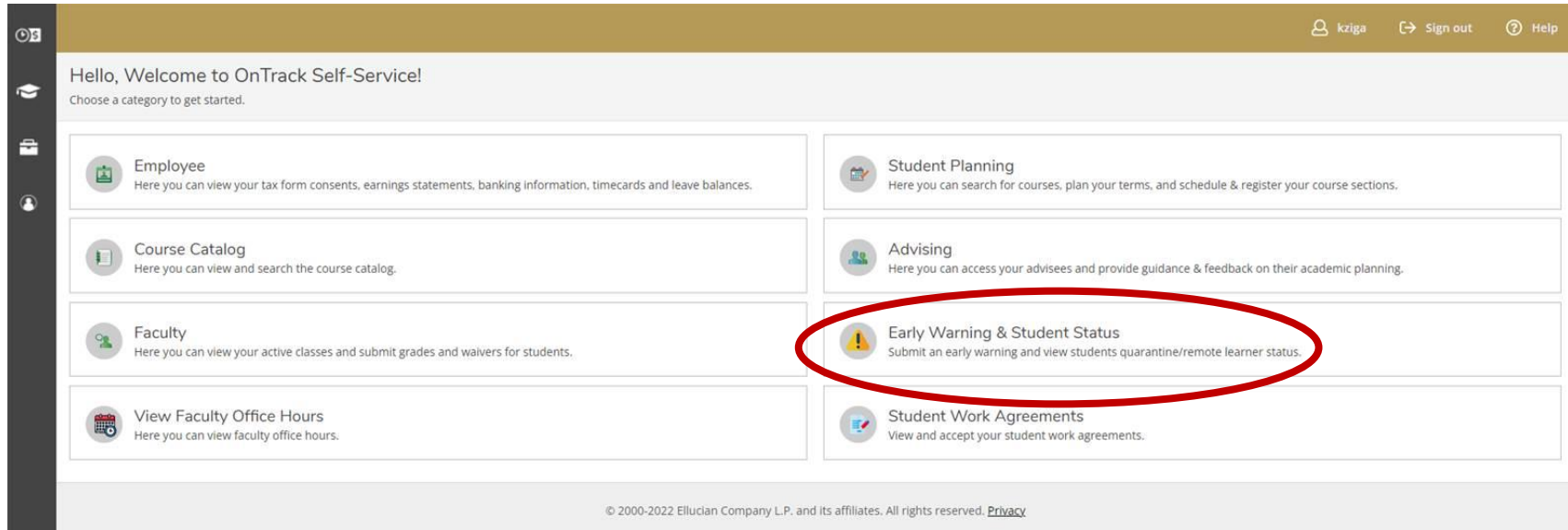


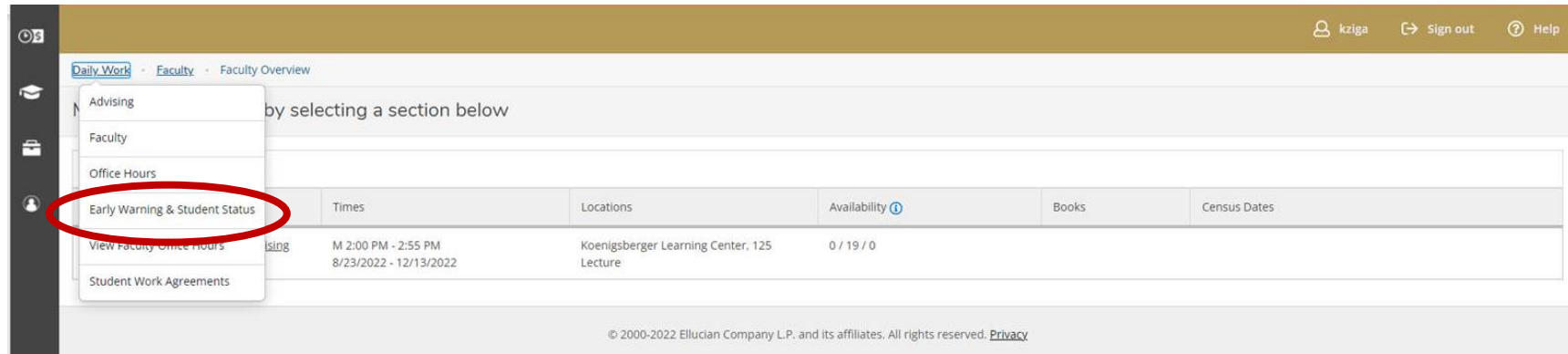
How to Submit an Early Warning

Log into OnTrack.

Locate the Early Warning & Student Status icon.



You can also locate this if you select Daily Work:



Select the course involved in the Early Warning or checking the quarantine status for a student:

Submit EWarnings For Students

Course Selection:

Select Course

- Select Course
- Spring 2022 - MTH*2410*A: Discrete Structures
- Fall 2021 - CSC*0070*A: Senior Comprehensive Evaluatio
- Fall 2021 - CSC*2300*A: Computer Science II
- Fall 2021 - CSC*2300*B: Computer Science II
- Fall 2021 - IRS*4998*DH: Multifaith Scholar Research







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Select Submit Ewarning:

Course Selection:

Fall 2021 - CSC*0070*A: Senior Comprehensive Evaluatio

IMPORTANT
Early Warning, or E-Warning is an electronic notice for faculty to voluntarily report any students with excessive absences, missing quizzes, lack of class participation, and poor quiz/test results. E-WARNING information will be provided to the student verbatim. Please note that all E-Warning notes are part of the student's academic record. For concerns regarding a student's well-being (which may also include academic concerns), please share your concerns using the online [Student Care and Outreach Referral Form](#). Additional information on how to support students in distress is available on the [Student Care and Outreach Website](#).

Student Name	Student ID	Class Level	Details	Submit Warning
  She/Her/Hers		Senior		Submit EWarning
  He/Him/His		Senior		Submit EWarning

Next, input the information to update the student on their progress in your course. You must complete Reason 1. Reason 2 is optional. Please include brief comments to help the student understand the reason for the Early Warning.

The screenshot shows a web interface with a dark red header containing the menu items "Admissions", "Academics", "Campus Life", and "Glo". The main content area is a white modal window titled "Enter EWarning Details".

Inside the modal, the "Student Name" field is filled with a blacked-out name. Below it, the "*Reason 1:" dropdown menu is set to "Excessive Absences". The "Reason 2:" dropdown menu is set to "Choose...".

Below the dropdowns is a large, empty text area labeled "Comments:". At the bottom of the modal are two rounded buttons: "Cancel" and "Submit".

The Early Warning submission will go to multiple individuals: the student, faculty member, and advisor. The information that the instructor submits will populate as they stated. Each E-warning to the student will also include key resource information: Use of these support resources in addition to discussions with your professor and academic advisor is highly recommended.

- **Learning Assistance and Tutoring:** The [Koenigsberger Learning Center](#) (336-278-6915) has [learning strategies tutors](#) who can work with students to find course-specific study suggestions and best practices. They also have [course-specific tutors](#) who will work with you on the content of a class and give advice on best methods for exam preparation.
- **The Writing Center:** The [Writing Center](#) has well-trained peer consultants available to work with students on all stages of the writing process, from brainstorming to proofreading, and for any types of writing.
- **Disability Support:** We strongly encourage students with disabilities to register with our office and request accommodations to address their needs for access to University classes, buildings, programs, and services. The [Disabilities Resources](#) Office (336-278-6568) works to provide appropriate accommodations for students with disabilities of all types, including mobility issues, sensory impairments, learning disabilities, and mental health disabilities. Information submitted to Disabilities Resources is confidential; it is up to each student to determine any information disclosed to faculty members about their disabilities. It is helpful to professors to be able to talk about how your disability-related issues affect you and your performance in the classroom. Faculty members are encouraged to contact Disabilities Resources with any questions about the implementation of any approved accommodation.
- **Mental Health and Well-being:** Our [Counseling Services](#) (336-278-7280) provides clinical assessments designed to develop a treatment plan based on your specific needs. Based on their recommendations, they offer a range of services, including [individual therapy](#), [group therapy](#), workshop(s), online [self-help resources](#) and referrals. They also maintain a [database of outside providers](#) so you can research and find a provider that meets your individual needs, if needed. Our [Recreation and Wellness](#) center (336-278-7529) supports student wellness through its fitness center, [group fitness classes](#) and a range of [wellness activities](#). Our [Truitt Center](#) (336-278-7729) offers [weekly religious services as well as meditation](#) options for students.