



ACHIEVING  
COLLEGE  
EXCELLENCE

Scholar Name: \_\_\_\_\_

## Time Management Schedule

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Time	Activity	Time	Activity	Time	Activity	Time	Activity	Time	Activity	Time	Activity	Time	Activity

### Tips

- Set reasonable goals; don't stretch yourself too thin.
- Hold yourself to high standards. Once you have a schedule in place, stick to it.
- Make sure to give yourself breaks and leave time for meals and sleep.
- Studying is your job as a student and you should treat it as such. Don't schedule any appointments or meetings during designated study/homework times.