



Changing Lives in the Global Community through Excellence in Education

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- Classroom participation issues
- Class preparation problems
- Low exam scores
- Substandard homework grades
- Study skills
- Lacks of books
- Other

What is Early Alert

The Santa Monica College Early Alert program was designed to identify students experiencing difficulties in the classroom. These problems are identified by instructors at any point during the semester and they may range from such things as tardiness/absences, poor test grades, or learning difficulties.

What kinds of problems would trigger an Early Alert notice?

Most typically, an Early Alert evaluation will be conducted by your instructor if you are persistently experiencing any of the difficulties below. Some instructors may address their concerns in-person, while others will email you the Early Alert evaluation, which will list the problems you are experiencing along with some recommendations for action. Problems include:

- Missing or incomplete assignments
- Attendance issues/Punctuality problems
- Disruptive behavior

The instructor may request that other areas of concern such as those below be discussed with a counselor. The counselor will contact you by phone to talk or to schedule an appointment:

- Study skills assistance
- Educational planning
- Job/career issues
- Financial aid
- Career planning
- Learning disability consultation
- Referral to psychological services

In addition to counseling assistance you may consider attending the workshops recommended by your instructor. These are listed in your Early Alert Report. Click

on the link below for the most current workshop schedule:

[Spring 2008 Workshop Schedule](#)

How would I get an Early Alert notice?

If

What happens if I get an earl

To identify students experiencing problems or having difficulties in one or more classes

Problems may include: absences, tardiness, incompleteness of assignments, low test and quiz scores, poor class participation, poor reading, writing, and/or math skills

Goal of Early Alert

To address academic problems or difficulties early in the semester so students can successfully complete the course

Instructor's Procedures

Identifies poor academic performance or other reasons interfering with a student's academic success

Completes an Early Alert Referral Notice

Submits referral notice to the counseling department

Counseling Procedures

Notifies student of instructor's referral notice

Encourages student to contact instructor and make counseling appointment

Recommends necessary steps and intervention strategies to improve performance

Intervention Strategies

Developed according to the level of academic difficulty

May include: tutorial services, additional lab or library assistance, counseling sessions, study groups, and/or study skills workshops

Student's Responsibilities

Contact Instructor

Make an appointment with a counselor to develop a constructive plan

Obtain the necessary assistance

Report your progress to your instructor and counsel