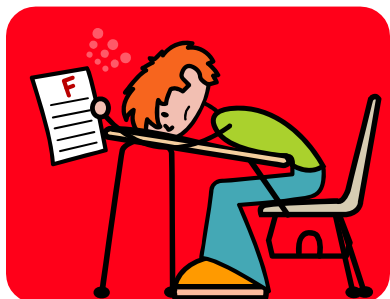


Early Intervention

*For Math 0300, 1300, 1301, 1310 Students;
Eng 1300, 1301 Students; and Rdg 1300 Students*

A dual retention effort between the Math and English Departments and the Advising Center is being continued this semester to contact students EARLY who display signs of being at risk such as:

- *Not attending class regularly*
- *Coming late to class*
- *Lack of engagement (not enrolled in online homework, not completing assignments)*
- *Academic performance (poor grades)*
- *Inappropriate classroom behavior*



Complete the electronic Recommendation for Assistance Form and submit it immediately. Advising will contact the student and provide assistance. You should also use the form to submit the names of students who violate the developmental attendance policy. Please submit as soon as the student exceeds the maximum number of absences. Form instructions are on the reverse side.



Instructions:

- 1. Open the form found at <http://www.uhd.edu/academic/colleges/university/cr/qepForm/gepengForm.htm> or in the second column of the master table on the UHD Quality Enhancement web page (<http://cms.uhd.edu/qep>) or under Faculty Resources in the Quick Links section of the University College web page (<http://www.uhd.edu/academic/colleges/university>)*
- 2. Fill in the form and submit to Academic Advising.*
- 3. You can submit a paper version of the form by printing the form and turning it in to the Department Office. Be sure to print a copy for yourself and the student, if needed. You must print the form prior to submitting it. (You may want to give a copy to the student yourself as a way of initiating a dialog with the student.)*