Tompkins Cortland Community College

Master Course Syllabus

Course Discipline and Number: ACAD 100 **Year: 2025-2026**
Course Title: Introduction to the College Experience **Credit Hours: 1**

Attendance Policy: *To maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter and absence never excuses a student from class work. It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York. Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. See college catalog for more information.*

Services for Students with Disabilities: *It is the College's policy to provide, on an individual basis, appropriate academic adjustments for students with disabilities, which may affect their ability to fully participate in program or course activities or to meet course requirements. Students with disabilities should contact the Coordinator of Access and Equity Services, to discuss their particular need for accommodations. All course materials are available in alternate formats upon request.*

Course Description

Promotes students' personal adjustment and academic success in their first college semester. Topics include adjusting to college, developing essential learning and time management strategies, and learning about college resources. This course is appropriate for new college students in all programs. Because of the similarity of the course content, students may not receive credit for both ACAD 100 and ACAD 150 toward their degree. Prerequisites: Prior completion or concurrent enrollment in ENGL 099 and RDNG 099 if required by placement testing. 1 Cr. (1 Lec.) Occasionally.

Course Context/Audience

This course is appropriate for new college students in any program who are interested in learning skills and acquiring knowledge that promote college success. It may be used as an unrestricted elective.

Basic Skills/Entry Level Expectations

Writing: W1 Student should be taking ENGL 099 (if needed). The course requires very limited writing, e.g., short written responses of a paragraph or less.

Math: M0 Course requires very little or no math.

Reading: R1 Course may be taken concurrently with RDNG 099.

Course Goals

Students who successfully complete this course will:

1. Be generally familiar with, and be able to obtain detailed information on, key student-related policies, procedures, and systems.
2. Be generally familiar with, and be able to obtain detailed information on, key academic and personal support services.
3. Learn fundamental time management and organization methods.
4. Learn fundamental textbook reading, lecture note-taking, studying, and test-taking strategies.
5. Learn basic goal-setting and decision-making models and be able to apply these models in a college setting.

Course Objectives/Topics

Objective/Topic	# Hours
The student will be able to identify and explain key student-related college policies and procedures, e.g., dropping, adding, withdrawing, mid-term and final grades, appealing for special consideration, and be able to utilize the various methods of accessing them, e.g., college catalog, student handbook, course schedule, college web site.	2-3 Hours
The student will be able to describe the services offered by the Center for Career and Educational Planning, Counseling and Career Services, The Baker Center For Learning, and academic advisors.	2-3 Hours
The student will be able to explain and demonstrate fundamental time management and organization methods.	2-3 Hours
The student will be able to list and explain basic textbook reading and marking techniques.	1-2 Hours
The student will be able to list and explain basic lecture note-taking techniques.	1-2 Hours
The student will be able to list and explain basic exam-preparation and exam-taking strategies.	1-2 Hours
The student will be able to describe a basic goal-setting model and be able to apply the model to develop his/her own college-related and career-related goals.	2-3 Hours
The student will be able to describe a basic decision-making model and be able to apply the model to college-related problems.	2-3 Hours

General Education Goals - Critical Thinking & Social/Global Awareness

CRITICAL THINKING OUTCOMES	**HOW DOES THE COURSE ADDRESS THE OUTCOMES** (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
Students will be able to ➢ develop meaningful questions to address problems or issues. ➢ gather, interpret, and evaluate relevant sources of information. ➢ reach informed conclusions and solutions. ➢ consider analytically the viewpoints of self and others.	
SOCIAL/GLOBAL AWARENESS OUTCOMES	**HOW DOES THE COURSE ADDRESS THE OUTCOMES** (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)

➢ Students will begin to understand how their lives are shaped by the complex world in which they live. ➢ Students will understand that their actions have social, economic and environmental consequences.	

Instructional Methods
The instructor should combine lectures and guest lectures, large and small group discussions, in-class collaborative activities and case studies and simulations.

Methods of Assessment/Evaluation

Method	% Course Grade
Assignments, projects, presentations, exercises	40-60%
Quizzes and exams	40-60%

Text(s)
Learning Success, Carl D. Wahlstrom and Brian K. Williams, 3rd edition, © 2001 Wadsworth Publishing
Your College Experience, J. Gardner, A.J. Jewler, 6th edition, © 2005 Wadsworth Publishing

Bibliography
Not available at this time

Other Learning Resources

Audiovisual Not available at this time
Electronic Not available at this time
Other Not available at this time