

## ACADEMIC ACTION PLAN

STUDENT NAME: \_\_\_\_\_

ADVISOR NAME \_\_\_\_\_

RUID: \_\_\_\_\_ CURRENT GPA \_\_\_\_\_

SEMESTER/YEAR: \_\_\_\_\_

CAMPUS LOCATION OR ONLINE: \_\_\_\_\_

MAJOR(S)/MINOR \_\_\_\_\_

Check here if you were placed on Academic Warning, Academic Probation, or Continued Probation in the past.

ACADEMIC REGULATIONS					
Status	Reason	1 <sup>st</sup> Condition:	2 <sup>nd</sup> Condition:	3 <sup>rd</sup> Condition:	If Student Does Not Meet Conditions:
Academic Warning	Cumulative GPA below 2.3.	It is highly recommended that you discuss your performance with your academic advisor.	n/a	n/a	n/a
Placed on Probation (PP):	Cumulative GPA of less than 2.000.	Must achieve a minimum term GPA of 2.00 next semester.	Enroll in twelve (12) credits or less.	With assistance from your Advisor or Program Manager, develop and submit an Academic Action Plan.	If conditions are not met, you may be dismissed from the University.
Continued Probation (CP):	Conditions of previous probation status were not met.	Probationary status is continued, with a condition of a minimum term GPA of 2.500.	Enroll in twelve (12) credits or less.	With assistance from the Learning Resource Specialist, develop and submit an Academic Action Plan and goal setting form.	If conditions are not met, you may be dismissed from the University.

This Academic Action Plan is designed to help you identify, refine and discuss your goals for the upcoming term, and the changes you will make/have made to improve your academic Standing.

**Based on my academic status:**

- ✓ *I acknowledge that I will meet with my Academic Advisor within the first and second month of the upcoming semester to discuss my academic progress.*
- ✓ *I acknowledge the requirements that must be met to improve my academic standing.*
- ✓ *I acknowledge the importance of developing an Academic Action Plan.*
- ✓ *I acknowledge that if I do not meet the requirements of my academic status, I may be dismissed from Rutgers University-Camden.*

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

Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**For Advisor Use, Do Not Write Below This Line**

Action Plan Submitted On: \_\_\_\_\_ 1<sup>st</sup> Meeting Completed ON: \_\_\_\_\_ 2<sup>nd</sup> Meeting Completed On: \_\_\_\_\_

## ACADEMIC ACTION PLAN

### SELF-ASSESSMENT

CHALLENGES —In your own words, please describe the factors that contributed to your academic difficulties.

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### DEVELOP YOUR PLAN OF ACTION

List the steps you will take to reach your goal and the date by which you will complete those steps. Keep in mind that you may use a variety of resources of in putting you action plan into motion:

Problem/factors that contributed to academic difficulties.	How can I alleviate the problem/factor that contributed to academic difficulty?	What will this solution require of me in terms of time and effort?
1.		
2.		
3.		

Sample SMART Goals	Your SMART Goals
<b>S – Specific:</b> Make your goal as specific as possible. <i>Example: I will develop a time management plan that includes at least 12 hours per week of study time.</i>	<b>S – Specific:</b>
<b>M – Measureable:</b> Be sure that your goal is measureable. <i>Example: I will be able to measure how many hours per week I study throughout the semester.</i>	<b>M – Measureable:</b>
<b>A – Attainable:</b> Set goals that you can achieve. <i>Example: I have mapped my personal, family &amp; work schedule in a planner and know that my goal is achievable.</i>	<b>A – Attainable:</b>
<b>R – Realistic:</b> Set realistic goals. <i>Example: I will spread my study time across multiple days per week to make my goal realistic.</i>	<b>R – Realistic:</b>
<b>T – Timely:</b> Establish a timeline for reaching your goal. <i>Example: I can achieve my goal by the 2<sup>nd</sup> month of the term.</i>	<b>T – Timely:</b>
<b>R – Rewards:</b> Find meaningful ways to celebrate meeting your smart goals by rewarding yourself. Remember your achievements, and celebrate them – you deserve it!	<b>R – Rewards:</b>

**ACADEMIC ACTION PLAN**

Possible Solutions	
I will meet with my academic advisor at least twice this semester to discuss my schedule and develop a plan for success.	I will make better choices regarding my health, sleeping and eating habits.
I will meet with someone in the Rutgers-Camden Learning Center to discuss student disability services.	I will make better choices regarding my use of free time, for example: online gaming and social networking, etc.
I will contact the tutoring center and request tutoring services.	I will ask my professor for help if I am having difficulty in a course.
I will study in a place that allows me to get my work done.	I will seek out a counselor in the Health Services office to discuss my personal concerns and issues.
I will set a study schedule for each class and follow it.	I will develop a time management plan that works for me.
I will attend all of my classes.	I will go to class prepared.
I will attend a study skills workshop sponsored by the Rutgers-Camden Learning Center.	I will reduce my hours at work.