FINANCIAL AID ACADEMIC PLAN

This form must be completed and signed off by you and your academic advisor before submitting a copy to the WOU Financial Aid Office.

Academic success is an ongoing process for most students. Study skills, time management, academic expectations and personal issues can impact your ability to be successful in the classroom. This action plan is designed for you to sit down with your academic advisor and identify areas that you need help with and then devise steps to help you become successful and advance towards degree completion.

Before meeting with your academic advisor, take time to reflect on your academic progress. Are you having trouble managing your time? Are you working more than 20 hours a week? Do you have additional responsibilities? Are you struggling to read the materials, or take notes in class? Do you understand what the academic expectations are for your course(s)? Are you having difficulty in one class or several classes?

List what you are struggling with and then, in conversation with your academic advisor, develop steps towards your goal.

________________________________________________________________________________________
________________________________________________________________________________________
_________________________

Below are additional areas to think about regarding your academic success.

I. CLASS ENROLLMENT/ASSIGNMENTS
☐ I plan to attend all of my classes.
☐ I plan to complete all classroom assignments and submit them on time.
☐ I plan to meet with my professors when I have questions about the class.
☐ I understand what is expected of me in the classroom.

II. TUTORING
☐ I plan to use the tutoring services that are offered in the Academic Advising and Learning Center at APSC 401, (503) 838-8428, for the following course(s).

________________________________________________________________________________________
________________________________________________________________________________________

III. COUNSELING (if appropriate)
☐ I plan to meet with Service Learning and Career Development at WUC 119, (503) 383-8432, for the purpose of career exploration during the term.
☐ I will meet with a counselor from Student Health Services at SH 101, (503) 838-8313, for personal counseling to resolve issues affecting my academic progress.

IV. Other strategies to help me become successful in the classroom:
________________________________________________________________________________________
________________________________________________________________________________________
Initial the statements below:

___ I understand that my academic success is my responsibility.

___ I will meet with my academic advisor each term to discuss my class schedule for the next term on the following dates and times.
   Academic Advisor: ________________________________
   Date(s) meeting: ____________________ ________________
   Time(s) meeting: ____________________ ________________

___ I understand that if I am receiving financial aid, I agree to adhere to this Action Plan and to meet Satisfactory Academic Progress (SAP) standards for financial aid. Refer to the SAP policy available from the WOU Financial Aid Office or on-line at www.wou.edu/finaid.

___ I understand that if I am receiving financial aid and fail to meet federal financial aid standards, I will no longer be eligible for financial aid at WOU.

I, ___________________________________, in consultation with my academic advisor, have worked out a plan of action to address issues that are impeding my success in the classroom. The goal of this plan is to help me become academically successful. My action plan is dynamic and constantly being revised to meet my needs as a student.

________________________________________________________________________
Student signature		Date

________________________________________________________________________
Academic Advisor signature		Date