

**Syllabus**  
**College Success**  
**SK 31 Fall 2009**

**INSTRUCTOR:** Sue Miller  
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**TIME/LOCATION:** Monday/Wednesday 3:00p.m.-4:20p.m. HEC 121

**REQUIRED TEXT**

**AND MATERIALS:** *Becoming a Master Student 12<sup>th</sup> edition*, Dave Ellis  
Three-ring binder with dividers  
Notebook paper, pen and pencil  
Highlighter

**COURSE OBJECTIVES:**

- o Develop and demonstrate constructive study habits for success in college.
- o Create a workable time management schedule for yourself.
- o Take complete and accurate notes from lectures, videos, reading, and guest speakers.

**ASSESSMENT METHODS:**

- o Active participation and presence in classroom activities and discussions.
- o Timely and thorough completion of homework assignments including: journal entries, exercises, Learning Styles Applications, and quizzes

**Late work will be accepted.** Turn in your assignments at the beginning of the class. Points will be deducted for late work. Please contact a fellow student for assignments.

**Cheating of any kind will not be tolerated.** Sanctions ranging from failure of assignment to dismissal from class will be given to students who do not follow this rule.

**Grading: Your grade will be based on points received for assigned work, quizzes/tests, participation, and final project.**

A	=	100-90%
B	=	89-80%
C	=	79-70%
D	=	69-60%
F	=	below 60%

**Any student who believes they have the need for any type of disability accommodation for this class should see the Disability Services Advisor on the 2<sup>nd</sup> floor RVC-G.**

**Student Responsibilities:**

Mutual honor and respect for peers and teacher are required at all times. A safe learning atmosphere is important in order to take the risks necessary to learn new skills. Any infringement on the rights of others in this regard will not be tolerated. No cell phones. If I see or hear a cell phone, the owner shall bring cookies to the next class session.

It is each student's responsibility to be aware of all college procedures; such as, how to add, drop, or withdraw from a class and to be familiar with the available student resources.