### 1. Figure out why you're there.

- Vocational Training To start in a profession or to upgrade skills at existing job
- College Transfer To continue education for a Bachelor's degree
- Continuing Education To take a few courses that interest you and broaden your horizons

# 2. Know your A.A.S from your A.A. (and your A.S.)

Associate in Applied Science degree (A.A.S.) – Two-year vocational degree for a specific career Associate in Arts (A.A.) & Associate in Science (A.S.) – Provide basic coursework to prepare you to transfer to a four-year college.

## 3. Get on top of the "developmentals."

Most community colleges offer open admissions, and they may also require you to take "developmental courses" if you need to improve in math, reading, or writing to be at college level.

#### 4. Know what transfers.

If you're planning on continuing your education at a four-year college, make sure all the courses you're taking can transfer. Look for a list of college transfer courses on the college websites of both your community college and your prospective four-year college.

### 5. Expect to attend every class.

Classroom attendance counts a lot in the grade—sometimes up to 40 percent. Professors want to motivate students to make every class and tend to emphasize in-class learning.

### 6. Prepare to be active.

Be prepared to participate in discussions, make a presentation, play simulation or role-playing games, design experiments, and perhaps do community outreach or service programs.

## 7. Don't work yourself to death.

Most community college students are both working and going to school. Make a plan that integrates your work, school, and home needs. Get support and assistance from family members and friends.

#### 8. Use the college resources.

Most community colleges have a broad variety of services. Check out the career counseling service to help you find a career that's right for you. Also check out the out the advising center, writing, center and tutoring center.

#### 9. Go see the instructor.

Instructors are in their offices outside of class time to meet with students. Take advantage of this one-on-one help before the test, before a paper or assignment, and especially if you feel lost in a course.

#### 10. Join the community.

Take advantage of "corhort" or "study buddy" programs that will put you in touch with other students taking the same courses.

Source: The Secrets of College Success by Lynn F. Jacobs and Jeremy S. Hyman