How to Refer a Student to the Counseling Center

1 **STRESSED** *(GREATLY WORRIED BY A DIFFICULT SITUATION)*

- Talk to the student in private
- Remain calm & non-judgmental
- Be direct
- Listen with sensitivity
- Refer & Follow Up

2 **DISTRESSED** *(CHANGE IN BEHAVIOR PATTERN FOR TWO WEEKS OR MORE)*

- Talk with the student in private
- Calm, compassionate
- Competent (confident that UWG has the services to help students)
- Ascertain problem in brief
- Call counseling center with student (96428)
- Call Health Services with student (96452)
- Make an UWGCares Report

3 **DISRUPTIVE** *(YOU FEEL THE STUDENT IS DISRUPTIVE TO THE LEARNING OF OTHERS)*

- Remove student from class OR dismiss class
- Calm, Compassionate
- Competent (confident that UWG has the services to help students)
- Ascertain problem in brief
- Walk student to Counseling Center (123 Row Hall) or Health Services
- Call UPD (96000) for an escort to Counseling or Health Services
- Report to Chair and/or Dean