



**WRIGHT STATE  
UNIVERSITY**

**Undergraduate  
Concern Conference  
Record**

**College of Education and  
Human Services**  
Student Services  
3640 Colonel Glenn Hwy.  
Dayton, OH 45435-0001  
(937) 775-2993  
FAX (937) 775-2099

Date of conference \_\_\_\_\_

Student \_\_\_\_\_

Initiator of conference \_\_\_\_\_

Telephone \_\_\_\_\_

Other faculty/staff present \_\_\_\_\_

Address \_\_\_\_\_

**I. Areas of Concern** (Please circle appropriate areas and provide explanations/description of behavior.)

- |  |  |  |   |
|--|--|--|---|
| <p><b>A. Language Skills</b><br/>1. oral expression<br/>2. written expression<br/>3. reading skills<br/>4. other</p> | <p><b>B. Professional Relationships</b><br/>1. student-faculty<br/>2. student-peer<br/>3. student-pupil/client<br/>4. student-field personnel<br/>5. other</p> | <p><b>C. Professional Responsibilities/<br/>Ethics</b><br/>1. meeting obligations<br/>2. student advocacy<br/>3. other</p> | <p><b>D. Professional Competency</b><br/>1. knowledge<br/>2. skills<br/>3. clinical experience<br/>4. other</p> |
|--|--|--|---|

Explanation/Description \_\_\_\_\_

**II. Planning and Progress Chart** (Please complete the first two columns, retain the white copy; forward the blue copy to Student Services; give the yellow copy to the student.)

Objectives (including quarter in which each objective is to be met if applicable)	Faculty/Student/ Advisor signatures	Objective met
1. _____ _____ _____	1. _____ (f) _____ (s) _____ (a)	1. _____
2. _____ _____ _____	2. _____	2. _____
3. _____ _____ _____	3. _____	3. _____

**III. College Policies**

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|--|--|
| <p>A. This record is confidential to the faculty and staff associated with the College of Education and Human Services and is distributed as follows:<br/>white copy—faculty member initiating conference<br/>blue copy—student file in Student Services office<br/>yellow copy—student</p> <p>B. The director of Student Services attends conferences upon request.</p> | <p>C. Continued concerns or failure to meet objectives may result in:<br/>1. Conference with the director of Student Services<br/>2. Course enrollment restrictions/exclusion<br/>3. Participation restriction/exclusion<br/>4. Recommendation for dismissal</p> |
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