**

**15 To Finish / Think 30 Essential Practices Checklist**

While there are many ways colleges and universities can strengthen on-time degree completion for students, the following are practices that Complete College America considers to be essential to implementing 15 To Finish most effectively.

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| Essential 15 To Finish (“Think 30”) Practices  | On Track? |
| 1. ***On-Time Degree Completion Campaign***
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| Provide New Student Orientation presentation to incoming students highlighting the importance and return on investment for completing 30 credit hours per academic year.  |  |
| Share campaign marketing materials with students and parents.  |  |
| Train professional and academic advisers to counsel full-time students into 15 credits each term or 30 per year. |  |
| Intrusive advisement for students that fail to meet on-time degree milestones or choose to enroll in less than full-time status. |  |
| 1. ***Academic Structures***
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| Collect institutional data regarding retention, grade point average, and graduation rates of students completing 30 credits within their first academic year.  |  |
| Ensure academic degree maps are designed for on-time completion. |  |
| Cap credit hours for a degree at 60 for an associate degree and 120 for a bachelor’s degree, except in special cases such as accreditation, to ensure that full-time enrollment leads to on-time graduation. |  |
| Ensure sufficient course availability so that all full-time students can register for 15 credits each semester. |  |
| Structured schedules (learning communities, block schedules, etc.) designed for on-time credit accumulation. |  |
| 1. ***Financial Aid***
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| Explore potential for banded tuitionso that students pay no more for 15 credits than they do for 12. |  |
| Reward students who complete 15 credits per semester or 30 per year with priority registration, premium parking, preferred housing selection, and other campus perks. |  |