

# SC33.1-I: Intervention Meeting and Strategy Form



## International Students

This form is to be used to record details of the intervention meeting to address unsatisfactory course progress requirements.

<b>Student family name</b>		<b>Student ID#</b>	
<b>Given names</b>			
<b>Qualification code and name</b>			

Record the reasons given by student for their poor academic performance:

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Recommended strategies and interventions as discussed with the student:

- Regularly attend classes
  - Attend academic skills programs
  - Attend course-specific additional tutorials
  - Attend study clubs or study groups.
  - Attend English language support classes.
  - In conjunction with the student, reviewing learning materials and providing students with information in a context that they can understand
  - Provide extra time to complete tasks
  - Provide access to supplementary or modified materials
  - Provide supplementary exercises to assist understanding
  - Receive assistance with personal issues which are influencing academic progress.
  - Attend mentoring and attending counselling sessions.
  - Being placed into a suitable alternative course within a program or a suitable alternative program.
  - Reduction in enrolment load with a combination of one or more of above
  - Other – (please record)
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- The student has been informed that continued unsatisfactory course progress may result in being reported to the Department of Home Affairs.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

- I agree to the intervention strategy activated to assist me in meeting satisfactory course progress and I will comply with all the recommendations ticked above.
- I understand that a copy of this agreement will be kept on file and may be used to assist <Organisation> in all subsequent course progress determinations.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

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**Meeting date:**

Record discussion and outcomes of each <fortnightly> meeting to discuss progress. Any adjustments to the strategy should be recorded.

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This is a true and accurate record of the meeting to discuss the ongoing intervention strategy.

_____ Trainer/assessor signature	_____ Date
_____ Student signature	_____ Date

**Meeting date:**

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