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| [School]  [Degree name] Monitors’ Visit |
| [Day, month, year, start time]  Venue: [Campus and room] |

Monitor:

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| **Date of the Visit** | | |
| **Time** | **Activity Description** | **Location** |
| 9.00am – 9.45am | School  Meeting with:  Head of School  Academic Leader(s) |  |
| 9.45am – 10.15am | Unitec Teaching and Learning  Meeting with:  Te Puna Ako |  |
| 10.15am - 10.30am | Morning tea | Coffee Cart |
| 10.30am - 11.00am | Academic quality  Meeting with:  Te Korowai Kahurangi |  |
| 11.00am - 11.30am | Curriculum and programme development  Meeting with:  Teaching staff |  |
| 11.30am - 12.00pm | Meeting with students |  |
| 12.00pm – 12.45pm | Lunch |  |
| 12.45pm – 1.45pm | Student Support Services –Campus Tour?  Potentially meet with: Library, Maori and Pacific  Te Puna Ako, Pacific Maia |  |
| 1.45pm – 2.45pm | Industry partners and stakeholders |  |
| 2.45pm – 3.15pm | Monitor Time |  |
| 3.15pm – 4.00pm | Exit Meeting and Feedback  Meeting with: Head of School, Academic Leader(s), Te Korowai Kahurangi |  |