



LEC

STUDENT REFERRAL

LEARNING ENHANCEMENT CENTER

BEAUFORTCCC.EDU/LEC

STUDENT		PROGRAM ID	
DATE		SEMESTER	
INSTRUCTOR		CLASS	

CRITICAL READING

<input type="checkbox"/>	Reading Strategies
<input type="checkbox"/>	Annotations
<input type="checkbox"/>	Outlining
<input type="checkbox"/>	Summarizing
<input type="checkbox"/>	Paraphrasing
<input type="checkbox"/>	Synthesis
<input type="checkbox"/>	Visual / Graphic Analysis

ACADEMIC WRITING

<input type="checkbox"/>	Prewriting
<input type="checkbox"/>	Drafting
<input type="checkbox"/>	Revising
<input type="checkbox"/>	Editing
<input type="checkbox"/>	Thesis
<input type="checkbox"/>	Paragraph Development & Unity
<input type="checkbox"/>	Sentence Coherence
<input type="checkbox"/>	Sentence Syntax
<input type="checkbox"/>	Word Choice / Diction
<input type="checkbox"/>	Grammar / Conventions

RESEARCH & CITATIONS

<input type="checkbox"/>	Internet Research
<input type="checkbox"/>	MLA Format & Citations
<input type="checkbox"/>	APA Format & Citations
<input type="checkbox"/>	Avoiding Plagiarism

MATHEMATICS

<input type="checkbox"/>	Operations with Integers
<input type="checkbox"/>	Fractions & Decimals
<input type="checkbox"/>	Proportions and Ratios
<input type="checkbox"/>	Rates & Percentages
<input type="checkbox"/>	Expressions
<input type="checkbox"/>	Linear Equations & Inequalities
<input type="checkbox"/>	Graphs & Equations of Lines
<input type="checkbox"/>	Operations on Polynomials
<input type="checkbox"/>	Quadratic Applications
<input type="checkbox"/>	Rational Expressions
<input type="checkbox"/>	Rational Equations
<input type="checkbox"/>	Radical Expressions
<input type="checkbox"/>	Radical Equations
<input type="checkbox"/>	Exponents
<input type="checkbox"/>	Solving Quadratic Equations
<input type="checkbox"/>	Factoring Polynomials

Please indicate which skills are needed for student and course.

If a subject area or skill is not listed, write it in the *Other Skills* section, and add comments as necessary.

Referrals may be submitted on paper or digitally via campus email.

TECHNOLOGY

<input type="checkbox"/>	Basic Computer Skills
<input type="checkbox"/>	Microsoft Word
<input type="checkbox"/>	Microsoft Excel
<input type="checkbox"/>	Microsoft PowerPoint
<input type="checkbox"/>	Windows File Management
<input type="checkbox"/>	Internet Usage
<input type="checkbox"/>	Blackboard / Online Courseware
<input type="checkbox"/>	Email
<input type="checkbox"/>	Printing Alternatives
<input type="checkbox"/>	Mac OS X / iOS
<input type="checkbox"/>	Audio / Video

STUDY SKILLS

<input type="checkbox"/>	Concentration
<input type="checkbox"/>	Learning Styles
<input type="checkbox"/>	Listening
<input type="checkbox"/>	Note-Taking
<input type="checkbox"/>	Problem Solving
<input type="checkbox"/>	Test-Taking
<input type="checkbox"/>	Time Management

OTHER SKILLS

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

COMMENTS

INSTRUCTOR'S SIGNATURE _____

For questions about this referral, contact LEC Director James E. Casey: james.casey@beaufortccc.edu