



THE MONTHLY BULLETIN

HIGHER EDUCATION NEWSLETTER

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DON'T
STOP
UNTIL
YOU'RE
PROUD

STARTING A NEW TERM

BY SARAH-JOY SOMARRIBA | SARAHJOYSOMARRIBA@SEMTRIBE.COM

For most of you, your Fall 2017 term has ended and you are getting ready to begin your Spring or Winter 2018 term. Congratulations!

The most important items we need from you are a copy of your class schedule for the new term, and a copy of your grades from the Fall 2017 term.

We cannot process your tuition without these items - so it is imperative for you to send them in to ensure a smooth transition into the next term.

If you are at a school with quarterly terms, trimesters or shortened terms, you will need to send us your new schedule and copy of the most recent end of term grades each time you transition. Many students send a screenshot from their phone to our email, or even a text. This works! You can also download and send through email, or even take a Print Screen of your computer and email it to us.

If you are a trade / technical student you will need to update us when you have completed your program and send in a copy of the verifying documents that you are done.

Email your Higher Education Advisor if you have questions - we are here to help!



A MUST-DO FOR SECOND SEMESTER: BUILD BETTER RELATIONSHIPS WITH YOUR PROFESSORS.

BY ELIZABETH SHELBY | ELIZABETHSHELBY@SEMTRIBE.COM

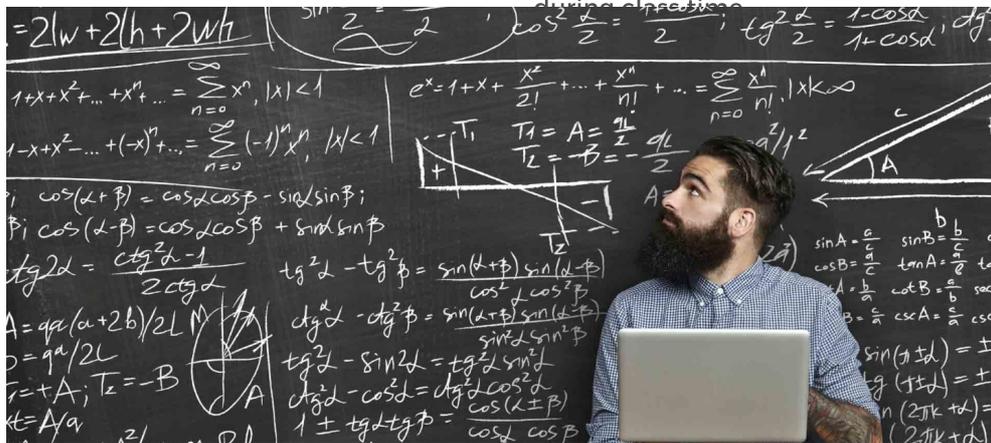
Building relationships at the collegiate level can lead to life-long friendships, future colleagues, or even a spouse. This semester, challenge yourself to build a relationship with a person who could be helpful with reaching your career goals – your professor. Professors bring a wealth of knowledge and experience to the classroom; and most of all, he/she could possibly connect you with a research opportunity or your first professional job. Your professor does not have to become your best-friend; however, he/she can be valuable with building your social capital. Consider the following when building a relationship with your professor:

Introduce yourself within the first week of class and actively participate. Walk up to your professor after class, greet them and tell them your first and last name (you may have to do this 2-3 times to help your professor with recalling who you are). Let them know you are eager to learn the content in the class and look forward to the seeing how the information can be applied to the real-world. While establishing your name with your professor, be sure to actively participate in class. Raise your hand to comment or ask a question to reinforce name face recognition. This also exhibits you are interested and paying attention

Meet with your professor during their office hours. Drop by their office during the semester (3-4 times) to seek clarity on assignments, prepare for upcoming test/projects, inquire why they became a professor, learn of the research or the professional experiences they have in the field, etc. Remember to keep your “Face-Time” with your professor professional!

Seek career advice from your professor. Speak with your professor concerning: hiring trends in your field, best companies to intern with (locally, nationally, and internationally), graduate schools to consider furthering your education, etc. The advice from your professor can help with narrowing your concentration in the industry you will eventually work in.

Keep in touch with your professor after you have completed the class. Keeping in touch with your professor after taking their class helps keep the relationship current/valid. Drop by their office just to say “hi” or to update them on what’s new in your world, send them an email, or go “old school,” send them a card via the U.S. mail. Your connection to your professor helps with being able to ask them to write a recommendation letter on your behalf; or, your professor may be the link you need to attain that perfect job.



I'M ON PROBATION - NOW WHAT?

BY: SARAH-JOY SOMARRIBA | SARAHSOMARRIBA@SEMTRIBE.COM

At the end of each term, we evaluate your cumulative GPA for two and four year students and graduate school students. If the cumulative GPA is 2.5 or higher we will send you a Scholarship Status Letter stating you are in **Good Standing** - please review the letter, sign and return. However - sometimes a student's cumulative GPA drops to a 2.49 or lower for undergraduate students and a 2.99 or lower for graduate students. When this occurs, we evaluate the transcripts to check for errors and then draft a Scholarship Status Letter stating you are on **Probation** for the upcoming term.

So, what exactly does it mean if your letter states you are on **Probation**?

During **Probation** the following occurs: 1) Students must read, sign and return the Scholarship Status Letter. 2) You and your Higher Education Academic and Career Advisor will sit and/or talk together to fill out an Academic Improvement Plan. This plan will be a guide for how your Advisor can better partner with you during the upcoming term to ensure greater success in your higher education endeavors. 3) Your Higher Education Academic and Career Advisor will set up more frequent check in points throughout the term to better build a relationship with you to ensure success. 4) During Probation all of your tuition, books, required supplies and fees are still covered. 5) At the end of the term you will need to submit, like always, your final grades. We will look to see if your cumulative GPA has risen above a 2.5 (undergraduate) or 3.0 (graduate). If it has you will be **Reinstated** into the scholarship. If it hasn't you will be placed on **Suspension**. During **Suspension** coaching and advising services are available however you will be responsible for paying for your tuition, books, required supplies and fees. 6) A student on **Suspension** who successfully brings their GPA back up to the requirement can be **Reinstated** as well. All students can be **Reinstated** one time. After the **Reinstatement** a student cannot enter **Probation** for a second time and will automatically be moved to **Suspension**.

Please know if you ever feel your disagree with your status or extenuating circumstances need to be considered you can write an appeal!

FAQ | FERPA

HIGHER EDUCATION STAFF

Ensure that we can call your school on your behalf to discuss issues pertaining to your account and records. This is done by filling out a FERPA with your school. Most schools can have this done online - if not the admissions office at your school should have the form. You will have to fill one out for each school you attend since they are unique to the particular school.

How can I ensure a smooth transition into my next semester/term?

There are several steps that must occur before a student is successfully entered into the next term. The first step is to create your schedule with a minimum of 9 credit hours (undergraduate) and 6 credit hours (graduate) and send us a copy. Even if we have your login information - many times that login info will not work correctly setting us back on moving forward. The next item we will need is a copy of your final grades. Once both are received we can send your authorization letter to your school and your scholarship letter to you.

CONTACT INFORMATION

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**SUCCESS IS NO ACCIDENT.
IT IS HARD WORK,
PERSEVERANCE,
LEARNING, STUDYING,
SACRIFICE AND MOST OF
ALL, LOVE OF WHAT YOU
ARE DOING OR LEARNING
TO DO. - PELE**

