

# Student Referral Form

Student ID# \_\_\_\_\_

JCC is dedicated to helping students achieve academic success. Some students must overcome many difficulties in order to get to your classroom and be able to stay focused and committed to their studies. The Early Alert Initiative has been designed to help you offer assistance to your students who may be in danger of not completing your course successfully.

***Send this form to Center for Student Success.  
Services will be offered to help your student stay on track.***

Student's Name: \_\_\_\_\_

Course: \_\_\_\_\_

Instructor's Name (print) \_\_\_\_\_

This student is being referred to the Center for Student Success for the following academic and/or life issue(s):

*The student is struggling with:*

- |  |  |
|--|--|
| <input type="checkbox"/> reading skills  | <input type="checkbox"/> lack of textbook or class materials |
| <input type="checkbox"/> writing skills  | <input type="checkbox"/> transportation problems             |
| <input type="checkbox"/> math skills     | <input type="checkbox"/> a health problem                    |
| <input type="checkbox"/> study skills    | <input type="checkbox"/> child care problems                 |
| <input type="checkbox"/> research skills | <input type="checkbox"/> personal problems                   |
| <input type="checkbox"/> computer skills | <input type="checkbox"/> financial problems                  |
|  | <input type="checkbox"/> late or absent from class           |
|  | <input type="checkbox"/> Other _____                         |

Please describe the steps you have taken to assist the student:

- |   |  |
|---|--|
| <input type="checkbox"/> Talked about study skills, test prep, etc. | <input type="checkbox"/> Met with student during office hours    |
| <input type="checkbox"/> Referred student for tutorial services     | <input type="checkbox"/> Referred student to counseling services |

**Be sure to notify the student that you are referring him/her for assistance.  
The Center for Student Success (CSS) can assist with both life and academic skills  
BW Walker Hall Room 125**

ACTIONS

DATE

CSS STAFF

NOTES

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