

Donnelly College Academic Alert System

The Academic Alert System provides an opportunity for faculty, staff, and other campus constituents to share any academic concerns they may have about students with the Student Support Services team. Academic alerts are an opportunity to partner with SSS to offer additional support to any student who may need it and are not intended to be a punitive measure.

What Constitutes an Academic Concern?

It is helpful for us to receive any information about students who may be struggling academically or about students who may be experiencing personal difficulties that could affect academic performance. If a student fails to pass a course and no alerts have been submitted, this is a missed opportunity for Student Support Services intervention and assistance.

[SUBMIT AN ACADEMIC ALERT](#)

Who has access to the information I submit via the Academic Alert System?

Academic alerts are shared with the advising team and the counselor. Remember that what you report here becomes part of the student's record. Therefore, please describe objective behaviors of concern and refrain from subjective interpretations of those behaviors.

What happens when I submit an academic alert?

Soon after submission, you will receive an email confirmation from the Assistant Vice President of Student Affairs. The advising team and the counselor (if appropriate) will reach out to the student. The advisor will then send a follow-up email with updates which also provides you the opportunity to let them know whether your concerns have been alleviated.

Will the student know that I submitted an academic alert?

It is often helpful for us to share with a student why we are reaching out. We have found that we can more effectively engage with students and provide support around specific concerns if we are able to speak openly about those concerns.

Do you have additional questions? Please email Dr. Mary Pflanz (<mailto:mpflanz@donnelly.edu>).