



Goal-Setting Worksheet

Adapted from sparkpeople.com

Step 1: Write down your goal in as few words as possible.

My goal is to: _____

Step 2: Make your goal detailed and SPECIFIC.

HOW will you reach this goal? List at least 3 action steps you'll take (be specific):

1. _____

2. _____

3. _____

I will know I've reached my goal when _____

In addition, who will you ask for support?: _____

Step 3: Make sure your goal is MEASUREABLE. Add details, measurements and tracking details.

I will measure/track my goal by using the following methods (i.e. journal that documents your weekly progression, reflect with supporters):

Step 4: Make your goal RELEVANT.

List *why* you want to reach this goal:

1. _____

2. _____

3. _____

Step 5: Make your goal TIMELY. Put a deadline on your goal and set some benchmarks.

I will reach my goal by (date): ___/___/___.

Additional dates and milestones I'll aim for:

Poor Examples of Goals

Eat better.
Meet new people.
Study more.
Be less stressed.
Get better grades.

Good Examples of Goals

Eat at least one veggie a day.
Participate regularly in at least one campus group.
Study for 2 hours each night.
Exercise at least 3 times a week.
Achieve a 3.0 GPA by the end of the semester.



| WHAT IS YOUR GOAL? (SPECIFIC) | HOW WILL YOU REACH YOUR GOAL? WHO WILL SUPPORT YOU? | HOW WILL YOU MEASURE YOUR GOAL? | WHY DO YOU WANT TO REACH THIS GOAL? | WHEN DO YOU PLAN TO REACH THIS GOAL (DATE)? |
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Definition of Student Success:

The true measure of student success is how well students are prepared to accomplish their current and future academic, personal, and professional goals through the development of knowledge, a sense of responsibility and self-reliance, and a connection to the college and wider community.

Learning Outcome:

Informed Decision-Making: By completing this goal-setting worksheet you are exhibiting the student success learning outcome of informed decision-making. This encompasses the thoughtful seeking out of relevant information and the acceptance of responsibility for yourself and your decisions.