

Mid-semester checklist

- 1) **Workshops at the Counseling Center:** Take advantage of the workshops throughout the semester on stress, depression, and time management hosted by the Counseling Center. Check the link for up to date workshops
<http://www.citytech.cuny.edu/counseling/counseling-services.aspx>
- 2) **Check in with the Professor:** Set time to meet with each of your professors whether it is after class or during their office hours. This way they get to know who you are and you can also inquire about your performance in class.
- 3) **Gather registration information:** Make sure you know when your registration date opens and the necessary steps you will need to take in order to register for your classes. Also make sure to meet with your advisor prior.
- 4) **Check your emails frequently:** Syncing your City Tech email to your phone makes it extremely easy and convenient. You don't have to constantly remember to sign in.
- 5) **Your current grade:** Find out where you currently stand in class and how you are doing academically. Can you continue the semester the way you are or do you need to improve?
- 6) **Start planning your time accordingly:** Change your work and personal schedule around during finals week. You may need extra time to complete final assignments as well as study. Dates may also vary so stay alert and check your emails.
- 7) **Have you joined a club?** Start getting involved and becoming more active on campus. See what clubs catch your interest whether it's academic, religious or social. It is good to have a network outside of the classroom.
- 8) **Study group:** Have you tried forming a study group with your classmates? There are rooms available in the library for groups of 3 or more. This can be a great way to learn from one another.
- 9) **Explore the campus:** Do you know all the different buildings on campus? How about all the different offices and opportunities there are for students? Make connections and network.
- 10) **Campus events:** Have you attended any of the events on campus yet? The Student Government Association as well as The Office of Student Life and Development host tons of fun events throughout the year! You can also get involved through these offices.