

Quick Reference Guide: Flags, Referrals, Kudos

Flags

- can be raised individually or during progress surveys
- require comment explaining why flag was raised*
- student receives email notification with comments
- Academic Advisors/Counselors and Faculty Advisors review flags and follow up with student

Academic Concern: raised if there is a concern about a student's academic progress (including missing assignments, low test/assignment scores, etc.)

General concern: raised for any concern not related to academic progress

Attendance concern: raised when a student has missed a number of classroom sessions

In danger of failing: raised if there is a concern of a student's academic progress and is in danger of failing

College of Culinary Arts No show Day 1: (For Culinary lab classes only) raised if students don't show up on Day 1.

*no comments are required for CCA No show Day 1 flag

Referrals

- can be raised individually or during progress surveys
- require comments explaining why tutoring is recommended
- student will receive an email explaining what tutoring services available
- Academic Advisors will review referrals and follow up with student

Tutoring Referral: raised when tutoring services are recommended to the student.

Kudos

- can be raised individually or during progress surveys
- do **NOT** require comments
- students will be notified by email

Showing Academic Improvement: raised when the student is making academic improvement in a course

Keep Up the Good Work: raised when a student is performing well in a course