

Student-Athlete Survival Guide

Fall 2017



Table of Contents

Calendar.....	Page 1
Services Provided by Your Academic Counselor.....	Page 2
Academic Student-Athlete Do's and Don'ts.....	Page 3
Instructions for Getting Books.....	Page 4
Instructions for Requesting a Tutor.....	Page 5-6
Spring 2018 Registration Checklist.....	Page 7-8



MARK YOUR CALENDARS!

Important Dates for Fall 2017

CLASSES BEGIN	August 21
Book Voucher Distribution Begins (student-athletes receiving book scholarship)	August 21
<i>Fruit & Donut Giveaway: 7:30-9:00 a.m. (Rex Street)</i>	August 21
<i>Welcome Back Convocation: 7:30 p.m. (First Baptist Church)</i>	August 22
LAST DAY TO ADD/CHANGE CLASSES	August 25
<i>Block Party: 11:00 a.m. (St. Mary Blvd. between Rex St. & Girard Park Circle)</i>	August 25
Study Hall & Tutoring Services Begin	August 28
<i>Ragin' Roar (Pep Rally): 7:30 p.m. (Boucher Dr. next to Student Union)</i>	August 30
Labor Day Holiday	September 4
1 st Grade Checks	September 13
<i>Student-Athlete Career Fair: 6:30 p.m. (Student Union)</i>	September 19
Graduating Seniors: Last Day to Apply for Baccalaureate Degree	September 22
LAST DAY TO DROP WITH A "W"	October 4
Fall Holiday	October 5-6
<i>Guest Speaker – Lori Hart: 7:00 p.m. (Student Union)</i>	October 8
Advising Session for Spring Semester Begins	October 16
2 nd Grade Checks	October 18
PRIORITY SCHEDULING FOR STUDENT-ATHLETES	October 30-31
Last Day to Resign from the University & Last Day to Change an "I"	November 2
3 rd Grade Checks	November 15
Thanksgiving Holiday	November 23-24
LAST DAY OF CLASSES	December 1
Final Exams	December 4-8
*Study Day is Wednesday, December 6 th – NO EXAMS	
Book Returns (student-athletes receiving book scholarship)	December 7,8,11
Commencement	December 15

Study Hall / Tutoring Center

Sundays: 6:00-8:00 p.m.

Mondays-Thursdays: 7:30 a.m. – 9:00 p.m.

Fridays: 7:30 a.m. – 12:00 p.m.

* There will be no Sunday Study Hall on the following days:
Sunday, September 3rd
Sunday, November 26th

Services Provided by Your Academic Counselor

- **Advising** – I can help you find classes that you will need to take throughout your collegiate career. I will also help guide you through your curriculum and make sure you are taking what you need to graduate in a timely manner.
- **Scheduling** – I am aware of practice times for your sport, I know your travel schedule, and I am knowledgeable about the professors at UL. I can help you select the courses that will give you the best opportunity to succeed.
- **Adding and Dropping classes** – You have an athletic hold on your account at all times. This is in place to monitor your classes and eligibility. Drops must be approved by academic counselors **and** your coach.
- **Major exploration** – Not sure what you want to do? I can help guide you to a major that is interesting to you and that is best suited for your skill set. If you want to change your major, you need to speak with me first so I can make sure you are eligible in your intended major.
- **Tutoring** – Need a little extra help in a class? The Student-Athlete Academic Center offers free tutoring to all of our student-athletes. Please see instructions on scheduling a tutor on our website at www.studentathlete.louisiana.edu or refer to your student-athlete survival guide.
- **Grade Checks** – I will send grade checks to your professors three times during the semester. This information allows me to evaluate your current progress in the class. Steps can then be taken, if necessary, to assist you in making improvements.
- **Academic Improvement Plans** – If you are marked at-risk in a class you will work on an academic improvement plan with either me or your academic mentor. These documents are made to resolve any problem that you are facing in the respective class.
- **Open-door policy** – If you have questions about anything, whether they are related to academics or not, feel free to ask me. My job is to support you in any way I can.

Academic Student-Athlete Survival Guide

Do's

- Talk to your professors on the first day of class. Let them know you are a student-athlete, what sport you play, and if you will be traveling this semester.
- Check your emails regularly.
- Read the syllabus.
- Sit in the first two rows.
- Pay attention.
- Be involved in class.
- Show up on time or better yet, early.
- Let your professor know when you will be missing class and make arrangements for assignments you will be missing.
- Don't be afraid to ask questions or ask for help. If you don't speak up, the professor will assume you understand and move on.
- Ask for tutoring, even if you aren't failing a class. Tutors can help you understand a concept you have trouble with. They can help you turn a B into an A.
- Let your trainer and your academic counselor know when you are sick or will miss class.
- Work on time management. Make sure you take care of school work before free time, but also find time to enjoy yourself.
- Make a calendar or keep a planner to stay on top of due dates and appointments.
- BE NICE TO EVERYONE!!! You never know when you will need their help.

Don'ts

- Don't be late to class.
- Don't miss class for any reason other than team travel.
- Don't rely on the teacher to contact you about missing assignments.
- Don't wear headphones in class.
- Don't sleep in class.
- Don't sit in the very back.
- Don't be rude to the professor.
- Don't plagiarize or cheat.
- Don't talk out of turn in class.
- Don't use profanity or derogatory language.
- Don't sign other students in or out of study hall.
- Don't make assumptions about your academic standing. Always follow up with your professor or your academic counselor.
- Don't share electronic media such as jump drives, laptops, etc.
- Don't sign the roll for other students.

Instructions for Getting Books

(Student-Athletes)

If you are on book scholarship:

- 1) Visit the Student-Athlete Academic Center in Agnes Edwards Hall (formerly the Conference Center) room M160.
- 2) Ms. Terry or a student worker will be able to provide you a book voucher.
- 3) You must bring your **VOUCHER**, a **PICTURE ID** and your class **SYLLABI** to the **UNIVERSITY BOOKSTORE IN THE STUDENT UNION**.
- 4) Once you enter the bookstore, go to the second floor and retrieve your books.
- 5) Next, go to the customer service counter and they will assist you.

THESE BOOKS ARE NOT YOURS TO KEEP. YOU MUST RETURN ALL BOOKS AND I-CLICKERS DURING FINAL EXAM WEEK. FAILURE TO RETURN YOUR BOOKS WILL RESULT IN A HOLD BEING PLACED ON YOUR ACCOUNT FOR THE COST OF THE BOOKS.

You will be notified by email and by your coach of the dates and times book returns will take place and where. This information will also be posted on our website at www.studentathlete.louisiana.edu and on our social media sites.

In the event your books are not available at the Bookstore **OR** you were instructed to purchase your books online **OR** if you have to order an online simulation game or code, **DO NOT MAKE THIS PURCHASE OUT OF POCKET**. Please come to the **Student-Athlete Academic Center** for instructions.

If you are not on book scholarship:

- 1) You will have to purchase books on your own.
- 2) You could buy books from the University Bookstore or you can rent them from various other companies such as Amazon.com or TRI Textbook Rentals.

Instructions for Requesting a Tutor (Student-Athletes)

- 1) Go to www.louisiana.gradesfirst.com
- 2) Sign in with your CLID as your username and your password like you were logging into ULink
- 3) You will then see your home screen which will look like this:

Student Home

Class Information Reports Calendar Send a Message

Classes This Term

Actions	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL	TAKE ACTION
<input type="checkbox"/>	CJUS 330-1 Juvenile Justice	Kenneth Jaccuzzo	MWF 10:00a-10:50a Mouton Hall			Request Tutor
<input type="checkbox"/>	KNEA 169-U01 Fitns Weight, Intermed/Adv III	James Lang	MTWRF 6:45a-7:15a Athletic Office Building			Request Tutor
<input type="checkbox"/>	MATH 103-7 Applied College Algebra Fund	Joshua Fontenot	MWF 12:00p-12:50p Maxim Doucet Hall			Request Tutor
<input type="checkbox"/>	MATH 104-7 Appld College Alg Fund Practcm	Joshua Fontenot	TR 12:00p-12:50p Maxim Doucet Hall			Request Tutor
<input type="checkbox"/>	SOCI 310-1 Minority Groups	George Wooddell	TR 9:30a-10:45a Billeaud Hall			Request Tutor
<input type="checkbox"/>	SOCI 364-1 Juvenile Delinquency	Hua-Lun Huang	MWF 11:00a-11:50a Mouton Hall			Request Tutor

Assignments This Term

CLASS	DUE DATE	ASSIGNMENT	STATUS
There are no class assignments listed for this student.			

Quick Links

Take me to...
[School Information](#)

Study Hall Information

Study Hall Stats

Today:
0min

This Week:
0min

Required Time:
3hr 0min

Last Week:
0min

Upcoming Appointments

You have no upcoming appointments.

- 4) You will also be able to see your study hall statistics on this page.
- 5) Find the class that you want tutoring for and on the right hand side you will see a link that says "Request Tutor":

<input type="checkbox"/>	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL	TAKE ACTION
<input type="checkbox"/>	CJUS 330-1 Juvenile Justice	Kenneth Jaccuzzo	MWF 10:00a-10:50a Mouton Hall			Request Tutor

6) A pop up will appear that is titled “Send Tutor Request” which looks like this:

SEND TUTOR REQUEST

I'm available on...

Please provide at least one specific day and time, along with any special considerations that may apply.

Conference Center-Athlete Study Hall

Message Preview

SUBJECT: New Tutor Appointment Request

STUDENT:

COURSE: CJUS 330-1 Juvenile Justice

AVAILABILITY: Incomplete

LOCATION: Conference Center-Athlete Study Hall

Cancel Send

7) In the box that says “Please provide at least one specific day and time...” You need to put a day and possible time that you will be able to meet with a tutor. You should also include information on the material you need help with. Here is an example:

SEND TUTOR REQUEST

I'm available on...

Monday at 6 pm. We are working on Chapter 4 & 5. The Juvenile Detention Center.

Conference Center-Athlete Study Hall

Message Preview

SUBJECT: New Tutor Appointment Request

STUDENT:

COURSE: CJUS 330-1 Juvenile Justice

AVAILABILITY: Monday at 6 pm. We are working on Chapter 4 & 5. The Juvenile Detention Center.

LOCATION: Conference Center-Athlete Study Hall

Cancel Send

8) Once that is completed, click send.

9) You will then be matched with a tutor by the Student-Athlete Academic Center Staff. You will receive an email and text message notification of your tutor appointment when it is booked and the day of your session.

Student-Athlete Academic Center Spring 2018 Registration Checklist

The following checklist is designed to help you with advising and registration for the spring semester. Advising officially begins **October 16**.

Student-Athletes' priority scheduling is October 30-31.

- Check ULINK for the following ("Registration" Tab):
 - √ Advisor's name and contact information.
 - √ Registration "holds" that will prevent you from enrolling in classes.
 - √ Registration appointment date/time. This is when you can begin to schedule your classes.

- Determine your advisor's preference to meet for advising (e.g. sign – up sheet; email). Make an appointment to meet with your advisor. **Only sign up for a day/time that does not conflict with classes, athletic commitments, etc.** Mark the date on your calendar and show up on time.

- Review your curriculum to determine course options. Make a list of courses you want to take and possible alternatives. If you do not have a copy of your curriculum sheet, check on the www.louisiana.edu website under your academic college. You may be able to print a copy. Mark off courses you have already completed.

- Identify the days/times and the instructors (if applicable) of the courses you plan to schedule. The Schedule of Classes is located under the "Registration" tab on ULINK. You can search by course and section. Make sure you select "Spring 2018" under "Term."

- When meeting with your advisor, request a copy of your current curriculum cross check sheet which identifies all of the courses you have completed towards your degree program.

- Remind your advisor to remove your advising hold.

- After meeting with your advisor, your signed blue advising form will serve as your guide in scheduling classes. If you are a student-athlete, bring this form to the SAAC with a list of classes you want to take in the Spring. The checklist below will include information specific to student-athletes.

Check the following:

- √ Did you include the 3 digit section number or the 5 CRN for each course?
- √ Is your phone number listed on your advising form should we need to contact you?
- √ Do you meet the pre-requisites? Check the University bulletin at <http://bulletin.louisiana.edu>. Select the bulletin that you are currently following and access the "Course Offerings" section. You can also access this information from the Schedule of Classes when you click on the CRN of the course. **If you are currently enrolled in a pre-requisite make sure you adjust your spring schedule accordingly should you fail the pre-req this fall.**
- √ Are you repeating a class? Check with your SAAC Academic Counselor to determine if the course was already counted toward your NCAA eligibility requirements.
- √ Do your class times conflict with practice and/or workouts? Check with your coach!
- √ Do you have a night or afternoon class for which you will be missing several classes due to travel or home games?
- √ Do you have enough hours to maintain a full-time schedule in the event you need to drop a course (e.g. 5 credit MATH 103/104 course)?
- √ Can you realistically handle the course load, particularly if you are in-season?
- √ **Do you plan to cross-enroll at SLCC?** If so, your SAAC Academic Counselor will guide you through the process.

Get a copy of your schedule and review it carefully. Make any necessary adjustments as soon as possible to avoid closed classes. Finalize your schedule by the last day of Add/Drop.

Attending summer school at another college or university?

Obtain a copy of the course description(s) from the university's catalog/bulletin. Submit the description and the "Request for Approval of Transfer of Credits" form to your academic college Dean's office. Do not enroll in the course until you have written approval that the course will be accepted in your degree program. Notify your SAAC Academic Counselor of your summer school plans.

ATTENTION STUDENT-ATHLETES: Do not make changes to your schedule without consulting your SAAC academic counselor. It could affect your eligibility!