Personal Tutorial Information Sheet

Here are my suggested answers. Note that it does not matter who you contact for help. If there is someone with more expertise, then the first person you contact may refer you elsewhere. The important thing is to let someone know when you are struggling and ask them what help can be provided.

University Support

Please use the information available in your Faculty student handbook and on SUSSED to find out more about these services and facilities.

1. Academic Skills Hub
2. Enabling Services
3. Personal Academic Tutor
4. Senior Tutor
5. Student Office
6. Union Advice Centre
7. University Calendar

Which of the above would you consult first for advice or assistance with:

Choice of module options:  1  2  3  4  5  6  7

*Your personal academic tutor is there to give you academic advice and support.*

Coursework deadline management:  1  2  3  4  5  6  7

*The library maintain the academic skills hub, which is in the library building itself and also on-line, include a coursework deadline planning app.*

Educational needs assessment:  1  2  3  4  5  6  7

*Enabling services have specialised educational needs assessors. Based on their recommendations you may get adjustment to your teaching and assessment arrangements, access to disabled student funds, and so on.*

Financial difficulties:  1  2  3  4  5  6  7

*The Union advice centre can help with financial issues, accommodation problems, and so on.*

Form to request a deadline extension:  1  2  3  4  5  6  7

*Special considerations forms are available from the student office.*

Rules about passing your degree:  1  2  3  4  5  6  7

*The degree classification regulations are in the University Calendar.*

Suspending or withdrawing:  1  2  3  4  5  6  7

*The senior tutor can advise, and sign off your suspension / withdrawal form.*