



Intervention Strategy Form

Details

Date:			
Name:			
Student ID:		Group No:	
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 Authorised by:

SSO Print Name:		Signature:		Date:	
RTO & Director of Operations / Compliance Manager name:		Signature:		Date:	



Section 4: 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	Comments
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
									Total Fees		



Section 5: Authorities

Acknowledgement

1. I the student, acknowledge that should Australian Technical College and myself fail to reach agreement in the Intervention Strategy consultation process, then I shall have 20 days to access the Complaints and Appeals process.
2. I also acknowledge that should I choose not to access the Complaints and Appeals process, then Australian Technical College will be required to report me to Australian 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 as outlined in the above intervention strategy.
4. I am also aware that the previous received training plan has the location, times and assessment methods listed
5. I agree to any listed fees and charges on this form, and that I am required to pay these fees prior to commencement. Students may be able to enter into payments plans, please see finance officer.
6. This Intervention Strategy can only come into effect when signed by the finance officer if Fees apply, if no fees apply then it comes into effect when the OSCO/ Director of Operations/Academic Manager signs.
7. This intervention strategy may result in new CoE for the student and in some circumstances this may be subject to an additional fee. Please see Fees and Charges Policy
8. Australian Technical College Management accept 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.

Director of Operations/ OSCO name		Student name:		
Signature:		Signature:		
Date:		Date:		
Finance officer name		Agreement Status:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Signature:		Date:		
Refers intervention strategy to Admissions		Yes/ no		
Copy of Intervention Plan sent to trainers? Y/N		Date sent:		