Issuing Alerts (REACH) in SSC (Student Success CONNECT)

Three easy steps to notify the Center for Academic Excellence of a student concern:

1. **Find student you are concerned about within your course roster.**
   
   *Tip: you can sort by Course or Student Name by clicking on those words.*

2. **Check box next to student’s name → Actions → Issue Alert**

3. **Fill out Issue Alert form → Submit**  
   Please click ALL reason options that are appropriate and provide any additional comments that can help us best address your concerns.