



Record of Academic Advice: Autumn 2025 ACADEMIC CAUTION/EARLY INTERVENTION

Instructions for students:

1. Complete **Section A** of this form.
2. Contact your [Academic Adviser](#) to discuss your study strategies before the [Last Day to Enrol](#) of your next session
3. Submit the completed and signed form via [Ask UTS](#) (category 'Submit a Form')

Academic caution sanctions will remain active for your next session of study.

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

Student ID								
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Family Name:

Given Name:

Course Code: C

Course Name:

1. Describe your reasons for unsatisfactory academic performance in your last half year of study. Providing the information below will assist your adviser in working with you to create the most useful strategies for your study plan.

<p>2a. Indicate your total enrolled credit points for your next session</p>	<p>2b. What support strategies will you adopt for your next enrolled session? Tick all that are applicable:</p> <p>I will seek assistance from HELPS I will seek assistance from the Student Learning Hub I will seek support from Student Services</p>
<p>2c. Indicate any other strategies you'll adopt to improve your academic performance:</p>	



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Section B – To be completed by Academic Adviser

Student ID								
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Family name:

Given Name:

Course Code:

Course Name:

<p>Please tick the applicable box(es) below:</p> <p><input type="checkbox"/> I support the student's credit point load and nominated/suggested support strategies</p> <p>OR</p> <p><input type="checkbox"/> I do not support the student's intended credit point load (2a)</p> <p><input type="checkbox"/> I do not support the student's <i>nominated</i> support strategies (2b)</p> <p><input type="checkbox"/> I do not support the student's <i>additional</i> suggested strategies (2c)</p>	<p>Comments:</p>
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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:

Adviser Name:

Signature:

Date:

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