

Time management plays a key role In your success at Moreno Valley College!



It is a good rule of thumb to study at **least 2 hours** per week for every hour you are in class. Therefore, if you are not devoting at least 2 hours of study time you probably won't do as well as you'd like. Let's look at a sample full time student schedule.

If a student is taking **12 units** then they can expect the following:

| | |
|------------------------------------|---|
| In-class time = | 12 hours per week (1 hr. for each unit) |
| Homework = | +24 hours per week (2-3 hrs. for each unit) |
| Drive time= | 2 hours |
| <u>Extracurricular activities=</u> | <u>2 hours</u> |
| Total time = | +40 hours per week |

Fast track classes are twice the class time **AND** double the homework!

This is why it is very difficult to work 40+ hours a week **AND** take 12 units. It's like working two full time jobs! The following guidelines are recommended to determine your workload.

| <u>If you work</u> | <u>Take no more than</u> |
|---------------------------|---------------------------------|
| 40 hours per week | 6 units |
| 30 hours per week | 9 units |
| 20 hours per week | 12 units |
| 5-15 hours per week | 14-16 |

Studying in College

- ◆ You need to review class notes and text regularly
- ◆ Guiding principle: It's up to you to read and understand the assigned material; lectures and assignments proceed from the assumption that you have already done so.



[Follow this link to download a blank time management schedule](#) →