



EARLY ALERT PROGRAM REFERRAL FORM

With this information, we can contact the student and encourage participation in student programs, tutorials, counseling, and/or workshops that may help the student academically or personally. Information you provide may be shared with the student, who has legal access to this information. Observations should be objectively stated.

Instructor's Name: _____ Office Ext. # _____

Student's Name: _____ Date: _____

Student's I.D. # _____ Course: _____

Please check any statements that, in your judgment, describe this student:

- Student lacks essential skills: reading writing math.
- Student is not completing reading and/or homework assignments.
- Student continually submits sub-standard work.
- Student appears to struggle to keep pace with the class.
- Student lacks aptitude in subject matter.
- Student does not take class notes.
- Student is not attending class.
- Student is attending class but is not making satisfactory progress.
- Student is not participating in class.
- Student is not performing well on tests.
- Student exhibits poor attitude and/or disruptive classroom behavior.
- Other, Please explain: _____

Clarification of items checked above: _____

Please return this form to: Mr. Fred Middleton, Director of Student Success Center, Building 100.

If you have any questions about the Early Alert Program, please contact Mr. Middleton at ext. 152 or fmiddleton@rstc.edu

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