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# SUNY Cortland College Student Success Kit

Adapted from 101 Things to Do Before You Graduate  
By Patricia Hudak and Jullien Gordon

# 90 Things To Complete At SUNY Cortland

**\*\*Check off as many as you can and continue to work towards completing \*\***

## ACADEMIC

### ACADEMIC EXCELLENCE

- . Run a CAPP report every semester on myRedDragon
- . Meet with Academic Support Achievement Program (ASAP)
- . Go to your professors office hours
- . Meet the Department Chair of your major
- . Ask a question in your class
- . Study Abroad
- . Attend a Supplemental Instruction session
- . Complete a "What-If Analysis" when thinking about changing your major
- . Know who your advisor
- . Attend every class
- . Read all assignments prior to class
- . See your Academic Peer Mentor for academic help when you are in the residence halls

### ABOVE & BEYOND

- . Conduct research with a professor for *Transformations: A Student Research and Creativity Conference*
- . Finish an assignment a week early
- . Apply for at least one scholarship

### CAMPUS INVOLVEMENT

- . Participate in a campus tradition
- . Lead a campus organization
- . Attend a guest lecture
- . Attend a sandwich seminar
- . Use the Community Bike Program
- . Join Student Senate

## CAREER

### NETWORKING

- . Contact three successful Alumni
- . Find a mentor
- . Join a national association or professional organization
- . Build a list of contacts
- . Purchase a quality business suit

### SKILL DEVELOPMENT

- . Master Microsoft Excel and Powerpoint
- . Intern with two companies
- . Give a public speech
- . Make a list of all your skills

### PERSONAL BRAND

- . Start a blog/website
- . Create a portfolio
- . Clean up your facebook profile
- . Create a linkedin account
- . Google yourself and edit your online image
- . Print your own business cards

### JOB HUNTING

- . Attend Teacher Recruitment Day
- . Complete an interest inventory
- . Do an assessment to help determine career paths ("focus" or "strong" in the Career Services office)
- . Develop and edit your resume
- . Post your resume on three job boards on the Career Services website
- . Conduct three informational interviews
- . Conduct a mock interview (Career Services offers this for FREE)
- . Start your credential file
- . Meet with a Career Service advisor
- . Conduct company research
- . Attend at least two career fairs

# 90 Things To Complete At SUNY Cortland Continued...

## MONEY

### MANAGE YOUR MONEY

- \_\_\_ . Create a budget
- \_\_\_ . Set up a checking and savings account
- \_\_\_ . Eliminate your credit card debt
- \_\_\_ . Start a \$1,000 emergency fund
- \_\_\_ . Learn how to do your own taxes
- \_\_\_ . Raise \$1,000 for a cause you care about
- \_\_\_ . Participate in service-learning

### MAKE MONEY

- \_\_\_ . Visit Career Services for student employment for on and off campus
- \_\_\_ . Apply to be an Orientation Assistant
- \_\_\_ . Save all your old clothes and have a yard sale in the summer
- \_\_\_ . Attend an internship fair
- \_\_\_ . Read "Rich Dad Poor Dad"

## SUCCESS

### HEALTH & WELLNESS

- \_\_\_ . Learn to cook five new dishes
- \_\_\_ . Play an intramural sport
- \_\_\_ . Get a physical exam
- \_\_\_ . Participate in wellness Wednesdays
- \_\_\_ . Abstain from something for thirty days
- \_\_\_ . Drink 8 glasses of water a day
- \_\_\_ . Learn to Meditate
- \_\_\_ . Use the Tomik & Woods fitness facilities
- \_\_\_ . Hire your own personal fitness trainer at Park Center
- \_\_\_ . Join a sport/club
- \_\_\_ . Go swimming in the Park Center Pool
- \_\_\_ . Get enough sleep (8 hours)
- \_\_\_ . Visit Student Health Services to stay healthy
- \_\_\_ . Complete all Campus Walking Tours

### LEADERSHIP & SERVICE

- \_\_\_ . Volunteer 30 hours during a semester
- \_\_\_ . Become a mentor
- \_\_\_ . Raise \$1,000 for a cause you care about
- \_\_\_ . Participate in service-learning

### RELATIONSHIPS

- \_\_\_ . Host a potluck dinner
- \_\_\_ . Interview your elders
- \_\_\_ . Go on a road trip or camping trip
- \_\_\_ . Write a letter of forgiveness
- \_\_\_ . Write five thank you notes
- \_\_\_ . Laugh with someone until your stomach hurts
- \_\_\_ . Participate in Siblings Weekend or Family Weekend

### PERSONAL GROWTH

- \_\_\_ . Journal for 30 days in a row
- \_\_\_ . Set three goals for the year and accomplish them
- \_\_\_ . Read a book for fun
- \_\_\_ . Read a spiritual text cover to cover
- \_\_\_ . Take an alternative spring break
- \_\_\_ . Do something you'll likely get rejected from or fail at

**Congratulations on checking off as many  
as you possible can!**

**"Never tell me the sky's the limit when  
there are footprints on the moon."  
- unknown**

# 4-YEAR ACADEMIC PLAN

	First-Year	Second Year	How does it fit on your CAPP?
Fall			
Winter			
Spring			
Summer			

Major: \_\_\_\_\_

GPA Required: \_\_\_\_\_

Minor: \_\_\_\_\_

GPA for Minor: \_\_\_\_\_

- I have done the following:
- \_\_\_ Resume (Career Services)
  - \_\_\_ Cover Letter
  - \_\_\_ Mock Interview
  - \_\_\_ Internships
  - \_\_\_ Volunteer Work



# My Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00	8:00 – 8:50		8:00 – 8:50		8:00 – 8:50
8:30					
9:00					
9:30	9:10 – 10:00		9:10 – 10:00		9:10 – 10:00
10:00					
10:30	10:20 – 11:10	10:05 – 11:20	10:20 – 11:10	10:05 – 11:20	10:20 – 11:10
11:00					
11:30	11:30 – 12:20	11:40 – 12:55	11:30 – 12:20	11:40 – 12:55	11:30 – 12:20
12:00					
12:30					
1:00	12:40 – 1:30		12:40 – 1:30		12:40 – 1:30
1:30					
2:00	1:50 – 2:40	1:15 – 2:30	1:50 – 2:40	1:15 – 2:30	1:50 – 2:40
2:30					
3:00	3:00 – 3:50	2:50 – 4:05	3:00 – 3:50	2:50 – 4:05	3:00 – 3:50
3:30					
4:00					
4:30	4:25 – 5:40	4:25 – 5:40	4:25 – 5:40	4:25 – 5:40	
5:00					
5:30					

# Academics

## FALL

Class Title	Room	Day and Time	Tutoring Time	Study Buddy Contact Info	Professors Office hours

## SPRING

Class Title	Room	Day and Time	Tutoring Time	Study Buddy Contact Info	Professors Office hours

*"For every minute spent in organizing, an hour is earned."  
-Unknown*





# FALL WEEKLY TIME GRID

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6am-7am							
7am-8am							
8am-9am							
9am-10am							
11am-12pm							
12pm-1pm							
1pm-2pm							
2pm-3pm							
3pm-4pm							
4pm-5pm							
5pm-6pm							
6pm-7pm							
7pm-8pm							
8pm-9pm							
9pm-10pm							

# SPRING WEEKLY TIME GRID

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6am-7am							
7am-8am							
8am-9am							
9am-10am							
11am-12pm							
12pm-1pm							
1pm-2pm							
2pm-3pm							
3pm-4pm							
4pm-5pm							
5pm-6pm							
6pm-7pm							
7pm-8pm							
8pm-9pm							
9pm-10pm							

# GPA Calculation

## SUNY Cortland

### Points Table

Grade	1 Credit	2 Credit	3 Credit	4 Credit
<b>A+</b>	<b>4.3</b>	<b>8.6</b>	<b>12.9</b>	<b>17.2</b>
<b>A</b>	<b>4.0</b>	<b>8.0</b>	<b>12.0</b>	<b>16.0</b>
<b>A-</b>	<b>3.7</b>	<b>7.4</b>	<b>11.1</b>	<b>14.8</b>
<b>B+</b>	<b>3.3</b>	<b>6.6</b>	<b>9.9</b>	<b>13.2</b>
<b>B</b>	<b>3.0</b>	<b>6.0</b>	<b>9.0</b>	<b>12.0</b>
<b>B-</b>	<b>2.7</b>	<b>5.4</b>	<b>8.1</b>	<b>10.8</b>
<b>C+</b>	<b>2.3</b>	<b>4.6</b>	<b>6.9</b>	<b>9.2</b>
<b>C</b>	<b>2.0</b>	<b>4.0</b>	<b>6.0</b>	<b>8.0</b>
<b>C-</b>	<b>1.7</b>	<b>3.4</b>	<b>5.1</b>	<b>6.8</b>
<b>D+</b>	<b>1.3</b>	<b>2.6</b>	<b>3.9</b>	<b>5.2</b>
<b>D</b>	<b>1.0</b>	<b>2.0</b>	<b>3.0</b>	<b>4.0</b>
<b>D-</b>	<b>.7</b>	<b>1.4</b>	<b>2.1</b>	<b>2.8</b>
<b>E</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

### Semester GPA Calculations

Course	Credit Hours	Grade	Total Points for Class
Total Credits =		Total Points =	

Divide the total points by the total credits taken to get your semester grade point average.

Total Points earned for semester = \_\_\_\_\_

\_\_\_\_\_ =  
 Total credits taken for semester = \_\_\_\_\_

Your GPA for this Semester!

# MONTHLY BUDGET

Monthly Expense	August	September	October	November	December	January
Rent						
Water						
Gas Bill						
Cable						
Internet						
Phone						
Food						
Insurance						
Gas (Car)						
Savings						
Credit Cards						
Shopping						

Monthly Revenues	August	September	October	November	December	January
Job #1						
Job #2						
Parents						
Financial Aid						
Scholarships						

Revenues minus expenses						
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## Ways to save money:

Clip Coupons \* **Make your own coffee** \* Make a list before you go shopping \* **Use grocery bags as trash can liners** \* Pay your bills on time \* **Avoid ATM fees** \* Avoid vending machines \* **Line dry your clothes** \* Use pasta water for watering household plants \* **Plan a weekly soup night to use leftovers** \* Use Rags, rather than paper towels \* **Buy in bulk** \* Get a roommate \* **Exercise so you save on doctors appointments later** \* Do your own taxes \* **Use potatoes- most flexible food in the world!** \* Pay bills online - No stamps \* **Cut dryer sheets in half** \* Bottle your own water \* **Borrow DVDs & books** \* Join your local freecycle group

# How to Get Involved

There are many opportunities for you to get involved on campus! With over 60 clubs and organization, SUNY Cortland can give you the social, athletic, cultural, leadership, and volunteer opportunities to learn, to grow, to make friends—or just to have fun.

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**Academic Peer Mentor**— help foster an academic environment in the residence halls that integrates the co-curricular with the academic. Cumulative GPA of at least 2.7 and sophomore standing, no current judicial probationary status

**Teaching Assistant for COR 101**—assist first-year students adjust to SUNY Cortland while reaching their academic potential. This is a 3 credit graded internship.

**Orientation Assistant**—help new students adjust to life at SUNY Cortland through serving as positive role models, small group mentors and assisting with the entire orientation program. Cumulative GPA of at least 2.5 and in good judicial standing.

**Resident Assistant**— serve as a liaison between the Student Affairs staff and students. Cumulative GPA of at least 2.20, no judicial probationary status, sophomore standing or at least one semester if a transfer student

**Administrative Assistant**— responsible for a variety of tasks in each resident hall office, from answering the phones and distributing mail to typing and filing for the RHD. Cumulative GPA of at least a 2.2, no judicial probationary status

**Student Government Association**—Act as the voice of the student body here at SUNY Cortland. One of the goals is to work effectively as a group in decision making and problem solving.

**Internship**—combine academic study with career-related work/learning experience. Contact John Shirley for more information

**Volunteer**— SUNY Cortland Student Volunteer Program is funded by the SGA and is coordinated through Career Services.

**Intramural Sports**— There are 4 different types of offerings in the Intramural Sports Programs and about 60 different sports and special events are held.

*These are just a few ways to get involved. Check out different offices on campus or [Cortland.edu](http://Cortland.edu) for other ways to get involved.*