



SA-FM-33 Intervention Strategy Form

Details:

Date:			
Name:			
Student ID:			
Course:			
Course start date:		Course end date	

Section 1: Intervention Strategy: (Outline the reasons for the Intervention notice)

Reason	Select	Warning letter sent	Student Initiated	Proposed actions
Course Progress:		Yes /no	Yes /no	
Critical Incident:		Yes /no	Yes /no	
Medical:		Yes /no	Yes /no	
Incomplete Qualifications:		Yes /no	Yes /no	
Qualification change:		Yes /no	Yes /no	
Extended absenteeism:		Yes /no	Yes /no	
Other state reason:		Yes /no	Yes /no	
Further comments:				

Section 2: Intervention Strategy Authorized by:

SSO Print Name:		Signature:		Date:	
Academic Manager name:		Signature:		Date:	
Compliance Manager name:		Signature:		Date:	



Section 4 – Intervention Strategy Plan and Consultation Declaration

Consultation statement

This Intervention strategy form is being developed to allow the student to complete their studies via a structure pathway. As such, in consultation with you, the student, discuss and agree to a strategy for a successful completion of your studies.

Student signature:

Date:

Results of Initial Consultation Meeting

Comments and recommendations for qualification completion:

Intervention Strategies

Section 5: Intervention Strategy Course outline

No.	Unit Code	Unit Title	Proposed Start Date	Proposed End Date	Room	Trainer	Proposed Assessment Dates	Re-enroll in UOC	Re-submit or catch up	Total Fees	Comment
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
Total Fees											



Section 6: Authorities

Acknowledgement

1. I the student, acknowledge that should AIST and myself fail to reach agreement as per details listed above in the Intervention Strategy consultation process, then I shall have 20 days to access the college Complaints and Appeals process.
2. I also acknowledge that should I choose not to access the Complaints and Appeals process, then AIST will be required to report me to Department of Home Affairs at the first available opportunity.
3. Should I agree with the intervention strategy, I also agree to attend all new study sessions and maintain course progress and attendance requirements as outlined in the above intervention strategy and as per the college Course Progress Policy and Student Attendance Policy.
4. I am also aware and agree with information listed in section no 5: 'Intervention Strategy Course outline' above.
5. I agree to pay fees and charges if any listed on this form, and that I am required to pay these fees prior to the commencement of intervention strategy. Students may be able to enter into payments plans, for more details regarding payment plans please see the college Student Services Officer.
6. This Intervention Strategy can only come into effect when signed by the Student Services Officer when Fees are applicable and payable, if there are no fees to be paid then the intervention strategy comes into effect when signed by the college Academic Manager.
7. This intervention strategy may result in issuance of the new offer letter or CoE for the student and in some circumstances, this may be subject to an additional fee. Please see Fees and Charges Policy for more details.
8. AIST Management accepts that by signing this agreement they are bound to the strategies agreed upon and that no further changes can be made without first consultation with the student.

Student Services Officer name:		Compliance Manager name:	
Signature:		Signature:	
Date:		Date:	