



Strategies for College Success

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Strategies for College Success

A Study Skills Guide

A strategy for College Success introduces you as a student to skills and strategies that will help you succeed academically and adjust to the cultural aspects of college life while enrolled in RFC Bible Training Institute. It provides a wealth of study tips and strategies, which are proven to ensure your academic success.

As a student, you have been given an exciting opportunity to study God's Word from those who have dedicated their lives to educating servants for God's Kingdom! We are here to help develop you into what God has purposed for your life. This is your time to learn and grow, and RFC Bible Training Institute staff will do all we can to help you flourish!

As you begin your college Journey, the first step is to observe carefully, RFC Bible Training Institute's Student Success Model.

(Table 1), which has been created to demonstrate success based on certain factors that we consider the foundations of being a successful student.

Table 1 Student Success Model



The First factor relating to your success as a Bible student is Prayer. Receiving a diploma is something that all Bible College students look forward to.

But the time period before this is fulfilled can contain challenging classes, long hours of studying, fatigue, family matters, discouragement, and challenges to attendance from busyness to traffic jams. Life's circumstances change on a daily basis. In fact, things can go from good to bad to worse in a very short time. God calls us to bring our concerns to Him. It is so important that you as a student pray daily to God.

Pray that you will continue to commit your time to the Lord, and that He will be your source of strength and comfort during challenging times as a student.

1 Thessalonians 5:16-18: “Be joyful always; pray continually; give thanks in all circumstances, for this is God’s will for you in Christ Jesus.”

The Second factor relating to your success as a Bible student is **faithful attendance**.

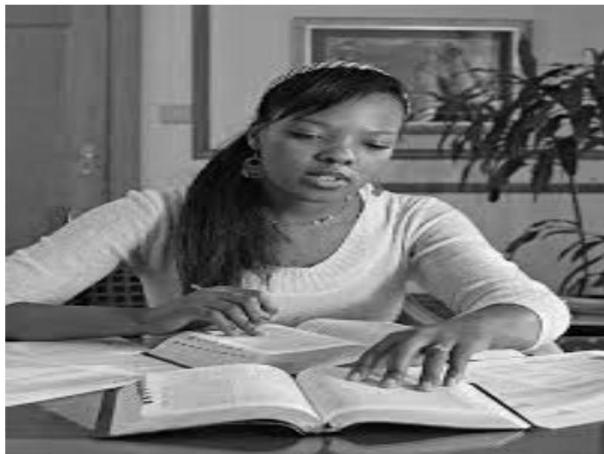
This means attending each class session and arriving on time. Where is God in your life? What place do you give him? How much do you love Christ, how strong is your commitment to him? One way you can tell, and that others can tell as well, is by your attendance and commitment to studying and learning His word. Consistent class attendance will help you keep up with your lessons, quizzes, and allows you to be present to ask questions, make comments, and have your class needs met.

If you are not able to attend class, you should contact the instructor immediately via email or voicemail according to your syllabus. Always inform your instructor of your absences. Your instructor will be able to determine if your absence is excused and assign you the proper grading. Another good practice is to contact a fellow student and ask if they could share class notes or a recording. This will keep you on top of what was taught in class.



Proverbs 16:3 Commit your work to the Lord, and your plans will be established.

The third factor relating to your success as a Bible student is your ability to develop **Effective Study Skills**.



Being successful in school requires a high level of study skills. These skills can include concentration, memorization, organization, and effort. Staying organized is a critical skill to develop and maintain as a Bible student. As your workload increases and your responsibilities begin to add up, it's important that you keep track of all your commitments. Find an appropriate study environment. Try to eliminate distractions as much as possible while studying, so you can concentrate on what's in front of you. You want to find a place that is pleasing and comfortable for you. Find a quiet area, such as a private room or a library. If you like fresh air, go outside to an area that is free of distractions, and somewhere you can still connect to Internet. Everyone has their own studying environment preferences. If you don't know your studying preferences, experiment in different areas, studying in a group or studying solo, studying with or without music, etc.

Your ability to concentrate and be productive can determine your success as a Bible student.

Effective study skills include having all the necessary resources present during your study times. When you sit down to begin your studies, be sure to have your textbook, pens and pencils, a dictionary or concordance, notepads, your laptop and anything that you might need to be included in your study time. Effective study skills include weekly quiet times set aside to study. Setting aside each week a designated space just for class work can help you. Plan a time to study when you know you'll feel energized and on top of your game. Some students prefer the morning or evening. You must determine what works best for you.

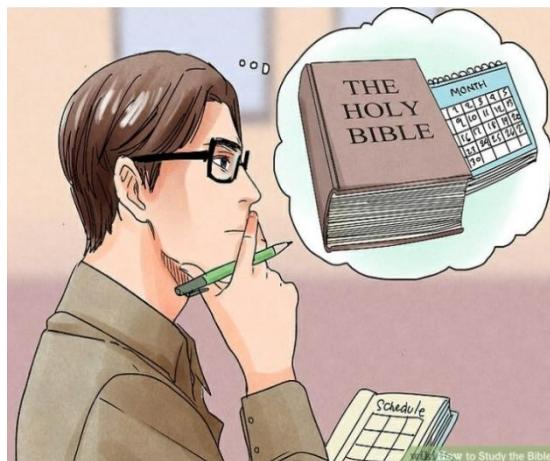
Good study habits include:

- Planning when you're going to study each week.
- Having all of your material available (lesson, bible, commentary, dictionary)
- Open, textbook, computer, paper, etc.
- Studying at the same time.
- Having a specific goal each time you study.
- Not procrastinating your planned study session. Stay on task.
- Starting with the most difficult subject first.
- Always reviewing your notes before starting an assignment.

As a Bible student, you will need to first learn these skills and practice them to develop effective study habits. In the Bible, we are admonished as believers to study God's word.

2 Timothy 2:15: Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth.

The fourth factor relating to your success as a Bible student is **Time Management**.



You've started in a new program and you must now adjust your life to fit around your classes. It's easy to fall behind when starting a program in the midst of your already busy life.

Brushing up on your time management skills will increase your college success. With so much going on in your life such as family commitments, employment commitments, church commitments, etc., as a college student you can begin to feel overcommitted and overwhelmed. By planning, prioritizing and keeping a schedule and following it, you can balance your time and be successful.

Set a schedule & stick to it. In these busy times it can be hard to set aside enough time to eat dinner, let alone an extra hour of studying. But many students find that reserving a particular part of the week for homework alone helps them keep sane and on top of their grades. Identify a time or day to designate to schoolwork—put it on your calendar and don't schedule over it!

It is also a good idea to keep a calendar in order to keep up with important dates and due dates for assignments, chapel services, holidays and other important dates. One critical key to your organization should be the use of a planner or calendar. Using a planner or calendar will help you to visualize the many commitments you have made and will also aid you in keeping track of them. Having a visual reminder of what is happening and when can also deter you from biting off more than you can chew.

The Bible sheds wisdom and insight in this area. **Luke 14:28 For which of you, intending to build a tower, sitteth not down first, and counteth the cost, whether he have sufficient to finish it?**

The fifth and last factor relating to your success as a Bible student is **Personal Discipline**.



Throughout history, many people have gained greatness and reached high levels of success due to being born with a great mind, awesome talent, or were well off economically. But then there are also those, who have achieved greatness through sheer hard work and self-discipline. Your success as a Bible College student is as good as the effort you put into your studies. Personal Discipline includes setting and reaching personal goals, recovering quickly from mistakes and not making the same mistakes over again. It means remaining positive and fighting unproductive urges such as watching tv when you should be studying.

Personal discipline also includes your ability to surround yourself around those who support you and encourage you to continue to success.

Hebrews 12:11: For the moment all discipline seems painful rather than pleasant, but later it yields the peaceful fruit of righteousness to those who have been trained by it.

Reflection Questions

1. Name the 5 Factors of the Student Success Model (10 pts)

2. Why is it important for you to pray as a Bible student? (15 pts)

3. In what way will you be committed to learning and studying God's word? (15 pts)

4. How does a Bible student develop Effective Study Skills? (15 pts)

5. How can a Bible student brush up on Time Management Skills? (15 pts)

6. Explain your understanding of Personal Discipline and how you will work to develop it. (15 pts)

7. What information was most helpful to you as a Bible Student? (15 pts)

Research and Writing

Throughout your academic studies as a Bible student, you will write many papers as required by your instructors. When writing papers, there will be required formatting and research guidelines. In this section you will learn how to effectively write an essay or research paper and how to complete appropriate research and avoid plagiarism.

Effective Writing



In class, you will be asked to write papers on subject matters learned in class. You will need to write a paper that effectively communicates your knowledge and learning of information that was taught to you in class. Effective writing means that you are able to communicate effectively on paper to get your point across and to relay information clearly, so that the reader will understand exactly what you mean. Writing effective papers also includes correct grammar, spelling, and citations within the paper.

When writing papers:

- Be clear on the assignment. Know exactly what you will be writing about.
- An effective paper has a title (subject), a thesis statement (a sentence that tells what you will talk

about) a body (paragraphs that support what you are talking about), and a conclusion (summarize the information and bring it to an end forming a conclusion or outcome). See outline below.

1. Title Page:

Title Page: The first page at the beginning of your paper that gives its title, student name, class information and date. (see example below)

2. Introduction:

Introductory Paragraph: The introductory paragraph should also include the thesis statement which tells the reader what the essay is about. The last sentence of this paragraph transitions the reader to the first paragraph of the body of the paper.

3. Body:

Body — First, second, etc. paragraphs: The body of the essay should contain the arguments, significant examples, illustrations. This topic should relate to the thesis statement in the introductory paragraph. The last sentence in this paragraph should include a transitional hook to tie into the second paragraph of the body. The last sentence in the last paragraph should include a signal to the reader that this is the final major point being made in this paper. This hook also leads into the last, or concluding, paragraph.

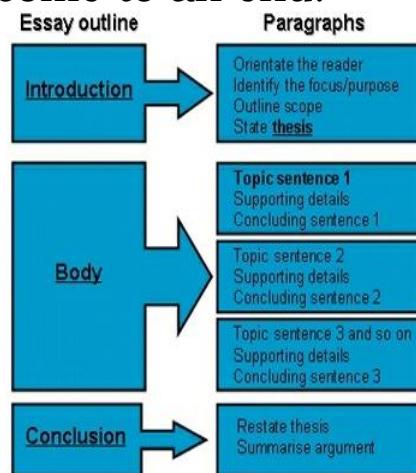
4. Conclusion:

Concluding paragraph:



This paragraph should include the following:

1. A restatement of the thesis statement, using some of the original language or language that “echoes” the original language. (The restatement, however, must not be a duplicate thesis statement.)
2. A summary of the main points from the body of the paper.
3. A final statement that gives the reader signals that the discussion has come to an end.



Research and Plagiarism

What is Plagiarism?

Plagiarism is the act of presenting another's work as your own. Plagiarism is turning in someone else's work as your

own, copying words or ideas from someone else without giving credit, giving incorrect information about the source of a quotation, changing words but copying the sentence structure of a source without giving credit. Many students are accused of plagiarism because they simply don't understand it and, therefore, don't know how to avoid it.

Why do students plagiarize?

They don't know any better.

They are under pressure to write a paper.

They Lack confidence when writing their paper.

They feel that the work is too difficult.

They are lazy.

In order to avoid plagiarism, you must remember to cite all sources that you use that is not your own. In a research paper, you have to come up with your own original ideas while at the same time making reference to work that's already been done by others. Just as you do not want others to rifle through your backpack and lift your wallet or cell phone — because that's personal property — authors do not want others to "rifle through" their research or texts and "lift" their words and ideas — because that's intellectual property. Using another person's ideas, words, data, graphics, or other intellectual property without attributing them is plagiarism. See example below.

Example 1:

Original Source: Living the rest of your life for the glory of God will require a change in your priorities, schedule, relationships, and everything else. Rick Warren: The Purpose Driven Life. Pg.57

Plagiarism: I feel that living the rest of your life for the glory of God will require a change in your priorities, schedule, relationships, and everything else.

How to fix it: One notable author, Rick Warren states in his book that “Living the rest of your life for the glory of God will require a change in your priorities, schedule, relationships, and everything else (Warren, 2002, p.57)”

Then...

Add Authors name and information to the reference page in your paper.

Adding a Reference Page

The Reference Page is the last page of your paper. After you have completed writing your paper, write down all the names of people, websites, books, magazines, etc. that you borrowed ideas from to write your paper. The Bible College uses the APA source of citing. APA (American Psychological Association) style is most frequently used within colleges.

Start your References on a new separate page. References are always listed in alphabetical order, are double spaced, and have a hanging indentation. Indent after 1st line (one half inch). Use Times New Roman size 12 font. If there is no

author, the reference citation starts with the first word of the article title. Author names are inverted (last name first and then only initials of author(s) first name and/or middle name).

Below are resources to help you cite your sources in APA format:

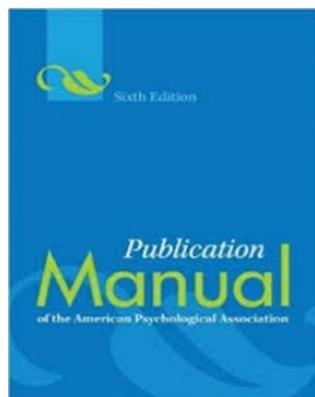
Resources:

Online:

<https://owl.english.purdue.edu/owl/resource/747/08/>

Book:

Publication Manual (6th edition) of the American Psychological Association. (can be purchased from bookstores or Amazon)



[i]

Practice Section Directions:

You want to use this idea in your paper after reading this book. Show how you would write the following sentence in the correct manner to avoid plagiarism

Practice 1:

Original Source: One thing is certain: You don't bring glory to God by trying to be someone he never intended you to be. Rick Warren: The Purpose Driven Life. Pg.105

Correct way to write:

Then what?

UNDERSTANDING YOUR LEARNING STYLE

Learning Styles



This section is not considered all inclusive; it is included only to provoke your thinking and assessment of yourself as it relates to how you learn. As adults, you are attending Bible College because you want to be here and because you

have chosen to learn something new. Each person has their own way of learning and processing information. It is important to become acquainted with the different learning styles of adult learners for the purpose of discovering your own personal learning style and how it influences you as a student.

There are three general **learning styles** that adults fall into: visual (seeing), auditory (hearing), and kinesthetic (doing, hands on):

Visual learners rely on pictures, love graphs, diagrams, and illustrations. They often sit in the front of the classroom to avoid visual barriers and to watch the teacher. They want to know what the subject looks like, and is best communicated to by the provision of handouts and the teacher's writings on the white board.

Auditory learners listen carefully to all sounds associated with the learning in the classroom. They pay close attention to the sound of the teacher's voice and all of its subtle messages, and they will actively participate in discussions. They are best communicated to by clear speaking, and the asking of questions.

Tactile or kinesthetic learners need to physically do something to understand it. They trust their feelings and emotions about what they're learning and how it's being taught. They want to actually touch what they're learning. They love role playing. They are best communicated to by being allowed to volunteer and to be able to practice what they're learning.

Statistics report that adults remember 10% of what they hear, 65% of what they hear and see and 80% of what they hear, see and do. To enrich student success, TCOR Bible Institute has been structured to meet the needs of all learners by providing both auditory and visual stimulation and allowing for practice in the church setting. [i]

Pliagiarism.org www.webster.edu , Academic Resource Center , Plagiarism Prevention

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