When a student is issued an academic flag and/or kudos by one of their course instructors, they receive an email notification to inform them of this feedback. These emails are addressed from the course instructor to increase student engagement and offer more personalized correspondence.

**Academic Flag**

- **Used when the following flags are issued:**
  - Class Attendance Concern
  - Low Average in Course
  - At-Risk of Failing Course
  - Missing/Late Assignments

**Academic Kudos**

- **Used when the following kudos are issued:**
  - Showing Improvement
  - Outstanding Academic Performance
  - You’re Off to a Great Start
  - Keep Up the Good Work

**Additional Tips About Email Templates**

- The email template text provided above cannot be modified by individual course instructors. Instructors may offer students more personalized feedback about their flags and kudos by entering comments when issuing these items to students. Instructor comments will display verbatim in the emails students receive. Comments are indicated in the sample emails above by [Optional comment provided]. Brackets do not appear in the emails students receive.

- These templates do not apply to behavioral flags (i.e. Personal Concern, Disruptive Behavior Concern, and Academic Integrity Concern). Students are not automatically notified when behavioral flags are issued to them and your comments will not be seen by them directly. When behavioral flags are issued, the Dean of Students Office and/or the Office of Student Rights and Responsibilities will follow up with the student or the course instructor.

Email starfish@unCG.edu for support!