

Referral to Support Services

Student Support Sample | Ricardo S. Vargas, MS | October 2022

When a student's circumstances put their coursework at risk, I respond quickly, offer flexibility, and connect them with the College's support services. This sample shows one such reply.

Referral to College Support Services

Oct. 19, 2022 | Reply time: **12 minutes**

Student Wed, Oct. 19, 2022, 4:15 PM

Wrote about a serious personal and family hardship affecting her studies and asked whether a midterm due date could be extended. *(Details withheld to protect the student's privacy.)*

Professor Vargas Wed, Oct. 19, 2022, 4:27 PM

"Take care of yourself and your kids. I understand your situation. Let me know when you are ready and I'll work with you. [...] Are you aware of the mental health services from the college? Stay safe."

I then listed the College resources, with links:

- Student counseling services (Henderson Behavioral Health, Broward College's counseling partner)
- Child care assistance for student parents (Broward College CCAMPIS program)
- Seahawk SOS and Seahawk Outreach, with the phone number

Formatted from the original D2L email record. The student's name, email address, and message, and one sentence of the reply that referred to the student's personal circumstances (shown as [...]), have been withheld to protect the student's privacy. The redacted original follows on the next page.

Received

Oct 19, 2022 4:27 PM

From

"Ricardo Vargas" <rvargas@bconline.broward.edu>

To

[REDACTED]

Subject

RE: My Studies

Hi,

Take care of yourself and your kids. I understand your situation. Let me know when you are ready and I'll work with you. [REDACTED]

[REDACTED] Are you aware of the mental health services from the college? Stay safe.

<https://www.hendersonbh.org/t-student-counseling-services/broward/>

Child Care

<https://www.broward.edu/academics/education/ccampis.html>

Seahawk SOS 954 201-4767

<https://students.broward.edu/resources/seahawk-outreach/>

At 4:15 PM on Wednesday, October 19, 2022, [REDACTED] [REDACTED]
[REDACTED] wrote

**Student's message about a personal hardship
removed to protect the student's privacy**

[REDACTED] [REDACTED]