

Student Success – Attendance and Early Alert System



In collaboration with the Office of Student Retention and Completion and the Office of the Registrar, the university has implemented a **Student Success Attendance and Early Alert System**. Early Alert is a proactive, student-centered system of communication between faculty, staff, and academic advisors that facilitates the identification of students who appear to be struggling in the academic setting. The goal of the system is to provide students with resources and support *early in the semester* to aid them in their success at the university.

Early alerts may be submitted by course instructors during the first half of the semester. Early alerts do not trigger grading actions nor punitive measures. Early alerts are sent to students' academic advisors who will then reach out to students to provide additional support that will assist with their academic success. The university encourages all students to discuss their performance with their professor. Students will be emailed a copy of the Early Alert.

Reasons for submitting early alerts could be inconsistent attendance or consistent tardiness, lack of engagement with course materials or procedures, poor performance on course assessments – potentially anything that may negatively affect students' academic performance.

Student Role and Expectations

Students who receive communications from their advisor about an early alert should expect to:

- Accept that the early alert was submitted with good intentions
- Access proactively and to their full use the resources and advice provided by their academic advisor and the university
- Communicate with their professors and solicit help when needed
- Participate actively in their academic success and make a commitment to reach their academic goals

Student Outcomes and Benefits

The early alert system is designed to promote a higher level of engagement, communication, and motivation for students to make better decisions about their academic life. The system is intended to have the following outcomes:

- Increase motivation and commitment for attending and participating in class
- Improve engagement with their professors and advisors inside and outside the classroom
- Provide an opportunity for students to share responsibility for their educational experience by utilizing resources on campus

Questions about the Student Success Early Alert System?

If you have any questions about the system, please reach out to:

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