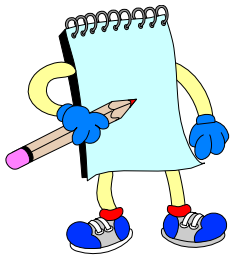


**Schedule Tools:**

Calendar, pocket or full page size  
 Day-planner  
 Electronic scheduling program (in cell phone or electronic organizer)  
 Alarms (in cell phone, wrist watch, etc.)



*If you aim at nothing, you hit it every time.*

*Lloyd Hokitt, BC Professor*



Bakersfield  
COLLEGE

Bakersfield College

Disabled Student Programs & Services

FACE Building – Room 16

1801 Panorama Drive

Bakersfield, CA 93305

(661) 395-4334 V/TTY

# Scheduling For Success

## Don't Forget

### Classes & study time (late start classes, too)

Schedule travel time and time to find parking. Plan 2 to 3 hours per week of study time for each hour in class. Make tests and assignments stand out visually.

### Tutor Sessions, study groups, etc.

Schedule tutor and study group times just like classes.

### Work, internship, volunteer job, home responsibilities

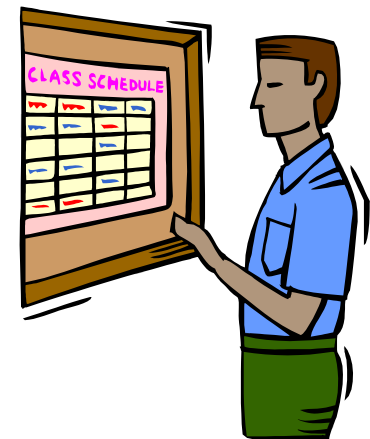
Plan enough time in your schedule for your work-related commitments, including time to dress appropriately, travel to and from the work site, to prepare and eat nutritious meals, etc.

### Personal time, recreation, worship, etc.

Important things in life don't just happen without a plan to make them happen.

Bakersfield College provides services and benefits to students regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition or physical or mental disability. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Interference with students' access and successful completion of their education by any person through unlawful discriminatory conduct will not be tolerated. For more information, contact the Vice President of Student Services at (661) 395-4204.

**Joyce Kirst, Learning Disabilities Specialist**  
<http://www2.bakersfieldcollege.edu/jkirst>



## Schedule for \_\_\_\_\_

	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
<b>7:00</b>						
<b>8:00</b>						
<b>9:00</b>						
<b>10:00</b>						
<b>11:00</b>						
<b>12:00</b>						
<b>1:00</b>						
<b>2:00</b>						
<b>3:00</b>						
<b>4:00</b>						
<b>5:00</b>						
<b>6:00</b>						
<b>7:00</b>						
<b>8:00</b>						
<b>9:00</b>						

*Modify your schedule as needed.*