

Personal Tutor Meeting: Conversation Starters

Postgraduate Students: *Term 1*

The following guidance has been created by students and is intended as inspiration for a productive meeting at this point in your tutee's university journey. Students at Warwick come from a range of backgrounds and will have different interests and needs so your conversation should always be tailored to the individual tutee.

Suggested conversation starters:

- Tell me about yourself... What has your academic journey been like before Warwick?
- Is there anything about being a postgraduate student that you are worried about?
- How are you settling into University life? Tell me about your first lectures
- What are your first impressions of Warwick/The UK?
- Tell me where you would go for support and assistance?
- Tell me about any student societies, sports clubs or liberation groups that you have looked into?
- Have you visited the Library or PG Hub?

Relevant topics to discuss:

- Get to know your tutee's background and interests
- Introduce your role at Warwick and remit as a personal tutor (set some boundaries while establishing yourself as a first point of contact)
- Signpost wellbeing services [particularly self-help resources](#) designed to prepare students for a positive experience including topics such as meeting new people, settling in and managing change
- Explain mitigating circumstances procedures and self-certification and the importance of seeking support
- Encourage students to look at the University [cost-of-living](#) information
- As a personal tutor you should have been informed if a student has disclosed a disability. It is important that you ask about this during the meeting to see how they are finding things and whether reasonable adjustments are in place. Direct students to Disability Services if they have not yet been assessed. Explain how we're here to help and that there is extra support, all given without cost to the student or judgement/stigma.

Tips for building rapport



Useful services/opportunities:



It is good practice to email students after a meeting to remind them of some of the information discussed and share key links e.g. mitigating circumstances, how to contact you as their tutor, how to contact Wellbeing Support.

Further guidance for personal tutors is available on the [Dean of Students website](#).

Personal Tutor Meeting: Conversation Starters

Postgraduate Students: *Term 2*

The following guidance has been created by students and is intended as inspiration for a productive meeting at this point in your tutee's university journey. Students at Warwick come from a range of backgrounds and will have different interests and needs so your conversation should always be tailored to the individual tutee.

Suggested conversation starters:

- Share one new experience from last term and what discoveries you made - what's next for T2?
- Is there any specific assignment feedback you would like to go through together?
- How have you found building a social circle and meeting other students?
- Do you have a particular destination or career in mind or are you hoping that this degree will help shape your ideas?
- Are you thinking about further study beyond your Masters? If so, do you know when the application deadlines are and how to prepare for them?

Relevant topics to discuss:

- Signpost to their Academic Skills Librarian and [study support](#) in preparation for exams and assignments
- Remind students of self-certification and mitigating circumstances and how to submit and the importance of seeking support
- Encourage students to look at the University [cost-of-living](#) information
- Encourage planning for life after Warwick and engagement with Careers and Skills to understand options

Careers Support Guidance



Useful services/opportunities:



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Personal Tutor Meeting: Conversation Starters

Postgraduate Students: *Term 3*

The following guidance has been created by students and is intended as inspiration for a productive meeting at this point in your tutee's/supervisor groups' university journey. Students at Warwick come from a range of backgrounds and will have different interests and needs so your conversation should always be tailored to the individual tutee.

Suggested conversation starters:

- Looking back over the last year, what have been your highlights? What has been the hardest part and how have you managed this?
- Do you know how graduation works?
- What plans do you have after completing your course?
- How has your project/dissertation been progressing (where relevant)?

Relevant topics to discuss:

- Discuss how the student is balancing their academic and social life.
- Remind students of self-certification and mitigating circumstances - how to submit and the importance of seeking support
- Students may be working with a supervisor on a project or dissertation, discuss how that is progressing.
- Discuss your tutees university experience – celebrate learning and success and encourage them to reflect on how they have grown as a person and the skills they have learnt during their time at Warwick
- Check in with students with special arrangements that they are comfortable with what they need to do during their exams and assessments
- Encourage your tutees to sign up to the [Alumni Community](#) to benefit from mentors, career support and networking opportunities after graduation
- Talk through the [graduation process](#)

PG Resources and Support



Useful services/opportunities:



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