

Student Academic Support Form			
Student Name			
Student ID No.			
Qualification:			
Please tick the following areas that you need academic support:			
Academic Areas: (Business Specific)			Tick
1. How to make/ prepare Power Point			
2. How to search the internet learning resources			
3. How to use appropriate academic reference citing			
4. How to use the Unit of Competency			
5. How to prepare assignments			
6. How to use MS-Word			
7. How to use MS-Excel			
8. How to write Resume/ CV			
9. How to improve the presentation skills			
Academic Areas: (Aviation Learning Specific)			
1. How to use the Red Bird instrument simulator			
2. How to improve the flight skills			
3. How to perform flight relevant calculations			
4. How to understand and use the maps			
5. How to understand the terminology in aviation			
6. How to improve the radio communication in air			
7. How to prepare the CPL exam			
8. How to write a flight report			
9. How to use the online aviation learning resources			
Office Use ONLY			
Form received by:			
Trainer's Name:			
Signature:		Date:	
Student Academic Support Provided by:			
Trainer's Name			
Signature:		Date:	