

3357:13-14-18 Student Academic Report (STAR) Notification Policy (Academic Alert)

- (A) It is the desire of North Central State College (NC State) to encourage student progress. NC State uses the STAR notice to inform students when they need to make adjustments or when making progress in their courses.
- (B) Through the AdvisorTrac system, faculty can submit a referral, known as a STudent Academic Report (STAR) notice, previously called an Academic Alert. The STAR Notice is a new approach to academic alerts because it not only identifies the unwanted behavior, but also allows the faculty member to identify the student's strengths and provides encouragement. The faculty member can request a follow-up by the assigned advisor. Assigned advisors will be notified of any STAR Notice sent.
- (C) Even though a STAR notice can be submitted at any time throughout the semester, the desired outcome should suggest the most effective time to send a STAR Notice. Possible actions include:
- (1) Applaud the student for a job well done.
 - (2) Identify corrective action so the student can be successful.
 - (3) Prompt the student to officially withdraw from the course.
- (D) The STAR notice should be used to alert a student of their progress in a course prior to an Academic Withdrawal. This should take place as soon as the second week and no later than the fourth week for a typical semester and sooner for a shorter term if the student has an estimated grade of C- or below.

Effective: June 27, 2017

Expires: June 1, 2022

Review Dates: 6/27/17