

Carson-Newman University



Student Success Center

Carson-Newman University
My Academic Plan (MAP)

FALL SPRING SUMMER

Name _____ Student ID # _____

Classification: Freshman Sophomore Junior Senior

Cell # _____ Email _____

SSC Advisor _____ Program Advisor _____

Current # of Earned Hours _____

**The MAP to success is simple:
Never miss a class.
Turn in all assignments on time.**

The MAP is designed to help navigate academic progress through providing instruments to ensure your success.

[My Academic Plan Contract](#)

By signing this statement, I affirm that I have read and understand the purpose of My Academic Plan (MAP). I further agree to adhere to all parts of MAP to maximize my chances of having a successful academic semester.

Student's Signature

Date

Student Success Academic Advisor's Signature

Date

EAGLE ENCOUNTER

Eagle Encounters enhance the educational experience through building relationships and gaining knowledge outside the classroom. You are encouraged to engage in these activities throughout the semester.

- Scheduled meeting with professor/academic advisor or office hours visit
- Scheduled meeting with Librarian or Research Librarian
- Professor-led group tutoring session
- Mandated lecture/film/workshop
- Zoom Meeting with peer tutor www.cn.edu/study
- Microsoft TEAMS meeting with a Student Success Academic Advisor
www.cn.edu/advising
- [Writing Center](#)
- Microsoft TEAMS meeting with Career Development After Hours
<http://www.cn.edu/careerdevelopment>

Encounter	Time & Date	What Was Accomplished/Learned

Study Skills

The Student Success Center has created a one-stop link for online resources. The link can be accessed below:

[Student Success Online Resources Link](#)

Strategies for Success:

- Establish a designated Study/Workspace for "class time".
- Structure a daily timetable - Schedule regular times to complete your work. An example schedule can be found on the next page.
- Check your emails at least once a day (build into timetable if necessary.) This is **THE** communication tool between you and your instructors.
- Contact your instructor (or any appropriate department) if you have any questions or clarifications.
- Know your [learning style](#)? If not, then this is a great time to learn.
- Stay connected to your class peers. Join and/or create online Study Groups through Microsoft Teams (available through your Office 365) or Zoom -- both are FREE.
- Utilize technology wisely. Free Academic Resources and exclusive C-N specific Resources and Tools are available at www.cn.edu/academicresources.
- Stay well rested and eating healthy.

For questions or clarifications please email studentsuccess@cn.edu.



	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
7:30								
8:00								
8:30								
9:00								
9:30								
10:00		Chapel <i>Get that CLW!</i>						
10:30						SUNDAY		
11:00								
11:30								
12:00								
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2:00						TO DO LIST		
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HABIT TRACKER	M	T	W	R	F	S	S	REFLECTION: HOW DID THIS WEEK GO?
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

What is a Syllabus?

A syllabus is a document provided by each professor the first day of class, each class will have a unique syllabus. Information provided in the syllabus should be referenced throughout the semester. Consider the syllabus as a roadmap for each class. Planning for the semester should be done using the information provided in the syllabus.

Typical Components of a Syllabus

- Instructor Information – Name, Contact Information, Office Hours
- Course Schedule – Information for lessons and important due dates
- Textbook Information
- Course Description and Objectives
- Course Grading Scale
- Course Policies – Academic Policies, Homework, Exams, Expectations, Organizations, Attendance

When you have questions about concerning a class, it is a good idea to first look for answers in the syllabus.



Timeline to Write a Paper

- Plan – Be aware of the due date and formatting requirements.
- Select Topic- Carefully read the assignment and select a topic that interests you.
- Create Rough Outline or Mind Map – Who? What? When? Where? Why? How?
- Research – Know the professor's expectations for sources and how to create citations.
- Read and Take Notes
- Compile Notes and Complete Outline
- Write Rough Draft
- Edit
- Finalize your Paper

Helpful tools when writing a paper:

[Writing tips from the Stephens-Burnett Library](#)

[The Writing Center](#)

How to Calculate Your Grade Point Average (GPA)

Your grade point average (GPA) is calculated by dividing the total amount of grade points earned by the total amount of credit hours attempted. Your grade point average may range from 0.0 to a 4.0.

For example:

A = 4.00 grade points

B = 3.00 grade points

C = 2.00 grade points

D = 1.00 grade points

WF/F=0 grade points

P/NP (Pass/No Pass) courses are not factored in the student's GPA

I (Incompletes) and W (Withdrawals) do not receive grade points and do not influence the GPA

Example Student Transcript			
Course	Credit Hours	Grade	Grade Points
Biology	3	A	12
Biology Lab	1	B	3
English 101	3	C	6
Mathematics	3	F	0
10 Total Credit Hours Attempted			21 Total Grade Points

To get the example student's GPA, the total grade points are divided by the total credit hours attempted.

Total Grade Points		21	
	<u>divided by</u>	10	= 2.10
Total Credit Hours Attempted			

You can total your current semester courses and credits with our online GPA Calculator (above).

GPA Calculator Link: <https://gpacalculator.net/college-gpa-calculator/>

Stay Connected

Academically ↔ Socially ↔ Spiritually



CAMPUS RESOURCES

STUDENT SERVICES:

Campus Ministries	(865) 471-3536
Multicultural Services	(865) 471-3235
Recreational Services	(865) 471-3440
Residence Life	(865) 471-2009
Student Activities	(865) 471-3392

WELLNESS CENTER:

Counseling Services	(865) 471-3350
Disability Services	(865) 471-3268
Health Services	(865) 471-3350

CAMPUS SUPPORT:

Financial Aid	(865) 471-3247
IT Helpdesk	(865) 471-3506
Treasurer Office	(865) 471-3209
Public Safety	(865) 471-3559

(24 Hour Public Safety Call-line (865) 548-9067)

ACADEMIC SUPPORT:

Library Services
(865) 471-3335 (call) (865) 312-7533 (text)
Live Chat - cn.libguides.com/contact

Student Success Center (865) 471-3567

- Study Groups/Tutoring
(Virtual via Zoom - www.cn.edu/study for Subject Schedule & connection to Live online Tutoring)
- Career Development
(Evening Advising via Teams - Tuesday & Thursday, 6 - 8 p.m. - www.cn.edu/careerdevelopment)
- Academic Coaching
(Coaching via Teams - Monday - Thursday, 9 a.m. - 3 p.m., www.cn.edu/advising)
- Academic Resources
(Online Resources, www.cn.edu/academicresources)
- Changing/Declaring Major
(Form & Instructions at www.cn.edu/changemajor)

#WEAREHEREFORYOU



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