

The Student Success Center
Academic Recovery Programs
Individual Plan for Academic Success (IPAS)
Academic Term: Spring _____ Fall _____

Completing this IPAS will allow you to map out a specific plan for achieving what you want to accomplish academically and it will help you discover what YOU can do to get there!

Section 1: About Me

Name _____ Student ID# _____

VT Email _____ Preferred Phone _____

Major _____ College _____

Academic Advisor _____ Advisor's email _____

Previous Semester GPA _____ Cumulative GPA _____

Year at VT: Fr So Jr Sr _____
Other

Which of the following do you have? Scholarships Financial Aid Neither Both

Have you changed your major? Yes No

Are you a transfer student? Yes No

Are you a veteran? Yes No

Are you the first person in your family to attend college? Yes No

Are you living on campus? Yes No

Are you enrolled in or have you ever taken a First Year Experience course? Yes No Not sure

Do you have, or plan to have, a job this semester? _____ Yes _____ No

If yes, please indicate the number of hours per week you will be working _____.

Please list any regular commitments you have this semester and estimate the number of hours per week you will spend on each activity including sororities/fraternities, clubs, religious activities, sports, organizations, etc.

_____ Hours/Week _____

_____ Hours/Week _____

I have used the following resources to help me become a successful student: (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Academic Advisor | <input type="checkbox"/> The CommLab |
| <input type="checkbox"/> Career Services | <input type="checkbox"/> The Writing Center |
| <input type="checkbox"/> Cook Counseling Center | <input type="checkbox"/> The Office of Univ. Scholarships and Financial Aid |
| <input type="checkbox"/> Dean of Students Office | <input type="checkbox"/> The Student Success Center (SSC) |
| <input type="checkbox"/> Newman Library | <input type="checkbox"/> SSC Tutoring: _____
<i>course number & title</i> |
| <input type="checkbox"/> Services for Students with Disabilities | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Professor/Instructor/TA | |

The following questions are intended to help you reflect on your own personal situation as you begin to make a plan for your academic success:

I was motivated to pursue a college degree because...

This is how I plan to use my college degree after graduation:

My best academic experience at Virginia Tech, so far, has been...

Things I find challenging in college include...

Section 2: Requirements for Students on University Academic Probation

(only complete if your cumulative GPA is under 2.0)

Academic status: 1st probation 2nd probation Returning from suspension

Have you met with your academic advisor to discuss the conditions of your academic probation and what action is required of you by your college and/or major during your probationary period? Yes No

Are you required by your college and/or major to develop a plan to improve your academic performance during your probationary term? Yes No

If yes, have you developed and submitted your plan as specified? Yes No

Has your plan been approved by your college/major? (If yes, please attach a copy of your plan.) Yes No

Have you met with your academic advisor to discuss the courses you plan to take during the upcoming term? Yes No

Have you read and do you understand the academic eligibility policies found in the *Undergraduate Course Catalog and Academic Policies* (www.undergradcatalog.registrar.vt.edu)? Yes No

Please write any questions you have about these policies in the space below.

Section 3: Assessment of Factors Contributing to Academic Performance

Directions: Complete this list by checking each item that, in general, impacts your success. Mark factors that positively impact you with a plus (+) and those that negatively impact you with a minus (-). Add a star (*) next to the issues that had the biggest impact on you. Use the results of this inventory to complete part 5 of your IPAS.

Goals and Direction

- | | |
|--|--|
| <input type="checkbox"/> Knowing interests/Deciding on major | <input type="checkbox"/> Overall motivation |
| <input type="checkbox"/> Having clear career goals | <input type="checkbox"/> Wanting to be in college |
| <input type="checkbox"/> Present major | <input type="checkbox"/> Choosing Virginia Tech as my University |

Time Management and Organization Skills

- | | |
|--|---|
| <input type="checkbox"/> Managing my time | <input type="checkbox"/> Keeping up with reading and class work |
| <input type="checkbox"/> Use a planner to record academic and non-academic commitments | <input type="checkbox"/> Handing in assignments on time |
| <input type="checkbox"/> Procrastinate on course assignments, test preparation, etc. | <input type="checkbox"/> Having important class information, papers, etc when needed. |
| <input type="checkbox"/> Time spent on leisure/personal activities | <input type="checkbox"/> Organization skills |
| <input type="checkbox"/> Make daily to do lists | <input type="checkbox"/> Working |
| | <input type="checkbox"/> Time spent on low priority activities |
| | <input type="checkbox"/> Other _____ |

Did you use a daily planner or other type of time management tool last semester? Yes No

If yes, what type _____ Were you able to stay organized and use your time effectively using this planner/tool? Yes No

Academic Issues

- | | |
|--|---|
| <input type="checkbox"/> General study skills | <input type="checkbox"/> Class participation/engagement |
| <input type="checkbox"/> Following a study plan | <input type="checkbox"/> Test preparation |
| <input type="checkbox"/> Using a designated study area | <input type="checkbox"/> Test taking or test anxiety issues |
| <input type="checkbox"/> Understanding textbook readings | <input type="checkbox"/> Study but cannot pass tests |
| <input type="checkbox"/> Time spent on reading assignments | <input type="checkbox"/> Attitude toward class and/or professor |
| <input type="checkbox"/> Preparation before class | <input type="checkbox"/> Meeting with professor or TAs for help |
| <input type="checkbox"/> In-class note-taking skills | <input type="checkbox"/> Other _____ |

Class Attendance: Please indicate your overall pattern of class attendance during the most recent semester:

90-100% 75-89% 50-74% 25-49% Less than 25%

Did your attendance vary depending on what time it was, how you were doing, if you liked it, etc.? Yes No

Personal Issues:

- | | |
|--|--|
| <input type="checkbox"/> Physical illness or injury | <input type="checkbox"/> Family communication |
| <input type="checkbox"/> Financial circumstances | <input type="checkbox"/> Family commitments and responsibilities |
| <input type="checkbox"/> Dating or other relationship issues | <input type="checkbox"/> Use of alcohol or other substance abuse |
| <input type="checkbox"/> Housing, roommate issues | <input type="checkbox"/> Stress and/or Anxiety Levels |
| <input type="checkbox"/> Social connection on campus | <input type="checkbox"/> Spiritual issues |
| <input type="checkbox"/> Homesickness | <input type="checkbox"/> Feelings and Emotions |
| <input type="checkbox"/> Amount and quality of sleep | <input type="checkbox"/> Racial or other diversity issues |

Section 4: My Academic History

Think about the courses you have taken. Which of those did you really enjoy? In which ones did you do well? In which ones could you have improved? What factors contributed to your success, enjoyment, or performance? Use this worksheet to highlight three of the courses in each category.

Please print your unofficial transcript from the Transcripts and Certifications Menu of Hokie Spa and bring it with you to your appointment.

Courses in Which I Did Well or Enjoyed the Most

Course Name & Grade	Factors that contributed to my success	Strategies I used in this course that I should use in other courses

Courses in Which I Could Have Improved

Course Name & Grade	Factors that contributed to my performance	Strategies I could have used in this course to create a better outcome

Section 5: Analysis of Academic Performance

Complete the self-assessments in Sections 3 and 4 of this form before completing the following chart.

Factor	Briefly explain how this factor impacted your academic performance and if it was within your ability to control.
Organization and Time Management Skills	
Motivation, Attitude, and Goals	
Class preparation, attendance & participation	
General Study Habits & Test Taking Skills	
Non-academic activities and commitments	
Personal Issues: health, relationship, financial, family, emotional, etc.	
Other	

Section 6: My Goals for Academic Success This Semester

Course Number & Title	Credits	Previous grade earned if a repeat course	Realistic grade I hope to earn	Action plan to reach this goal (Do not fill out until you meet with your academic success coach)

Total Credit hours you are taking this semester _____ (Please note that students on university academic probation are not permitted to enroll in more than 16 credit hours)

GPA needed at end of this term to raise my cumulative GPA to the 2.0 requirement? _____
(use the Overall Grade Point Average (GPA) Calculator in the Grades Menu of Hokie Spa)

Please Stop Here.
You will complete the rest of the IPAS with your Success Coach.

Section 6: Semester Goals and Action Plan

Use this chart to develop at least three personal and academic goals to accomplish this semester. Decide what you need to do to accomplish each goal by creating an action plan. As a final step, think about the challenges or obstacles you might encounter that would interfere or prevent you from accomplishing your goals and decide how you can overcome the obstacle.

Goal #1		Deadline: _____
How I will achieve this:		
Obstacles I may face:		
Strategies for overcoming obstacles:		

Goal #2		Deadline: _____
How I will achieve this:		
Obstacles I may face:		
Strategies for overcoming obstacles:		

Goal #3		Deadline: _____
How I will achieve this:		
Obstacles I may face:		
Strategies for overcoming obstacles:		

I will use the following resources to support my plan:

- My Academic Advisor

- Career Services
www.career.vt.edu
Smith Career Center
Corner of Washington St. and W Campus Dr.
540-231-6241
- Cook Counseling Center
<http://www.ucc.vt.edu/>
Main Office:
240 McComas Hall
540-231-6557
Satellite Office:
107 East Eggleston
540-231-7809
- Dean of Students Office
<http://www.dos.vt.edu/>
109 E. Eggleston Hall
540-231-4035
- Newman Library
<http://www.lib.vt.edu/>
540-231-6170
- Professor/Instructor/TA

- Services for Students with Disabilities
<http://www.ssd.vt.edu/>
310 Lavery Hall
540-231-3788
540-231-1740 (TTY)
- The CommLab
<http://www.commlab.vt.edu>
101A Newman Library
email: commlab@vt.edu
- The Writing Center
<http://www.lib.vt.edu/about/writing/>
Newman Library's second floor Learning Commons
540-231-5436
- The Office of Univ. Scholarships and Financial Aid
<http://www.finaid.vt.edu/about/index.html>
Student Services Building, Suite 200
540-231-5179
- The Student Success Center (SSC)
<http://www.studentsuccess.vt.edu/index.html>
110 Femoyer Hall
540-231-5499
Program/service: _____
- Other: _____

Section 7: Student Agreement

I agree to use the strategies I have mapped out in my *Individual Plan for Academic Success*. I have a clear understanding of what I need to do to be academically successful at Virginia Tech. If I have any questions or need further assistance, I will be sure to follow-up with my Student Success Center Coach.

Student Signature: _____ Date: _____

Student Printed Name: _____

IPAS certified as complete by: _____ Date: _____

- Review Dates/Meetings**
- Follow-up appts: _____
 - Weekly meetings: _____