How to Refer a Student to the Office of First Year Experience in Starfish

1. Log in to Starfish (access via Canvas).

2. Click on the bars in the Upper left-hand corner on the Starfish site.

3. Click on Students.

4. Select the My Students tab.

5. Place a checkmark by the student’s name for whom you’d like to submit a referral.

6. Select the Referral button and complete the referral information.
   *Note that both the student and the student support offices across campus are able to view this referral, so be thoughtful in what information you include in your referral.*

7. Click Submit in the lower right-hand corner of the create referral box.