Text

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COMPUTING APPRENTICESHIP BACK ON TRACK FORM  
  
To be completed when an apprentice must undertake referrals, deferrals, repeat module and/or Levels.  
  
**The expectation is that Apprentices should flag their employer/manager if they are not on track for example if they have failed or not submitted an assessment element.** If this is the case over several modules which could mean repeating either learning and assessments and/or extending the term of the apprenticeship, a meeting will need to be set up with a Solent apprenticeship tutor, apprentice and the manager to work out a “back on track plan”

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| --- | --- | --- | --- |
| Apprentice |  | Course |  |
| Employer |  | Pathway |  |
| Manager |  | Level |  |
| Solent tutor |  | Date |  |

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| --- |
| **Outline of current issues** |
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| **Agreed back on track plan** |
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| Date of meeting/s |  |
| Student registry informed\* |  |

**\* This may only be applicable if the term of the apprenticeship is being extended**