

Academic Standing

RECORD OF ACADEMIC ADVISING INTERVIEW

Never Stand Still

Faculty of Engineering

School of Photovoltaic and Renewable Energy Engineering

A. BACKGROUND

Academic Standing indicates a student's current progress towards completion of program. It is very important for students with Academic Standing other than GOOD to address issues affecting their progression by referring to the [UNSW Academic Standing Page](#) and by consulting the School Office for assistance.

Student ID: _____ Program/Plan: _____

Family Name: _____ Given Name: _____

Student Status: International / Local (please choose one)

Academic Record: Semester: _____, Year: _____
UOC Attempted: _____ UOC Passed: _____

Previous Semester Standing: _____

Current Semester Standing: _____

B. CIRCUMSTANCES AFFECTING ACADEMIC PERFORMANCE

If a student is not on GOOD Academic Standing, it is likely that student is experiencing issues that are adversely affecting their studies and progression in program.

Consider the main categories below and identify factors affecting student's academic performance.
Student may choose to complete the table below before or during the meeting with Academic Adviser.

Select	Categories	Comments (student/academic adviser)
	PERSONAL: Issues of personal nature, unrelated to studies. Emotional and physical health, living arrangements, relationships, finances, one-off problems that have impacted studies on temporary basis.	
	ACADEMIC: Struggling with course selection or course content, difficulty keeping up with workload, missing classes and failure to submit all assessment. Unsure about degree/program, academic assistance.	
	UNI LIFE: Study techniques, making friends, career planning, living in new place, succeeding at uni, getting involved with uni activities.	
	ADMIN: Unsure of student administrative process and deadlines, struggling to use myUNSW portal, enrolment dates, last day to drop courses, census date, program leave, special consideration application.	
	OTHERS:	

C. ACADEMIC ADVISING INTERVIEW

School Academic Advisers

- PGRD Programs [A/Professor Ashraf Uddin](#)
- UGRD Programs [Dr Ivan Perez-Wurfl](#)

UNSW Support Services

The following support services are recommended. These are designed to assist students in improving performance.

- ☐ UNSW Navigate Me <https://navigateme.unsw.edu.au/>
- ☐ UNSW Counselling and Psychological Services (CAPS) <https://www.counselling.unsw.edu.au/>
- ☐ Student Development International <https://student.unsw.edu.au/international>
- ☐ Academic English Course <https://www.languages.unsw.edu.au/courses/academic-english>
- ☐ Academic Writing in Engineering/Science <https://student.unsw.edu.au/writing-engineering-science>
- ☐ UNSW Learning Centre <http://www.lc.unsw.edu.au/>
- ☐ Student Life and Learning <http://www.studentlifelearning.unsw.edu.au/>
- ☐ UNSW Education Support Service <https://student.unsw.edu.au/advisors>
- ☐ Back On Track Program <https://student.unsw.edu.au/backontrack>
- ☐ ARC Student Clubs <http://www.arc.unsw.edu.au/>
- ☐ UNSW Careers & Employment <http://www.careers.unsw.edu.au/>
- ☐ UNSW Student Equity and Disabilities Unit <http://www.studentequity.unsw.edu.au/>
- ☐ UNSW Student Central <https://student.unsw.edu.au/central>
- ☐ Program Leave <https://student.unsw.edu.au/program-leave>
- ☐ UNSW Program Authorities Contacts <https://student.unsw.edu.au/program-contacts>

Recommendations arising from interview including details of course enrolment plan:

Enrolment Plan for Semester ____, Year ____ **UOC approved:** Full Load or *Reduced Load
[If student wish to enrol in a 24uoc Full Load, please provide explanation on circumstances for doing so]

*International Student with Reduced Load must seek approval by following instructions outlined here:
<https://student.unsw.edu.au/reduce-study-load> - reducing study load may have an impact on Student Visa.

D. SIGNATURES

Original of this record of interview to be retained by the School, and a copy to be given to student.

Name and Signature of Academic Adviser: _____

Name and Signature of Student: _____

Date of Interview: _____