**Student Early Alert System**

SEAS (Student Early Alert System) is the electronic tool for instructors to give timely feedback to students who may be in danger of failing a class.

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**How the Student Early Alert System (SEAS) works**

- SEAS will be open for instructors to use for ALL students (including graduate students) for the ENTIRE semester.
- An alert can be raised on a student as soon as an issue appears and can be removed when the student has addressed the issue.
- Instructors who assign grades are able to give feedback on attendance, participation, assignments and exams to students in each of their current classes.
- Instructors give early alert feedback in SEAS by logging in to myWSU, clicking the Teach/Advise tab or the Home tab and then clicking on the Student Early Alert System (SEAS) link in the Student Early Alert System (SEAS) channel.
- SEAS automatically generates an email to the student outlining the reasons for the instructor’s concern; the instructor can then coach the student about how to improve classroom performance.

Instructors may want to keep in mind that low academic performance is often a symptom of something else going on in the student’s life, rather than being the problem itself. For this reason, instructors will want to make themselves familiar with the various helping resources available on campus so that they can make appropriate referrals as needed.

**Some of the most important and frequently used referral locations include:**

- Academic Advising
- Career Development Center
- Care Team (formerly UBIT)
- Counseling and Testing Center
- Financial Aid
- Office for Student Money Management
- Office for Student Success
- Student Health
- Tutoring

**Note** that Student Athletic Services will continue to use GradesFirst to gather information about the classroom performance of student athletes — this is a completely separate activity from the main early alert program. **Instructors who have student athletes will be asked to submit GradesFirst reports whether or not those instructors have already given feedback in SEAS.**

For questions about SEAS, please contact Assistant Director of Academic Success Programs Heidi Rodrick, at Heidi.Rodrick@wichita.edu or 316-978-3298.