

**UG Personal tutoring Form
Scheduled Session One**

Student name:			
Student ID:			
Year of study:		Degree:	
Personal tutor:			
Date:		Location of meeting:	

List any achievements, concerns, issues or topics you wish to discuss in your meeting	List any recommendations, suggestions and actions that need to be taken
To be completed by the <i>student</i> , prior to the personal tutoring session ? <i>Can I access the library? Online resources? Do I know how to access and read my timetable?</i>	To be completed by the <i>student</i> , during the personal tutoring session ? <i>Any personal, educational goals to be achieved before the next meeting?</i>

Please answer the following questions prior to the personal tutoring session:					
I have received sufficient advice and support with my studies.	Definitely agree	Mostly agree	Neither agree nor disagree	Mostly disagree	Definitely disagree
I have been able to contact staff when I needed to.	Definitely agree	Mostly agree	Neither agree nor disagree	Mostly disagree	Definitely disagree
I have been able to access general IT resources when I needed to.	Definitely agree	Mostly agree	Neither agree nor disagree	Mostly disagree	Definitely disagree

Signed: Student: _____ Personal tutor: _____

Date of next meeting: _____