Support to Study Referral Form

Please submit completed form and supporting documents to the Academic Registrar. [Student Support and Development](mailto:student.support@nulondon.ac.uk) is available to offer advice and support to students of concern. For additional information regarding the associated policy and procedure, please see the [Support to Study Policy](https://www.nchlondon.ac.uk/nch-general/).

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| **Student Information** | | | |
| Student ID Number |  | | |
| First and Middle Names |  | Surname |  |
| University Email Address |  | | |
| Current Programme | [e.g. BA History; LL.B Law] | | |

## Reason For Referral

*(please tick)*

The above named student has not agreed and/or engaged with the support plans at Stage 1.

The above named student’s wellbeing is so poor continuation at Stage 1 is no longer appropriate.

The above named student is being referred directly to Stage 2: Formal Procedure

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| **Summary of Concerns** |
| *Please provide a summary of the concerns regarding the student. This should include specific examples of actions/behaviours giving rise to the concern. If relevant provide date, time and location of any incidents giving rise to concern.* |

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| **Supporting Evidence[[1]](#footnote-1)** | |
| 1 |  |
| 2 |  |
| 3 |  |

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| **Declaration** | |
| Staff Name |  |
| Staff Signature |  |
| Date |  |

# Version History

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| **Title: Support to Study Referral Form**  **Approved by: The Quality Team**  **Location: Academic Handbook/ Forms Library** | | | | |
| **Version Number** | **Date Approved** | **Date Published** | **Owner** | **Proposed Next Review Date** |
| 23.3.0 | September 2023 | September 2023 | Head of Student Support and Development | May 2025 |
| *Version numbering system revised March 2023* | | | | |
| 2.0 | August 2022 | August 2022 | Head of Student Support and Development | May 2025 |
| 1.0 | December 2019 | December 2019 | Registrar | September 2020 |
|  | | | | |
| Referenced documents | Support to Study Policy. | | | |
| External Reference Point(s) | UK Quality Code Theme: Enabling Student Achievement; Learning and Teaching | | | |

1. Supporting documents may include reports, support plans, attendance registers, medical notes, emails (PDF format). Please ensure all documents are checked for GDPR compliance prior to appending. [↑](#footnote-ref-1)