

A Guide to Utilizing Academic Support Services

Navigating coursework can be challenging, but there are several free resources you can use to help you be successful in your courses. **Use the table below to help you determine which resource can best support you.**

	<i>Instructor Office Hours</i>	<i>ASC Tutoring</i>	<i>Peer Assisted Learning (PAL)</i>	<i>Academic Coaching</i>
What is it?	Designated time for you to directly connect with your instructor about course content. Office hours may be in person or virtual.	Individual and small group appointments to ask topical questions and work with a peer tutor who has taken the course. Tutoring appointments may be in person or virtual.	Collaborative study sessions related to course topics and strategies for addressing content led by a student who has taken the class. PAL sessions will be in person.	One-on-one sessions with a trained academic coach focused on academic skill development, not specific course content. Academic coaching appointments may be in person or virtual.
How should use it?	<ul style="list-style-type: none"> • Ask a specific question about course content, homework, or assignment requirements. • Receive feedback on an assignment before it's due. • Review graded work and learn how to improve. 	<ul style="list-style-type: none"> • Ask questions about course content from a peer tutor who has been successful in the course. • Engage in specific course concepts and material (not graded assignments). • Discuss personalized and effective study strategies for a course. 	<ul style="list-style-type: none"> • Practice course content with the support of a peer leader and other students in the course. • Connect with a community that can relate to the challenges of the course and study together. • Learn helpful study strategies for your course and get tips from someone who was successful in the class. 	<ul style="list-style-type: none"> • Develop strategies for studying and managing time, regardless of course. • Set weekly and/or semester goals and build accountability. • Get connected with other campus resources.
How should I prepare?	<ul style="list-style-type: none"> • Look up office hours on your course syllabus. • Prepare specific questions to ask about content, homework, or assignments. • Take notes and ask for feedback. 	<ul style="list-style-type: none"> • Reflect on your learning experience so far and be prepared to ask questions and actively engage with your tutor. • Bring relevant course materials (textbooks, notes, slides, etc.) to sessions. 	<ul style="list-style-type: none"> • Attend regularly to build strong study habits and stay connected to support. • Attend class, do your homework, and bring course materials to sessions. 	<ul style="list-style-type: none"> • Reflect on the problems you are hoping to address and be open to trying new strategies! • Follow through on goals and meet with your coach regularly.

Getting Connected with Support

Check your course syllabus to determine designated office hours with your instructor (including where to meet and if an appointment is necessary). Tutoring and academic coaching appointments can be scheduled via [CU Navigate](#). Check the [ASC tutoring](#) and [PAL](#) schedules on the ASC website to determine what courses are supported and what times support is offered. Note: You can attend any PAL sessions that fit your schedule and do not need to sign up ahead of time.

Academic Support Self-Reflection

Consider the following questions:

1. Which support resources would be most helpful to you right now?

2. Why would these resources be helpful to you?

3. What questions do you have for your instructor, tutor, PAL leader and/or academic coach?

4. What else do you need to know to help you access these support services?
