



## 206-FM-MEGA Student Concern Form

<b>Relevant Standards</b> SRTOs 2015: 1.3 (b), 1.7 The National Code 2018: Standard 6, 10	<b>Linked Documents</b> Enrolment Policy Student Agreement Student Code of Conduct
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Use this form to notify the management of any issues that are of concern to you – **something that you are worried about** - in any aspect of your student life at MEGA. If you have a specific complaint, please use a separate “STUDENT COMPLAINTS” form

<b>Student ID</b>	
<b>Student Name</b>	
<b>Course</b>	

<b>Your Concern(s) and Comment(s)</b> <i>(Please provide as much details as possible)</i>  <b>Note:</b> Attach any supporting documents with this form as applicable.  <b>For complaints, please use a separate “Student Complaint and Appeal” form</b>	
<b>Student Signature</b>	Date:

**For OFFICE use only**

<b>Forwarded to</b>	<input type="checkbox"/> CEO	<input type="checkbox"/> Campus Director
	<input type="checkbox"/> Academic Manager	<input type="checkbox"/> Student Services and Support Officer
<b>Comments by Academic Manager and Suggested Action</b>		
<b>Signature</b>		Date:



<b>Comments by Student Services and Support Officer and Suggested Action</b>		
<b>Signature</b>		
<b>Comments by Campus Director and Suggested Action</b>		
<b>Signature</b>		
<b>Comments by CEO Approval Implementation of Action</b>		
<b>Signature</b>		