They are honest with themselves about how their plans are going and they are willing to modify plans for better results.
- 4. They seek advice from others.** They eagerly accept input from anyone in a position to assist them or offer them information.  
They will review other's materials, converse and correspond with expert sources, and consider other's ideas as they chart out a course of action.
- 5. They delegate whenever possible.** Even the most energetic people can't do everything themselves. **Effective planners delegate tasks to those they can trust to get things done, and they monitor the activity without micro management.**  
If you're going to waste time micro managing, you may as well perform the activity yourself and not insult a colleague or subordinate.  
Effective planners also inform people involved as much in advance as possible about any role they may have in the activity to allow them time to plan ahead as well.
- 6. They remain flexible and persistent.** They have a plan "B." They anticipate obstacles. They are proactive rather than reactive, and thus **can shift to other plans to ensure that the overall goal is accomplished.** They remain persistent in the face of adversity by considering other avenues of approach when encountering barriers. They "Never say Die."
- 7. They realize that "No" is sometimes the appropriate response to a request.** An effective planner has the ability to say, "I will get back to you on that, let me think about it overnight" or "No, I cannot do that" if there is uncertainty about whether or not the request can be fulfilled. When unable to carry out a request, a professional can still be of assistance by providing direction or offering alternatives to the person seeking help.

Visit the Advising & Counseling's website for a schedule of  
Time Management workshops!  
<http://www.seminolestate.edu/counseling/workshops.htm>

# Weekly Schedule Template

Weekly Schedule Planner – Week of \_\_\_\_\_ by \_\_\_\_\_

	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
<b>A. M.</b>							
6:00-7:00							
7:00-8:00							
8:00-9:00							
9:00-10:00							
10:00-11:00							
11:00-12:00							
<b>P. M.</b>							
12:00-1:00							
1:00-2:00							
2:00-3:00							
3:00-4:00							
4:00-5:00							
5:00-6:00							
6:00-7:00							
7:00-8:00							
8:00-9:00							
9:00-10:00							
10:00-11:00							
11:00-12:00							

# TOP 10 Study Tips...

1-5

## **1. Study difficult (or boring) subjects first.**

If your chemistry problems put you to sleep, get to them first, while you are fresh. Save the subjects you enjoy for later - you'll be more motivated to do those later on. With that chore out of the way, the rest of the day can be a breeze.

## **2. Find your best time to study.**

Many successful people begin their day around 5 a.m. The day is quiet and peaceful. Other people come awake and alive after dark, and do their best work during the night hours. Find out which time is most productive for you and schedule your day around making that time available to study.

## **3. Use time between classes and activities.**

Using small bits of time to review information can later save you hours. Be prepared to review notes, or have formulas or definitions on index cards ready to go over. That hour between lunch and your next class is a great time to start a reading assignment.

## **4. Find a regular study area.**

By using a particular area to study, you train your mind and body to expect to study when you arrive at your study place. Try to avoid doing other things at your study place (playing games, eating, goofing off) so that your mind does not get mixed messages about what you are supposed to do at your study place.

## **5. Study where you will be alert.**

In bed your body gets the signal "time to sleep" rather than "study time". For that reason, don't study where you sleep! Just as you train your body to be alert at your desk, you train your body to slow down near your bed. The library is a great place for learning. The lighting is perfect. The noise level is low. Materials are available. Most people can get more done in a shorter time at the library.

# TOP 10 Study Tips...

6-10

## **6. Learn to say no.**

This is a time saver and a valuable life skill for everyone. Many people feel it is rude to refuse a request, but saying no can be done effectively and courteously. Others want you to succeed as a student. When you tell them that you can't do what they ask because you are busy educating yourself, most people will understand.

## **7. Pay attention to your attention, don't lose focus.**

Breaks in concentration are often caused by internal interruptions. Stay on task. If you notice you are thinking of the TV show you just watched instead of the IEA problems in front of you, take a minute to reestablish your concentration.

## **8. Avoid noise distractions.**

Avoid studying in front of the television and turn off the stereo to keep your attention on your work. Many students insist that they study better with background noise, and that may be true, but in most cases quiet is best. Schedule your study times when your living quarters are usually quiet. Quiet hours are a great time to get work done and that is why we have them. Of course, there are always earplugs!

## **9. Am I being too hard on myself?**

Take a minute and listen to the messages that you are giving yourself. Are you scolding yourself too harshly? Lighten up. Allow yourself to feel foolish and get on with the task at hand.

## **10. Can I do anything today that I would have to do tomorrow?**

Ask yourself this question at the end of a long day. Almost always you will have enough energy to do just one more short task. If you get in the habit of working until you are done and then doing one more thing, those end-of-the-day tasks will soon add up. The overall increase in your productivity might surprise you.

# Communicating with your Instructors

Whether you have a question about an assignment, or want to understand comments an instructor has provided on your work, good communication with your instructor is key to your success in any course. **Don't feel intimidated about communicating with an instructor—remember that they are human, too!**

At a distance, we know communication can be more challenging so we'd like to share some tips to help you communicate effectively with your instructors no matter where you live!

**Use your course syllabus as a guide.** You will receive a course syllabus on the first day of your course. In the courses' syllabi, instructors will share the best ways and times to communicate with them. Examples of communication styles include e-mail, telephone, or through Sakai. In some cases, you can also find office hours for your course in the course syllabus. And remember, every course syllabus is different.

**Before you communicate with your instructor, be sure to take time to plan what you want to communicate and think about how best to communicate it.** For example, if you have a question about a homework assignment, it may be a question that other students have as well. You can post your question to the Sakai message board so that everyone can benefit from it. Or, if you have a question about a grade you have received and you'd like to communicate this privately, you may want to consider sending your instructor an e-mail using your student Live Mail account.

**When you contact your instructor, we know you are eager to hear a response, but give your instructor time to respond.** Remember that there are many students in a course who also have questions, and your instructor may be teaching more than one course. Communicating with students is a high priority for our instructors, so after you have hit the "send button," be patient—you will receive a reply.

**Communicate a situation early.** For example, if you are going to be away for a week on a business trip, you will want to let your instructor know as soon as you can so that you can work together to create a plan.

**Approach each instructor as an individual.** A communication method that works well with one instructor may not be the best way to communicate with another instructor.

# Academic Matters:

## Your GPA

Your Academic GPA is important, since it determines whether you are maintaining satisfactory academic progress, whether or not you retain your financial aid, and whether or not you remain in school.

Before you can compute your GPA, you must determine the quality points earned. This is determined by multiplying the quality points by the credit hours.

1. Quality points are distributed according to the following scale:

- A = 4 Quality Points
- B = 3 Quality Points
- C = 2 Quality Points
- D = 1 Quality Point
- F = 0 Quality Points
- W, I = No value and not calculated in GPA

2. Multiply out the Credits by the Grade Points

3. Add up the Credits, then Add up the Total Grade Points

4. Divide the Total Grade Points by the Total Credits = GPA

Example:

Class	Credits	Grade/Grade Points	Total Grade Points
ENC 1101	3	A/4	12
SLS 1101	3	A/4	12
MAT 1033	4	B/3	12
SPC 1608	3	C/2	6
TOTALS	13		42

\*42 (Total Grade Points) divided by 13 (Credits) = 3.23 GPA

*\*Note: Developmental courses are not calculated in GPA*

# Learn the Lingo (Terminology!)

**College Catalog.** Contains a summary of student services, policies, and requirements; college calendars; descriptions of programs; degree requirements, course descriptions; and faculty and staff listings.

**Academic Calendar.** Official listing of important dates in the term (start and end dates, deadlines and holidays); the calendar can be found in the catalog and online.

**Course Load.** The number of credit hours a student schedules in a given term; a student is full-time if enrolled in at least 12 credit hours.

**Advisors.** Teach you how to navigate the academic environment and help you make sound decisions in pursuit of your education and career goals.

**Prerequisites.** Indicates that a requirement must be met prior to enrolling in a course. A prerequisite is applied to a course to ensure that you are prepared for more advanced subject matter.

**Syllabus.** A very important document. Each instructor will give one at the beginning of the term. It explains the instructor's attendance policy, office hours, how your grade will be calculated, and a tentative schedule of how the term will run. You can gain valuable information about both the class and the instructor based on this document so always keep it close at hand.

**Plagiarism.** Using a source without giving credit and citing it. This may seem like a small offense but it can lead to drastic repercussions. To prevent this from happening, familiarize yourself with the Student Code of Conduct and visit the Library's webpage at:

<http://www.seminolestate.edu/library/services/copyright/student->

**Educational Plan.** Contains a suggested course sequence, which can be customized during your one-on-one scheduled appointments with your advisor.

**Add/Drop Period.** When class registration opens and you are able to add and drop classes for the upcoming term. The window for add/drop closes fairly quickly once classes begin –check the Academic Calendar in the catalog or online for deadlines.

**Academic Probation & Suspension.** A status assigned because of unsatisfactory grades.

**Withdrawal.** To officially remove yourself from a course after the add/drop period. Withdrawals are not official until a withdrawal form is completed. Must be done by certain deadlines (check the Academic Calendar!)

**Assessment and Testing**

Testing services for students, faculty, and the community

407.708.2020

**Bookstore**

New and used textbooks, office supplies, college gear

407.708.2021

**Career Development Center**

Job, internship, co-op resources for students and alumni

407.708.2033

**Cashier Services**

Pay tuition and fees, obtain student parking permit

407.708.2140

**Computer Help Desk**

Computer technology support for students, faculty, and staff

407.708.2000

**Counseling/Ed Plans**

Academic advising, counseling services for students

407.708.2337

**Disability Support Services**

Academic support, instructional equipment, accommodations

407.708.2505

**eLearning**

Distance learning courses, support for online students and Sakai

407.708.2424

**Honors Institute**

Offers programs for students who want to enrich their academic experience and engage in honors activities

407.708.2062

**Financial Aid**

Scholarships, student loans, grants, work study

407.708.2045

**Fine Arts Events**

Music performances, gallery shows, and theater productions

407.708.2040

**Foundation**

Corporate/community partnership, giving, alumni relations

407.708.2429

**Safety and Security**

Crime prevention, emergencies, parking enforcement

407.708.2178

**Library**

Research, course reserves, circulation questions

407.708.2305

**Tutoring/Academic Success**

Free tutoring services, academic resources for students

407.708.2385

**Student Services**

Admissions, registration, records, transcript requests, graduation information

407.708.4722

**Student Life**

Student clubs, activities, leadership retreats, SGA

407.708.2611

**First Generation Freshmen**

First time in college, first generation student support services, featuring Wayne Densch & Orlando Magic scholarships

407.708.2897

**UCF @ Seminole State**

Transfer to UCF with success through Direct Connect and speak with UCF advisors

407.708.2471

# Undecided on a Major?

You may have many interests and need help narrowing it down, or you may not have found a particular subject or field that interests you, or you may need more information about a particular field. Using this guide will provide you with more information about yourself, about careers, and more information about the options available to you. Set a goal when you would like to have made a decision about your major and/or career goal. Then set some realistic deadlines for completing each exercise listed on this page.

## Part I: Who Am I?

1. Create your Personal Portfolio (account) in MyPlan by visiting:

[www.myplan.com/account](http://www.myplan.com/account)

When prompted, enter Seminole State's license code. (Please call the Career Development Center at 407-708-2033 to obtain the license code.)

2. Complete your Career Personality Assessment and Determine Career Matches.

Click on the **Assessment Tab**, then click on **Career Personality Test**. Complete assessment.

What is your personality type (i.e., ENFP) \_\_\_\_\_

Explore career paths that match your personality type by clicking on **Career Match**.

Make sure that the correct level of desired education is indicated. If not, select your desired educational level from the "**What Level of Education?**" drop-down menu and then click on **Go!**

List several career matches that might interest you: \_\_\_\_\_

3. Complete your Career Interest Inventory and Determine Career Matches.

Click on the **Assessment Tab**, then click on **Career Interest Inventory**. Complete assessment.

What are your interest areas:

Realistic     Investigative     Artistic     Social  
 Enterprising     Conventional

Explore career paths that match your interests by clicking on **Career Match**.

Make sure that the correct level of desired education is indicated. If not, select your desired educational level from the "**What Level of Education?**" drop-down menu and then click on **Go!**

List several career matches that might interest you:

\_\_\_\_\_

4. Use the MyPlan Composite Score Feature.

Select **Composite Score** from the **Which Test?** Drop-down menu.

Make sure that the correct level of desired education is indicated. If not, select your desired educational level from the "**What Level of Education?**" drop-down menu and then click on **Go!**

List several career matches that might interest you:

\_\_\_\_\_

# Undecided on a Major?

...Continued

## **Part II: Where Am I Going?**

### **1. Narrow Down Your Career Options and Related Majors.**

Now that you have identified possible career options, you should conduct additional research to narrow your focus. For online resources, go to:

<http://www.seminolestate.edu/careers/student/research/where-am-i-going.php>

Listed below is a sample of some of the more popular sites:

- ☞ "What can I do with a Major in..." – [www.myplan.com/majors](http://www.myplan.com/majors)
- ☞ Occupational Outlook Handbook – [www.bls.gov/oco](http://www.bls.gov/oco)
- ☞ O\*NET – [www.onetonline.org/](http://www.onetonline.org/)

### **2. Decide on Your Career and Major.**

The **CAREER** I have chosen to pursue is: \_\_\_\_\_

The **MAJOR** that supports this career is: \_\_\_\_\_

## **Part III: How Do I Get There?**

### **1. Once you have decided on a career, major, begin the next steps toward reaching your goals by doing the following:**

Download an Educational Plan from: <http://www.seminolestate.edu/counseling/ed-plans>

Schedule an appointment with an academic advisor and bring this page and your Educational Plan with you. **Contact Academic Advising & Counseling at:**

- Altamonte Springs Campus: 407.404.6013
- Heathrow Campus: 407.708.4550
- Oviedo Campus: 407.971.5021
- Sanford/Lake Mary Campus: 407.708.2237

Schedule an appointment with the **Career Development Center** for all career development services; also register on Career Link at: <https://www.myinterfase.com/seminolecc/student>

- Altamonte Springs Campus: 407.404.6143
- Heathrow Campus: 407.708.4444
- Oviedo Campus: 407.971.5033
- Sanford/Lake Mary Campus: 407.708.2033

### Sleep

Sleep is important for learning and brain function and for good health! Lack of sleep causes difficulties with memory and learning, increased irritability, accidents, illness, lack of energy, and stress—so get your ZZZ's! (Staying up late and cramming for a test is probably not a good idea!)

### Be Physically Active

Get at least 30-60 minutes of physical activity each day. Tips: Take the stairs to class instead of the elevator, take a break in between classes or from studying to walk around campus, visit the gym on campus, or sign up for intramural sports!

# Healthy Habits

\*If you experience an unexpected crisis or event, Seminole State College provides appropriate referrals to students who have personal issues that impact academic pursuits at college. Visit the Advising & Counseling Office to speak to a professional counselor. Utilize this free service!

**Intramural Sports & Gym Info at:**  
[www.seminolestate.edu/intramural/](http://www.seminolestate.edu/intramural/)

### Eat Well

You are what you eat! Make healthy choices throughout the day and resist the urge to snack on unhealthy foods—and don't forget to eat! You'll feel more energized and have better focus to study if you eat well.

### Did You Know?

The Gymnasium, Strength Training Center & Fitness Center are located in Building H on the Sanford/Lake Mary Campus!

### Give Yourself a Break

Set aside time in your busy schedule for "ME" time. This will allow you to decompress, de-stress, and to gain perspective. After a much deserved mental rest, you will feel re-energized and ready to conquer the world again!

# Family Matters

## CONSIDER THIS...

You, as the student, are on the “inside” making an adjustment to college; your families must also adjust, but must do so from the “outside”.

- ☞ Families may be confused about what you are doing in college; after all, it may be a foreign place to them.
- ☞ College helps you develop into a mature, responsible, well-rounded individual by challenging your current thoughts and ideas, many of which often call you to question things, including parents and spouses, more. Although this is not done in an aggressive manner, they may be unable to be as flexible.
- ☞ They (and you) may not be able to see college as a journey, thinking of it as purely transactional.
- ☞ They may feel left out or left behind. This is often seen in comments like “you think you’re better than us...” or “you think you’re so smart...”
- ☞ You may actually “look down” on family members and not realize you are doing it. This may be seen according to how credible you believe their opinion to be; if/how you approach and talk to them; how much time you spend, etc.
- ☞ Your education is providing the opportunity to “climb” the class ladder and no longer look at the work they do in the same way.

## Fostering Growth & Understanding

Here are some ways your whole family can grow from this college experience:

- ☞ **Bring them along!** Invite family members to attend Parent Orientations and events on-campus that are open to the public to get them more familiar with campus resources and your experience.
- ☞ **Be patient with one another.** This is a learning process for everyone and a huge learning curve so do not allow yourself to become frustrated...Remember someone had to help you, too.
- ☞ **Communicate.** Talk about what you are learning in class, how you are feeling, what you have going on, and how they make you feel. Ask them how they feel about you and try to work out solutions together.
- ☞ **Appreciate them.** Learn to express gratitude for their hard work.

# Get Connected

Your **My Seminole State** account has it ALL!  
Get to know it to enhance your connection to the college and be in  
“the know.”

Here is just some of what you can do through your  
My Seminole State account:

- Search for classes (in real-time!)
- Register for classes
- Swap or Drop classes
- View final grades
- Make a payment
- View any holds
- Access financial aid information
- Accept and defer your financial aid
- Access grades and transcripts
- Update personal profile (addresses, phone numbers, etc.)

Log on regularly (at least once a week!)

## OTHER WAYS TO GET CONNECTED:

Sign up for Seminole State text alerts [www.seminolestate.edu/text](http://www.seminolestate.edu/text)



Like Seminole State on Facebook

<https://www.facebook.com/seminolestate>

Access online classes through Sakai

Check your student Email regularly

*(MySeminoleStateusername@live.seminolestate.edu)*

# Money, Money, Money

- ✓ Get to know the Financial Aid deadlines, the requirements of your financial aid/scholarships, and online scholarship searches...there is money out there to help you through school. Information about financial aid can be found at: <http://www.seminolestate.edu/financial-aid/>
- ✓ Develop a budget, but be flexible because in reality it is hard to predict needs and changes during your first year of school.
- ✓ Remember the dangers of credit cards!
- ✓ Open a checking account.
- ✓ Inform yourself of smart spending or FREE FUN!
- ✓ There are many opportunities through the college, such as campus events, coupons, Student ID discounts, and used textbooks.

## **Scholarship Resources:**

Foundation for Seminole State College scholarships  
<http://www.seminolestate.edu/foundation/scholarships/application.htm>

Some Online Scholarship Resources:

[www.fastweb.com](http://www.fastweb.com), [www.finaid.org](http://www.finaid.org),  
<https://bigfuture.collegeboard.org/scholarship-search>

# Common Questions & Concerns

## ☞ **What is my current grade in my class?**

Refer to your syllabus! Syllabi will have an outline of the class's grading system and how many points each assignment is worth. Then do the simple math to determine your current grade!

## ☞ **I missed a class/assignment/test, what do I do?**

Avoid missing classes and assignments, doing so can seriously affect your grade!!! If you miss anything, contact your instructor immediately, especially if you had an emergency (refer to the syllabus for instructor's contact information). Keep in mind that student expectations are outlined in the syllabus—in general, if you miss something, prepare to suffer the consequences! Get to know your classmates—in case you miss class, they can fill you in on what you missed.

## ☞ **I'm struggling in a class, should I withdraw ?**

Withdrawing is a last resort. Attempt to complete the class with a passing grade—remember that you committed a lot of time, effort, and money towards the class already! First, determine where your grade currently stands (*refer to Question #1*).

Withdrawing may be an appropriate option if you have minimal to no possibility of passing the class based on your current grade and based on the assignments you have left to complete and the weight of those assignments on your grade. Withdrawing from a class may have negative consequences to your financial aid, so please seek advisement before making a final decision.

## ☞ **I failed my first test, what do I do?**

Don't panic! You may still be able to pass the class. Check the syllabus or speak with your instructor to see if he/she has a procedure in place in the event that 1 of your test grades is low, or if any extra credit is given.

Ask yourself why you failed the test. Did you not study enough or cram? Did you not understand the material? If you're unsure why you received the grade you did, request for your instructor to go over the test with you to see what went wrong. Utilize the Academic Success Center (tutoring) immediately for help so that you do not have a repeat performance on the next test.

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## ☞ **My work schedule changed and it now conflicts with my class schedule, what do I do?**

Unfortunately, if it's past the Add/Drop period, you are unable to change your class schedule or drop a class without consequences.

School is top priority! This may mean that you work less hours to accommodate to your class schedule. See if you can adjust your work hours with your employer and let them know up front that school is your #1 priority.

## ☞ **I don't like my instructor, he/she is \_\_\_\_\_(too strict, unsupportive, disagree with a grade he/she gave me, disorganized, doesn't explain things, I just don't like their personality or teaching style, etc.).**

If you have a legitimate concern with your instructor, approach them privately to discuss your concerns! Refer to Page 10 of this guide for communication tips. College policy states that attempts must be made to resolve issues directly with the instructor **first** before seeking further action with the Academic Department Dean.

Be realistic and honest with yourself. If you don't have a legitimate concern to address with your instructor and you know you can successfully complete the class, then do what's required of you and complete the class! You'll come across many different personality styles throughout the course of your college life and in the workforce, and sometimes you'll be required to communicate and work with these individuals. Be able to adapt to different situations and personalities that may not be ideal for you.

## ☞ **I don't have a major. I have no idea what I want to do!!**

Don't worry, it's perfectly normal to be uncertain about a major when you're first starting college!

If you're undecided on a major, refer to Pages 16 & 17 of this guide for recommended steps you should complete towards selecting a major. Visit the Career Development Center to: explore majors and careers, receive assistance on researching different occupations and on what careers may be the best fit for you, resume reviews and interviewing skills, and more!

**Make it a priority to research careers to help you choose a major. This is your career and future, so no one can choose what's best for you except you!**

It's strongly recommended that you declare a major of study by the **end of your first year** of college to make sure that you take the correct classes and so you don't waste time and money taking classes you don't need.

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## ☞ **What classes do I need to take next?**

Refer to your educational plan and the college catalog to view the classes you need for your degree major.

If you have not met with an advisor to obtain your educational plan, meet with an advisor starting 1 week after the term begins but before registration begins for next term.

Keep your educational plan in a safe place and bring it with you each term when you meet with your advisor to make sure you're still on track and to ask any specific questions.

## ☞ **When can I register for classes for next term?**

You can view your "Enrollment Appointment" on your My Seminole State account's Student Center page. Your "Enrollment Appointment" specifies the exact date when you can begin registering for next term's classes.

## ☞ **I feel really overwhelmed with \_\_\_\_\_(classes, studying, work, family, etc.)**

If you feel overwhelmed, confused, or anxious, don't hesitate to ask for help! Instructors and staff are eager and willing to help you, but they will never know unless you ask. Sometimes just talking about it with another person can help alleviate the stress. You can speak with your advisor, instructor, counselor, mentor, or any other staff member on campus!

If you experience an unexpected crisis or event, Seminole State College provides appropriate referrals to students who have personal issues that impact academic pursuits at college. Visit the Advising & Counseling Office to speak to a professional counselor. Utilize this free service!

# A word to the Wise

1. **GO TO CLASS.** You will only perform below your potential if you don't. Exceptional circumstances may crop up, but be honest with yourself (i.e., because you didn't feel like it is not an exceptional circumstance).
2. **ASK QUESTIONS.** "One who asks a question is a fool for five minutes. One who does not remains a fool forever." —Chinese proverb
3. **MASTER THE ART OF STUDYING.** Assess your most efficient learning modes; are you a visual (seeing), aural (listening/hearing), kinetic (acting, modeling, etc.) student? Identify those techniques which you can exploit. Copying your notes immediately after class will help to "cement" the material into your long-term memory. Flash cards are a largely forgotten and very powerful tool for rapid uptake information. Draw concept maps on large sheets of paper. Cramming doesn't work very well, especially in upper-level classes.
4. **TAKE PLEASURE IN LEARNING.** If you just want a degree to have one, you have a terrible perspective. Knowledge truly "sets you free;" there is a reason most "open-minded" people are often also very educated. The accumulation of information regarding all of the different facets of life gives you a perspective that the uneducated are denied. The more you know, the more you can learn; understanding the "little" things will build the foundation for you to learn more complex concepts. This allows you to apply what you know to your own life more effectively.
5. **BE YOURSELF.** The pressure of attempting to play a certain role--whether you're receiving pressure from your friends, parents or spouse, or yourself--will increase your overall stress levels and will lower your happiness. You are who you are: come to terms with it, and take care of your business. You know what's best for yourself.
6. **ATTITUDE.** Some things that happen in your year at college may seem "unfair," but consider the magnitude of the wrong before you start sulking or becoming confrontational. Some instructors will seem, perhaps, very unreasonable; some exams may seem impossible, and you may think some instructors are not good lecturers. Unless something truly unacceptable is happening, do not spring to action. Regardless of whether it is "right" or "fair," these things are obstacles that you must overcome. But remember, if you "really" believe that something is wrong, don't be afraid to try and change it.





**FIRST GENERATION FRESHMEN**

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*Source: Portions of this document were taken in its entirety from the Louisiana State University (LSU) Freshman Orientation Guide, [www.lsus.edu/freshmanorientation](http://www.lsus.edu/freshmanorientation)*