COURSE DESCRIPTION
STSC 0111/Transition to College Success is a Tarrant County College district course that examines factors that underlie learning, success, and personal development in higher education. Topics covered include understanding the college culture and your campus, understanding yourself and how you learn, understanding others and diversity, learning success skills in writing, reading, listening, note-taking, taking tests and analytical thinking, how to handle stress and making healthy choices, and planning ahead for college and career. (STSC 0111 is a required, developmental, 8-week and non-transferable course.)

This course will provide you with strategies for learning and success. We will examine factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study, such as time management, listening and note-taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources will be covered. Skills will apply to all disciplines.


OBJECTIVES:
1. To focus on individual goals and realize how choices affect academic and life growth.
2. To learn how to effectively use Campus Cruiser and other websites (Distance Learning) as it relates to the student.
3. To implement effective time management skills related to college study.
4. To develop effective study skills based on individual learning styles.
5. To learn how to effectively do research for college study.
6. To develop effective strategies for dealing with test anxiety and school-related stress.
7. To develop an increased understanding about personal financial budgeting necessary for developing a holistic approach to striving for college and life success.
8. To discover a greater sense of self through the use of learning style and personality inventories, and to use this knowledge to make effective college and career-related choices.
9. To develop and increased understanding of self and relations with others that can be applied to daily living.
10. To gain familiarity with campus resources such as student services, counseling, financial aid, etc., that will lend support to success in college.

***You must pass the course with a grade of 70% or greater in order to register for classes next semester. You must take the class each semester until you receive 70% or greater.***
GRADING

Students must earn a 70% or C average in the course to proceed with registering for classes in the next semester. Any units of study that the student misses must be made up within the semester. If satisfactory completion does not occur, the student will re-enroll each subsequent semester until completing the requirement with a 70% or C grade.

CHAPTERS OF INSTRUCTION

Part I: Transitions
1. *Understanding College Culture and Your Campus*-transitioning, time management, college publications, websites (TCCD, Campus Cruiser, and Distance Learning), and student services (such as counseling, financial aid, tutoring center, library).
2. *Setting Goals and Staying Motivated*-goal setting/prioritizing, organization, motivation, and learning styles.
4. *Cultivating Relationships and Appreciating Diversity*-cultivating relationships, handling criticism and conflict, exploring diversity, and personality types.

Part II: Integrations
5. *Reading, Listening, and Note-taking Skills*-active reading, taking notes, strategies, listening, and memory.
6. *Learning, Memory and Taking Tests*-how to study effectively, study groups, types of tests, and strategies and beating test anxiety.
7. *Writing, Researching and Information Literacy*-Understanding assignments, writing expectations, types of writing assignments, research, what is plagiarism/citing references, and asking for help.

Part III: Revisions
10. *Planning for Next Semester*-course evaluations, preparing for finals, planning your educational suture, mapping a financial plan, creating a budget, and keeping records.
11. *Preparing for a Career and a Life*-transfer options, going to work, serving your community, career choices, and what’s next?

EVALUATION

In-Class Activities  20%
Each time the class meets there will be a packet of activities related to the learning material that will be completed during class.

Reading Quizzes/Journals  15%
There will be reading assignments prior to the chapter being discussed in class. You must complete the quiz prior to attending class on the lecture day. You will complete the quiz on Campus Cruiser. The first grade you see will not include your points for the Journal entry. Once I have read the quiz I will assign points to that portion of the quiz.
**Life Goal Papers 20%**
At the beginning and end of the semester, you will be asked to write and submit a one-page paper to determine your personal goals as they relate to college and career. These papers will be completed outside of class and turned in on the due date. Each paper will be 10% of your grade for a total of 20%.

**Chapter Exams 15%**
Each chapter contains valuable information. During class, the contents of each chapter will be discussed. At the completion of the first 3 chapters an exam will be given that covers the information in each chapter. There will be a second exam at the end of the course that covers the remaining chapters. These are averaged together to determine your average for the exams.

**Homework Assignments 30%**
You will have Homework assignments that are related to the information in the chapters. These assignments will be completed outside of class.

**In class Activities @ 100 points each.**

100-90=A
89-80=B
79-70=C
69-60=D
50-0=F

**CLASS ATTENDANCE AND PARTICIPATION:**

- Regular attendance and promptness to class are expected. Tarrant County College has instituted an attendance policy starting in the Spring 2012 semester. Class participation and attendance are essential and will be relevant. Absences will jeopardize your success in this course.
- In the event of an EXTREME emergency, only 3 classes may be missed before you will fail the course. Any units of instruction (days) that you miss MUST be made up. Make-up grades will not be applied to your grade until after you have completed the make-up work and are contingent on your attendance record for the remainder of the semester.
- You MUST complete the make up work, which includes: a hand-written outline of the chapter covered that day, the in-class assignments, and the scheduled homework to receive credit for the missed unit. Again, make-up grades will be entered as zeros until after the student has taken the final exam and has no subsequent absences.
- Students are responsible for the entire chapter make-up packet, even if they only miss one class over a particular unit.
- It is the STUDENT’S responsibility to turn in the make up work at the next class meeting.
- Upon missing a second class, you will no longer be able to accrue points in the course and any previous make-up work will remain a zero, which means you will not earn a 70% or better, and you will have to retake the course.
- **No make-up exams will be offered.** Exceptions will be made on a case-by-case basis by the instructor. I will determine if your circumstances warrant a make-up after discussion with the student.
- **REMEMBER:** if satisfactory completion does not occur, you will re-enroll each subsequent semester until you complete the course with a 70% (C) or better.

An example:

Bobby Sue misses one class during Week 5 when we cover Chapter 5. She does NOT complete the make up work for Chapter 5 during the next week (Week 6). Bobby Sue has a zero entered in the gradebook for her in-class assignment and any homework due. Any work that Bobby Sue did during week 6 and after is not accepted and results in Bobby Sue earning a grade of less than 70%, thus resulting in her having to retake the course.
COURSE POLICIES

No Electronic Devices are allowed in this Class—This includes cell phones, laptop computers, Ipods
(Turn these devices off and put them away)

1. It is very important to attend class.
2. Be prepared to learn when you come to class-participate. Be respectful of your classmates and professor.
3. No electronic Devices are allowed in this class—use of these devices will result in a 0 (zero) for that day.
4. Unless it is an emergency, (tell me before class begins if you are expecting an emergency call) do not leave class to talk on your cell phone.
5. If you miss class, please do not ask if you missed anything important—only ask what you missed. Make-up opportunities will be decided according to the reason of your absence.
6. Do not sleep in my class—Read the paper—do homework from another class—study for another class—focus on this class only.
7. Do not regularly come in late—this is very disruptive and disrespectful.
8. Treat the class like you would a job.
10. Please ask for help when you need it and let me know what is going on with you so I can help you if I am able.
11. Code of Student Behavior—If behavior should occur that I deem disruptive, I will privately let you know that your behavior is disruptive and I may move you so that you are seated where you can focus on the course. If disruptive behavior occurs a second time, you will be asked to see the Vice President of Students who will decide if you are able to return to class.

Disruptive Behavior includes among other behaviors: excessive talking, cheating, sleeping, passing notes, eating in class, sleeping, coming in late, sleeping, and immature behavior.

Students must maintain high standards of scholastic honesty. Violations of the TCC Code of Student Behavior include but are not limited to cheating on tests of assignments, plagiarism, and collusion. Violators risk disciplinary action which in this class will include no credit for the assignment and/or an appointment with the Vice President of Students. Refer to the Student Handbook on the TCCD website by clicking on Student Services, then Conduct and Appeals, and Student Handbook.

Special Accommodations

If the student requires special accommodations based on a disability, the student must be registered with the Disability Support Services Office, and they must inform the teacher about the needed accommodations the first week of classes.

Campus Closings

All TCC campuses will be closed March 12-16, for Spring Break. In the event of inclement weather, if TCC classes are cancelled, orientations, seminars, testing, and lab activities will also be cancelled. Stay tuned to your local radio or television station, or check the TCCD website for more information on campus closings. The instructor reserves the right to make changes in this syllabus if time or other factors necessitate doing so.