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

<table>
<thead>
<tr>
<th>Student family name</th>
<th>Student ID#</th>
</tr>
</thead>
<tbody>
<tr>
<td>Given names</td>
<td></td>
</tr>
<tr>
<td>Qualification code and name</td>
<td></td>
</tr>
</tbody>
</table>

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


Recommended strategies and interventions as discussed with the student:

- [ ] Regularly attend classes
- [ ] Attend academic skills programs
- [ ] Attend course-specific additional classes
- [ ] 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)

- [ ] The student has been informed continuing unsatisfactory course progress may result in being reported to DIAC

______________________________  ______________________
Staff Signature                  Date

- [ ] 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 Everest Institute of Education (Ei) in any and all subsequent course progress determinations.

______________________________  ______________________
Student signature                Date
Intervention Meetings & Strategy Form

Meeting date:
Record discussion and outcomes of each meeting to discuss progress. Any adjustments to the strategy should be recorded.

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

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

_____________________________            ________________________
Trainer/assessor signature                      Date
International Students

Meeting date:
Record discussion and outcomes of each meeting to discuss progress. Any adjustments to the strategy should be recorded.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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

_____________________________            ________________________
Trainer/assessor signature            Date