

ATHLIFE

Official Education Advising Partner of The Trust

**“If you want to lift yourself up,
lift up someone else.”**

Booker T. Washington

Trust Scholarship News



Scholarship Application Period Opens

The fall Trust Scholarship application period is **now open!!!!** It covers 2024 enrollment with a Phase 1 application **deadline of October 13th** and a Phase 2 deadline of October 20th. Schedule an appointment now with your [AthLife Advisor](#) to get started.

Fall Tuition Invoice Instructions

Please send your fall tuition invoice to scholarship@playerstrust.com now or before the end of the fall term. You can find your tuition invoice in your student portal or contact your school's financial office. The invoice should include your student ID number and the financial office's mailing address. Please allow up to two weeks for payment and contact Madison Bryson with any questions (madison.bryson@playerstrust.com).

Scholarship Renewal Information

- Scholarship award recipients in degree-seeking programs, who have utilized their 2023 scholarship award, will be automatically renewed for 2024 for the same degree-seeking education program only.
- Scholarship 2023 award recipients, in a certificate or vocational program that continues into 2024, will need to reapply during the fall scholarship period. Any questions, please schedule a call with your [AthLife Advisor](#).



Doctoral Degree Webinar

Have you been thinking about pursuing a PhD or doctoral degree? The Trust and AthLife will host a webinar on **October 4th** titled **Is a PhD degree for Me?** More details and registration information to come soon on the Trust's [website](#), [app](#), and social media platforms.

The Importance of Notetaking

Learning is a lifelong journey where we continue to accumulate knowledge on a daily basis. Notetaking is an essential skill necessary to retain the information that we learn. Follow the strategies below to write more effective notes.

- Write phrases, not complete sentences, to capture the key points.
- Take notes in your own words to make it easier to remember.
- Use headings, subheadings, and numbered lists to help divide the information.
- Color code your notes to emphasize important information.

For more information, read our [AthLife Fundamentals](#) article.

Steps to Balance Life, Work, and Graduate School

Congratulations on your decision to pursue a graduate degree! Have you thought about how you will balance school with your other responsibilities? Follow the steps below to ensure success in your graduate school classes.

- First, acknowledge that life will change and your priorities may need to shift.
- Next, talk with those impacted by your decision and ask for support.
- Finally, put strategies in place for balance, such as time blocking on your calendar.

[Click here](#) for more details from our AthLife Fundamentals article.

AthLife Star of The Month



Congratulations to **Reggie Swinton** who earned a **Bachelor of Business Administration** this summer from American Intercontinental University! Reggie called getting his bachelor's degree one of his most satisfying accomplishments, after first starting his college career in 1994 at Murray State. He plans to continue his education in the near future by pursuing a graduate degree. **Way to go, Reggie!**

Good Reads



- [The Importance of Getting to Know Your Professors](#)
- [How to Complete Your Homework in College](#)
- [Time Management Success Tips from a Former Professional Football Player](#)
- [How to Determine if Graduate School is the Right Path](#)
- [Troubleshooting Tips and Tricks \(Technology\)](#)

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5 STEPS TO BETTER TIME MANAGEMENT

Using a Calendar

A daily calendar is a valuable tool to help you schedule and manage your time and ultimately increase your productivity.

SELECT A CALENDAR

- 1
 - Decide which type of calendar will work best for you.
 - Calendar options include (but are not limited to):
 - Calendar app on your smart phone
 - Google and Microsoft Outlook
 - Daily planners or other paper calendar
 - Create your own calendar
 - **Action Item:** Access or purchase your calendar.

DETERMINE GOALS & TASKS

- 2
 - Identify and write out your goals or responsibilities (daily, weekly, monthly).
 - Decide which tasks are needed to complete your goals and responsibilities.
 - **Action Item:** Make a list of your goals and the tasks needed to complete them.

PRIORITIZE TASKS

- 3
 - Organize your task list by priority to schedule properly in your calendar.
 - Think about how quickly you want to complete the task and how difficult it is.
 - **Action Item:** Lists your tasks in priority order and assign deadlines if needed.

SCHEDULE THE WEEK

- 4
 - Review your prioritized list of tasks and schedule them in your calendar.
 - Add meetings, appointments, or events to your calendar.
 - **Action Item:** Schedule weekly time for tasks, meetings, and events in your calendar.

REVIEW & REFLECT

- 5
 - Review your calendar to help plan your time better and increase productivity.
 - Did you complete your tasks or need to allot more/less time in your calendar?
 - **Action Item:** Review your calendar at the end of the week and decide what went well and what you can improve upon.

RESOURCES

- [How to Use a Calendar for Time Management in 4 Steps](#)
- [The 5 Best Calendar Apps of 2022](#)
- [Smart Goals for Time Management](#)
- [Effective Scheduling](#)

