

# Referral Auto Generated Emails

## Referral: Encouraged to attend Office Hours

Hi {student\_first\_name}

{completer\_name} encourages you to visit your professor's office hours for {course\_number}. Professor's office hours are a great time to discuss any additional questions or concerns you have regarding the material and the best way

## Referrd: SCAA Subject Tutoring

Hello {student\_first\_name},

You have been referred to the Student Center for Academic Achievement (SCAA) for subject tutoring in one of your courses by {completer\_name}.

Make an appointment today:

<https://csueb.campus.eab.com/student/appointments/new>

b1 Instruction (SI) study groups:

<https://www.csueastbay.edu/scaa/types-of-tutoring/supplementalinstruction.html>

All support is provided at no cost to students. You can expect to hear from our Reception Team soon regarding appointment scheduling assistance. Please let us know if you have any questions.

Wishing you much success!

The SCAA Team  
[SCAA@csueastbay.edu](mailto:SCAA@csueastbay.edu)

510-885-3674

## Referral: SCAA Peer Academic Coaching

Hello {student\_first\_name},

You have been referred to the Student Center for Academic Achievement (SCAA) for Peer Academic Coaching by {completer\_name}.

A Peer Academic Coach (PAC) can support you in navigating your academics and college experience. You meet with your coach regularly and they help with things like time management, breaking assignments into manageable pieces, using campus resources, and communicating with faculty. Most students working with a PAC feel less stress overall and say they wish they had started sooner!

Make an appointment today:

<https://csueb.campus.eab.com/student/appointments/new>

The SCAA is located on the Third Floor of the CORE Building. We provide an array of student learning services and resources. For more information, visit <https://www.csueastbay.edu/scaa/index.html>

All support is provided at no cost to students, and students who use SCAA services tend to perform better in their courses.

You can expect to hear from a member of our Reception Team soon regarding appointment scheduling assistance. Please let us know if you have any questions.

Wishing you much success!

The SCAA Team  
[SCAA@csueastbay.edu](mailto:SCAA@csueastbay.edu)  
510-885-3674

## Referral: SCAA Writing Tutoring

Hello {Student\_first\_name},

You have been referred to the Student Center for Academic Achievement (SCAA) for support with college-level writing by {Completer\_name}.

Make an appointment today:

<https://csueb.campus.eab.com/student/appointments/new>

For more information about SCAA tutoring programs, visit

<https://www.csueastbay.edu/scaa/typesf-tutoring/index.html>.

The SCAA is located on the Third Floor of the CORE Building. We provide tutoring for math, statistics, the sciences, and writing. The SCAA is also home to other student learning services and resources, including study groups through Supplemental Instruction (SI). All support is provided at no cost to students, and students who use SCAA services tend to perform better in their courses.

You can expect to hear from a member of our Reception Team soon regarding appointment scheduling assistance. Please let us know if you have any questions.

Wishing you much success!

The SCAA Team

[SCAA@csueastbay.edu](mailto:SCAA@csueastbay.edu)