

6 ASSESSMENT OF LEARNERS

The provider's assessment framework establishes the provider's philosophy on, and approach to, the assessment of learners in both formal assessments (where it leads to certification) and in-house assessment. It also addresses the administration of assessment by the provider.

6.1 Assessment of learning achievement

The assessment framework incorporates procedures and systems for the security and integrity of the assessment process, to include:

- a) Assessment materials (test/task briefs, exams briefs etc.)
- b) Assessment processes (supervision of tests etc.)
- c) Learner work (assignments, practical tests, exam scripts, project work etc.)
- d) Records of learner assessment maintained by the provider

The assessment of learners measures or infers the achievement of learning. Assessment is fair and consistent, carried out professionally at all times and takes into account the extensive knowledge that exists about testing and examination processes. Feedback on, and analysis of, assessment also provides valuable information for providers about the effectiveness of the programme, teaching and learner supports.

Policies and procedures related to the assessment of learners address:

- i) Learner responsibility for demonstrating learning achievement
- ii) How assessment supports standards based on learning outcomes
- iii) How assessment promotes and supports effective learning and teaching
- iv) The credibility and security of assessment procedures
- v) The regulation of assessment methods, ensuring that they are reviewed and renewed as necessary with the involvement of learners to adapt to evolving requirements
- vi) The assessment of learners at appropriate points in the programme and ensuring/to ensure that feedback on the outcomes of assessment is provided to students in a timely and appropriate manner
- vii) Learners are informed about how and why they are assessed and provided with feedback on assessment
- viii) Learners are involved in the periodic review of assessment procedures

The processes for assessment, complaints and appeals meet the same standards of fairness, consistency and fitness for purpose as assessment in general. In particular, they are straightforward, efficient, timely and transparent.