



EXCELSIA
COLLEGE
— Sydney —

INTERVENTION STRATEGY FOR INTERNATIONAL STUDENTS |

The National Code requires Excelsia College to implement and document an intervention strategy when (i) an international student's expected completion date is at risk of being extended (National Code, Standard 9) and/or (ii) when a student does not make satisfactory progress, i.e. passes less than 50% of units in any semester. The Learning Agreement is the document that records the intervention strategy. The actions agreed to must be followed up as required by the student and Excelsia staff. The student support is provided in accordance with College's Academic Progress monitoring and intervention policy and procedure.

SECTION A - INITIAL CONSULTATION

Please tick and supply details of appropriate intervention(s) below:

Date of Consultation (DD/MM/YYYY)

Academic Skills Support

English Language Support

Counselling (including advice re suitability of course and any referral to other appropriate support services)

Other

Date of Review (must be within 4 weeks of consultation date) (DD/MM/YYYY)

I agree that I have been given appropriate advice about my course progress, and agree to follow the actions indicated in this Agreement.

Student's Name/s

Student Reference Number

Date (DD/MM/YYYY)

The actions in this agreement have been discussed and agreed with the Head of School

Student Advisor/ Manager

SECTION B - REVIEW OF INTERVENTION STRATEGY

Intervention strategies must be reviewed regularly. At least two reviews are recommended over a term with the first occurring 4 weeks after the initial consultation.

Date of Review

Comment on student progress following intervention

Comment on continuing intervention including any new strategy

Date of Next Review

Student's Name/s

Student Reference Number

Date (DD/MM/YYYY)

The actions in this agreement have been discussed and agreed with the Head of School

Student Advisor/ Manager

Date (DD/MM/YYYY)

SECTION C - EXCELSIA COLLEGE TO COMPLETE

Student's Name/s

Date (DD/MM/YYYY)

The National Code requires Excelsia College to implement and document an intervention strategy when (i) an international student's expected completion date is at risk of being extended (National Code, Standard 9) and/or (ii) when a student does not make satisfactory progress, i.e. passes less than 50% of units in any semester. The Intervention Strategy form is the document that records the strategy to assist students academically. The actions agreed to must be followed up as required by the student and Excelsia College staff.

Registered providers must systematically monitor students' course progress. Registered providers must be proactive in notifying and counselling students who are at risk of failing to meet course progress requirements. Registered providers must report students, under section 19 of the ESOS Act, who have breached the course progress requirements.

Requirements:

- Providers must monitor, record and assess the course progress of students for the end of each semester.
- Providers must implement and provide course progress policies and procedures to staff and students that specify:
 - requirements for achieving satisfactory progress
 - an intervention strategy for any student at risk of failing to meet course requirements
- Written notice must be provided to the student advising of intention to report progress.
- Students have 20 working days to lodge complaints and appeals process according to Standard 8.

SUBMITTING THIS FORM

You can submit this form electronically by e-mailing it to the address below or you can print it out, and either scan it back and email or deliver it to the office at our Macquarie Park campus.

e-mail: bobby.abraham@excelsia.edu.au

on campus: 69-71 Waterloo Road
Macquarie Park
Sydney, 2113

for enquiries: +61 2 9819 8888

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