



Please use this form to convey any academic or non-academic concerns about a student.

Date of Submission: _____

STUDENT INFORMATION

Student Name: _____

Concerns (please check all that apply). This student:

ACADEMIC CONCERNS:

- is performing poorly on quizzes/exams.
- is not attending class regularly.
- is routinely late for class and/or routinely leaves class early.
- is disruptive or rude in class.
- appears not to be engaged in class.
- neglects to finish and/or turn in assigned work.
- is routinely not prepared for class.
- requires study skills assistance.
- is having difficulty with career decisions.
- is not utilizing the tutoring center.
- Other; please explain: _____

NON-ACADEMIC CONCERNS:

- has a housing/roommate concern.
- is not adapting socially.
- could benefit from substance use/abuse education and/or counseling.
- is allowing extra-curricular activity to interfere with academic progress.
- cannot find extra-curricular activities that meet his/her interests.
- Personal problems (family members, home, etc.) appear to be interfering with social and academic development.
- Student has expressed extreme concern with financial issues.

FACULTY/STAFF INFORMATION

Name: _____

Email: _____ Phone Ext: _____

Relation to Student: _____ Course (if applicable): _____
(teacher, academic advisor, work-study supervisor, etc.)

FORM SUBMISSION

Please submit this form to:

Jason Dougherty, Dean of Students
ph: 304.865.6084 | em: jason.dougherty@ovu.edu