



# EARLY ALERT REFERRAL FOR INDIVIDUAL STUDENT

Faculty use only

Revised 0209

\* Required fields. Other fields are optional.

## STUDENT'S INFORMATION

\* Last name \_\_\_\_\_ \* First name \_\_\_\_\_ Middle name \_\_\_\_\_

Classification  FR  SO  JR  SR  Not sure Banner ID \_\_\_\_\_ E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Student-athlete  Yes Team \_\_\_\_\_ Advisor \_\_\_\_\_ Coach \_\_\_\_\_

Current address  On campus Residence hall  Belk  North  Oak  Pine  Wellons  Cypress  
 Off campus Address \_\_\_\_\_

Permanent address \_\_\_\_\_ Phone \_\_\_\_\_

## COURSE INFORMATION

\* Course # \_\_\_\_\_ \* Section # \_\_\_\_\_ \* Your name \_\_\_\_\_

\* Phone \_\_\_\_\_ \* E-mail \_\_\_\_\_ \* Date \_\_\_\_\_

Please check the appropriate boxes below to indicate the \* factor(s), which you feel contribute to the problem(s) that the student is experiencing, and provide detailed information in the Comments field. Information about specific attendance policies is helpful.

- Class attendance
- Test performance
- Class participation
- Completion of assignments
- Quality of written work
- Quality of oral work
- Content difficulty
- Attitude
- Lack of purpose/motivation
- Personal problems
- Social interaction problems
- Other

Comments

Has the student contacted you concerning his/her performance in class?  Yes  No

Would you recommend tutorial assistance for this student?  Yes  No If yes, please specify the area.  Content  Writing  Reading/Study skills

Comments

Would you like a follow-up report from us?  Yes  No

If you have any questions, please contact the Center for Academic Excellence at 521-6625.

**CLICK SUBMIT TO SEND THE EARLY ALERT VIA E-MAIL.**

## OFFICE USE ONLY

Action taken:  Call Date \_\_\_\_\_  Student  Permanent address  Coach By \_\_\_\_\_  
Note \_\_\_\_\_

E-mail Date \_\_\_\_\_  Student  Permanent address  Coach By \_\_\_\_\_  
Note \_\_\_\_\_

Mail Date \_\_\_\_\_  Student  Permanent address  Coach  RA By \_\_\_\_\_  
Note \_\_\_\_\_

Report made to the instructor: Date \_\_\_\_\_  Call  E-mail  Mail By \_\_\_\_\_

Note:

Student contacted.  Yes  No Date \_\_\_\_\_



**Not enrolled.**