

FACULTY CONCERN FORM

Please use this form to convey any concerns about a student after you have first tried to address the issue on your own. Faculty should attempt to convey to a student the impact of his/her behavior on the course grade before referring the student for follow-up.

Date of Submission: _____

STUDENT INFORMATION

Student name: _____ Student email: _____

MARK ALL CONCERNS THAT APPLY:

ATTENDANCE/PARTICIPATION:

- has never attended class (for administrative drop)
Class _____
Class # _____
- not attending class regularly
- routinely late for class
- other: further explanation of concerns at bottom

ACADEMICS:

- regularly neglects to finish and/or turn in assigned work
- routinely unprepared for class
- has low test grades
- seems academically underprepared to be successful in the class
- needs assistance with math skills
- needs assistance with writing skills
- appears to be having difficulty with time management
- appears could benefit from tutoring for _____
- other: further explanation of concerns at bottom

BEHAVIOR/MENTAL HEALTH:

- disruptive or rude in class
- sleeps or engages in distracting activities in class
- disrespectful to instructor
- is not adapting socially to the academic environment
- has indicated difficulty with regulation of medications
- has conflicts with work
- has personal problems (family members, home, etc.) that appear to be interfering with social and academic development
- has expressed mental health related concerns
- other: further explanation of concerns at bottom

DISABILITIES:

- May have an undiagnosed learning disability
- other: further explanation of concerns at bottom

FINANCIAL AID:

- has expressed concern with personal financial issues
- other: further explanation of concerns at bottom

ADDITIONAL INFORMATION

Faculty Name: _____ Faculty email: _____ Course: _____

What attempts have you made to communicate with the student about the concern(s)? _____

Has the student disclosed the presence of a physical, learning, or mental disability/illness? Yes No
If yes, please describe: _____

Please submit to Darla Myers at myers.811@osu.edu

Other Comments or Further Explanation:

FOR OFFICE USE ONLY

Referred to:

Action Taken (and Date):