

Refer at-risk students for support through new form in Omnivox

**For emergencies, call Dawson Security at ext. 1000 or call 911 if student is off campus.*

The Support Options for At-Risk Students (SOARS) Referral Form is:

- a non-urgent referral tool
- available to all Dawson employees
- to request support for students experiencing significant challenges

How to submit a SOARS referral form:

- First, discuss with the student and obtain their consent before submitting the form
 - You can explain that the service will be expecting them once it is completed
- Find the form on Omnivox under the “Student Services” menu
 - Submit a new form for each Dawson service requested
- Both the employee and the student will receive a copy after the form is submitted, which confirms that the request has been passed along to the appropriate service.
- The employee will not be updated after that unless the student consents to it.

Benefits of using SOARS:

- Less intimidating for students to visit support services when they are expected.
- Your colleagues in Student Services will be better prepared to provide support, especially useful when a student’s needs are more complex.

Limits of using SOARS:

- The purpose of the SOARS referral form is to assist students who seem reluctant to ask for support and who are facing significant personal and/or academic challenges.
 - All other students can be informed about Student Services through College communications (e.g. Omnivox, screens) or through exchanges with Dawson employees on MIO or email or in person
- Some services reach out to students as part of their standard operations. Other offices have protocols outlining that they cannot contact students who do not take steps to access their services.*

** For example, the Ombudsperson explicitly asks any students referred through the SOARS referral form to complete the mandatory intake form on their website.*

More info:

- If you have any questions about the content of the form, contact Yanina Chukhovich of the First-Year Students’ Office: firstyear@dawsoncollege.qc.ca
- If you are having technical issues or concerns with the form, contact the Help Desk: helpdesk@dawsoncollege.qc.ca