Student Intervention Plan

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| This form is to be used to record details of the intervention plan and record how Australian Business Studies will assist a student who is at risk of not meeting course progression requirements to improve their course progress and/or attendance. |
| **Student Name**  |  | **Student ID**  |  |
| **Course Enrolled** |  | **Date of Meeting** |  |
| **Reason for Meeting** |  | **Meeting called by**  |  |
| Intervention Plan |
| **Reason for the meeting**  |
|  |
| **Reasons given by student for non-attendance or poor course progress**  |
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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.
* One-on-one support to review learning materials
* Receive extra time to complete tasks

Undertake supplementary exercises to assist understanding | * Receive assistance with personal issues which are influencing academic progress.
* Attend mentoring 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 describe):

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| **Implementation Date:**  | **Review Date:**  |
| **Student Acknowledgment** |
| I understand that continuing unsatisfactory course progress may result in my being reported to the Department of Home Affairs (DHA)I agree to the intervention strategy activated to assist me in meeting satisfactory course progress and I will comply with all of the recommendations ticked above.I understand that a copy of this agreement will be kept on file and may be used to assist Australian Business Studies in any and all subsequent course progress determinations. |
| **Student Signature**  |  | **Date** |  |
| **Staff Acknowledgment** |
| I have discussed with the student that continuing unsatisfactory course progress may result in being reported to DHA. I am confident this plan will assist the student to maintain satisfactory course progress. |
| **Staff Signature**  |  | **Date** |  |

**Please file the completed form on Student file**