

## Starfish Message Templates

Emails sent to students when a tracking item is raised

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

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### **Keep up the Good Work**

Subject: Kudos! [Kudos Name]

Dear [Student First Name],

Way to go! Keep up the good work.

Additional Comments: [Raise Notes]

Course (if applicable): [Course Name]

Comments by: [Raiser Name]

### **Finish Strong in Classes**

Subject: Kudos! [Kudos Name] in [Course Name]

Dear [Student First Name],

I encourage you to finish strong in [Course Name]. The finish line will be here before you know it. Remember to utilize all the resources available to you. You can find these resources in your Success Network in Starfish.

Comments: [Raise Notes]

Comments By: [Raiser Name]