

Supplementary Academic Support (SAS) Assistance Monitoring & Feedback Form

A limited amount of supplementary academic support (SAS) is available where assistance is required in line with the institution's academic requirements. Supplementary academic support (SAS) is funded by AAS for these students where it is essential to their success. This is beyond the normal assistance provided by the University. UTS needs the information below to justify the hours spent on SAS.

The total tutoring hours for all subjects should not exceed 10 hours and tutoring period should be within the semester.

If additional hours are required, prior to additional tutoring being given, both the tutor and the student will need to request in writing the number of additional hours required and the reason/s in order for approval to be sought for the additional hours of tutoring.

1. TUTOR DETAILS

UTS Staff Number:

Title: Mr / Ms / Dr	Family Name	Given Names
	Email	Mobile

2. STUDENT AND SUBJECT DETAILS

UTS Student Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Email	<input type="text"/>
Title: Mr / Ms	Family Name	Given Names	<input type="text"/>
Subject Number	Subject Name		

3. TIME SPENT/RECORD (maximum 10 hours only)

Date of Tutorial/session DD/MM/YYYY	Number of hours	Time of tutorial	Student to sign	Tutor to sign
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
Total hours provided				

4. TUTOR FEEDBACK

Please comment on student's progress: Satisfactory / Unsatisfactory

Tutor Declaration: I declare that the information stated above are true and correct.

Full Name	Signature	Date
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5. STUDENT FEEDBACK

Please comment on your progress from the tutoring.

Student Declaration: I declare that the information stated above are true and correct.

Full Name	Signature	Date
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