



Wittenberg University “Early Alert” System

Wittenberg’s “Early Alert” system provides an opportunity for Faculty members, Staff members, and Parents to express any concerns that they may have regarding a particular student. This information is processed by the Academic Services office and outreach to the student is coordinated according to the nature of the alert. Due to FERPA laws, we may not be able to share the outcome of our outreach to the students, but we will always confirm that we have received the alert and will respond appropriately. The Early Alert form can be accessed on the right hand side of the Parent Portal (see below). Once you select “Early Alert,” you will be redirected to the form pictured below. Once you complete the form, simply click “Submit Report” at the bottom of the form, and you will receive an email response once your form is received and processed. In case of emergency, please contact Wittenberg Police at 937-327-6363.

The image shows a screenshot of the Wittenberg University Parent Portal and the Early Alert Form. The portal has a red header with the Wittenberg University logo and a navigation menu. The 'Early Alert' link is highlighted in the 'Support' section. The form itself is titled 'Early Alert Form' and contains sections for Background Information, Student Information, and Questions. The form is designed to collect information about a student's behavior and academic performance, and it includes a 'Submit Report' button at the bottom.

Info for Families

Log Out

Visit Your Kid:

- Springfield Area Hotels
- Greater Springfield Information
- Yellow Springs Information

Support

- Early Alert**
Alert University staff of concerns or circumstances that may affect your student
- Crisis Support
**In case of urgent matter call Wittenberg Police Division (937)327-6363

My Student

Info

- Password Change
Change your myWitt password
- Password Recovery
Change or reset your password recovery questions and answers
- Privacy Options
Choose where your information is displayed
- Personal Information
Your Information on file with the University
- Biographical Information Update

My Student

- Students Information
Review academic and financial information about your student. (Student must set permission for these options.)
- FERPA Information

Resources

- Student Success Page
- *Career & Vocation
- *Community Living
- *Campus Engagement
- Hand Book
- Success Ambassadors
- Make an Appointment!

Academics

- Course Descriptions
- Explanation of Wittenberg General Education Requirements (PDF)
- WittCommit
- Open Course Listing
- Faculty & Staff Directory
- Disability Services
- Academic Success

Finance

- Make a Payment
Make a payment on your student's account.
- Financial Aid
- Basic Expenses
- 4 Year Guarantee
- 4 Year Planning

Early Alert Form

Please fill out the form as best you can. Your report will inform staff and faculty advisers and they will attempt to intervene to help the student become more successful.

This report is NOT confidential.

Background Information

Your full name: _____

Your position/title: _____

Your phone number: _____

Your email address: _____

Course & Section Number: _____

Recommended Action: Refer for Assistance

* Date: must be formatted YYYY-MM-DD

Student Information

Name: Student ID Number:

Questions

Reason for Recommendation:

<input type="checkbox"/> Irregular or Lack of Attendance	<input type="checkbox"/> Failure to turn in assignments	<input type="checkbox"/> Seems to be unprepared for class
<input type="checkbox"/> Seems Distracted, not engaged	<input type="checkbox"/> Level of work seems too difficult	<input type="checkbox"/> Missed or failed exams or test
<input type="checkbox"/> Failure to respond to contact attempts	<input type="checkbox"/> Does not participate	<input type="checkbox"/> Plans to transfer
<input type="checkbox"/> Disruptive Behavior	<input type="checkbox"/> Possible personal difficulties	<input type="checkbox"/> Other (Please specify below)

* Comments

[Check Spelling & Preview](#)

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