

ACADEMIC SUCCESS WORKBOOK

This workbook assists students who, for whatever reason, have found themselves on academic probation or academic suspension but want to return to good academic standing and continue their progress toward graduation.

As a student admitted to TTU, you have the academic potential to be an academically successful student. Using the steps outlined in this workbook, you will identify those obstacles that have limited your academic success and develop active solutions to return you to good academic standing. In a meeting with your college's Academic Associate Dean, you may further identify resources to facilitate your success, as well as discuss your continued development in your academic major.

What you decide to reveal as academic obstacles is completely voluntary; however, as much as legally and reasonably possible, whatever personal information you disclose in this process will be held in confidence.

Faculty members and advising staff are typically trained as academicians and advising professionals. They are not trained in counseling for disability, social, or emotional issues; however, they often assist students in identifying resources in these areas.

Getting the Most from this Workbook

Your success in returning to academic Good Standing depends on the plan you develop for academic success. These steps can help systematically develop that plan.

- I. Open the workbook to page 2, *Academic Obstacles*. Check all the obstacles you think may apply to you. After reviewing the items checked, circle the four that seem to be the most significant obstacles.
- II. Fill in the My Academic Obstacles section found on page 4, under the heading "Academic Success Plan," by listing the four academic obstacles that most interfere with your academic success. List the greatest obstacle on the first line. Review the list and be sure these are the ones that cause the greatest interference to your success. Revise your list if necessary; then, briefly write on the space provided how these obstacles have interfered with your academic success.
- III. Write the four obstacles you identified in the first column of Possible Solutions to My Obstacles on page 4.
- IV. Review the list of *Academic Solutions* found on page 3. Thoughtfully consider the listed solutions and check those you think may best resolve your academic obstacles.
- V. Refer again to the Possible Solutions to My Obstacles on page 4 and write the solutions you think will best resolve each of the obstacles.
- VI. Although you may have written up to sixteen solutions, identify with an asterisk (*) those solutions you are willing to try immediately. Then, circle the one that would benefit you most for the particular obstacle.
- VII. List up to four solutions you are **willing to try** and which **will benefit you the most** in the first column of Balancing My Solution Choices. After some thought, write out not only how the solutions will help you but any challenges or additional problems they may create. Recognizing the challenges and considering how to meet them may go along with contributing to your academic success. When you are confident you have selected the solutions that will best help you **and** you are willing to try, move to the step VIII.
- VIII. In the final section of page 4, Achieving My Goals, write how you intend to achieve your solutions: What will be your actions, or what will you specifically do to implement the solutions? Be sure to include a deadline date for implementing these actions. Actions without dates tend to get lost.
- IX. Take this workbook and the *Academic Recovery Plan* to the faculty member you have been assigned to for review and discussion.

If you need assistance in completing the workbook or have questions about the process, please contact an advisor from University Advising in 347 Drane Hall or call 806-742-2189.

ACADEMIC OBSTACLES

Free Time Obstacles

- Too much social life
- Too overextended in my outside activities
- Too much TV

Financial Obstacles

- Worried about money
- Financial aid requirements
- Inadequate financial aid
- Spouse not working
- Too many debts
- Time limit on school funds

Work-Related Obstacles

- Work too many hours
- Problems with the boss
- May lose job
- Conflicts with the job
- No part-time work available
- Must work to survive

Obstacles Related to Major

- Selecting a major
- Major-entry requirement
- GPA requirements
- Classes unavailable
- Major not offered
- Not happy with major

Academic/Study Skills Obstacles

- Learning disability
- Poor study habits
- Poor time management
- Poor study environment
- Ineffective studying
- Inadequate study time
- Inferior academic preparation
- Inadequate reading skill
- Inadequate writing skill
- Inadequate math skill
- Inadequate science skill
- Inadequate subject knowledge
- Poor note-taking skills
- Poor concentration
- Unhappy with instructor
- Instructor impersonal
- Poor academic advising
- Unclear educational goals

Obstacles Related to Fear of

- Failure
- Not being perfect
- Accomplishments
- Pressures
- Success
- Commitment
- Making decisions
- Making mistakes
- Difficult tasks

Personal Obstacles

- New independent status
- Roommate problems
- Relationship worries/breakup
- Loneliness
- Socially uncomfortable/shy
- Housing problems
- Value conflicts
- Dislike TTU
- Demanding church calling
- Dislike college & studying
- High anxiety
- Previous failure
- Negative attitude
- Parental pressure
- Lack of sleep

Other Obstacles

- _____
- _____

Sensitive Obstacles

If your academic obstacle is found among the following obstacles, mark the category heading but not the specific obstacle. You are strongly encouraged to seek services from professionals such as the University Counseling, University Career Services, Student Disability Services, the Student Wellness, your Physician, etc.

Anxiety or Stress
 Depression
 Divorce or Separation
 Emotional abuse
 Family health problems
 Family Issues/Concerns
 Health/Medical worry
 Illness or Death
 Learning disability
 Marriage or Relationship Issues
 Physical abuse
 Pregnancy
 Rape or assault
 Substance abuse or use

ACADEMIC SOLUTIONS

Free Time Solutions

- Set Goals
- Use a Planner
- Use To-Do List Daily
- Say 'NO' to Distractions
- Manage Time Better
- Other _____

Financial Solutions

- See Financial Planner
 - Consider Independent Study
 - Contact Financial Aid (Loans/Grants)
 - Other _____
- www.finaid.advisor@ttu.edu for
TTU Student Financial Aid

Work-Related Solutions

- Reduced Work Hours
- Locate a job
- Position Change within Job
- See University Career Services
- If Possible don't Work
- Other _____

Solutions Related to Major

- Career/Interest Assessment
- Internship Possibilities
- Career Counseling
- Computer-assisted Career Counseling
- Consider a Career Workshop
- Other _____

ONLINE CAREER ASSISTANCE:
www.bls.gov for the
 Occupational Outlook Handbook
www.twc.texas.gov for
 Texas Workforce Commission
www.onetonline.org for
 O*Net Interest Profiler
www.mynextmove.org for
 My Next Move (Assessment)

Study Skills Solutions

- Visit the Writing Center
- Acquire Tutoring
- Speak with Professors/Instructors
- Visit Academic Advisor Regularly
- Consider a Study Group
- Consider Changing Study Environment
- Visit Student Disabilities Services
- Other _____

SOAR LEARNING CENTER:
www.depts.ttu.edu/soar/lc/ for
 Academic Tutoring
 Online Academic Tutoring
 Academic Coaching

ACADEMIC LIFE COACHING:
www.depts.ttu.edu/provost/success/coaching/ for
 Organization Goal Setting
 Accountability Work Life Balance
 Communicating Handling Conflict
 Self Confidence Self Efficacy
 Commitment Social Engagement

Solutions Related to Personal Issues

- Consider Personal Counseling
- Consider Group Counseling
- Acquire Problem Solving Skills
- Stress Management Help
- Other _____

STUDENT COUNSELING CENTER:
www.depts.ttu.edu/scc/ for
 Personal Counseling

Family Concerns

OFFICE of the DEAN of STUDENTS:
www.depts.ttu.edu/dos/ for
 Student and Family Concerns

Academic Success Plan

My Academic Obstacles

Obstacle	How does this obstacle interfere with your academic success?
1	
2	
3	
4	

Possible Solutions to My Obstacles

Obstacle	Solution # 1	Solution # 2	Solution # 3	Solution # 4
1				
2				
3				
4				

Pick four of the solutions above you will try, then list and balance them below.

Balancing My Solution Choices

Solution to try	How Will This Solution Help Me? (i.e. Which obstacle will it confront?)	What Additional Problems May Result? (i.e. Will using it be worth the cost?)

Achieving My Goals

To achieve my goals, using the solutions I picked, I will do the following by:

1. _____ BY: _____
2. _____ BY: _____
3. _____ BY: _____
4. _____ BY: _____