

MONITORING ACADEMIC PROGRESS (MAP)

MAP STAGE 2: SHOW CAUSE – STUDENT RESPONSE FORM



Your Show Cause Response needs to note the extenuating circumstance/s and include supporting evidence of this.

STUDENT DETAILS

Student Name
Student ID
Program Name
Program Code

EXAMPLES OF EXTENUATING CIRCUMSTANCES

Please tick the appropriate issue/s that may have reflected your circumstances during this term of study.

- Serious health concerns
- Major trauma in immediate family such as death, illness or injury
- Personal relationship difficulties
- Financial problems
- Increased hours of paid or unpaid work (e.g. Carer duties)

Other (please provide details)

MONITORING ACADEMIC PROGRESS

- Did you arrange and participate in a MAP Stage 1 interview?
- Did you complete and return the MAP 1 Learning Agreement?
- Have you sought assistance about any of the issues that caused your unsatisfactory academic progress?
- Have you enrolled in next term?

SPECIAL CONSIDERATION

- Were you granted special consideration of deferred exam for any course this term?
- Have you applied for a Withdraw Without Academic/Financial Penalty or for a credit of Student Learning Entitlement (SLE) or FEE-Help balance for courses in this term?

Outline any strategies or changes that may assist in meeting your academic progress goals?

SUPPORTING DOCUMENTATION

Please attach copies to the original documentation provided by the relevant professional eg medical practitioner, psychologist, social worker, clergy, to verify the circumstances you have indicated for not making satisfactory academic progress.

I certify that the information I have provided is true and accurate.

Student Name

Signature

Date

Return this completed Student Show Cause Response Form by the **date due** to the Manager, Student Support Centre.

Mail Student Support Centre
Building 31
CQUniversity
Bruce Highway
NORTH ROCKHAMPTON QLD 4702

Email ssc-map@cqu.edu.au

Fax (07) 4930 9366

Your Show Cause Response and support evidence will be considered. A decision made as to whether your enrolment will be continued or if the enrolment is to immediately proceed to MAP Stage 3: Intent to Cancel enrolment. If you fail to respond to this request to show cause, your enrolment will proceed to MAP Stage 3.