



Freshman Year Academic “To-Do” List

SEMESTER 1

- _____ Make a file to keep my academic information (4-year plan, graduation requirement check-sheet, grade cards, Course Description Guide, college information, career interest inventories, etc.)
- _____ Get involved! Explore new clubs and activities
- _____ Use assignment book on a daily basis to help me stay organized
- _____ Maintain good study habits; complete and turn in all homework, study for tests days early, and check grades online with parents weekly
- _____ Take the Financial Literacy test (October)
- _____ Take a career interest inventory (www.IndianaCareerExplorer.com)
- _____ Meet with my guidance counselor to develop a 4-year plan. Share plan with parents. Keep and add to my academic file
- _____ Discover my learning style (www.edutopia.org/multiple-intelligences-learning-styles-quiz)
- _____ Take final exams – begin studying well in advance
- _____ See my guidance counselor ASAP if I need to make up a credit during 2nd semester

SEMESTER 2

- _____ Review my transcript and graduation requirement check-sheet to ensure I’m on track for graduation (# of credits as well as the necessary classes) Add to my academic file
- _____ Be thinking of sophomore year class selections (revisit 4-year plan).
- _____ Know what my GPA is and how to calculate it
- _____ Retake the Financial Literacy Test if necessary
- _____ Turn in my sophomore course selection sheet *and* submit requests online ON TIME (mid-February).
- _____ Sign up for summer school if needed (schedule available around Spring Break)
- _____ **Make any changes to my sophomore course selections BEFORE May 1 deadline.**
- _____ Take final exams – begin studying well in advance.

SUMMER

- _____ Review my grade card and contact my guidance counselor immediately if a course needs to be rescheduled for junior year
- _____ Take advantage of the summer to job shadow, volunteer, and build résumé
- _____ Update my list of all high school accomplishments, awards, and achievements. Add information to academic file
- _____ Continue exploring career choices and possible majors (www.IndianaCareerExplorer.com or www.bls.gov/k12)
- _____ **Make sure my class schedule is correct by double-checking the fee statement received in the mail PRIOR to registration. (If incorrect, immediately contact Guidance Counselor)**