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**Plan Extra Study Time to Accommodate Midterm Coursework and Exams**

Change your work and personal schedule where necessary to provide enough time to complete projects and study for exams.

**Use Your Professors’ Office Hours**

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Make an appointment to meet with your professors during their office hours. This way they get to know who you are. You can also inquire about your performance in class and ask how to prepare for midterm exams or discuss other assignments.

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**Meet with Study Groups**

Form study groups with your classmates and schedule meeting times. Rooms are available in the [library](https://library.citytech.cuny.edu/) for study groups of three or more.

**Set Up Appointments with Tutors**

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Are you struggling to understand any of the material in your classes? Take advantage of the tutoring resources available and make an appointment. Or, work with a writing tutor to complete a research paper or other midsemester writing project.

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**Consider Attending Workshops Offered by the Counseling Center**

Take advantage of workshops throughout the semester on coping with stress, time management, and other topics. Check the [Counseling Center](https://www.citytech.cuny.edu/counseling/counseling-services.aspx) website for details.

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**Become Active on Campus**

Make it a priority to have fun while learning! Attend an on-campus event. Join a club. Find out what special events your department sponsors. The Student Government Association and the Office of Student Life and Development also host many events throughout the year.

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**Be On the Alert for College Announcements**

Check your City Tech email daily. One way to make this habit easier is to sync your email to your phone, so you don’t have to sign in every time.