

ATTENDANCE/ACADEMIC ALERT FORM

Student _____
Instructor _____ Department _____

NOTIFICATION BY INSTRUCTOR 30%

- ☐ Academic – student has a GPA of _____
- ☐ Attendance – student has missed _____ hours/classes of _____ hours/classes (max)

Comments: _____

Student Signature Instructor Date

*By signing this form you are aware of how many hours you have missed and that you understand by going over your departments allowed hours you would be dismissed from this institution.

- ☐ Notified coaching staff Sport: _____

NOTIFICATION BY INSTRUCTOR 60%

- ☐ Academic – student has a GPA of _____ (*May also refer to Dean of Academics)
- ☐ Attendance – student has missed _____ hours/classes of _____ hours/classes (max)

Comments: _____

Student Signature Instructor Date

*By signing this form you are aware of how many hours you have missed and that you understand by going over your departments allowed hours you would be dismissed from this institution.

- ☐ Notified coaching staff Sport: _____

REASON FOR REFERRAL TO DEAN OF STUDENTS 90-100%

- ☐ Academic – student has a GPA of _____
- ☐ Attendance – student has missed _____ hours of _____ hours (max)
- ☐ Comments: _____

Student Signature Dean of Students Signature Date

Coaching Staff/Athletic Director

*By signing this form I understand and acknowledge that I can no longer miss instruction time or I will be withdrawn from classes and asked to leave campus.

- Only full time students are allowed to reside in the dorms.
- If houred out after the withdraw date I may fail remaining classes
- Houred out students may face loss of federal financial aid and scholarships.