



DEPARTMENT OF THE NAVY  
UNITED STATES NAVAL ACADEMY  
ANNAPOLIS, MARYLAND 21402

USNAINST 1531.40  
1/ProDev  
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USNA INSTRUCTION 1531.40

From: Superintendent

Subj: Study Skills Program

1. Purpose. To establish procedures for conducting a Study Skills Program designed to preempt academic difficulties by plebes and assist those upperclass who are experiencing academic difficulty.

2. Background. During Academic Year (AY) 1982-83, a mandatory Study Skills Program was initiated and carried out by the Division of Professional Development for selected members of the Brigade. Those midshipmen in the Plebe Class whose college board scores were in a pre-defined range of expected difficulty and those upperclass whose academic performance had resulted in their appearing before either the Academic Board or the Academic Advisory Committee were included in the AY82-83 Program. AY82-83 illustrated that a controlled Study Skills Program can provide significant help to midshipmen deficient in their study habits.

3. Selection Criteria. Midshipmen will be assigned to participate in a Study Skills Program in accordance with the following criteria:

a. Fourth Class. Midshipmen with their Scholastic Aptitude Test Verbal (SATV) under the class mean (580 for '87) and their Scholastic Aptitude Test Math (SATM) under 600.

b. Academic Board/Advisory Committee Cases. Those midshipmen of all classes who have appeared before either group at the end of the previous semester, unless otherwise excluded by the Assistant Dean for Academic Affairs or the Academic Board.

c. Other Upperclass. As directed by the individual's Company Officer. Other members of the academic community and officer representatives may recommend midshipmen to the Company Officer for inclusion in the Study Skills Program. The following guidelines should be considered by Company Officers when identifying potential candidates:

(1) Third Class. Those midshipmen with a Cumulative Quality Point Ratio (CQPR) below 2.00 or a Semester Quality Point Ratio (SQPR) at or below 1.75 for the previous semester.

(2) Second and First Class. Those midshipmen with a CQPR below 2.00 or a SQPR at or below 2.00 for the previous semester.

4. Frequency of Contact. Designated midshipmen will meet with a Study Skills Monitor assigned by Professional Development on a weekly basis and, in addition, will be assigned various study skills materials to review on a weekly basis.

5. Tracking. A computer system for tracking the academic progress of the midshipmen assigned to the Study Skills Program will be developed to provide retention of both historical data and evaluate the effectiveness of the program over a long period.

6. Action

a. Director of Professional Development: Appoint a Study Skills Coordinator and monitor the overall progress of the Study Skills Program, ensuring close liaison is maintained with the offices of the Academic Dean, Commandant, Battalion, and Company Officers.

b. Study Skills Coordinator: Periodically report program results to the Director of Professional Development and brief all concerned; assign individuals requiring special assistance to counseling specialists within the Division of Professional Development.

c. Company Officers: Assign midshipmen to Study Skills Program in accordance with this directive and closely monitor their progress.

d. Study Skills Monitors: Meet with Study Skills participants in their assigned companies at least once per week; specifically monitor progress of assigned students at 4, 8, and 12 week grading periods.



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