**Retention and Success Example of Good Practice Template**

Please complete this document by entering relevant information into the fields below. This will provide the necessary detailed information to people about the good practice activity or project that is being undertaken. This information will be made available through the Student Retention and Success staff website. Forward completed form to Project Coordinator, Kim Ferguson at: [k.ferguson@federation.edu.au](mailto:k.ferguson@federation.edu.au)

|  |  |
| --- | --- |
| Name of Good Practice Activity/Project |  |
| Responsible Faculty/Group/Department |  |
| Academic and/or Professional staff involved |  |
| Key Dates |  |
| **Which Priority of the SRS Strategic Plan does this activity/project align with?** |  |
| Brief Description |  |
| How is this activity/project’s success measured? |  |
| Contact details (if more information is needed) |  |