GRAMBLING STATE UNIVERSITY OFFICE OF RETENTION

ACADEMIC ALERT PORTAL OPEN

Opening Date: Tuesday, August 22, 2023

Closing Date: Friday, December 8, 2023

1. CLICK ON THE BANNER WEB LINK AT WWW.GRAM.EDU.

2. LOG IN USING YOUR BANNER WEB USERNAME AND PASSWORD

3. CLICK THE FACULTY/ADVISORS TAB

4. CLICK ON THE EARLY ALERT FORM LINK

5. SELECT THE CRN FOR THE COURSE

6. AFTER SELECTION, THE REFERRAL FORM WILL BE AVAILABLE WITH A DROP-DOWN LIST OF ALL THE STUDENTS ENROLLED IN THE COURSE

-SELECT A STUDENT FOR REFERRAL

-CHECK THE ISSUES FOR WHICH YOU ARE REFERRING THIS STUDENT

-ADD ANY COMMENTS

7. SUBMIT

Office of Retention Contact Information:

Phone: 318-274-2095

Email: retention@gram.edu