

RED FLAG FORM

Student: _____

Date: _____

Tutor: _____

If a student is doing unsatisfactory work or appears to be struggling in other ways in the course(s) you are tutoring them in, please check the appropriate boxes. Do not take make referrals to other offices. Please let us know of the situation and we will make referrals, if warranted.

ACADEMIC CONCERNS

Unsatisfactory work in course: _____ (name of course)

- Excessive Absences
- Chronic Tardiness
- Inadequate lack of interest
- Some or all significant assignments late or missing
- All assignments missing
- Missing exam(s)
- Poor examination results
- Abusing the tutoring system
- Not coming to sessions prepared

Please Explain:

(ASC Staff use only)



Red Flag Follow Up

Staff Name: _____ Date: _____

- I have emailed the student regarding the concern.
- I have phoned the student regarding the concern.
- I have met with the student regarding the concern.
- The student and I have discussed the situation. I have referred them to the following office: _____
 - I have alerted that office that the student may come for an appointment
 - I have not alerted that office.

Comments or other actions – please describe: