Focus Areas for College Students

Use the focus areas below toprioritize what’s important to you each week or each quarter.

# Focus Areas

Decide which of the four areas you’d like to focus on this week or this quarter: [**Academics**](#_Academics:_Focusing_on), [**Administrative**](#_Administrative:_Getting_down), [**Long-Term Goals**](#_Long-Term_Goals:_Planning), and [**Social Connections**](#_Social_Connections:_Navigating). Read on to find out what each focus area includes and how you can use them and other sections of the agenda to support your academic success and personal growth.

## Academics: Focusing on staying track in classes and other academic goals.

###  Organization and Planning

* Makes managing assignments easier. Consider how you will keep track of assignments during the quarter, find a system that works best for you, and make a plan.

###  Reviewing Syllabi

* Increases class understanding. You will know class outcomes, professor expectations, grading, and how to contact your instructor, among other things.

###  Review DRC Accommodations

* Think about academic and classroom barriers to ensure your accommodations are working for you. Contact your DRC Access Specialist or set up [an initial meeting with the Disability Resource Center](https://www.bellevuecollege.edu/drc/getting-started/).

###  Assignment Checking

* Get in the rhythm of checking [Canvas](https://bc.instructure.com/) regularly, spot and address difficult or “hidden” areas. Involves looking over your Canvas grades, assignments, tests, and projects regularly.

###  Keeping track of tests and projects

* Use syllabi and organizational and planning strategies to know and remember when tests and projects are due.

###  Setting up Reminders

* Set up calendar or alarm reminders to help you remember to complete tasks.

###  Checking in with professors

* Helps build rapport with professors, become comfortable reaching out to them when you have questions or concerns, and know how you are doing in class.

###  Connecting to Academic Resources

* Includes accessing tutoring and workshops through the [Academic Success Center](https://www.bellevuecollege.edu/asc/), meeting with a [Disability Resource Center](https://www.bellevuecollege.edu/drc/) Access Specialist, attending faculty Office Hours, meet with a [Student Success Peer Educator](https://www.bellevuecollege.edu/student-success/), and attending [peer mentor drop-in meetings](https://www.bellevuecollege.edu/autismspectrumnavigators/students/study-work-areas/), etc.

How much you want to focus on **Academics** is up to you! It may change from quarter to quarter or even week to week.

* Not using this information can increase your stress in college and can make it challenging for you to move forward in your degree path.

## Administrative: Getting down to business.

###  Checking Emails

* Includes responding to emails and creating scripts to use (Chat GPT or a trusted person can help!)

###  Asking for ADA accommodations

* Use the [MyDRC website](https://cascade.accessiblelearning.com/BellevueCollege/) to request accommodations every quarter. Contact your Access Specialist for support or for updating accommodations.

###  Plan for getting textbooks and other needed materials

* Find out what textbooks you need and check for them at the [BC Bookstore](https://www.bkstr.com/bellevuecollegestore) or find them at the [Library Media Center](https://www.bellevuecollege.edu/lmc/). Use the [Needed Materials PDF](https://www.bellevuecollege.edu/wp-content/uploads/sites/68/2021/09/Needed-Materials-Checklist-2021.pdf) to consider other materials you may need.

###  Connect to Academic Advising (required 1x per year for all BC students)

* Connect to [Academic Advisors](https://www.bellevuecollege.edu/advising/) who support you in choosing a degree path that aligns with your future goals. Meeting with an Academic Advisor lets you know what classes are required for your degree.

###  Registration

* Use Degree Completion Worksheets, Educational Plans, and information from your advising appointment to support you as you register for classes. Think through different course scenarios, look up instructors’ syllabi and [Rate My Professor](https://www.ratemyprofessors.com/) information.

###  Paying tuition and fees

* Connect to campus resources such as [financial aid](https://www.bellevuecollege.edu/admissions-aid/financial-aid/) and keep track of [tuition due dates](https://www.bellevuecollege.edu/admissions-aid/tuition-fees/due-dates/).

###  Completing forms

* Remember to fill out all the forms that college students must fill out periodically.

How much time you want to spend on the **Administrative focus area** is up to you! It may vary as the quarter goes along; some items like registration and completing surveys will occur on specific dates during the quarter, but you can work on them whenever you’d like!

* Not using this information can impact your ability to complete similar tasks in a university or workplace setting and may increase your stress. These may have been things your parent or caregiver has done for you or reminded you about historically, and it’s up to you if want to start taking over these tasks yourself or with support from drop-in peer mentors or others.

## Long-Term Goals: Planning for future school and career goals.

###  Completing degree planning worksheets

* Plan for the degree you want and know the classes and steps to take to earn your degree. Use these worksheets with peer mentors, Academic Advisors, the [Center for Career Connections](https://www.bellevuecollege.edu/careers/), and [Career Counselors](https://www.bellevuecollege.edu/counseling/).

###  College transfer planning

* Plan to complete prerequisite classes and other degree requirements before transferring to a four-year university. Make a plan with [Transfer Advisors](https://www.bellevuecollege.edu/universitytransfer/) and peer mentors can make the transfer process less overwhelming.

###  **Exploring ca**reer options, applying to internships, and resource connections

* Career Counselors at the Counseling Center and staff at the Center for Career Connections can support you in learning about what career options interest you. Additionally, the [Academic Internship Program](https://www.bellevuecollege.edu/internships/) provides opportunities to apply for internships, attend workshops, and meet with an internship coordinator.

How much time you want to spend thinking about **Long-Term Goals** is up to you! Some students know what their long-term goals are right away, but other students want time to explore.

* Not using this information can cause you to miss what you want to get out of your college experience and what you want to do after graduation. You may also miss opportunities that come your way.

## Social Connections: Navigating communication with everyone!

###  Connecting to BC Clubs and Events

* [Connect with Bellevue College’s dozens of clubs](https://www.bellevuecollege.edu/organizations/), like the Anime Club and Disability Pride Club, and fun events throughout the year!

###  Starting BC Clubs

* If you have an idea for a club, you can start one! This process is called Chartering.

###  Class Communications

* Connect with professors, classmates, and group project members.

###  Connecting with Campus Staff

* Includes Public Safety Officers, counselors, librarians, and tutors, and more.

###  Counselors at the Counseling Center

* Available to all students at BC. Counselors can meet on-campus or online and offer drop-in sessions. Includes personal, career, educational, and group.

How much time you want to spend on **Social Connections** is up to you! Some students enjoy focusing on socializing, and some do not.

* Not using this information may reduce the level of social experiences you have in college. You may miss events and connecting with others.