| University Process | Student Pathway (completed process) | Student Pathway (not completed process) |

University Process

Check course matrix with academic team, establish all required modules for individual courses.

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Classlist sent through to external E-Learning provider for account creation and bulk enrolment- logins emailed to student

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Mandatory training completion deadline

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Mandatory training completion second deadline

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Mandatory training completion final deadline

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Placements released to all students who have completed training

Student Pathway (completed process)

Log in recieved and modules available to work

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Allocated modules completed, all certificates can be downloaded

↓

Placement released

Student Pathway (not completed process)

Modules incomplete- Informal warning and second deadline advised

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Modules incomplete- Stage one warning and final deadline advised

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Modules incomplete- Stage two warning

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Engagement Improvement Plan to be discussed and agreed

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Placement not allocated or released