

Quick Reference Guide: Supporting Students

Faculty and staff often have the first opportunity to observe if a student is in need of additional support.

Why is referring a student to the Dean of Students Office important?

- Student well-being and working to keep students safe
- Promotes student success and campus safety
- Improve coordination and communication across our University system and reduce silos
- We are setting the tone for caring
- Connects multiple pieces of information that may have seemed small in nature but now might indicate a more serious or acute problem
- Helps to prevent threats to our campus

How to Contact the Dean of Students Office

The Dean of Students Office serves Case Western Reserve University to assist all students, parents/families, faculty, and staff with matters related to student life, well-being, and success. We provide holistic support and offer resources to members of our University community to overcome challenges, celebrate achievements, hone critical thinking skills, make well-informed decisions, and assist in maintaining safety. The Dean of Students Office staff are available during regular business hours.

Phone: 216.368.1527

Email: deanofstudents@case.edu

Campus Location: 110 Adelbert Hall

Office Hours: Monday to Friday, 8:30am to 5pm



Submit a CARE Referral

Reasons to Refer a Student to the Dean of Students Office

If the student is exhibiting behaviors that show evidence of a dangerous or emergency situation to self and/or others, call CWRU Public Safety at 216.368.3333. This includes but is not limited to threats or acts of violence towards themselves, others, or animals; and/or direct or vague threats of committing or being subject to violent acts.

Concerning Behaviors

- Unusual or changed pattern of interaction
- Continues to be distressed despite resources being provided
- Engaging in risky behavior
- Substance use
- Eating disturbances
- Verbal aggressiveness
- Self-injurious or self-destructive behaviors
- Missing person

Situational or Emotional Changes

- Expressing hopelessness or helplessness
- On-going sleep disturbances
- Isolation from family or friends
- Loss, personal stressors, and negative coping in workplace, academics, or personal life
- Death and grieving
- Hospitalization or medical injury
- Thoughts of suicide
- Victim of crime
- Basic Needs Insecurity

Academic or Work Performance

- Change in performance
- Excessive absences or tardiness
- Repeated requests for special consideration
- Recent or likely termination or academic disruption

Appearance

- Change in baseline appearance
- Change in personal hygiene
- Dramatic weight loss or weight gain