

PLAN FOR SUCCESS INSTRUCTIONS for students on academic probation *Effective beginning August 19, 2006*

You are eligible to take a **maximum of 7 billable hours** for the **Fall 2006** semester.

As indicated in the dean's academic action letter to you in May,
August 18 was the deadline for consideration to take additional hours.

To get off to a good start this semester, complete the instructions below by **early September**.

1. Complete the blue *PLAN for Success* worksheet, both the front and back sides.
 - Get a copy of your *College transcript* from the Records Office in K Building to help you review your academic situation.
 - Find a quiet place, free from noise and distractions, where you can be thoughtful about your answers.
 - Use the gold and green sheets with examples to help you think seriously about your academic situation and how to improve it.
2. Complete the first half of the *Intervention Form* down to the recommendations portion.
3. Bring a copy of your *College transcript* with you when you meet with a counselor.
4. After you have completed the *PLAN for Success* and *Intervention Form* and have a copy of your *College transcript*, arrange an appointment to see a counselor in **September**. You may do this either at the Counseling & Advisement Center reception desk or by calling (410) 455-4382. Tell the receptionist you'd like to meet with a counselor to work on a *PLAN for Success*.
5. Review your *PLAN for Success* with a counselor. This will get you off to a positive start for the semester.

It is a good idea to meet with a counselor about your PLAN for Success in September.

Materials attached: *PLAN for Success* – blue, gold, and green sheets
Intervention Form
College Academic Action Policy

K W Wallace
August 2006

