Tips for Students Taking Fast Track

Congratulations! You are taking a Fast Track class!

• **Know what taking a Fast Track class requires.**
  - Taking a Fast Track class means that you will be covering the same amount of material as a full-term semester in only 8 weeks.
  - To reach your highest level of success, expect to spend at least two hours outside of class for every hour of class time. For example, in a 3-unit lecture class, expect to spend about 12 - 15 hours outside of class each week. In a 4-unit class, expect to spend about 16 – 20 hours a week outside of class completing course work.

• **Plan your schedule for the whole semester.**
  - Be aware of all important dates (last day to drop, test and quiz dates, deadlines for projects/essays, etc.).

• **Get organized! Start the first day of class.**
  - Get to know some of your classmates and trade contact information in case you miss class or have questions.
  - Assignments begin the first day of class! Purchase your book the first day of the first class meeting.
  - Find out if your instructor has any tools or strategies to succeed in the class as early as possible.
  - Create a calendar or schedule based on your class syllabus. Figure out how many hours a day you need to study for your classes. Plan where and when you will complete coursework. Remember to plan for any Success Center requirements as well.

• **Attendance is critical.**
  - In order to succeed at your highest level, make your class(es) a priority. Plan all personal appointments and commitments around your class schedule.
  - Each class meeting is almost a week’s worth of instruction. Missing even one class can cause you to fall behind. Plan on attending every class for the entire class period. Contact classmates and/or your instructor if you do have to miss a class to find out what you missed.

• **Seek out support.**
  - Find out about the Success Center resources, workshops, groups, and tutoring and utilize them as often as possible.
  - Talk to a Counselor or a Success Guide early in the semester.
  - Talk to your instructor as soon as you have any questions or difficulties with the class material.
  - Work with classmates in study groups or find a study partner.

Expect to succeed!