



# Student Guide

## Welcome to Sophia Pathways™!

Thanks for choosing Sophia as the next step in your educational journey.

You can start your Sophia Pathways™ online college course any time and learn on your own schedule. There are no classes to attend or weekly assignments to complete, and each course must be completed in 60 days or less.

### HOW IT WORKS

To earn a Sophia transcript you must:

- Complete each Challenge and Milestone by getting at least half of the points in each assessment
- Achieve a total average score of 70% or better across all Challenges and Milestones
- Pass your Final Milestone with a score of 50% or higher.
- Submit your final score and we will take care of sending your official transcript to your school.

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### WHAT IS A CHALLENGE?

Sophia courses use a learning model that engages you in real world scenarios. Challenges are like quizzes and are composed of multiple questions. If you need help answering a question, we provide tutorials so you can understand the key concepts behind each problem. All tutorials for each unit are grouped together for easy reference.

You get multiple attempts to solve Challenge problems, and you can leave and return whenever you want, as long as you have remaining attempts. You must get at least half of each Challenge's questions correct within a Unit to advance to the Unit Milestone.

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### WHAT IS A MILESTONE?

Milestones are like tests that gauge mastery of the course concepts taught in the course. Your Course Dashboard shows you the amount of time you have to complete each Milestone. You must get at least half of the questions correct to pass—but remember you need to average 70% across all Challenges and Milestones. Milestones are weighted twice as much as Challenges to calculate your final score.

Each Milestone has a corresponding Practice Milestone that you can use to see if you're ready to try the actual Milestone. You'll find similar questions to the actual Milestone, along with an answer key.

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### WHAT IS THE FINAL MILESTONE?

Upon successful completion of all Challenges and Milestones, you will be ready to take the Final Milestone. We use keystroke analytics to verify your identity before taking the exam. A score of 50% or higher is needed to pass the Final Milestone and complete your course. The Final Milestone does not count toward your overall score.

Note: the Final Milestone may be proctored. Check your course dashboard for further details.

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## STUDENTS HONOR CODE

Academic dishonesty is a serious offense in any academic community. At Sophia, failure to comply with the student honor code will result in removal from the course, and/or disqualification to enroll in future courses. By participating in Sophia Pathways™, students must abide by the following honor code:

- The answers to all assessments, which include Challenges and Milestones, will be your work and your work alone.
  - You will not make questions or answers to Challenges or Milestones available to anyone else.
  - You will not engage in any other activities that could dishonestly improve your results or improve or hinder the results of others.
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# BEST PRACTICES FOR THE SUCCESSFUL STUDENT

## TIPS FOR CHALLENGES:

- If you get stuck on a Challenge, review the related tutorials. You can find them under the “Helpful Tutorials” tab
- If you still have trouble with a concept, chat, phone or email with a Learning Coach for more help

## Milestones:

- Review all Challenges before taking the Milestone.
  - Take the Practice Milestone (more than once if needed)
  - Review tutorials for concepts you missed on the Practice Milestone.
  - If you still have trouble with a concept, chat, phone or email with a Learning Coach for more help.
  - Take the Unit Milestone someplace where you’ll have undisturbed time to focus.
  - Milestones are ‘open book’, so you can use notes and tutorials to help you answer the questions.
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## EXTENSION POLICY

We want you to be successful. If you do not complete your Sophia course in the allotted 60 days, we do grant one extension, not to exceed 30 days, at no additional cost. If you’re running out of time, you’ll see an extension request link in your course. Please contact a Learning Coach at [learningcoach@sophia.org](mailto:learningcoach@sophia.org) with any questions on your course extension.

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## 30 DAY MONEY BACK GUARANTEE

We want you to be completely satisfied with your learning experience. We offer a 30-day money back guarantee prior to completion. Please contact a Learning Coach at [learningcoach@sophia.org](mailto:learningcoach@sophia.org) to drop your course and receive a full refund within your first 30 days of the course.

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## **OTHER ELEMENTS OF THE *SOPHIA* *PATHWAYS*<sup>TM</sup> LEARNING ENVIRONMENT**

### **CHAT FEATURE - (“Questions? Lets Chat”)**

Learning Coaches are available via this Live Chat feature during our office hours.

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### **PROGRESS AND SCORE INDICATORS**

Your Course Dashboard provides real-time information on your progress to help you stay on track. The Progress Bar recommends a schedule to help you finish on time. The Score Indicator displays your current score against the 70% passing mark. The Score Report (linked from the Score Indicator) provides more details on your activity and progress.

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### **UNIT TUTORIALS**

We provide a complete collection of unit tutorials so you can easily find all Challenge and Milestone concepts you need to learn.

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### **ACCESS A TUTOR (College Algebra & Introduction to Statistics)**

Use the link to access our online tutoring service, provided by Pearson SmarThinking. Available 24x7 for on demand support.