**Personal Development Planner**

Use this chart to plan what you will do at the beginning of your study at The Islamic College.

If possible update every 3 months.

IF YOU NEED SOME HELP

* For any long-term goal, list the short and medium term steps that will help you to reach it
* List the practical actions that will help you achieve your goal
* Identify and constraints that might hold you back, and resources that you can use
* Add target dates to help you focus on getting things done

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| **Short and medium term** | **Action required** | **Constraints** | **Resources – who or what can help me?** | **Target date for action** |
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