



Academic Alert Form

Office of Academic Affairs
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INSTRUCTIONS Save this PDF to your computer, open using Adobe Reader, complete, print, sign and submit to Office of Academic Affairs

Student Name: _____
First Middle Last

Student ID #: _____ Class of: _____

Term & Year: Fall 20_____ Spring 20_____ Course Name & #: _____ (e.g. PHAR###)

Course Title: _____

Course Coordinator: _____

Other Course Faculty: _____

Course Coordinator Referral for Academic Support (to be completed by Course Coordinator)

Reason for Academic Alert:

- Exam grade = _____
- Midterm exam grade = _____
- IRAT cumulative score = _____
- IPPE/APPE requirements = _____
- Other (**briefly describe below**):

Plan for Receiving Academic Support (to be completed by Course Coordinator)

- Review sessions with instructor and/or Course Coordinator
- Review sessions with student tutor (the Course Coordinator has the choice to either select a tutor or ask the Assistant Dean for Student Affairs and Admissions to select a tutor)
- Study Group
- Counseling/stress management/time utilization
- Other (**briefly describe below**):

Student did not respond to request to meet with course coordinator within 5 days of the request being made

Student Signature: _____ Date: _____

Course Coordinator: _____ Date: _____

NOTE: RETURN FORM TO OAA FOR PROCESSING & RECORD KEEPING. THE STUDENT'S ADVISOR WILL BE NOTIFIED.

OFFICE USE ONLY

Date Received: _____ Date Processed: _____ Processed By: _____ Updated 10/16