



# THE COMPASS

## Mid Semester Checklist



### FORM – A

Please take a few minutes to completely fill out the **MID SEMESTER CHECKLIST**. Once you have completed the form, please save and print a copy of this document for your usage and records.

**Note:** It is important that you get your “actual” grades in each of the courses you are currently enrolled in. In order to do so, please meet with each of your Professors during their office hours (in-person/online) to obtain your mid-semester grades.

<b>MID SEMESTER CHECKLIST</b>	Name _____ NSHE# _____
Semester _____	Declared Major (s) _____
Certificate or Degree _____	Enrollment Status ( <i>part time or full time</i> ) _____

Enrolled Courses: ( <i>Ex. BUS 101 Introduction to Business</i> )	Current Grade in courses <small>( I have met with my Professors and these are my actual grades thus far )</small>

Please mark “YES” or “NO” to the following statements	YES	NO
I consistently attend or participate on-line in all classes		
I consistently submit course assignments by the deadline		
I study 2-3 hours per credit hour each week ( <i>e.g., 3-credit course = 6-9 hours of study time per week</i> )		
I am confident in my ability to pass my courses successfully		
I am clear on the course grades I am earning at the mid-semester		
I have met with my professors during their scheduled office hours		
I have met with my academic counselor/advisor to plan for my next semester’s courses ( <i>based on my guided pathway</i> )		
I know when the priority registration period begins for the next semester		
I have utilized the free resources CSN offers to assist with my courses		
I know how to schedule an appointment with a CSN tutor or visit Centers for Academic Success		
I have reviewed the on-line student success workshop topics available in MyCSN		
I have met with a counselor/advisor for courses I am struggling with		
I know how to access the deadlines to withdraw from courses		
If I receive financial aid, I know how important it is to speak to them before withdrawing from a course(s)		

If you have answered “NO” to any of these statements, please speak with your instructor to get specific answers on any questions you may have regarding these statements. He or she may refer you to a specific department or resource to get further clarification.

Also, please meet with your Academic Counselor or Advisor with any additional questions.



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NOTE:

- If you answered NO to any of the statements, please feel free to add comments below.  
- *Also* -
- If you answered YES to any of the statements and it DID NOT pertain to ALL your courses please feel free to add comments below.

Comments:

Signature \_\_\_\_\_

Date \_\_\_\_\_

**CSN - Quick Tip Resources:**

CSN Resources for Student Success  
<http://www.csn.edu/advising> (scroll down and click on PDF entitled “Resources for Student Success”)

Important Dates & Deadlines  
<http://www.csn.edu/calendar-catalog-schedule>

Online Student Success Workshops – Student Lingo  
<http://www.csn.edu/studentlingo>

Tutoring/Academic Success Centers  
<http://www.csn.edu/tutoring/>