

Academic Alert Notification System

Instructors are provided a list of 9 alert codes to define a student's academic issue of concern.

When an instructor selects an alert code, this action generates a letter, identifying Instructor's area of concern and a list on –five campus resources students may seek assistance.

Academic Alert Notification System Referral Reference Key

- **Alert: Attendance**
Issue: Student is frequently absent or late to class.
Referral: Instructor
- **Alert: Coursework/Homework /Participation**
Issue: Student does not complete assigned work (home or class).
Referral: Instructor
- **Alert: Writing**
Issue: Student appears to have difficulty producing
Referral: Instructor
- **Alert: Instructor**
Issue: Instructor would like to have the opportunity to meet with this student to discuss issues.
Referral: Instructor
- **Alert: Reading**
Issue: Student appears to have difficulty comprehending required reading.
Referral: Reading Lab
- **Alert: Math**
Issue: Student appears to have difficulty understanding required mathematics.
Referral: **Tutor Center (then referred to either Basic Skills Math Lab or Math Lab (higher support)).**
- **Alert: Content**
Issue: Student has difficulty with the subject area concepts presented in this class.
Referral: Tutor Center
- **Alert: Physical/Learning Disability**
Issue: Student may have a processing/learning deficit, which affects his/her performance in class.
Referral: Disabled Student Programs and Services (DSPS)

- **Alert: Counselor**

Issue: Student may have academic, personal, or other problems which affect his/her performance in class.

Referral: Counseling