



Academic Warning Success Plan

ACADEMIC AND TRANSFER ADVISING SERVICES – BUILDING B, ROOM B120 (847) 214-7390

Your current Standards of Academic Progress GPA or SOAP GPA (including both developmental and college level courses) does not meet Elgin Community College's requirement for Good Academic Standing. In order to return to Good Standing you must earn a minimum SOAP GPA of 2.0 or higher. Elgin Community College and your academic advisor are committed to your success. This worksheet serves as an action plan designed to help you and your academic advisor review your goals and construct strategies to achieve them.

**Complete steps 1-3 and bring the form to the meeting with your academic advisor.
Failure to complete these steps may result in your appointment being rescheduled.**

Name: _____

ECC ID: _____

Step One: Identify Academic and Career Goals

What academic goals do you have for yourself? **Place an X** next to all that apply.

Academic Goals		
Only taking classes of interest to me	<input type="checkbox"/>	Bachelor's degree
Certificate	<input type="checkbox"/>	Master's degree
Associate of Applied Science	<input type="checkbox"/>	Professional degree (medical, law, etc.)
Associate of Arts/Science	<input type="checkbox"/>	Doctoral or PhD
Other: Please specify:		

Have you thought about what major or career path you would like to pursue? If so, what is your current focus?

Think about why you want to take classes. What motivates you to pursue a college degree?

Step Two: Reflect on your Academic History

	Not at all Satisfied	Slightly Satisfied	Neutral	Satisfied	Extremely Satisfied
How satisfied are you with the amount of effort you put into studying and preparing for classes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Not at all Matched	Slightly Matched	Neutral	Fairly Matched	Extremely well Matched
Rate the degree to which you feel the level of difficulty in your classes is a good match for your academic abilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Not at all Matched	Slightly Matched	Neutral	Fairly Matched	Extremely well Matched
Rate the degree to which you feel the skills required in your classes are a good match for your strengths.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Thinking back, what challenges have you encountered that have negatively impacted your academic performance?

Place an X next to all that apply, then circle the top three.

	Academic		Personal
	Ineffective study skills		Financial difficulties
	Ineffective time management skills		Health issues
	Not prepared for exams		Transportation difficulties
	Difficult classes/ material above ability level		Use of alcohol or other substances
	Conflict with teacher/instructor		Possible learning disability
	Low reading/writing skills		Stress, anxiety and/or depression concerns
	Too many courses at one time		Uncertain career goals
			Working too many hours each week
			Difficulty meeting new people

Now let's drill down deeper. Think about classes that went well, and some that might not have ended the way you had hoped to complete this next section. You can reference your academic history by logging into the [accessECC Portal](https://portal.elgin.edu) at portal.elgin.edu and going to the "Self-Service Menu". From there you will click "Students" → "Student Records & Schedule" and → "Transcript" to review a complete summary of your past grades.

Courses in Which I Could Have Improved		
Course/Grade	Academic and personal factors that contributed to the lower grade	What I could have done to improve my grade

Courses in Which I Did Well or Enjoyed the Most		
Course/Grade	Academic and personal factors that contributed to my success	Strategies I used in this course that I should use again

In what ways have you used the lessons from your past courses to guide how you approach your classes now? (or) How could you do so in the future?

Step Three: Set a Goal

State your goal for this current term or next semester:

ACTION STEPS: (How I will achieve my goal) *Select a minimum of three:*

- ☐ Attend a tutoring center workshop about _____.
- ☐ Meet with my Academic Advisor in the next month/first month of classes to touch base.
- ☐ Go to tutoring (Bldg. C, Second Floor) for _____ class(es).
- ☐ Go to Office Hours every week for _____ class(es).
(Remember to note points of confusion in class so you know what to ask about in Office Hours).
- ☐ Go to Office Hours before and after every major quiz/exam in _____ class(es).
- ☐ Commit to _____ hours of uninterrupted, focused studying per week. (HINT: It's more effective and efficient if you study in the same place consistently).
- ☐ Create a calendar/schedule to keep me on track with attending classes & completing assignments.
- ☐ Attend ALL lectures/labs for _____ class(es).
- ☐ Visit a Wellness Professional (Bldg. B, 120) to get support with personal issues.
- ☐ Go to Financial Aid (Bldg. B, 156) to explore options for alleviating financial stress.
- ☐ Limit work hours to _____ per week.
- ☐ Refrain from social outings/parties if I haven't completed my homework/reading for that week.
- ☐ Refrain from TV, Social Media, Video Games, etc until homework/reading is complete for the day.
- ☐ Use time on campus between my classes to study/read.
- ☐ Review notes for 5 minutes before and after every lecture for _____ class(es).
- ☐ Tell my close friends that I need to focus more on school and ask for their support.
- ☐ Enroll in GSD 120 (Exploring Careers and Majors)
- ☐ Keep track of assignment grades
- ☐ Visit TRiO Advisor or apply for TRiO services (Bldg. B, 155)
- ☐ Visit The Write Place to have all of my papers proofread (Bldg. B, 274)
- ☐ Visit Career Development for help choosing a major (Bldg. B, 120)
- ☐ Consult Disability Services to request accommodations
- ☐ Take fewer hours of course work
- ☐ Other: _____

CHALLENGES: (What could stop me along the way?)

1. _____
2. _____
3. _____

Ways to overcome my challenges: (strategies, things to remember, places I can go to for help)

1. _____
2. _____
3. _____

WHO'S GOT YOUR BACK? (The person(s) in my life that I will share my action plan with and ask to help keep me accountable for accomplishing my goal & action steps) _____

Wait! The following sections will be completed during your meeting with your academic advisor!

Step Four: Understanding ECC's Standards of Academic Progress (SOAP)

To remain in good academic standing, it's important to understand how the grades you earn impact your academic progress. A full explanation of all SOAP policies and procedures, along with appeal processes for eligible students, can be found at: <http://elgin.edu/standardsacademicprogress>.

My academic advisor has explained ECC's SOAP process and I understand the importance of maintaining a minimum 2.0 term and cumulative GPA.

Student Initial

Advisor Initial

Step Five: Review Status

Student's current SOAP GPA and Standing	GPA: _____ Academic Standing: _____
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Step Six: Recommended Courses for Upcoming Semester

(A helpful tool for anticipating your GPA in future semesters: <https://usm.maine.edu/advising/gpa-calculator>)

Term_Year: 20____ Total Credits _	Anticipated Grade/Grade Needed for Good Standing	Term_Year: 20____ Total Credits _	Anticipated Grade/Grade Needed for Good Standing

Congratulations!

By completing this worksheet and meeting with your academic advisor, you have taken a very important step toward achieving all of those amazing goals and dreams that you have for yourself.

Your success is our success!

Student Signature:	Date:
Academic Advisor Signature:	Date:

Office Use: IRQ/PERC Removed (Advisor) _____ Yes _____ No _____ N/A