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School is a full-time job.

And managing your time is important.

**Manage time!**

If you must work, you should realize the limitations that this imposes on your study time.

How much time should you devote to studying? Your education is a full-time job, then you should spend about 40 hours/week on it. If you're taking 9 credits, then you're spending about 9 hours in class. Subtracting that from 40 gives you 31 hours that you should be spending studying at home.

You should spread that out over the week. Suppose you decide to study Monday through Friday evenings, taking Saturdays and Sundays off . Dividing that 31 hours by those 5 days gives you 6 hours of studying per night. If you think that's too much, then plan on studying in the afternoons, too, or some of Saturday.

The above are just rules of thumb. If you're taking a 3-credit study course, but you meet with your instructor only 3 hour/week, then you should add the extra 2 hours to your at-home study time. If you're working to earn some money, you should subtract your work hours from your *free time*, not from your study time!