

ACADEMIC PROGRESS INFORMATION SESSIONS

It is important that you attend an APC Information Session to improve your chances of remaining at Monash. If you do not respond to the Faculty, or do not include enough information about your situation you could be excluded from your course.

In the Information Session we will discuss:

- Why you have received a Notice of Referral and Hearing
- What you need to include in your response to the Faculty
- What will happen next and prepare you for a hearing
- What support is available to you

CAMPUS	LOCATION	DATE	TIME	
Berwick	Building 930	Mon 9th Jan 2012	Drop In Session 10-4	
Caulfield	Bldg S, Level 3	Mon 19th December 2011	10:00 am	2:00 pm
	Bldg S, Level 3	Wed 4th January 2012	10:00 am	2:00 pm
	Bldg S, Level 3	Thurs 5th January 2012		2:00 pm
Parkville	Tute Room 2, Sissons Bldg	5th January 2012	10:00 am	
Peninsula	Bldg U, Ground Level	Wed 14th December 2011	Drop In Session 10-1	

After the Information Session you will be able to meet with an advisor for a private consultation to discuss your situation. Our advisors will help you in constructing your response to the faculty and will be able to respond to any questions you may have about what to include in your letter.

Places are limited and so you **MUST** book in advance by phoning P +61 3 9903 2596

If you are unable to attend

We strongly recommend that you attend sessions provided wherever possible to ensure that we can respond to your concerns promptly and with all information available at that time.

Alternatively, contact us, we may be able to arrange an appointment at an alternative time and can where required respond to email enquiries.

Otherwise, there is information on our website that may assist you in dealing with your notice of referral.

Email: studentrights@monsucaulfield.org.au
Web: <http://www.monsucaulfield.org.au/student-rights.asp>