

Mendocino College Counseling Office – Intake Form for Students on Academic/Progress Probation

Student's name: _____

I.D. # _____ Birthdate: _____

Probation (circle): Acad #1 Acad #2 Prog #1 Prog#2

Step 1:

Identify possible reasons for being on probation with student by circling the appropriate letter(s) below; make copy for student and enter reasons in to SARS.

- a. Transportation problems
- b. Lack of child care
- c. Medical condition: _____
- d. Family issues: _____
- e. Drug or alcohol use
- f. Change in work hours or job
- g. Financial/or aid problems
- h. Change in career or academic goals
- i. No college or career goals
- j. Possible learning and/or other disability
- k. Issues with instructor
- l. English-as-a-Second Language issues
- m. Lack of study skills
- n. Time management problems
- o. Lost interest in class
- p. Difficulty understanding class material
- q. Did not drop class by final drop date
- r. Other: _____

Step 2: Complete "Get Off Probation Contract" with student.