



The Student Guide: Understand Why You Receive Flags and Kudos

Flags

The “Flag” feature of Starfish is an early alert system that allows faculty and staff to identify students with academic, social, and financial risk. This feature allows faculty and staff the opportunity to engage with you and others via the Starfish platform in an effort to connect you with the appropriate resources on campus to address your individual needs.

Below are lists of UG (undergraduate) Flags that faculty and staff have the ability to raise and view and that you may receive. Most of these Flags are academic in nature. However, a few of the Flags are social in nature, designed to allow faculty and staff the ability to easily alert appropriate offices on campus of social risk factors that may affect your rates of persistence at PC.

Faculty/Instructor and Staff- Flag Raising Options

Below are the Flags that faculty and staff can raise to notify you and specific campus offices of a particular concern or needed intervention.

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-Class Attendance Concern	This Flag may be raised by faculty to alert you, the Academic Success and Athletics Offices when you are approaching the maximum number of absences allowed in your course.	Instructor	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Campus Life Deans ● Registrar’s Office ● Retention Committee
UG-Improvement Needed	This Flag may be raised by faculty to alert you, the Academic Success and Athletics Offices that improvement needs to be made with respect to grades and preparation for tests, quizzes, projects, papers, lab work, etc.	Instructor	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Provost’s Office ● Retention Committee

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-In Danger of Failing	This Flag may be raised by faculty to alert you, the Academic Success and Athletics Offices that you are in danger of failing your course unless immediate improvement is made.	Instructor	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Provost's Office ● Retention Committee
UG-Missing Course Materials	This Flag may be raised by faculty to alert you, the Academic Success and Athletics Offices that you are missing required course materials such as books, access codes, or lab materials (after the add/drop period ends).	Instructor Primary Advisor Academic Success	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Campus Life Deans ● Retention Committee
UG- Missing or Late Assignments	This Flag may be raised by faculty to alert you, the Academic Success and Athletics Offices that your assignments are missing or late, and the timeliness of your work needs to be improved.	Instructor	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Campus Life Deans ● Retention Committee
UG-No Show (Roster Verification)	This Flag may be raised by faculty to alert you and the Academic Success Office that you have not shown up for a class after the add/drop period ends).	Instructor	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor ● Academic Success + ● Provost's Office ● Registrar's Office ● Retention Committee
UG-Academic Probation	The Dean of Academic Programs raises this Flag if you are on academic probation for the semester.	Provost's Office	<ul style="list-style-type: none"> ● Student+ ● Financial Aid ● Primary Advisor ● Academic Success ● Provost's Office ● Registrar's Office ● Retention Committee
UG-Academic Suspension	The Dean of Academic Programs raises this Flag if you were placed on academic suspension.	Provost's Office	<ul style="list-style-type: none"> ● Student+ ● Financial Aid ● Primary Advisor ● Academic Success ● Provost's Office ● Registrar's Office ● Retention Committee

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-Did Not Attend Sophomore Career Check-In	Career Development staff may raise this Flag when you do not attend your pre-scheduled sophomore career check-in appointment.	Career Development	<ul style="list-style-type: none"> ● Student ● Primary Advisor ● Academic Success ● Athletics Office ● Campus Life Deans ● Career Development ● Provost's Office ● Retention Committee
UG-Failure Due to Absences	The Registrar's Office may raise this Flag if you have failed a course due to excessive absences.	Registrar's Office	<ul style="list-style-type: none"> ● Student + ● Instructor ● Primary Advisor + ● Academic Success + ● Provost's Office ● Registrar's Office ● Retention Committee
UG-Graduation Application - Urgent	The Registrar's Office may raise this Flag when you have not yet completed your graduation application.	Registrar's Office	<ul style="list-style-type: none"> ● Student + ● Primary Advisor + ● Provost's Office ● Registrar's Office +

System-Raised Flags

There are some Flags that are automatically raised by the Starfish system, based upon information uploaded directly from Banner or other college systems.

Flag Name	When is this used?	Who can raise?	Who can view?
UG-Deficient at Midterm	This Flag may be raised by the system when you have two or more midterm grades of C- or below.	System	<ul style="list-style-type: none"> ● Student + ● Primary Advisor + ● Academic Success + ● Provost's Office ● Retention Committee
UG-Dropped Off Team	This Flag may be raised by the system when you no longer participate with a PC sports team.	System	<ul style="list-style-type: none"> ● Student + ● Academic Success + ● Athletics Office ● Campus Life VP ● Provost's Office ● Retention Committee
UG- Good Academic Standing but Last Semester GPA < 2.00	This Flag may be raised by the system when you are in good academic standing, but your last semester GPA was below 2.00.	System	<ul style="list-style-type: none"> ● Student ● Academic Success + ● Provost's Office ● Retention Committee ● Primary Advisor

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-LIFE Scholarship Warning	This Flag may be raised by the system when your LIFE Scholarship eligibility is at risk (life GPA below 3.0).	System	<ul style="list-style-type: none"> ● Student + ● Business Office ● Financial Aid ● Primary Advisor + ● Academic Success + ● Retention Committee +
UG-Need to Declare a Major	This Flag may be raised by the system when you need to declare your major (by the time you have completed 50 hours of coursework.)	System	<ul style="list-style-type: none"> ● Student + ● Primary Advisor + ● Academic Success ● Athletics Office + ● Campus Life Deans ● Career Development + ● Provost's Office ● Registrar's Office ● Retention Committee
UG-Registration Hold	This Flag may be raised by the system when you have any hold that prevents you from registering for courses.	System	<ul style="list-style-type: none"> ● Student ● Primary Advisor ● Retention Committee ● Academic Success

Student-Raised Flags

Below are the Flags that you may raise as a student. Faculty and staff offices are able to view these Flags.

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-I Am Thinking About Leaving PC	You are able to raise this Flag to alert appropriate faculty/staff on campus that you are considering leaving PC and would like to talk to someone about it.	Student	<ul style="list-style-type: none"> ● Student ● Primary Advisor + ● Academic Success + ● Athletics Office ● Campus Life Deans ● Campus Life VP + ● Provost's Office ● Residence Life ● Retention Committee

Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-I Need Academic Help	You are able to raise this Flag if you are in need of academic help and would like for someone to contact you. Comments are required.	Student	<ul style="list-style-type: none"> ● Student ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office + ● Provost's Office
UG-I Need Financial Help	You are able to raise this Flag if you are in need of financial help or advice and would like for someone to contact you. Comments are required.	Student	<ul style="list-style-type: none"> ● Student ● Business Office + ● Financial Aid + ● Retention Committee ● Academic Success
UG-Student Family Concern	You are able to raise this flag to alert appropriate staff of a family concern (e.g. illness/death/loss of employment, etc.). Comments are required.	Student	<ul style="list-style-type: none"> ● Student ● Academic Success ● Athletics Office ● Campus Life Deans + ● Campus Life VP + ● Counseling Center + ● Provost's Office ● Retention Committee

Kudos

From time to time, you may receive positive feedback from faculty and campus offices in the form of “Kudos” which recognize your good performance, improvement, and effort in your courses. Here are some Kudos examples you may receive:

Kudos Flag Name	When is this used?	Who can raise?	Who can view? (a + means this recipient receives an email notification when this occurs.)
UG-Kudos for Dean's List!	The Academic Success Office will raise this Kudos when you make the Dean's List.	Academic Success	<ul style="list-style-type: none"> ● Student + ● Primary Advisor ● Academic Success ● Athletics Office + ● Provost's Office ● Registrar's Office ● Retention Committee ● Campus Life Deans ● Campus Life VP

UG-Kudos for President's List!	The Academic Success Office will raise this Kudos when you make the President's List.	Academic Success	<ul style="list-style-type: none"> ● Student + ● Primary Advisor ● Academic Success ● Athletics Office + ● Provost's Office ● Registrar's Office ● Retention Committee ● Campus Life Deans ● Campus Life VP
UG-Kudos for Showing Improvement	Faculty may raise this Kudos when they want you and the Academic Success Office to know that they have recognized good progress and improvement from you . An email comes from the Academic Success Office when instructors raise this Kudos.	Instructor	<ul style="list-style-type: none"> ● Student+ ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office ● Provost's Office ● Retention Committee
UG-Kudos- Keep Up the Good Work	Faculty may raise this Kudos when they want you and the Academic Success Office to know that you are demonstrating good work performance in your course. An email comes from the Academic Success Office when instructors raise this Kudos.	Instructor	<ul style="list-style-type: none"> ● Student+ ● Instructor ● Primary Advisor ● Academic Success + ● Athletics Office ● Campus Life Deans ● Career Development ● Provost's Office ● Retention Committee