

# Off to a Great Start


Begin your academic year on the right page



It is very important to get off to a great start. College-level courses can be more demanding than high school courses. By starting right away with your studies, you should be able to stay on top of your course work.

Now, at the beginning of the academic year, is the time to take a serious look at your academic goals, study skills, and study habits. If you feel you are lacking in any of these areas, seeking assistance now may prevent problems later.

## Tips For Academic Success

- See your academic advisor early. Get to know him or her. Your advisor is a valuable source of information. Remember, advisors can help you with more than your class schedule!
- Go to class! Keep up with class work from the beginning of the semester (the first week is not a free one)! If you must miss a class, you are responsible to notify your instructor in advance if possible.
- Take notes in class and review those notes weekly.
- If you are having trouble in a class, talk with your instructor. Remember, faculty maintain office hours for your benefit. You may drop in or make an appointment.
- Know the deadlines—such as the last day to drop or add a course, and financial aid and scholarship deadlines.
- Access your  account (see page 4) or read the Northwest Trail (student newspaper) and

campus bulletin boards for information about campus events and services. Attend campus functions. Get involved early!

- Learn to assess your study habits and how to upgrade them by utilizing Tutor Services in the Student Success Center. You can receive free tutoring, computer-assisted instruction, and credit classes to assist you with academic problems.
- Find a quiet place to study! The John Taggart Hinckley Library and residence hall study areas offer excellent study environments.

## Personal Safety and Responsibility

Northwest College is committed to providing an environment that is comfortable, supportive and safe. For many students, college is the first time away from home. This means there will be new freedoms, responsibilities and choices. Your time in college will be a time to define and redefine your values and beliefs. Keep in mind that decisions you make now may have consequences that can affect your future.

In order to be successful, you will need to make wise choices as you move through your college career. You can avoid major problems by exercising common sense and good judgement.

Also, remember to take care of yourself. Proper eating, exercise, sleep and study habits will help ensure your time at Northwest College is safe and enjoyable.

Crime is a national problem that affects all communities and college

campuses in our country, even those in a rural area such as Powell. Being aware of precautions and using common sense can help you avoid certain situations.

Here are a few suggestions:

- Always lock the door to your room or apartment, even if you are going to be gone a short time.
- When you go out at night, use caution and always travel with a friend or call Northwest Security for an escort. Avoid dimly-lit areas and have an escape plan.
- Let someone know where you are going and when you will be back.
- In a dating situation, trust your instincts and communicate your feelings. Understand that when a person says "NO" it means "NO." Communication is the key!

### *Time Management*

Your ability to budget your time while in college is truly critical to your academic success. Time management is really self-management. It is making the best use you can of that most precious resource, time. The objective is to control time before it controls you. Here are a few suggestions:

- Become more self-aware. Know how you use your time.
- Identify your time-wasters (for example, events, people and activities that are not too productive).
- Set goals for yourself (daily, weekly and monthly).
- Learn to schedule your activities and budget time for each activity.
- Don't over schedule yourself. Learn to say "NO!" when you need to.
- Learn to prioritize what is most important and do it Now! Don't procrastinate!
- Be flexible with your schedule, unanticipated events are almost sure to occur.

### *Benefits of Time Management*

Here are some of the many benefits of managing your time well:

- An organized study schedule enables you to plan ahead and to pace yourself.
- You can allow for time away from studies.
- Helps you establish study priorities by understanding your complete time schedule.
- Puts you in control of your own life.
- You don't feel guilty about the studying that you haven't done.
- Helps you be more effective, successful and happy!

*This Student Handbook is an excellent resource to help you schedule your time and get the most out of your time at Northwest College. CARRY IT WITH YOU!*

### *What Can I Do Outside of Classes?*

There are a number of activities and organizations at NWC in which you can get involved. A complete list of organizations is on page 8-10 of this handbook. In addition:

- The Student Activities Board and the Residence Halls sponsor speakers, social programs and movies throughout the year. Check with the Student Activities Office ( in the DeWitt Student Center) or with a resident assistant to see what's going on.
- Check the campus bulletin boards for upcoming events.
- If you live on campus, each residence hall has its own hall council in which students can participate.