

## Early Alert

### Goal

The development of an Early Alert process is to build systems of academic support responsive to teaching and learning needs of students. The Early Alert process will connect students to academic support peers and/or professionals for clear, concise steps to achieve student success.

### Actions by Faculty Prior to Referral

- Contacted student via email or text
- Met with the student during office hour
- Suggested dropping the course
- Swap to a lower level course

### Reasons for Referral

- Student can benefit from tutoring
- Tardiness
- Assignment performance
- Test performance
- Class participation
- Social interactions
- Attitude/motivation
- Alcohol/drug
- Personal or family difficulties
- Roommate problems
- Potential mental health issues
- Unbalanced social /academic life
- other

### Counselor/Retention Specialist Actions

- Re-evaluate academic goals
- Review the student's financial concerns
- Discuss concerns that may be affecting academic performance
- Review student's workload
- Discuss limited preparations for this level of work
- Reassess time management and/or study skills – suggest a College Success class or watch a video.