Australian Vocational Training Institute
Address: Level 5, 338 Pitt Street, Sydney NSW 2000, Australia
Tel: +61 2 8114 2551
Email: admissions@avti.edu.au
ABN: 6316 2836 848
RTO: 40913
CRICOS: 03544K

Academic Intervention Form

Name of student:	
Student ID:	
Qualification enrolled in:	
Name of trainer:	

Reason for Intervention Strategy:

Strategy:

Please tick the strategies agreed to:

- ❑ Attending tutorial or study groups
- ❑ Language, literacy and numeracy support
- ❑ Receiving individual case management
- ❑ Receiving assistance with personal issues which are influencing progress or attendance
- ❑ Receiving mentoring
- ❑ Student support and guidance
- ❑ Other (please describe below)

Next stage:

Please provide specific details of next monitoring meeting or completion date.

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Authorisation:

- ❑ This matter has been agreed on and all parties involved have been informed of any actions when necessary
- ❑ The student is aware of the consequences of not complying with this strategy.

Payment (only applicable for late submissions and retest):

Payment required:

- ❑ Yes
- ❑ No

Amount to be paid: _____ **(for No of units** _____)

Confirmation of payment checked and received by Accountant:

- ❑ Yes
- ❑ No

Accountant signature: _____

Signature of Academic Manager:				
Signature of student:				
Date:				
Trainer informed:	Yes ❒	No ❒		
Intervention strategy completed:	Yes ❒	No ❒	**Date completed:**	