Success Strategies: How to Earn Your Best Grades at CU Denver

Academic Challenges	Academic Success Strategies
☐ Missing classes ☐ Arriving late to class ☐ Leaving class early	☐ Review your schedule in CU Access at http://cudenver.edu/cuaccess carefully and find your classrooms before your classes begin. ☐ Make sure you are on the instructor's roll for each class and that each syllabus matches the courses on your schedule in CU Access. ☐ Make the effort to attend classes on time, every day, and stay the entire time. ☐ If you know you will miss a class or any part of a class, communicate with your instructor immediately. ☐ Establish a network of classmates you can get in touch with if you need to get class notes if you need to miss any part of a class. ☐ Plan out your transportation with back-ups in place if possible. Arrive on campus early to get the best parking and to get to class on time. ☐ Visit http://rtd-denver.com to learn about local bus and train options for getting to campus. ☐ If you have online classes, you need to review the Canvas guide at https://www.ucdenver.edu/offices/office-of-information-technology/tools-services/for-students/detail-page/canvas
☐ Changing your schedule during the term ☐ Not having enough time to prepare for classes	☐ Work to make sure your schedule is set before classes begin. If you need to make schedule adjustments, complete any add/drops as soon as possible. ☐ Discuss your class schedule and study time needed with your work supervisor when you know your class schedule and if anything changes in the term. ☐ Talk to your family and friends about how they can support you. ☐ Missing any class session means you will miss the material covered, so plan to attend every class. If you do miss class, contact your instructor to ask what you need to do to prepare for the next class meeting.
☐ Not understanding the syllabus ☐ Not understanding course expectations	☐ Read the syllabus carefully in each class. Ask the instructor questions about anything you don't understand at any point in the course. ☐ Establish good working communications with each instructor early each term. ☐ Talk to your instructors during their office hours to discuss your questions and concerns.
☐ Not paying close attention in class ☐ Not participating in class ☐ Not being prepared for class	☐ Always read your textbook and assigned course materials before each class so you can better understand lectures and discussions. ☐ As you read and take notes, make a list of important terms and their definitions. Listen for these terms during lectures and class discussion. ☐ Listen carefully to lectures and discussion, asking questions and participating in class. ☐ Take notes during class lectures and discussions and then write out questions to discuss with your instructor or tutor between classes.
☐ Unsure about how to use Canvas ☐ Not understanding online course requirements ☐ Missing online assignment deadlines	☐ Ensure you have reliable access to the internet and a computer. ☐ Learn Canvas: https://www.ucdenver.edu/offices/office-of-information-technology/tools-services/for-students/detail-page/canvas ☐ Log in to Canvas at https://ucdenver.instructure.com daily to track your progress, participate in discussions, read announcements, etc. ☐ Complete and turn in course assignments before deadlines. See your syllabus and discuss any questions you have with the instructor before the due date. ☐ Be sure to use the correct file format and procedure for turning in each of your assignments. Review the course syllabus and ask your instructor.
☐ Not completing assignments on time ☐ Missing assignments or test dates	☐ Carefully read your syllabus in every class, marking your calendar with all assignment deadlines and test dates. ☐ Plan out early dates on your calendar to complete any assignments before deadlines. ☐ Mark your calendar with 25-30 hours every week devoted to reading, studying, and completing assignments. If you are going part-time, devote 2-3 hours of study and assignment work time for every hour of class time.

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☐ Letting questions go unanswered ☐ Not having academic goals or plans ☐ Not dealing effectively with stress	☐ Ask your instructors when you have any questions about a course and what is expected of you in that class. ☐ Discuss available campus resources with your Academic Advisor and review the resources listed at http://CUDenver.edu/student ☐ Utilize career counseling and assessment resources in the CU Denver LynxConnect Career Center, 303-315-7315, careercenter@ucdenver.edu, as you develop a career plan to align with your academic plans. ☐ Work with your Major Advisor and Academic Advisor to plan your degree. ☐ Contact the CU Denver Counseling Center, Tivoli 4th Floor, 303-315-7270, http://ucdenver.edu/counseling-center, for free student counseling services. ☐ NEED HELP? Get help at https://ucdenver.edu/wellness/services/basic-needs
☐ Not studying effectively ☐ Not having enough time to study ☐ Not having enough time to complete assignments and class projects ☐ Feeling unprepared and anxious when taking quizzes and tests	☐ Mark your calendar with 25-30 hours every week devoted to reading, studying, and completing assignments. If you are going part-time, devote 2-3 hours of study and assignment work time for every hour of class time. ☐ Establish a quiet comfortable study spot. Work with your family and roommates to make sure they understand when you will need space and quiet time to study and work on assignments. ☐ Before the term starts, talk to your work supervisor to discuss how much time you will need for class and out-of-class studying and assignments. ☐ Read all assigned materials on time, taking notes and writing down questions to discuss during class. ☐ Set up tutoring early in the semester. See Learning Resources Center in Learning Commons 1231, 303-315-3531, LRC@ucdenver.edu, ☐ Work with classmates early in the semester to establish regular study group times. Prepare for these study groups and participate fully. ☐ Contact the CU Denver Counseling Center, Tivoli 4th Floor, 303-315-7270, http://ucdenver.edu/counseling-center, for free student counseling services.
☐ Not getting enough sleep and rest ☐ Not eating well ☐ Not getting enough relaxation ☐ Not having enough energy	☐ With time devoted to attending class, studying, completing assignments, and working at your job, you also need to include adequate quiet time for sleep and relaxation. ☐ Plan out small personal rewards for yourself when you complete assignments and finish studying. ☐ If you need nutritious food, make use of the Wellness Center food pantry at https://www.ucdenver.edu/wellness/food-pantry ☐ If you are sick or do not feel well, take care of yourself. See Health Center at Auraria services at http://healthcenter1.com/medical-services ☐ Use the Lola & Rob Salazar Student Wellness Center facilities and resources at http://ucdenver.edu/wellness, 303-315-9355, lynxwellness@ucdenver.edu.
☐ Not understanding course withdrawal procedures ☐ Not withdrawing on time	☐ Throughout the semester, keep track of your grades and understand what assignments you have left to complete. ☐ Speak with your instructor to verify your standing and to see where you need to focus to be successful in the class. ☐ If you decide that withdrawing is your best option, you need to be aware of the deadlines for enrollment/drop/add posted at http://CUDenver.edu/student/calendars. Late schedule adjustments may require a petition. Work directly with your Academic Advisor if you have questions about course withdrawal.

Resource Offices: *Visit Lynx Central in Student Commons and see http://CUDenver.edu/student*

Student Support Services	**LynxConnect Career Center** Tivoli Courtyard, 303-315-7315 careercenter@ucdenver.edu	**Counseling Center** Tivoli 4th floor, 303-315-7270 http://ucdenver.edu/counseling-center	**Disability Resources & Services** Student Commons 2116, 303-315-3510 disabilityresources@ucdenver.edu
Free Tutoring & Academic Support	**Learning Resources Center** Learning Commons 1231, 303-315-3531 LRC@ucdenver.edu	**Math and Stat Tutoring Center** Learning Commons 1255 MathStaff@UCDenver.edu	**Writing Center** Learning Commons 1st Floor http://writingcenter.ucdenver.edu