Early Academic Alert

Log-in to MyBLUE: https://myblue.nebraska.edu/psp/myblue/NBK/HRMS/?cmd=login



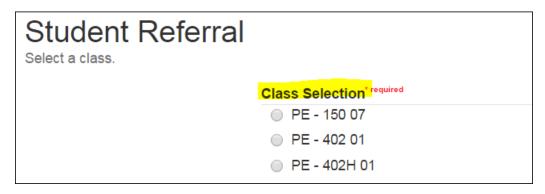
Select Tools in the left hand menu.



Select the "Early Academic Alert" button



Select the course from the Class Selection list.



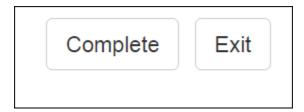
Select the appropriate student from the drop down menu.



Select the appropriate reason from the drop down menu.



Select complete to finish the form. (Note: Once you select "Complete" an email will be sent to you, the student, and the advisor(s) for that student.)



Select "Send Another Alert" to send another Early Academic Alert. Or close the window to return to MyBLUE.

Academic Alert has been sent. You will receive a copy of the email sent to the student.

Send Another Alert