

POSTGRADUATE ACADEMIC ADVISING RECORD OF INTERVIEW

(The academic adviser and the student verify completion of advising process by placing signature below. Copy to be retained by student.)

A BACKGROUND

Student Details

Family name _____ Given Names _____ ID _____

Program _____ Major/Study Plan _____ International Local

Academic Record

Current session: U of C attempted _____ U of C passed _____ Units of Credit in Program _____ > or < 72

Previous session standing Good Probation level Current standing Probation level Exclusion

Please Note: Any changes to level of academic standing needs to be approved and actioned by Program Authority

B CIRCUMSTANCES AFFECTING ACADEMIC PERFORMANCE: (Brief notes using only the space on this form please!)

Factors contributing to performance last session i.e. academic ability, commitment to academic work, employment, health problems self or family, other factors. Are the factors affecting academic performance permanent or temporary?

Outline of plans to return to good progress in next session?

SUPPORTING DOCUMENTS SIGHTED

C ACADEMIC ADVISING OUTCOME

Recommendation arising from Academic Advising Interview including details of course enrolment plan (must specify below or on reverse)

Name of Adviser (print) _____ Date of Interview/s: _____

Units of Credit proposed for next enrolment load (give details below or on reverse) Impact on Visa conditions considered Yes / No

Other advice/recommendations as suggested by Academic Adviser (must specify below):

D STUDENT COMMENTS ON THEIR OWN INTENTION FOR ENROLMENT AND ON THE RECOMMENDATIONS AND ADVICE GIVEN BY ACADEMIC ADVISOR (Student to write own comments)

E STUDENT HAS BEEN INFORMED OF THE APPEAL AND GRIEVANCE PROCESSES

G RECOMMENDED REFERRAL TO UNIVERSITY SERVICES (refer Student Guide or Student Services Resource Guide)

Counselling Service Student Equity and Diversity Unit Other
The Learning Centre Careers and Employment Please specify:
International Student Services Aboriginal Education Program

F SIGNATURES

Enrolment plan outlined above is for Session.....200.....

Original of RECORD OF INTERVIEW to be held by the School and copy to be given to student.

Academic Adviser _____ Date / /

Student _____ Date / /