**Course Description:** The course is designed to provide focused direction for students with plans for college admission/post-secondary education and future success. The student will receive clear answers regarding how to navigate the college landscape from the first semester and through the entire college experience. This course offers practical tools to help student survive and thrive during the post-secondary educational experience. This course will be of great help for first generation college students.

**Pre-requisite:** Interest, enrollment, or admission to technological education, community college or university

**Class Day & Hours**: Enrichment meeting time

**Materials Required:** Reflection journal, paper, pencil/pen **Fees:** None

**Course Outcomes: The student will:**

1.Learn the process of college advising.

2. Discuss the benefits of wise time management skills.

3. Explore personal learning styles to maximize education.

4. Discuss the role of critical thinking in the acquisition of knowledge.

5. Explore personal note-taking styles.

6. Discuss the benefits of effective reading.

7. Explore best practices of study habits.

8. Learn ways to improve test-taking.

9. Apply critical thinking to writing & information literacy.

10. Learn the student role in academic planning, majors, and career exploration.

11. Learn and apply ways to stay healthy and reduce stress.

12. Learn to appreciate diversity in the world.

13. Explore ways to be socially responsible.

14. Learn how to manage money.

15. Learn ways to set long-term goals for future success after college.

**Resources:** Shurshan, J. H. (2014). A Pocket Guide to College Success.

Bedford/St. Martin, New York.

**Grading Policy: Knox County Schools**

Grade Percent Scale

A 93 – 100

B 85 – 92

C 75 – 84

D 70 – 74

F Below 70 (Grade of F results in no credit for this course)

**Grading Guidelines:**

1. Reflection Journals: 40%

2. Daily Work, Skills, Quizzes, Professionalism: 45%

3. End of Course Exam: 15%

**Course Guidelines & General Expectations:**

1. **Assignments & Exams:** Classroom assignments & exam dates are announced in class. It is the responsibility of the student to collect the information and organize his/her time accordingly.
2. **Attendance & Tardy:** Class attendance and tardiness follow the Knox County Policy
3. **Make-up & Late Work:** It is the responsibility of the student to make-up missed work. Missed work or exams must be completed within 1 week of return to school. Missed work will be labeled with student’s name and placed in a designated area in class for the student to pick up upon return to class. It is desirable to plan with a classmate to get notes from a missed class. When work is due, 10 points will be deducted for each day an assignment is late.
4. **Restroom Break:** Students will receive 5 restroom passes for the course. If a student has a medical condition requiring more breaks, a note must be presented in advance.
5. **Technology Management:** 
   1. Computers: Food and drink are prohibited while computers are in use.
   2. Cell Phone Class Policy: No earbuds allowed in class. Each student will be assigned a phone docking number. At the beginning of class, the student will deposit their cellphone in their assigned docking station at the beginning of class. When the tardy bell rings, class time begins. Cellphone may be collected 10 minutes before the end of class at the direction of the teacher.
6. **Classroom Management Guidelines:** 
   1. Follow teacher’s 1st request. “The inability of a student to follow teacher direction compromises the safety and educational experience of all students.”
   2. Treat authority and peers with respect and courtesy. “It is the teacher’s desire to create an environment where each student feels heard and valued.”
   3. Teacher reserves the authority to assign student seating, if necessary to enhance learning. “My primary focus is creating a learning environment that benefits all students.”
   4. It is the responsibility of each student to read and know the policies outlined in the Gibbs High School Student Handbook. “As faculty, I look to the Gibbs High Faculty and Student Handbooks for guidance on all student issues.
7. **Enrichment Privilege:** Students may reassign to another class to make up work with teacher approval (Fridays).
8. **Parent/Teacher Communication:** I encourage parents to contact me if you have concerns about your child’s academic performance or other concerns. I can best be reached by email at: [Cynthia.lynn@knoxschools.org](mailto:Cynthia.lynn@knoxschools.org) or by phone at: 865-689-9130 Ext. 72612

**Intervention Strategy:** My goal as a teacher is to facilitate growth and development in each student. If your student needs assistance at any time, encourage your child to talk with me as soon as possible. I will be glad to schedule a time to discuss issues or concerns. As a parent, please contact, as necessary to discuss issues or concerns.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_