

Suggested Guidelines for Creating a Study Schedule

Study immediately or as soon as possible after lecture: Review lecture notes while your memory is still fresh and accurate.

Study at a regular time and place: Know what you are going to study and when. Commit to study for specific courses at designated weekly times. Establishing a schedule will result in more free time.

List according to priorities: Put the most important tasks first to be sure you complete them. It is easy to underestimate how much time a particular activity/assignment will take, allow enough time.

If the course is...	Time for reading text	Time for homework	Time for review and test prep	Total study time/week
3 credits	1-2 hours	3-5 hours	2 hours	6-9 hours
4 credits	2-3 hours	3-6 hours	3 hours	8-12 hours
5 credits	3-4 hours	4-7 hours	4 hours	10-15 hours

25/5 Rule: Study for 25-minutes. Take a 5-minute break. Switch topics. Study for 25-minutes. Take a 5-minute break. After 2 hours of studying, take a preferably active, longer break.

Use odd hours during the day for studying: Free periods between classes are the best times to review and study.

Weekly review time: Schedule weekly time for reviewing course material for all of your classes. Review should be cumulative.

Plan a schedule of balanced activities: College life has many aspects important to success. Some have fixed time requirements (classes, work, eating, etc.) and some are flexible (sleeping, recreation, study, socializing). Regardless of your schedule, it is essential to take time to eat nutritious meals and exercise. It improves concentration, mood, and increases energy levels.

Keep at it: It takes about 21 days to create a habit. Create your study routine and stick to it for 3 weeks. It will become second nature.

LEARN. DISCOVER. ENGAGE.