



COLLEGE OF NATURAL RESOURCES AND ENVIRONMENT
Self-Assessment and Action Plan

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Major: \_\_\_\_\_ Advisor: \_\_\_\_\_

Cum. GPA: \_\_\_\_\_ Academic standing: \_\_\_\_\_

To obtain a cumulative GPA of 2.0 at the end of the semester, I need a term GPA of:
(Use the Term Grade Point Average (GPA) Calculator in HokieSpa to help calculate) \_\_\_\_\_

Class standing: [ ] Freshman [ ] Sophomore [ ] Junior [ ] Senior

Do you receive Financial Aid? [ ] Yes [ ] No

Do you currently work or plan to work? [ ] Yes [ ] No How many hrs/week? \_\_\_\_\_

Do you participate in any co-curricular activities? [ ] Yes [ ] No How many hrs/week? \_\_\_\_\_

Please submit to the appropriate advisor as an email attachment:
Stephanie Hart (slang@vt.edu) if you have a faculty advisor
Lauren Varboncoeur (lvarboncoeur@vt.edu) if Lauren is your advisor
Maureen Deisinger (mdeising@vt.edu) if Maureen is your advisor

## SELF ASSESSMENT

**Directions:** Complete this list by checking each item that, in general, impacts your success. Mark factors that positively impact you with a plus (+) and those that negatively impact you with a minus (-).

### Goals and Direction

- |  |  |
|--|--|
| <input type="checkbox"/> Knowing interests/Deciding on major | <input type="checkbox"/> Overall motivation                      |
| <input type="checkbox"/> Having clear career goals           | <input type="checkbox"/> Wanting to be in college                |
| <input type="checkbox"/> Present major                       | <input type="checkbox"/> Choosing Virginia Tech as my University |

### Time Management and Organization Skills

- |  |   |
|--|---|
| <input type="checkbox"/> Managing my time  | <input type="checkbox"/> Keeping up with reading and class work                       |
| <input type="checkbox"/> Use a planner to record academic and non-academic commitments | <input type="checkbox"/> Handing in assignments on time                               |
| <input type="checkbox"/> Procrastinate on course assignments, test preparation, etc.   | <input type="checkbox"/> Having important class information, papers, etc when needed. |
| <input type="checkbox"/> Time spent on leisure/personal activities                     | <input type="checkbox"/> Organization skills  |
| <input type="checkbox"/> Time spent on low priority activities                         | <input type="checkbox"/> Working  |
| <input type="checkbox"/> Other:  | <input type="checkbox"/> Make daily to do lists                                       |

Did you use a daily planner or other type of time management tool last semester?  Yes  No

Were you able to stay organized and use your time effectively using this planner/tool?  Yes  No

### Academic Concerns

- |  |   |
|--|---|
| <input type="checkbox"/> General study skills              | <input type="checkbox"/> Class participation/engagement         |
| <input type="checkbox"/> Following a study plan            | <input type="checkbox"/> Test preparation                       |
| <input type="checkbox"/> Using a designated study area     | <input type="checkbox"/> Test taking or test anxiety issues     |
| <input type="checkbox"/> Understanding textbook readings   | <input type="checkbox"/> Study but cannot pass tests            |
| <input type="checkbox"/> Time spent on reading assignments | <input type="checkbox"/> Attitude toward class and/or professor |
| <input type="checkbox"/> Preparation before class          | <input type="checkbox"/> Meeting with professor or TAs for help |
| <input type="checkbox"/> In-class note-taking skills       | <input type="checkbox"/> Other:                                 |

**Class Attendance:** Please indicate your overall pattern of class attendance during the most recent semester:

- 90-100%    75-89%    50-74%    25-49%    Less than 25%

Did your attendance vary depending on what time it was, how you were doing, if you liked it, etc.?  Yes  No

### Personal Concerns

- |  |  |
|--|--|
| <input type="checkbox"/> Physical illness or injury            | <input type="checkbox"/> Family communication                    |
| <input type="checkbox"/> Financial circumstances               | <input type="checkbox"/> Family commitments and responsibilities |
| <input type="checkbox"/> Dating or other relationship concerns | <input type="checkbox"/> Use of alcohol or other substance abuse |
| <input type="checkbox"/> Housing, roommate concerns            | <input type="checkbox"/> Stress and/or Anxiety Levels            |
| <input type="checkbox"/> Social connection on campus           | <input type="checkbox"/> Spiritual concerns                      |
| <input type="checkbox"/> Homesickness                          | <input type="checkbox"/> Feelings and Emotions                   |
| <input type="checkbox"/> Amount and quality of sleep           | <input type="checkbox"/> Diversity concerns                      |

## Resources

### Professor/TA

#### Newman Library

<http://www.lib.vt.edu/>  
540-231-6170

#### Cook Counseling Center

<http://www.ucc.vt.edu/>  
Main Office:  
240 McComas Hall  
540-231-6557

#### Dean of Students Office

<http://www.dos.vt.edu/>  
109 E. Eggleston Hall  
540-231-4035

#### Hokie Wellness

<https://www.hokiewellness.vt.edu/>  
195 McComas Hall  
540-231-2233

### Services for Students with Disabilities

<http://www.ssd.vt.edu/>  
310 Lavery Hall  
540-231-3788  
540-231-1740 (TTY)

#### The CommLab

<http://www.commlab.vt.edu>  
101A Newman Library  
email: [commlab@vt.edu](mailto:commlab@vt.edu)

#### The Writing Center

<http://www.lib.vt.edu/about/writing/>  
Newman Library  
540-231-5436

#### Cranwell International Center

<http://www.international.vt.edu/>  
Harper Hall, Suite 1015  
540-231-6527

### Career and Professional Development

[www.career.vt.edu](http://www.career.vt.edu)  
Smith Career Center  
540-231-6241

### The Student Success Center (SSC)

<http://www.studentsuccess.vt.edu/index.html>  
110 Femoyer Hall  
540-231-5499

### The Office of Univ. Scholarships and Financial Aid

<http://www.finaid.vt.edu/about/index.html>  
Student Services Building, Suite 200  
540-231-5179

### Women's Center

<https://www.womenscenter.vt.edu/womenscenter.html>  
206 Washington Street  
540-231-7806

## ACTION PLAN

Keeping in mind the main factors you marked on the previous page, develop your Semester Goals and Action Plan on page 4. Goals should be "SMART":

Specific

Measureable

Attainable

Relevant

Timely

Identify campus resource(s) from the list below that you can use to make improvements. Finally, describe potential obstacles and strategies to overcome them in order to prevent these obstacles from affecting your academics in the future.

### Example

**Goal:** Improve my writing skills by the conclusion of the spring semester.

**How I will achieve this:** I will schedule 10 hours a week to focus on my English class.

**Obstacles I may face:** Difficulty understanding the writing prompt; procrastination when it's time to start a paper.

**Strategies for overcoming obstacles:** I will attend a workshop on ways to overcome procrastination through the Student Success Center. I will meet with my ENGL 1106 instructor for extra help and submit any opportunity for re-writes.

**Section 7: Semester Goals and Action Plan**

Use this chart to develop three goals that relate to your success in the upcoming semester. Decide what you need to do to accomplish each goal by creating an action plan. As a final step, think about the challenges or obstacles you might encounter that would interfere or prevent you from accomplishing your goals and decide how you can overcome the obstacle(s).

<b>Goal #1:</b>	
How I will achieve this:	
Obstacles I may face:	
Strategies for overcoming obstacles:	

<b>Goal #2:</b>	
How I will achieve this:	
Obstacles I may face:	
Strategies for overcoming obstacles:	

<b>Goal #3:</b>	
How I will achieve this:	
Obstacles I may face:	
Strategies for overcoming obstacles:	

## ACADEMIC ELIGIBILITY POLICY

Continued enrollment at Virginia Tech is a privilege that is granted as long as the student is making satisfactory progress toward a degree, maintenance of the required minimum Grade Point Average (GPA), and compliance with all regulations stipulated in the University Policies on Student Life. The following is a summary of the Academic Eligibility Policy; the policy in its entirety can be found here: <http://www.undergradcatalog.registrar.vt.edu/1617/academic-policies.html#2>

The minimum standard for good standing is eligibility to enroll. The required minimum grade point average is 2.00. Students on academic probation and warning are eligible for continued enrollment and good standing (absent any violations of regulations stipulated in the *University Policies on Student Life*).

*Academic Warning:* Students earning less than a 2.0 term GPA, but with a cumulative grade point average of 2.0 or higher, will be placed on academic warning without notation on the academic transcript. Students on academic warning will be required to consult with the appropriate undergraduate assistant or associate dean of their college and to sign an academic contract. Failure to complete an action plan (academic contract) may result in prohibition from future enrollment(s).

*Academic probation* is imposed when the cumulative GPA is less than 2.00; academic probation is lifted when cumulative GPA is at least 2.00. Academic performance will be reviewed at the end of each regular semester (fall and spring).

A student on **probation:**

1. may take no more than 16 credits per semester;
2. may be required (at the discretion of individual colleges) to consult with an advisor before beginning a probationary semester, and to sign an academic contract acknowledging his/her performance is not meeting university standards and stating what actions she/he is committed to taking to improve performance.

**First suspension** will be imposed whenever one of the following occurs:

1. A student on academic probation has a cumulative GPA less than 2.00 for the first 2 semesters (fall, spring) of enrollment; or
2. A student has 2 consecutive semesters thereafter with a cumulative GPA below 2.00.

**First Suspension (Fall):** A student who is placed on first academic suspension at the end of fall semester will be suspended from continued enrollment through the end of the following spring semester. **Note:** Students placed on first academic suspension at the end of fall semester are eligible to return the subsequent first summer, second summer, or fall semester.

**First Suspension (Spring):** A student who is placed on first academic suspension at the end of spring semester will be suspended from continued enrollment through the end of the following fall semester. **Note:** students placed on first academic suspension at the end of spring semester may NOT enroll in the immediately following summer session.

A student must earn a minimum 2.00 semester GPA the first semester back and raise the cumulative GPA to at least 2.00 by the end of the second semester back or earn a 2.50 GPA for every semester following the suspension until cumulative GPA is 2.00 or greater. A student will be placed on **second academic suspension** for failure to meet returning performance requirements.

**Second Suspension (Fall):** A student who is placed on second academic suspension at the end of fall semester will be suspended from continued enrollment through the end of the following fall semester. **Note:** students placed on

second academic suspension at the end of fall semester may NOT enroll in the immediately following summer session.

**Second Suspension (Spring):** A student who is placed on second academic suspension at the end of spring semester will be suspended from continued enrollment through the end of the following spring semester. **Note:** students placed on second academic suspension at the end of spring semester may NOT enroll in the immediately following summer session. The same returning performance requirements apply for second suspension as for first suspension.

**Final Suspension:** A student will be permanently dismissed for failure to meet returning performance requirements after a second academic suspension.

### Acknowledgement

- I have received, read and understand Virginia Tech’s Academic Eligibility Policy.
- I understand that if I do not improve my standing I could be suspended.
- I will complete the Corrective Action Plans to the best of my abilities as outlined above.
- I agree to attend a meeting with a member of the advising staff.

Type your name on the line below to indicate your acknowledgement of the above policies.

\_\_\_\_\_  
Student’s signature

\_\_\_\_\_  
Date

Please submit to the appropriate advisor as an email attachment:  
Stephanie Hart ([slang@vt.edu](mailto:slang@vt.edu)) if you have a faculty advisor  
Lauren Varboncoeur ([lvarboncoeur@vt.edu](mailto:lvarboncoeur@vt.edu)) if Lauren is your advisor  
Maureen Deisinger ([mdeising@vt.edu](mailto:mdeising@vt.edu)) if Maureen is your advisor