



ENAM MEDICAL COLLEGE
9/3, Parboti Nagar, Thana Road, Savar, Dhaka

Academic Support Service Form (ASSF)

MBBS Course – Student support service

A. Student Information

Name : _____
Student ID / Roll No : _____
Year & Term : _____
Department : _____
Contact Number : _____
Email : _____

B. Academic Concerns

- Difficulty understanding lectures
- Poor attendance
- Low performance in items/term finals
- Difficulty in ward activities
- Problem with clinical skills
- Time management issues
- Memory/concentration problems
- Repeated exam failure
- Language/communication difficulty
- Other: _____

C. Description of Academic Problem:

D. Support Requested

- Academic counseling
- Remedial classes/tutorials
- Clinical skills training
- Study plan guidance
- Attendance monitoring support
- Exam preparation support
- Other: _____

E. Office Use Only

Assessment summary : _____
Support action plan : _____
Referral : _____
Follow-up date : _____

Signatures :

Student : _____
Mentor/Officer : _____
Date : _____