

### **Five Steps for Climbing Out of an Academic Hole**

- 1 Get a printout of all your assignments. Study it.
- 2 Identify the cause of your poor grades and figure out how to explain it clearly to your teacher. Practice what you're going to say in your mind before you approach your teacher. Make sure that you place the responsibility completely on yourself. Be humble and likable. Remember, you want the teacher to take your side.
- 3 Discuss your situation with your teacher at an appropriate time. An appropriate time is when your teacher can give you full attention without the distraction of other duties, issues, and students (in other words, not between periods and not with a ton of other students around).
- 4 Negotiate points for late work and missing assignments, extra-credit opportunities, a chance to make up tests and zeros, and a chance to have assignments excused through extra work or forgiveness.
- 5 Keep your word and turn things in before or at the agreed time. Show a willing and grateful attitude.