The Goals of the Early Warning Alert Program are to:

- Reach out to struggling students as early in the semester as possible
- Connect struggling students to university resources to resolve their academic issues
- Help students to maintain or improve their GPA
- Improve student success rates

Student Populations Being Monitored

Currently, the populations being monitored include:

- First-year students
- Transfer students
- Athletes
- Undeclared sophomores
- Students participating in Student Support Services or STAR program
- Military veterans
- Any student who may be struggling

The Department of Academic Enrichment and Learning (DAEL) defines a struggling student as one who exhibits one or more of the following behaviors:

- Has poor attendance
- Is late for class or leaves early
- Does not take notes
- Is inattentive
- Does not participate
- Has low test scores
- Has missed, incomplete, or poorly completed homework assignments
- Seem unlikely to be successful in a given course (see Types of Early Warning Issues).

Steps for the Early Warning Alert Program:

1. Contact the student and set up a meeting to discuss your concerns OR
2. Complete the Early Warning Alert form if the student is struggling in your class, or in other areas outside of your classroom.
   *All members of the campus community (faculty, students, administrators, staff, etc.) located in settings (classrooms, clubs, residence halls, etc.) can complete the Early Warning Alert form.
3. Submit the Early Warning Alert form to DAEL. Once received, the form will be reviewed and forwarded to the appropriate resource such as the student’s adviser, department chair, or the student enrollment center. The student’s adviser should schedule a meeting with the student as soon as an alert is received.
When should I start the Early Warning Alert Form?

Early intervention is best done as soon as the problem is recognized. Identifying potentially struggling students as early in the semester as possible allows more time to assess the students’ options.

What will happen to my referral?

DAEL will track the student who has been identified. If you have questions, please call extension 3492.

Types of Early Warning Issues

**Academic**

**Missed Classes:** Student has a high number of absences at any point during the semester. You are concerned that a student has stopped attending your class.

**Habitually Late:** Student is frequently and/or disruptively late on a consistent basis.

**Homework Not Submitted:** Student never, rarely, or inconsistently turns in assignments. You are concerned that a student has not turned in the first few assignments for your course.

**Homework Quality Poor:** Student’s submitted work is substandard or incomplete.

**Poor Performance on Tests or Quizzes:** Student’s exam or quiz grades indicate he/she is not grasping the material. Student’s grade is in jeopardy, or may be in the future if this level of performance continues.

**At Risk of Failing Course:** Student is likely to fail course unless drastic changes are made, or you believe student should consider withdrawing from your course.