

ACADEMIC

WEEKLY SCHEDULE TEMPLATE

Directions: Use this template to organize your week or create your own schedule. First fill in scheduled commitments (class, work, appointments, etc.). Next fill in the time you need to study: allow two hours of study time for each hour in class. Include time for meals, sleep and exercise, and leave some blank “buffer time” every day to handle any unexpected changes. Finally, don’t forget to have fun!

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:30 a.m.							
7:00 a.m.							
7:30 a.m.							
8:00 a.m.							
8:30 a.m.							
9:00 a.m.							
9:30 a.m.							
10:00 a.m.							
10:30 a.m.							
11:00 a.m.							
11:30 a.m.							
12:00 p.m.							
12:30 p.m.							
1:00 p.m.							
1:30 p.m.							
2:00 p.m.							
2:30 p.m.							
3:00 p.m.							
3:30 p.m.							
4:00 p.m.							
4:30 p.m.							
5:00 p.m.							
5:30 p.m.							
6:00 p.m.							
6:30 p.m.							
7:00 p.m.							
7:30 p.m.							
8:00 p.m.							
8:30 p.m.							
9:00 p.m.							
9:30 p.m.							