Words Alive Westreich Scholarship Program Learning Plan Policy

If, at the end of the fall or spring semester, the scholarship recipient does not meet the requirements of the program; if the recipient’s G.P.A. falls below a 2.0 or he/she has failed to complete at least 6 units, their participation in the program is subject to termination pending the decision of the scholarship committee and their mentor. The recipient will be placed on a one-semester probation which stipulates the following:

* Recipient will be required to meet with his/her mentor and/or subcommittee regarding severity of probation;
* The recipient will be provided one semester to meet the stipulations of the scholarship;
* As part of the probation, the recipient will be responsible to create a learning plan to help improve his/her grades.

Frequently Asked Questions About Creating a Learning Plan

**What is a learning plan?**

A learning plan is a document that the scholarship program participant will create

**How do I make a learning plan?**

Everyone’s learning plan will be different and customized to their needs, but here are a few guidelines to follow when creating your plan:

* Identify strengths, challenges, interests and learning styles
* Match those attributes and aspects to profile resources and tools that can maximize your learning potential
* Create a learning plan specific to your needs

Example

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| **Learning Plan**  **Name:** *Jenny Somebody* **Address:** 1234 Alphabet Street, Anytown U.S.A.  **Phone:** *858.123.4567*  **E-mail:** *Jenny.Somebody@anymail.com* |
| **Overall Aim**  *To improve Spanish language competence in order to be able to write and understand straightforward business correspondence in Spanish.* |
| **Current Competence**  *Basic knowledge of everyday Spanish from 6 months residence in Spain last year. Fairly fluent in speech and has reasonable vocabulary for social purposes. Somewhat shaky knowledge of formal grammar. Has done little writing. No experience in business situation.*  *Competent PC user who should have no difficulty using straightforward computerized learning packages* |
| **Specific Objectives**   1. *Improve grammar (to approximately GCSE standard)* 2. *Acquire knowledge of vocabulary for common business usage* 3. *Become competent in business letter writing* |
| **Timescale**  *6 months* |
| **Time Available**  *Can devote up to 6 hours per week* |
| **Certification required?**  *No* |
| **Location**  *Has access to PC (and broadband Internet) in own office and at home.*  *Could visit library twice a week in evenings to use library facilities* |

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| **Learning Package** | **Cost** | **Location** | **Timescale** |
| *Revise Your Spanish*  *20 hour refresher course for learners with a basic knowledge of Spanish* | *Nil* | *Library use only* | *Complete by June 30* |
| *Spanish Grammar Made Simple*  *www.spanlearn.co.uk*  *Internet course involving exercises from simple to advanced* | *Nil* | *Home or office* | *July - August* |
| *Business Letter Writing in Spanish*  *E-learning course on DVD with telephone and e-mail tutorial support from Bonways College.*  *Package is available for home or library use.*  *A college certificate of completion is available to learners who successfully complete all assessments.* | *£120* | *Home, office or library* | *September onwards*  *Complete by December 15* |