



Merage Global Institute of Technology (MGIT)

Intervention Meetings and Strategies [V.2.0]

MGIT Intervention Meetings and Strategy Form

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

Student family name		Student ID#	
Given names			
Course code and name			

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

Recommended strategies and interventions as discussed with the student: (Tick \checkmark the most appropriate)

- Regularly attend lectures and tutorials.
- 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 counseling 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
- The student has been informed continuing unsatisfactory course progress may result in being reported to DIBP.

Officer Signature

Date





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- 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 MGIT in any and all subsequent course progress determinations.

Student signature

Date



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Intervention Meetings and Strategies [V.2.0]

Meeting Number: 1

Meeting Date:

Record discussion and outcomes of each fortnightly 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





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Intervention Meetings and Strategies [V.2.0]

Meeting Number: 2

Meeting Date:

Record discussion and outcomes of each fortnightly 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



