

## Student Interview Record Form

<b>Details of Interview</b>	
<b>Date:</b>	
<b>Students Name:</b>	
<b>Student I.D</b>	
<b>Course/s Enrolled in:</b>	
<b>Reason(s) for Interview:</b>	
<ul style="list-style-type: none"> <li>Extend Enrolment</li> <li>Academic Performance</li> <li>Academic First/Second Warning Letter</li> <li>Individual Academic Intervention Strategy</li> <li>Notice of non-compliance with plagiarism</li> <li>Other</li> </ul>	
<b>Brief explanation of concern:</b>	
<b>Action Required:</b>	
<b>Fees Applicable:</b>	

(Signing below states that you are agree, this interview has been conducted fairly and in the professional manor.)

<b>Interviewer Signature</b>		<b>Title:</b>	
<b>Student Signature</b>		<b>Date</b>	

**The Intervention interview record form should be field in the student’s personal file by the Administration Officer.**