BUILDING BRIDGES: A STUDENT REFERRAL SYSTEM FOR SUCCESS

UNIVERSITIES OF WISCONSIN

OFFICE OF ONLINE & PROFESSIONAL LEARNING RESOURCES

INTRODUCTIONS



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WHO IS IN THE ROOM?



- Introduce yourself in **Chat** (include name/campus)
- Scan the QR code to share what program lines you teach?

OBJECTIVES & PURPOSE

- **Why:** Understand the purpose and value of the student referral form
- **When:** Recognize when a referral may be helpful
- **How:** Learn how to submit a referral in Canvas
- **What's next:** Understand the follow-up process after a referral
- **Together:** Strengthen the partnership between faculty and Success Coaches to support student success

WHAT IS A SUCCESS COACH?

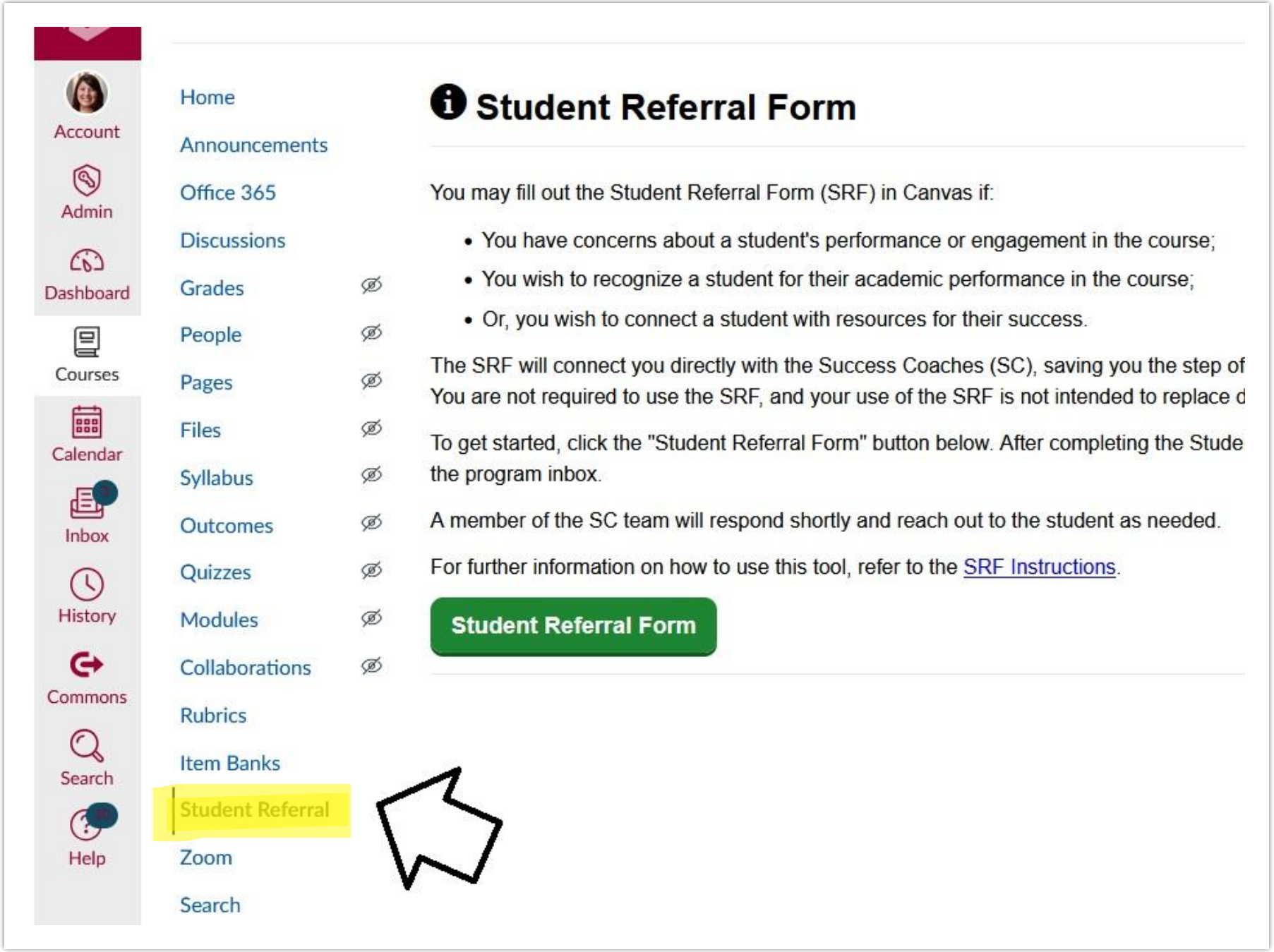
- Primary point of contact for students from admission through completion
- Provides individualized wraparound support
- Monitors academic progress and proactively connects with students, providing additional support
- Serves as a liaison between students, faculty, and student services

WHAT IS THE STUDENT REFERRAL FORM?

- Proactive retention tool
- Formalized and automated referral system
- Embedded within Canvas (students cannot see this feature)
- Complement direct student-faculty interaction

INTENTION:

- Create a convenient process for faculty to identify and refer students who would benefit from support services.
- Provide proactive and individualized outreach for students facing academic, personal or engagement challenges.
- Help students navigate campus resources and services.
- Recognize progress and empower students to take action towards their educational goals.



HOW DOES IT WORK?

1. Click on "Student Referral" far down on the left-hand side of your screen.

2. Click on the green "Student Referral Form" button.

After completing the Student Referral Form below, your referral will be sent directly to the Program inbox. A Success Coach will provide appropriate outreach to the student and follow-up with you.

Which program is your course associated with?

- ○ Independent Learning (IL)
- ○ Applied Biotechnology (ABT)
- ○ Applied Computing (APC)
- ◉ Associate of Arts and Sciences (AAS)
- ○ BSN@Home (BSN)
- ○ Biodiversity Conservation and Management (BCM)
- ○ Cybersecurity (CYB)
- ○ Data Science (DS)
- ○ Digital Marketing (DM)

Select the program associated with the referral

Student's name

Instructor's name

Instructor's email

Semester:

Please select current outreach efforts to connect with the student about the concern(s):

- [ ] Reached out to the student through their University email
- [ ] Reached out to the student on Canvas
- [ ] Connected with the student over phone or video chat
- [ ] Connected with the student in office hours
- [ ] Provided feedback or answered questions on a submitted assessment
- [ ] Other

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Contact information & outreach efforts

Student Referral Details:

Concern - Please check all that apply to this student's performance:

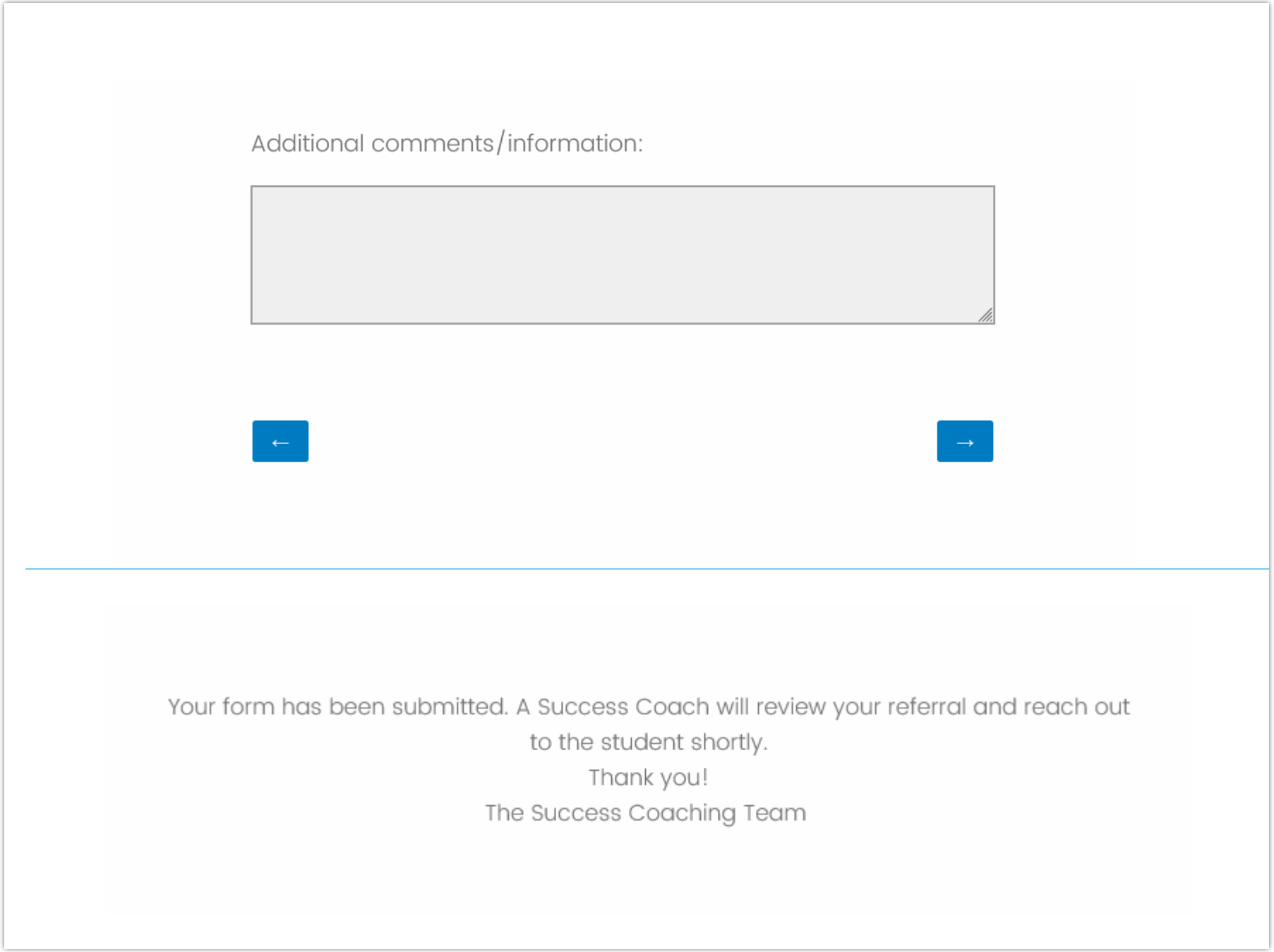
- [ ] Does not participate in discussion
- [ ] Logging in/ Attendance
- [ ] Not submitting assignments on time
- [ ] Quality of submitted assignments is poor
- [ ] Quiz results are poor
- [ ] Does not ask for assistance if having difficulties
- [ ] Unwilling to respond to faculty correspondence
- [ ] Student expressed need for personal assistance
- [ ] Other

Kudos - Please check all that apply to this student's performance:

- [ ] Exceeds expectations with quality of submitted assignments
- [ ] On track for successful completion of the course
- [ ] Significant improvement from previously submitted coursework
- [ ] Shows high engagement in discussion replies with peers
- [ ] Active contributor and positive project group member

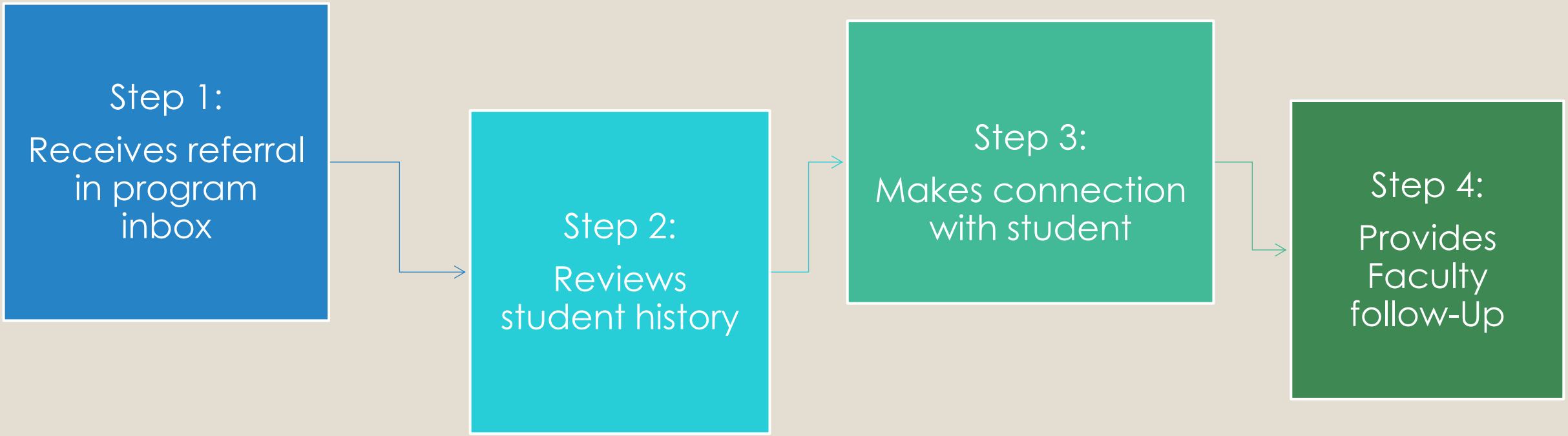
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Referral details

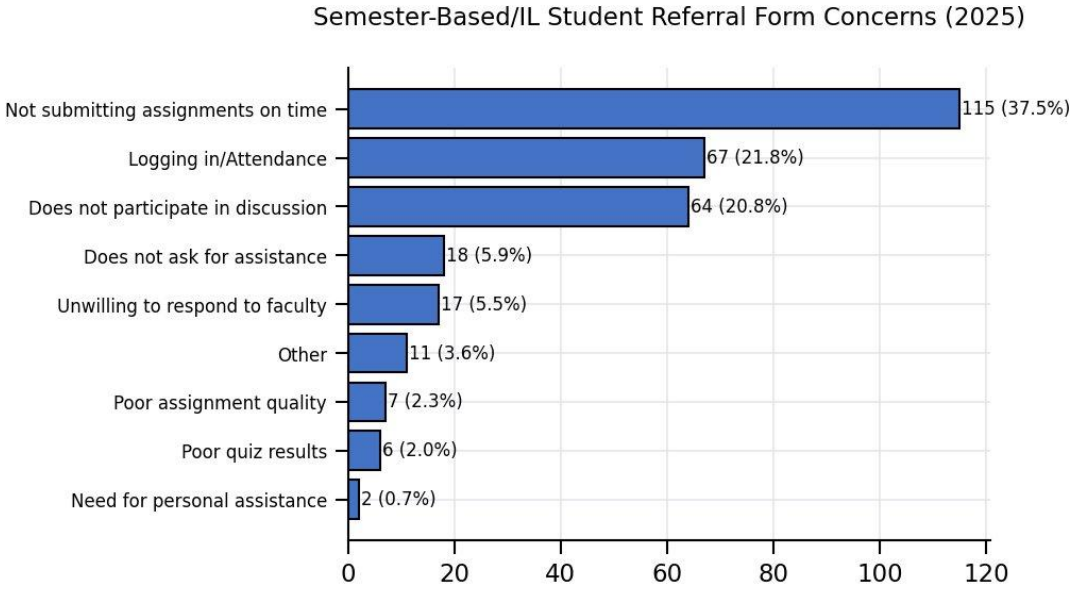


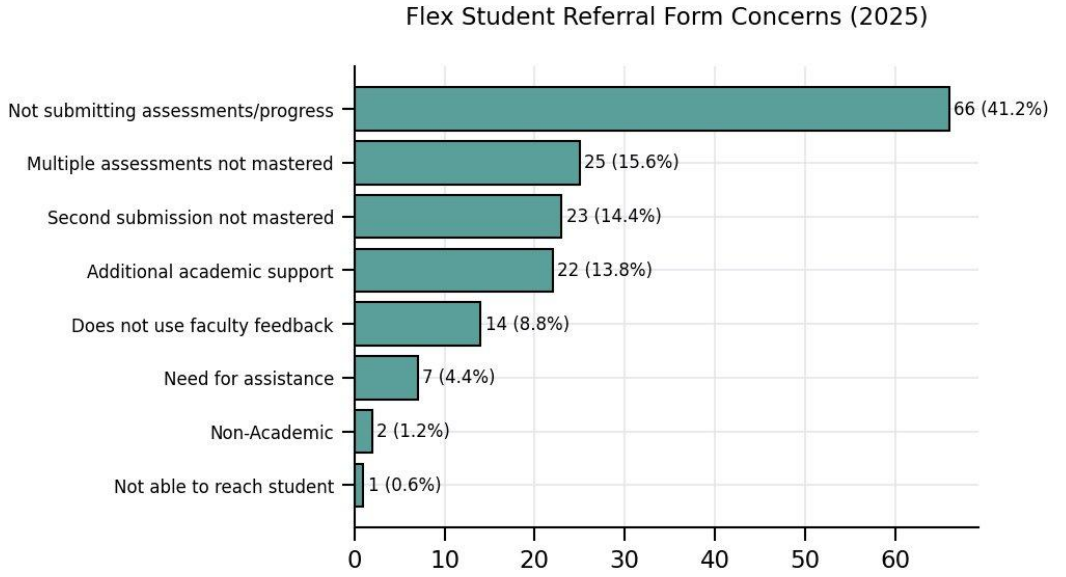
Additional comments/ information

WHAT HAPPENS AFTER A REFERRAL IS SUBMITTED?



REFERRAL TRENDS





QUESTIONS?