**MEMORANDUM of MIDTERM WARNING**

**Date:**

**To: Insert Name of Student**

 **Insert Student ID#**

**From: Insert Faculty Name/Credentials**

**RE: Insert Course Number and Name of Course**

According to my records, you are in jeopardy of failing to meet course requirements to successfully complete the above course for the reason noted below:

**Reason(s):**

**[ ]  Poor academic performance**

**[ ]  Poor course attendance and/or participation**

**[ ]  Both poor academic performance and attendance and/or participation**

 **[ ]  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Comments:**

As a faculty member of Rutgers School of Nursing, I am committed to your academic and professional success. To assist you, I want to make sure you are aware of a variety of services to help you improve you current course standing and achieve your academic goals.

If you are having trouble with course content, I urge you to:

1. Schedule a meeting to speak with me to discuss how to address areas of concern,
2. Speak with your academic advisor and/or specialty director to discuss your current academic standing in the program, and
3. Access tutorial services at the Office of Academic Success (OAS), https://nursing.rutgers.edu/students/success/ or by contacting directly at academic.success@sn.rutgers.edu.

If you have personal concerns, I urge you to seek appropriate counseling/support through private or University-based programs (Student Wellness Program: https://ubhc.rutgers.edu/swp/overview.xml).

I hope you will promptly take advantage of the support services available through the School of Nursing and/or Rutgers University to improve your scholastic standing well in advance of the end of the semester.

***Insert Faculty Signature***

cc: Dr. Sharon Anderson, Associate Dean of Advanced Nursing Practice Division