



**Record of Academic Advice – Spring 2020  
ACADEMIC CAUTION/EARLY INTERVENTION**

**Instructions for students:**

1. Complete **Section A** of this form
2. Contact your [Academic Adviser](#) to discuss your study plan strategies.
3. Submit the signed and completed form via [Ask UTS](#) on or before **Friday, 7th August 2020**.

**Section A - Student to complete prior to meeting with Academic Adviser**

<b>Student ID</b>								
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**Family Name:**

**Given Name:**

**Course Code: C**

**Course Name:**

**1.Explain your reasons for unsatisfactory academic performance in your last half year of study using the space provided below. By providing this information, you will assist your adviser in working with you to create the most useful strategies for your study plan.**

<p><b>2a. Indicate your total enrolled credit points for 2020 Spring session:</b></p>	<p><b>2b. Indicate which of the below support strategies you'll adopt for 2020 Spring session:</b></p>
	<p>I will seek assistance from HELPS I will seek assistance from the Student Learning Centre I will seek counselling support from Student Services</p>
<p><b>2c. Indicate any other strategies you'll adopt to improve your academic performance:</b></p>	

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# UTS

## Record of Academic Advice – Spring 2020 ACADEMIC CAUTION/EARLY INTERVENTION

### Section B – To be completed by Academic Adviser

Student ID								
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Family name:

Given Name:

Course Code: C

Course Name:

<p><b>1a. For Academic Adviser use</b></p> <p><input type="checkbox"/> I support or  <input type="checkbox"/> I <b>do not</b> support  the student's intended credit point load for 2020  Spring session</p>	<p><b>Comments:</b></p>
<p><b>1b. For Academic Adviser use</b></p> <p><input type="checkbox"/> I support or  <input type="checkbox"/> I <b>do not</b> support  the student's nominated support strategies</p>	<p><b>Comments:</b></p>
<p><b>1c. For Academic Adviser use</b></p> <p><input type="checkbox"/> I support or  <input type="checkbox"/> I <b>do not</b> support  the student's additional suggested strategies</p>	<p><b>Comments:</b></p>

### Section C – To be completed & signed by student and Academic Adviser

#### Student declaration

I, \_\_\_\_\_ have spoken with my academic adviser on \_\_\_\_\_

I undertake to complete the actions that have been recommended to me under this academic caution / early intervention process.

I understand that if I do not take the recommended actions it may adversely affect any future appeal against exclusion from UTS.

Student Name:

Signature:

Date:

Academic Adviser:

Signature:

Date:

**NOTE: Students must submit this form via [Ask UTS](#) once signed and completed. This form must be signed by both the student and the appropriate Academic Adviser or it will not be accepted.**

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