READING ENHANCEMENT WORKSHOPS
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EXTRA-CREDIT WORKSHOPS

The Center for Academic Success (CfAS) offers workshops in Reading Enhancement through application of various reading strategies via your course curriculum. These workshops are designed to make you better readers as the volume of information increases throughout the semester. They are structured for small groups of students to facilitate in-depth application of these strategies. Individual sessions are available for students who would like one-to-one feedback. These sessions can be made on a walk-in basis, or by appointment. Also remember that these services are free of charge, and are created to make you better students. Below are the guidelines for the extra credit workshops:

WORKSHOP EXPECTATIONS

1. **Be prepared.** Bring your textbook, syllabus, and any pertinent materials related to your class. Any forms of assessment are extremely helpful.

2. **Be on time.** *Early is on time, on time is late, and late is unacceptable.* You will have a 5-minute grace period once the session begins. If you arrive past your grace period, you will not be admitted in the session. Sessions are **one hour** in length. While workshops consist of **ten students**, our tutors need all of this time in order to provide each participant with the necessary attention and detail to his/her progress. Do not ask to leave early!

3. **Be consistent.** In order to receive the **five extra credit points**, you must complete **all five sessions** throughout the semester. This is an opportunity for you to earn more points for your class. **Sessions cannot be skipped, missed, or partially completed. Make-ups will only be granted for document medical reasons.** Work is not an excuse to miss a workshop.

4. **Be receptive.** You will receive a variety of strategies, graphic organizers, mnemonics, and study rubrics throughout these sessions. Not all of them may apply to a specific course, but they may be useful other courses. Keep these in your ‘**metacognitive bank**’ and ask your tutor questions.

5. **Be responsible.** Once you register for a workshop at our Center you are reserving a place that no other student can take. Be considerate with these workshops. Keep your Panther ID
handy when you arrive to the CfAS. You must enter your information at the front area of our Center, and *make sure that your tutor records your attendance*. At the end of the semester these records will be submitted to your respective professors and/or advisors.

**WORKSHOP AVAILABILITY**

(1) Workshops are available at both our MMC and BBC campuses. The Center for Academic Success, MMC is located in the *Green Library, room 120* (next to the Starbucks). The Center for Academic Success, BBC is located in *Academic One, room 160*.

(2) Workshops are available at various times throughout the week, excluding weekends. The Center has extended hours for evening workshops.

(3) Visit our website: [http://undergrad.fiu.edu/learning/](http://undergrad.fiu.edu/learning/) to view the workshop schedule and to *register* for a time and day most convenient for you.

(4) Once you register for a series of workshops, you are expected to *attend the same day of the week at the same time for five weeks*. If you cannot commit to all five workshops the first half of a semester, then there will be another series available for you (*called Set Two*) the latter half of the semester.

(5) You will not be able to mix and match workshops from Set One and Set Two. If you register for a series in *Set One (first half of semester)*, then commit to all of them. If you register for a series in *Set Two (second half of semester)*, then commit to all of them.

As a student at Florida International University, I have a read and understand the policies of the Center for Academic Success (CfAS) regarding the workshops for Reading Enhancement. I understand that if I have any questions or concerns, I can contact the Reading & Learning Coordinator, Mrs. Shepard at (305) 348-2441.

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Signature                                      Date

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Printed Name                                     Panther ID#