

Transfer Student Action Plan

Today you had a chance to hear about the resources, student support services, and opportunities available to undergraduate students in the College of Biological Sciences. Now, what do you choose to do with all this?

The first step to take advantage of the information presented to you today is to create an Action Plan. This will allow you to identify potential next steps to enhance your learning and engagement as a student in the College of Biological Sciences. **You will be asked to bring your completed Action Plan to your transfer student check-back appointment with your academic advisor.**

Preparing for your Transfer Student Check-Back Appointment

All CBS transfer students are required to meet with an academic advisor during the fall 2010 semester. A hold will be placed on your student account preventing spring 2011 course registration. The hold will be released after you meet with an advisor. Call CBS Student Services at 612-624-9717 to schedule your appointment.

Prior to your meeting, please create a **graduation plan** which we will review together. This can be accessed at <http://plan.umn.edu>. In your orientation folder we've included a "Student Quick Start Sheet" with tips on using the Graduation Planner tool.



Please reflect on the below questions prior to your check-back appointment.

1. How has your first semester at the U of MN- Twin Cities been thus far?
2. Have your goals changed since starting school or have you made progress on any of your goals?
3. How can your academic advisor assist you with your goals?
4. Do you have any questions about the graduation plan you created and your spring semester course plans?
5. What on-campus resources have you utilized (i.e. Health Careers Center, Career Center for Science & Engineering, etc.)?

Use this space to write down questions you would like to discuss when you meet with your academic advisor.

Goal Setting: SMART Goals Overview

As an incoming transfer student, you likely have many goals and aspirations that you want to achieve during your time at the University of Minnesota. Whether you plan graduate from the College of Biological Sciences in one year or three years, goal setting is an important activity and will help you prioritize your time. The SMART goal setting method is helpful when setting goals and thinking about specific action steps. SMART goals are:

Specific

- Who? What? Why? Where? When? The goal should identify a specific action or event that will take place.

Measurable

- The goal and the benefits of the goal should be quantifiable.

Attainable

- The goal should be achievable given the resources you have available.

Realistic

- The goal should require you to stretch some, but also allow the likelihood of success.

Timely

- By when do you plan to achieve your goal? The goal should state the time period in which it will be accomplished. It may also contain specific check-points to track progress towards completion.

Non-SMART goal example:

"Get into medical school"

SMART goal example:

"My goal is to complete the prerequisite course requirements for medical school at the University of Minnesota so I am able to apply for

Action steps example:

"To achieve this goal, I will register for organic chemistry in fall 2010 and cell biology and psychology in spring 2011. To earn a "B+" grade or higher, I

Goal Setting

In the box below, please identify three goals that you would like to accomplish during your time as a student in the College of Biological Sciences. These goals may be related to academics (ie: coursework, GPA, major, research), co-curricular involvement (ie: study abroad, student activities, volunteer), post-collegiate aspirations (ie: graduate/professional school, career), or anything that is important to you.

Below each goal, list potential action steps you might take to progress toward your goal including tasks, resources needed, and a timeline. Your academic advisor is available to generate action step ideas with you in your check-back appointment.

As a reminder SMART goals are Specific, Measurable, Attainable, Realistic, and Timely.

1.

Action step(s):

2.

Action step(s):

3.

Action step(s):

Time Management

Balancing academic requirements with work, volunteering, research, family responsibilities, co-curricular involvement, and more can be a daunting task. With careful planning of time and activities, students are able to be successful and take advantage of the many opportunities in the College of Biological Sciences. Please list how you plan to allocate your time during the fall semester. There are 168 hours in a week.

Activity	Time Allocated Each Week
Academic work (class, lectures, labs, discussions, study, homework, etc.) <i>*Note that the University of Minnesota defines each credit as equivalent to an average of 3 hours of academic work per week</i>	
Commuting	
Family/Community Responsibilities	
Job/Internship	
Volunteer	
Research	
Co-Curricular Activities	
Sleeping	
Eating	
Free time	
Other (please list):	
	Total Hours = 168

Questions to Consider:

1. Does my time management plan allow adequate time to make progress towards my goals?
2. What time management strategies allowed me to be successful at my previous institution(s)?
3. What is different about my University of Minnesota time structure than I may be used to (ie: different commute time, more class time spent in the lab, etc.)?



University Counseling & Consulting Services (UCCS) provides academic skill development workshops and one-on-one appointments to U of MN students. To learn more, visit <http://www.uccs.umn.edu/education/academic.htm>.

Please bring this packet to your transfer student check-back advising appointment.