

### Moment 1

- Identifies all students in their 3<sup>rd</sup> semester (beginning of their 2<sup>nd</sup> enrollment year) with less than 30 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 60 ECTS, and suggesting that they enroll in one of the Tutoring Program Workshops as well as consult the documents (support readings) in the Tutoring web page.

### Moment 2

- Identifies all students in their 4<sup>rd</sup> semester (ending of the 2<sup>nd</sup> enrollment year) with less than 40 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 90 ECTS, informing them about the possibility of being excluded for 1 year if their academic outcome does not improve, and suggesting that they should enroll in the workshop for students with low academic outcomes, and also that they should consider enrollment in partial time in the next school year (giving up temporarily their full time student status).

### Moment 3

- Identifies all students in their 5<sup>th</sup> semester (beginning of their 3<sup>rd</sup> enrollment year) with less than 55 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 120 ECTS. Students are informed about the minimum ECTS they should get by the end of the year in order not to be excluded in the next year. They are advised to enroll in the workshop for low academic outcomes and to book a meeting with a member of the tutoring office.

Fig. 1 – 1<sup>st</sup> draft of LAOS

### Moment 1

- Identifies all students in the end of their their 1<sup>st</sup> semester with less than 15 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 30 ECTS, and suggesting that they should enroll in one of the Tutoring Program Workshops (Time Management; Team Work; Out of Sight, Out of Mind), consult the documents (support readings) in the Tutoring web page and contact his/her Tutor.

### Moment 2

- Identifies all students in their 2<sup>nd</sup> semester (ending of the 1<sup>st</sup> enrollment year) with less than 30 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 60 ECTS, and suggesting that they should enroll in one of the Tutoring Program Workshops and consult the documents (support readings) in the Tutoring web page.

### Moment 3

- Identifies all students in their 3<sup>rd</sup> semester (middle of their 2<sup>nd</sup> enrollment year) with less than 40 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 90 ECTS, and suggesting that they should enroll in one of the Tutoring Program Workshops and consult the documents (support readings) in the Tutoring web page.

## Moment 4

- Identifies all students in their 4th semester (ending of the 3<sup>rd</sup> enrollment year) with less than 45 ECTS.
- An e-mail is sent to the identified students, alerting them that they should have a minimum of 80 ECTS, informing them about the possibility of being excluded for 1 year if their academic outcome does not improve, and suggesting that they should enroll in the workshop for students with low academic outcomes, and also that they should consider to enrollment in partial time in the next school year (giving up temporarily their full time student status).

## Moment 5

- Identifies all students in their 5<sup>th</sup> semester (middle of their 3<sup>rd</sup> enrollment year) with less than 55 ECTS.
- An e-mail is sent to the identified students, alerting them that in the end of that year they should have a minimum of 60 ECTS (in order not to be excluded for 1 year). Their participation in the Workshop (students who can't attend have to justify their absense) , and a scheduling of a meeting with the Tutoring office is mandatory

Fig. II – Low Academic Outcome System

LAOS Moment	Semester	Enrollment Year	Month
1	1st	1st	March
2	2nd	1st	July
3	3rd	2nd	March
4	4th	2nd	July
5	5th	3rd	March

Table I – LAOS Moments Dispersion in Time