First 6 Weeks Early Alert Timeline

To ensure students receive timely outreach and support, faculty are encouraged to submit early alerts as soon as concerns arise — the earlier the intervention, the greater the impact on persistence and success.

Week 1
- No show for the first class meeting(s)
- Has not logged into Canvas or accessed course materials
- Missed first assignment or syllabus quiz
- Reports technology access issues or other barriers preventing participation

Week 2
- Multiple missed assignments or quizzes
- Poor performance on first graded work (<70%)
- Lack of participation in required discussions, labs, or group activities
- Visible struggle with course expectations and/or content

Week 3
- Continued inconsistent attendance
- Falling behind in assignment submissions despite reminders
- Expresses feeling overwhelmed or unprepared for course level
- Low Canvas activity compared to peers

Week 4
- Missed major assignment, paper, or project milestone
- Ongoing low performance graded assignments
- Student indicates personal, health, or financial concerns
- Reports difficulty balancing work, family, and academics

Week 5
- Multiple grades below passing
- Little to no improvement despite prior feedback or outreach
- Student has stopped attending without explanation
- Expresses intent to withdraw from course or university

Week 6
- Failing trajectory if current trends continue
- Missing key prerequisite assignments for upcoming major projects and exams
- Lack of response to faculty outreach
- Indications of academic misconduct or lack of engagement

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