Supporting Student Success

EAIT Faculty – Progression Alert Student Workshop



Acknowledgement of Country

The University of Queensland (UQ) acknowledges the Traditional Owners and their custodianship of the lands on which we meet.

We pay our respects to their Ancestors and their descendants, who continue cultural and spiritual connections to Country.

We recognise their valuable contributions to Australian and global society.



The Brisbane River pattern from *A Guidance Through Time* by Casey Coolwell and Kyra Mancktelow.

Questions

We love questions. Please ask!

This is a Zoom seminar.

You can post questions. They are seen only by the staff running the seminar.

You can post anonymously or give us your name for follow up afterwards.

We will answer all questions and can answer additional questions at the end.



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01

Why are we here?

Why are we here?

Because the EAIT Faculty want to help you help yourself.

A Progression Alert is a warning that things need to change.

Faculty staff (Academic and Professional) have seen first-hand the sorts of actions many students have put in place to change outcomes.



Why have I received a Progression Alert?

UQs Early Warning System

Failed at least 50% of the total unit value of courses for which you received a final grade

Withdrawn without Academic penalty after the census date, from all courses in the current Study Review Period

Received a failing grade for one or more courses that you have previously failed - within the same or different program of study

Perspective



Maintain your sense of self-worth.

You got here and there are lots of good things ahead!

Remember your goals:

Long-term = Your degree and career

Medium term = Pass the course

Short term = Assessment submission

02

Reflection 1

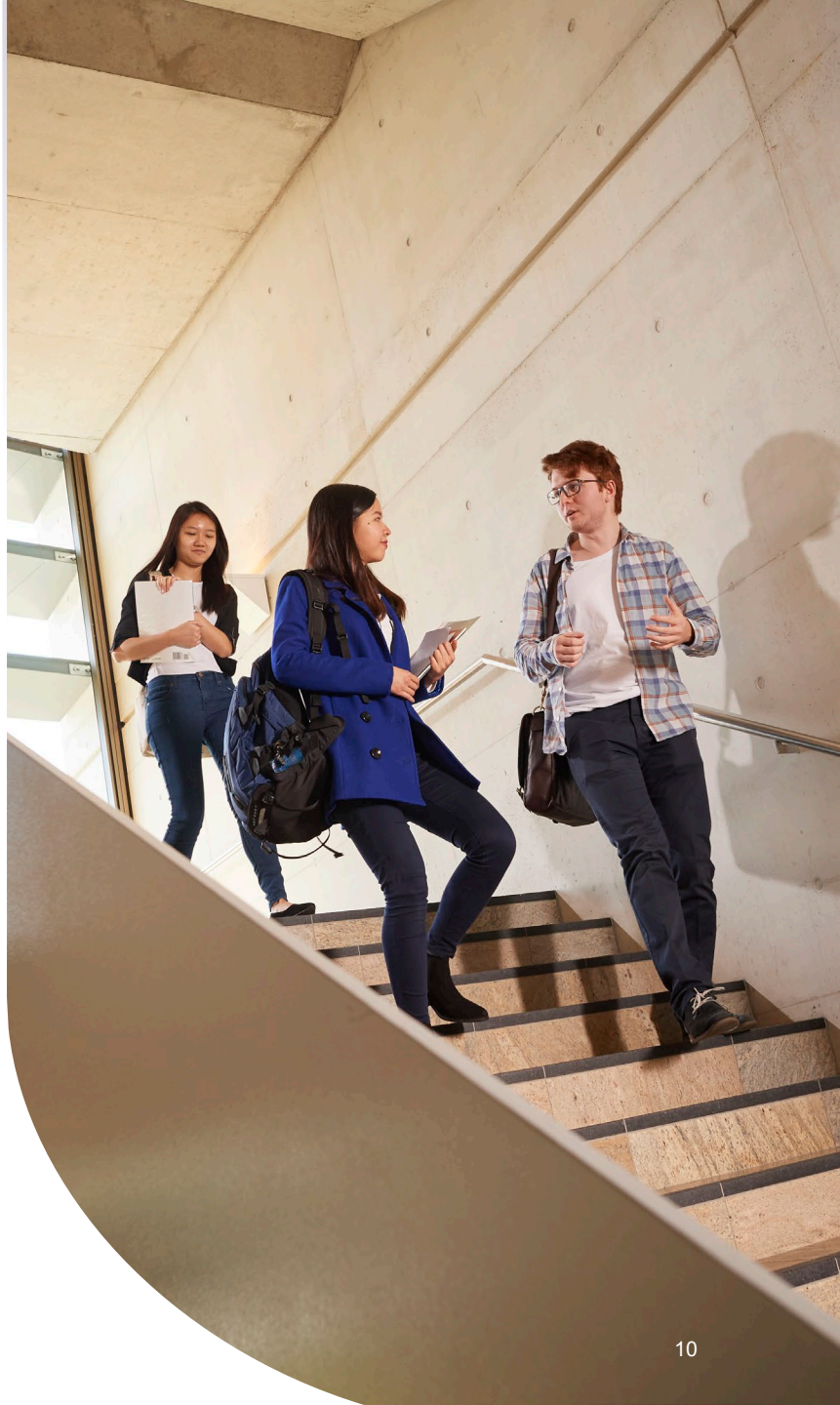
Reflection 1

This is an exercise for you. No need to share. Write in a document or on a piece of paper. You can add to this as we go.

Looking back at last semester, what were the major reasons leading to your Progression Alert?

Separate into:

- Things you didn't have control over (e.g. serious sudden illness).
- Things you did have control over (e.g. not attending class when you could have).



The past is the past



Forgive yourself and move-on.

Let's look ahead at things we can DO to get things back on track!

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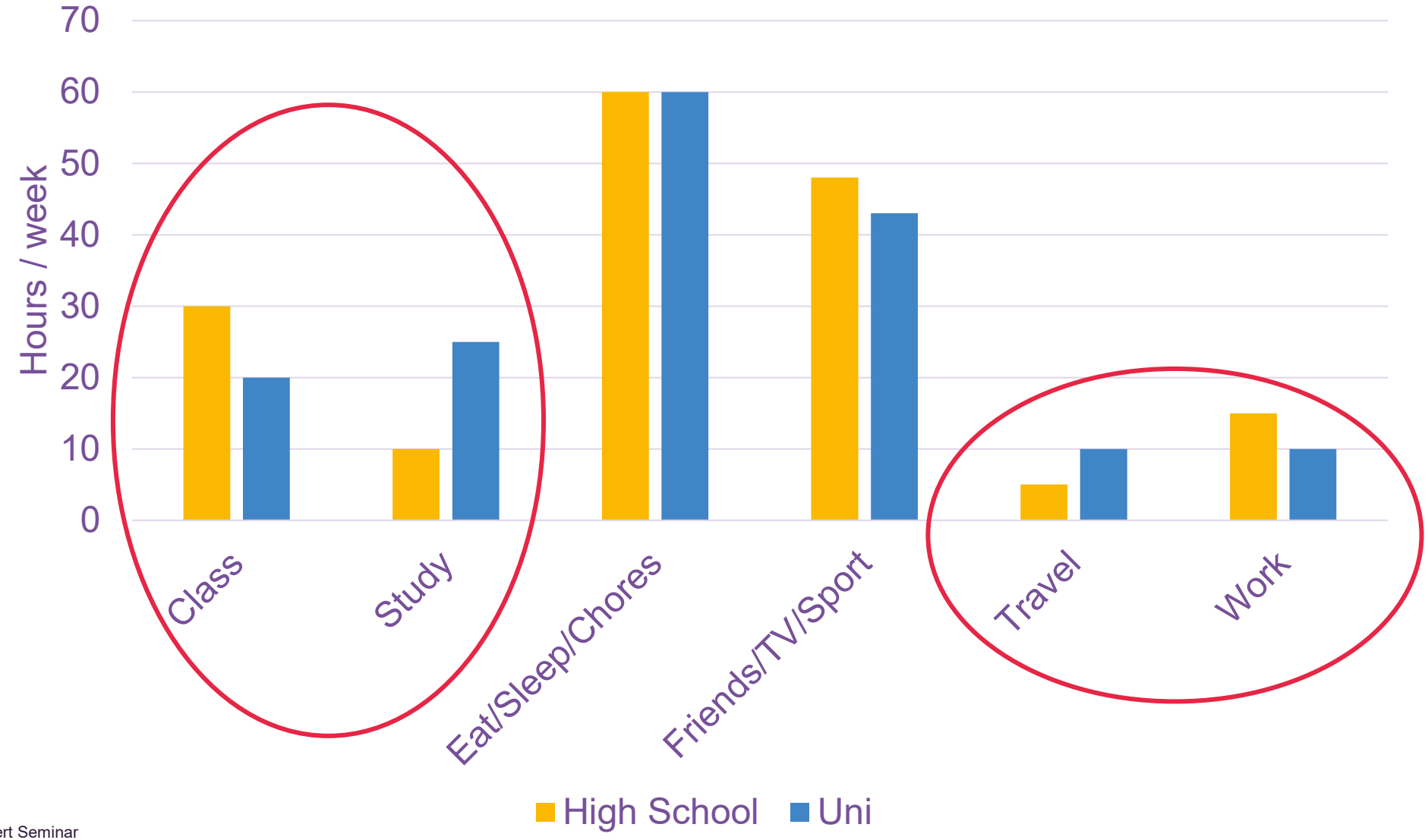
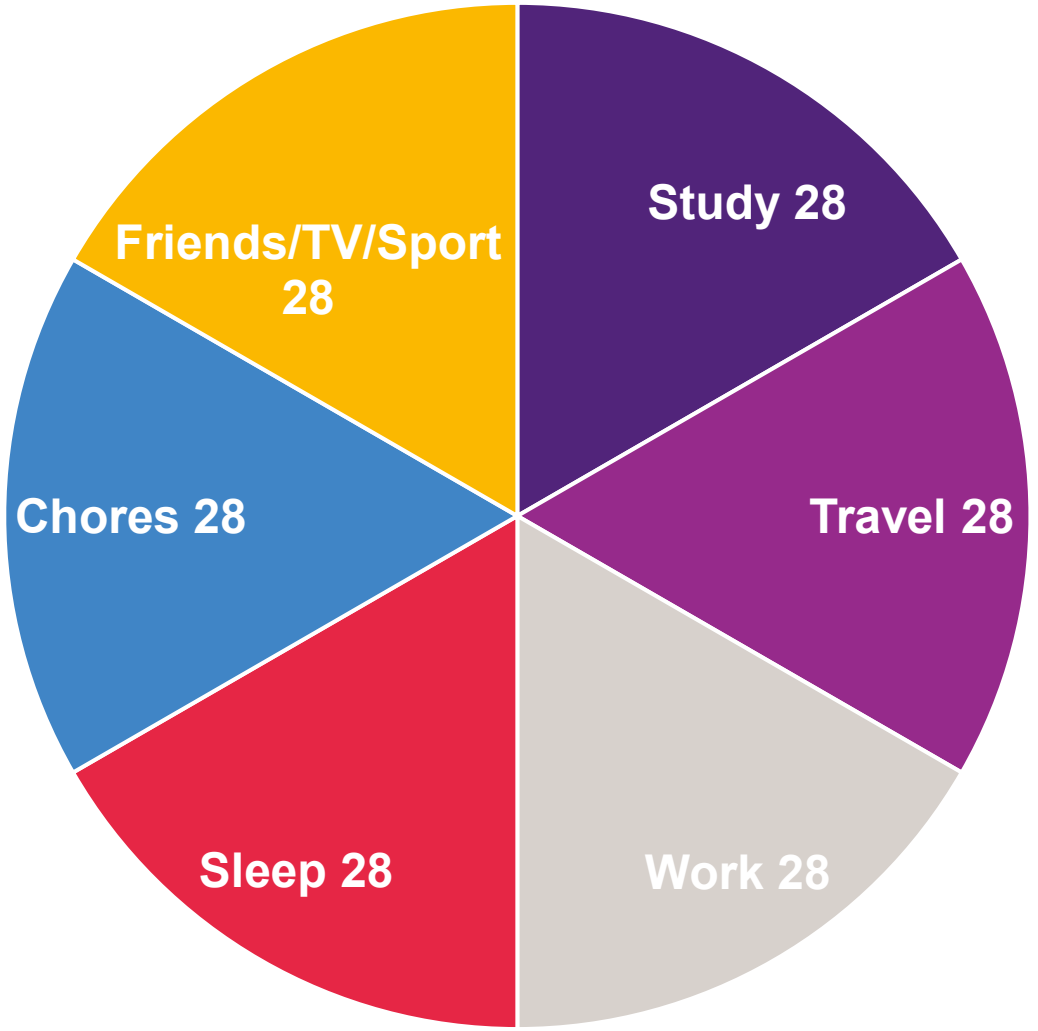
03

Managing life & study

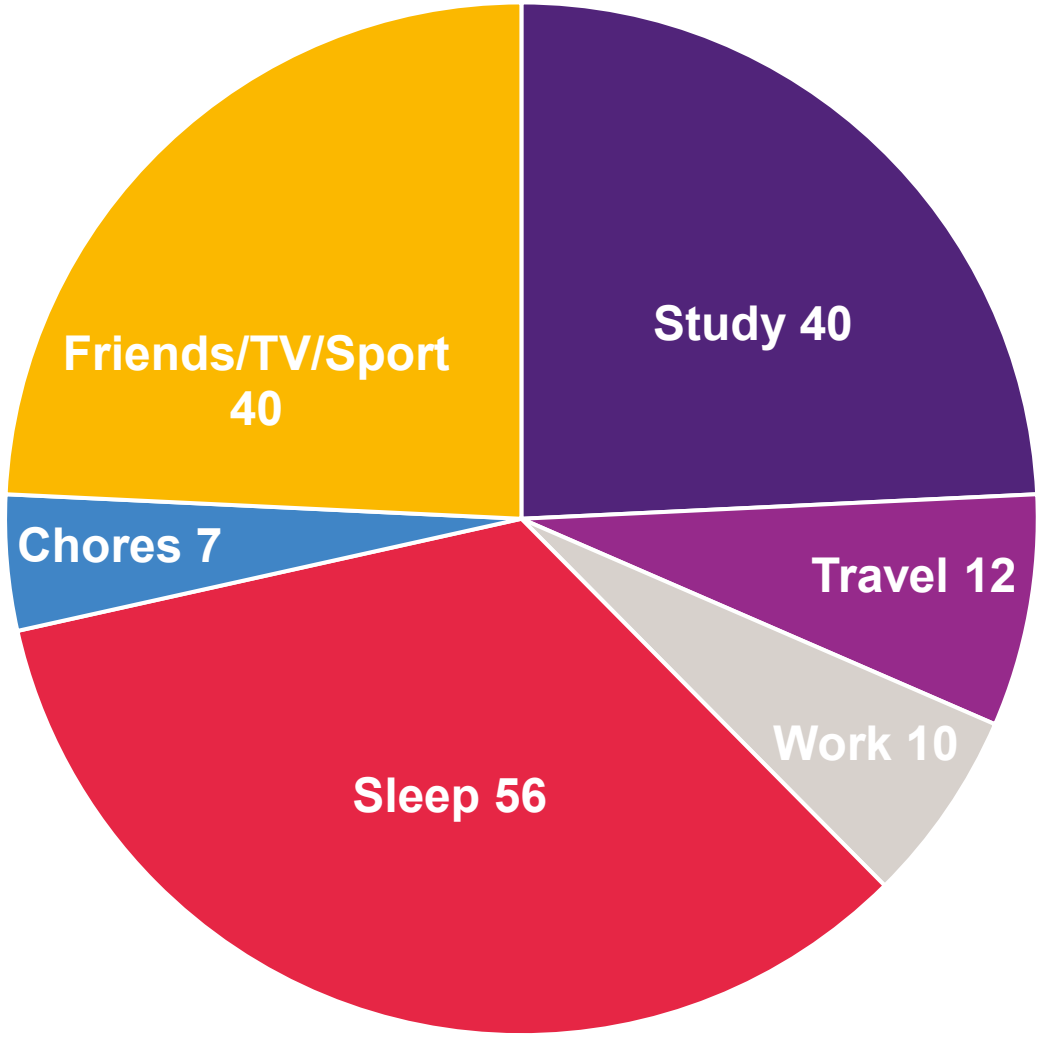
High School vs University



A week is 168 hours….



But a week really looks like this…





This Photo by Unknown Author is licensed under CC BY-SA-NC

Work vs Study

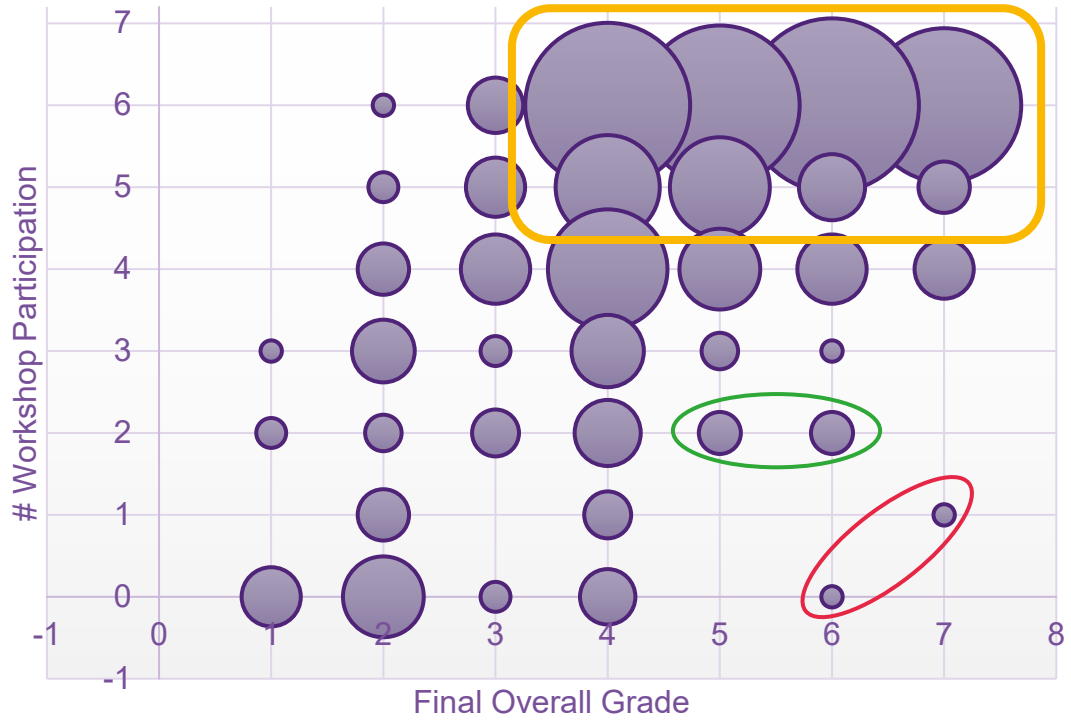
Working more than 10 hours per week is not recommended when studying full time.

Think carefully about how much you NEED to work during semester.

Something will have to give if you work more than 10 hours per week.



Study is hard work



Developing mastery takes time, effort, and planning.

It also requires trying stuff, getting stuff wrong, and confusion!

04

Getting set for success

Talk to someone about where things are at



Study or take a break?

Are you excited or dreading the semester ahead?



Be committed to the semester ahead

or

Take a break

- If you are a **Domestic student**, you can interrupt your studies. In some cases, you need to apply to interrupt. Get academic advice from the EAIT Faculty.
- If you are an **International student,** and want to interrupt your studies, you **must** apply to interrupt.
  - You **must** seek **prior** approval to interrupt your studies. Failure to do so **may impact your student visa**. Get academic advice from the EAIT Faculty.

Number of courses

Choose a realistic load



Reduce your enrolment

- If you are a **Domestic student**, you can reduce your enrolment this semester to 4-6 units.
- If you are an **International student,** and want to reduce your enrolment, send your request to under-enrol to the Faculty for approval - eaitsupport@uq.edu.au
  - You **must** seek **prior** approval to reduce your study load. Failure to do so **may impact your student visa**.

Correct courses

Use academic advice and choose carefully

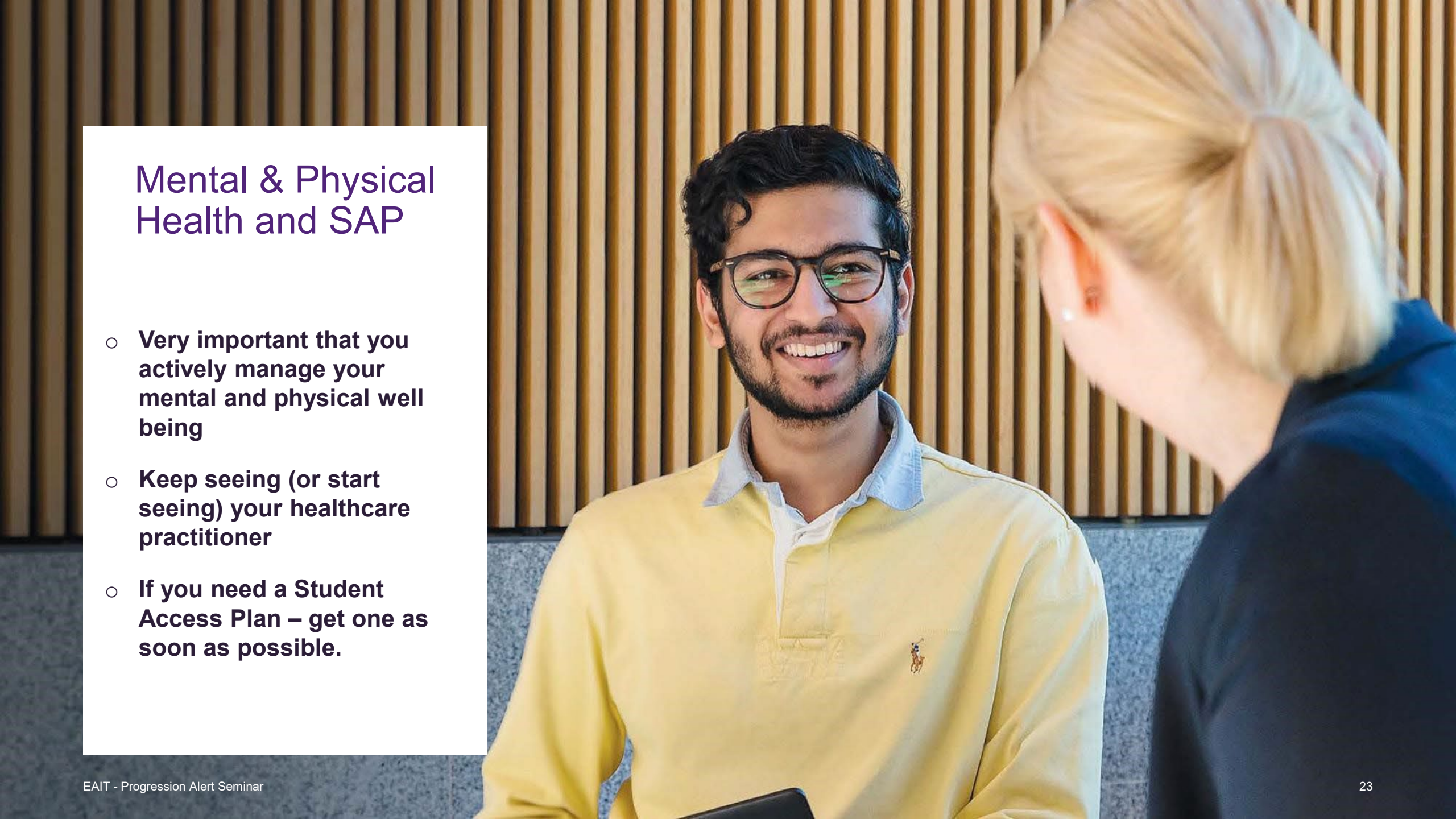


Choose your courses carefully

- Only enroll in courses you have **passed the pre-requisites for**
- Get **academic advice** about what subjects to choose over **at least** the next two semesters to support your progress.
- See an **academic advisor** not friends!

Mental & Physical Health and SAP

- **Very important that you actively manage your mental and physical well being**
- **Keep seeing (or start seeing) your healthcare practitioner**
- **If you need a Student Access Plan – get one as soon as possible.**



Plan your time

https://my.uq.edu.au/information-and-services/student-support/study-skills/time-management-and-procrastination

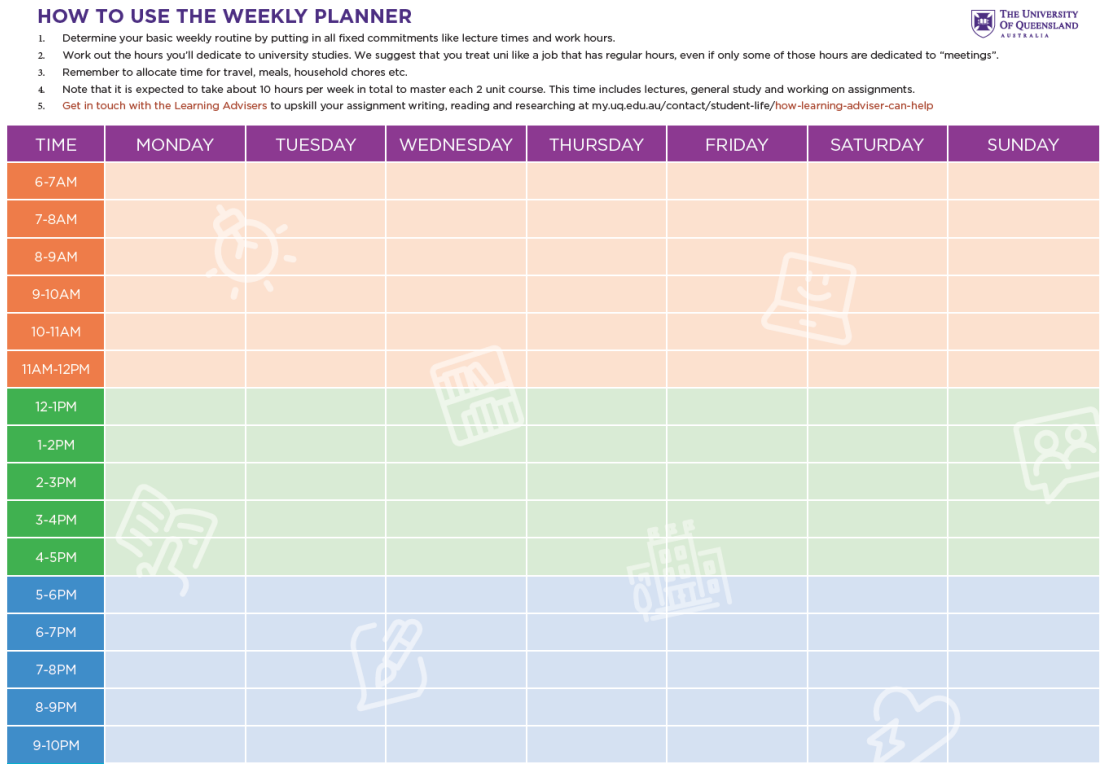
- **Plan your day (list however you want)**
  - list your achievable tasks for the day
  - organise the tasks by priority
  - think about the size of each task and allocate enough time to complete them (double your first estimate!)
  - include a variety of different tasks to help keep you motivated



Plan your time

https://my.uq.edu.au/information-and-services/student-support/study-skills/time-management-and-procrastination

- **Plan your week (use your calendar)**
  - Classes
  - times for study and assignment work for each subject
  - work, social events, sport, relaxation, etc.
  - sleep, mealtimes, travel (class, work etc.), etc.



HOW TO USE THE WEEKLY PLANNER

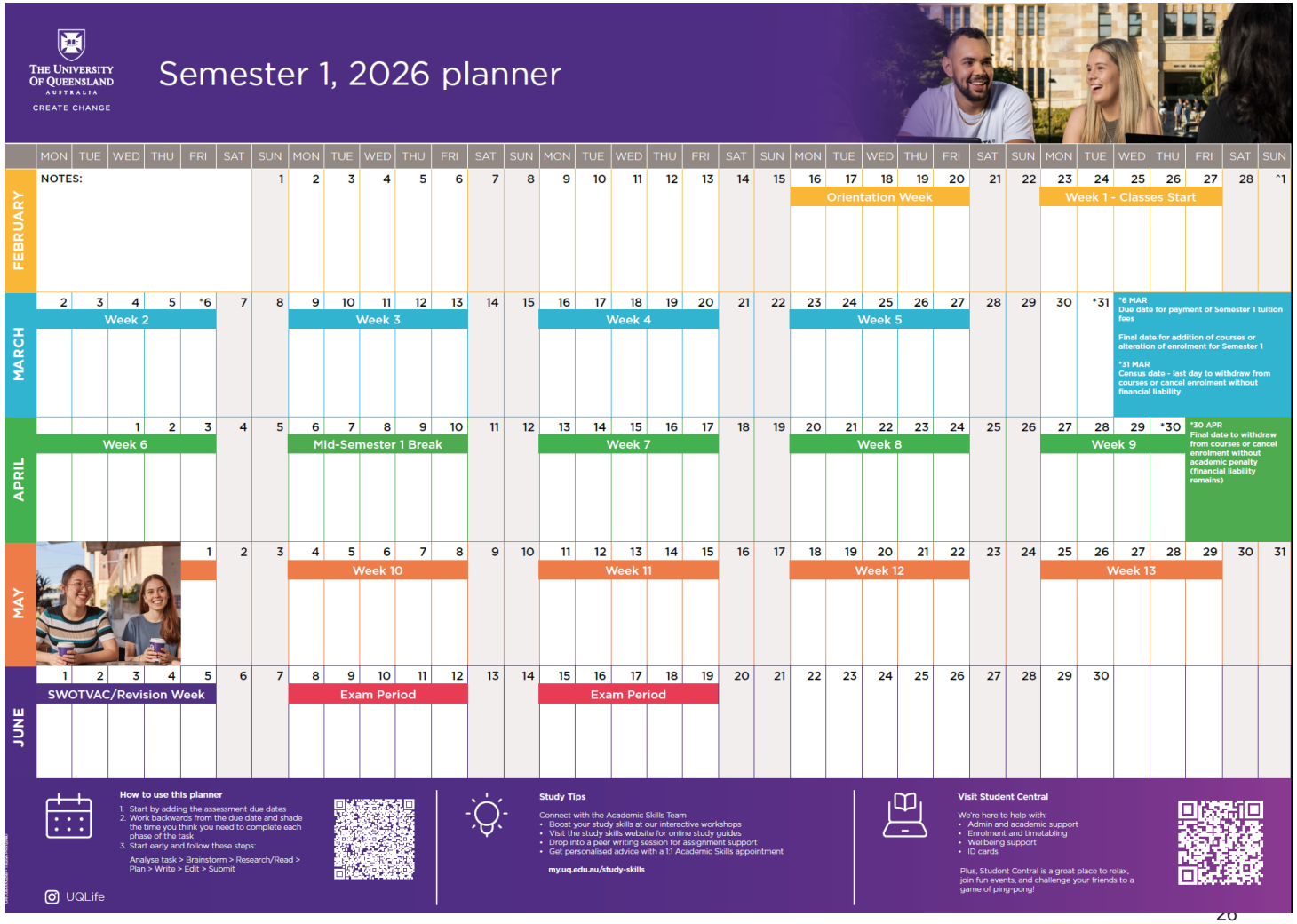
1. Determine your basic weekly routine by putting in all fixed commitments like lecture times and work hours.
2. Work out the hours you'll dedicate to university studies. We suggest that you treat uni like a job that has regular hours, even if only some of those hours are dedicated to "meetings".
3. Remember to allocate time for travel, meals, household chores etc.
4. Note that it is expected to take about 10 hours per week in total to master each 2 unit course. This time includes lectures, general study and working on assignments.
5. Get in touch with the Learning Advisers to upskill your assignment writing, reading and researching at my.uq.edu.au/contact/student-life/how-learning-adviser-can-help

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6-7AM							
7-8AM							
8-9AM							
9-10AM							
10-11AM							
11AM-12PM							
12-1PM							
1-2PM							
2-3PM							
3-4PM							
4-5PM							
5-6PM							
6-7PM							
7-8PM							
8-9PM							
9-10PM							

Plan

https://my.uq.edu.au/information-and-services/student-support/study-skills/time-management-and-procrastination

- **Plan the whole semester**
  - Regular classes (into calendar)
  - practicals, field trips, etc. that are not every week.
  - assignment due dates
  - exams
  - any other important dates
  - include important social/life events
  - include important work events



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AUSTRALIA
CREATE CHANGE

Semester 1, 2026 planner



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AUSTRALIA

	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN
FEBRUARY	NOTES:						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	^1
																						Orientation Week							Week 1 - Classes Start						
MARCH	2	3	4	5	*6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	*31	*6 MAR Due date for payment of Semester 1 tuition fees Final date for addition of courses or alteration of enrolment for Semester 1 *31 MAR Census date - last day to withdraw from courses or cancel enrolment without financial liability						
	Week 2							Week 3							Week 4							Week 5													
APRIL			1	2	3	4	5	6	7	8						14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	*30	*30 APR Final date to withdraw from courses or cancel enrolment without academic penalty (financial liability remains)			
	Week 6							Mid-Semester Break							Week 7							Week 8							Week 9						
MAY					1	2	3	4	5	6						12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
					Week 10										Week 11							Week 12							Week 13						
JUNE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							
	SWOTVAC/Revision Week							Exam Period							Exam Period																					



How to use this planner

1. Start by adding the assessment due dates
2. Work backwards from the due date and shade the time you think you need to complete each phase of the task
3. Start early and follow these steps:

   Analyse task > Brainstorm > Research/Read > Plan > Write > Edit > Submit

Study Tips

Connect with the Academic Skills Team
- Boost your study skills at our interactive workshops
- Visit the study skills website for online study guides
- Drop into a peer writing session for assignment support
- Get personalised advice with a 1:1 Academic Skills appointment

my.uq.edu.au/study-skills

Visit Student Central

We're here to help with:
- Admin and academic support
- Enrolment and timetabling
- Wellbeing support
- ID cards

Plus, Student Central is a great place to relax, join fun events, and challenge your friends to a game of ping-pong!

UQLife

Course A = 40%

Course B = 40%

Course C = 40%

Semester 1, 2026 planner



THE UNIVERSITY OF QUEENSLAND AUSTRALIA
CREATE CHANGE

	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN
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How you study is important!

Once you have planned your time, use it effectively! Workshops about this are available. Extra important if you feel exams are a major issue for you.

Effective:

- **Doing stuff!**
- **Testing yourself**
- **Discussing your work/ideas with peers**
- **Making summaries**
- **Writing down your questions**
- **Using feedback**
- **etc.**



Ineffective:

- **Passive consumption**
- **Re-watching lectures**
- **Re-writing notes**
- **"Solving" problems using solutions regularly**
- **Ignoring feedback**
- **etc.**

Aim high

But be realistic in expectations

- **Aim for at least a 5.**
- **Consistently getting 4s will eventually result in a 3 or 2.**
- **Change is hard. Passing everything is a great step forward. Don't be discouraged if you don't get 5+ next semester.**
- **Continue the changes you have made and grades of 5+ will come.**



05

Reflection 2

Reflection 2

This is an exercise for you. No need to share. Write in a document or on a piece of paper. You can add to this as we go.

What do you plan to do differently in the upcoming semester?

- What are your goals this semester?
- Identify 3 (or more) things you are going to change this semester to help your study.
- Be realistic and as specific as possible.



06

Help and Support

Myth!

University is sink or swim and no-one cares about how you are going.



Truth!

We care and there is lots of support available.

BUT

You need to reach out or we cannot help.



Getting Help And Support

Courses and coursework



Need help working out what courses to enrol in?

- Contact EAIT Academic Advisors
- https://www.eait.uq.edu.au/current-students/manage-your-program/academic-advice

Help with your academic work?

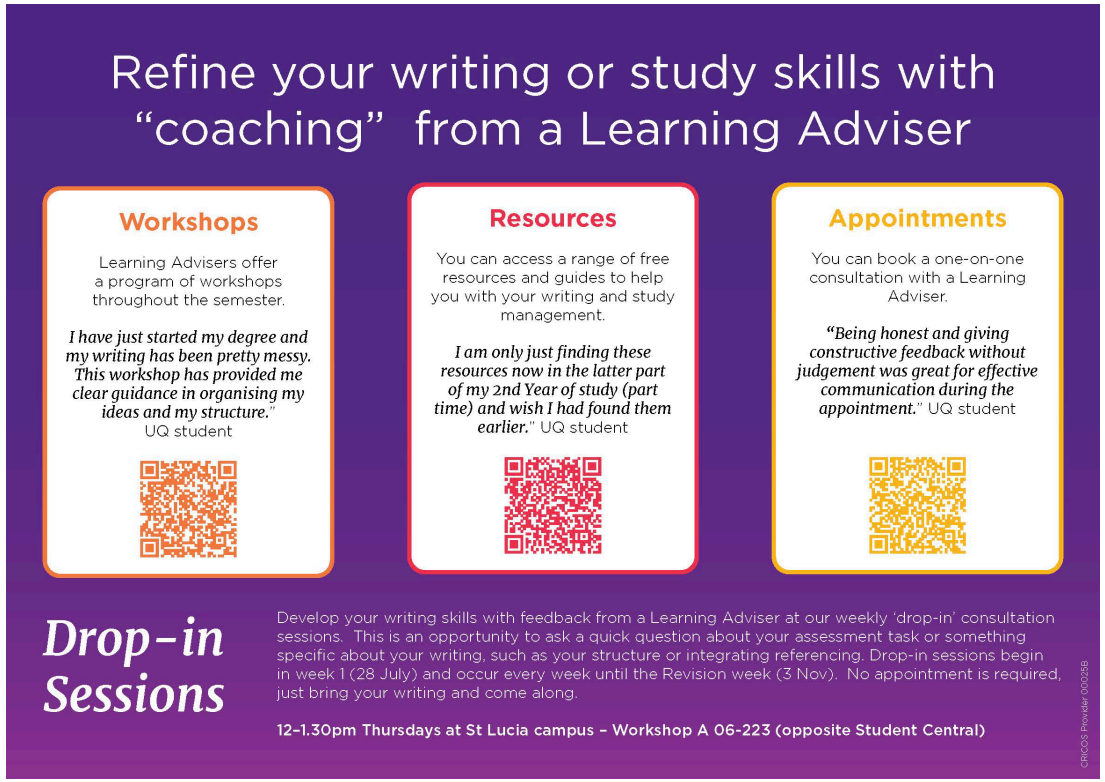
- Course coordinator; Tutors - check the course profile.
- UQ Library: Workshops and support

Have a question and can't find what you're looking for or would like further support? Contact us via Phone, Email or Chat Online.

- https://www.eait.uq.edu.au/contact

Student Support @ UQ: Study skills

https://my.uq.edu.au/information-and-services/student-support/study-skills



Access Workshops and Learning Support

- **General study skills**
  - Help with how to study
  - Problem-solving skills
  - Critical reading and analysis
- **Exam tips**
- **Assignment writing**
- **Group work**
- **Presentation skills**
- **Statistics support**
- **Time management and procrastination**

Student Support @ UQ

Life can be a lot. Use the support available!



Student Central Support Services

- Administration (ID Cards, Enrolment, Fees and more)
- Support Services (Counselling, Financial hardship assistance, accommodation, study skills and more)
- Enrichment and Employability (Career advice, global experiences, research programs)

Student Support @ UQ

Proactive workshops for life and university



Student Life

- Life and wellbeing workshops (Peer writing support, mindfulness meditation and more.)
- Other workshops available through student services (study skills etc.)

UQ Library

- Workshops in software, research skills and more.
- Other library services for students

Monitor yourself

Don't ignore early indicators of trouble.



What might indicate you need help?

- Dramatic change in life circumstances
- Not doing things you enjoy
- Doing things you enjoy excessively!
- Not going to class
- Late with assessment
- Mutiple extensions
- Etc.

If this happens, reach out, help is available.
If in doubt, ask!

07

What happens if results don't improve?

If results don't improve?

Progression Improvement Plan

Progression Intervention Notice issued

You'll be asked to submit a Progression Improvement Plan to the Associate Dean (Academic)

The plan should include all the steps you have taken to improve your results.

You must include evidence:

- **So what you choose to do now matters!**

You may be required to attend an interview.

The Associate Dean (Academic) will make decision on your enrolment:

- **Limit number of courses**
- **Require you seek assistance**
- **Require a break**

Legislation & UQ Policy

Ask Faculty for advice

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All Students: Maximum time for completion

- **All students:** Check the 'Enrolment' policy. Otherwise, you have up to 10 years to complete your degree

International Students: Student visa

- You must comply with all visa conditions. These may include:
  - Maintain enrolment in a registered program
  - Maintain satisfactory course progress
  - Complete their program by the end date on their Confirmation of Enrolment (CoE).
  - If graduation is delayed, apply for a new CoE.

Interruption Policy

- There is a limit to the length and number of interruptions you can take, and a new process to apply for an interruption and/or return from an interruption
- **Maximum interruption is 2 years.**
- What you do next depends on if you're a domestic student or an international student.

Legislation & UQ Policy

Be aware that all degrees have a maximum completion time.
This includes ALL interruptions whether they are self-imposed or required as part of a progression intervention.

Interruption Policy

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- **Maximum interruption is 2 years.**
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08

What happens next?

Important Dates

You need to be aware of these dates (put in semester planner)

Last date to add semester one courses:

Sem 1 Sunday 8 March 2026

Sem 2 Sunday 9 August 2026

Census date (last day to drop a course without financial liability):

Sem 1 31 March 2026

Sem 2 31 August 2026

Last day to drop courses or cancel enrolment without academic penalty:

Sem 1 30 April 2026

Sem 2 30 September 2026

Save the dates.

Good choices now will help lead to a successful semester.

Changes you make will be great stuff to talk to future employers about!



09

Thanks. Questions?