



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/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 Associate Dean for Student Affairs and Admissions to select a tutor)
- Study Group
- Counseling/stress management/time utilization
- Other **(briefly describe below)**:

Please list organizations/clubs student is involved in _____

- 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 10/17