

## Assessment Acknowledgement – Read this

Before completing and submitting assessment, please read the following information:

1. Before submitting your Assessment make sure you have:
  - 1.1. Clearly Label your Documents - so that our assessors can easily mark them. Name: Task Number.
2. When you click to submit your assessment you have agreed to the following:
  - 2.1. I am aware of the assessment requirements
  - 2.2. I understand that I can talk to my Assessor/Trainer if I would like this assessment modified and adapted for my individual need.
  - 2.3. All of the evidence supplied is my own work.
  - 2.4. I understand that the information contained in this submission will be used to assess my competence against the unit competency standards. I know that this will be used as a basis for a decision to issue me with a nationally recognised qualification and /or statement of attainment. I am willing for the information contained in this submission to be used for this purpose.
  - 2.5. I understand that if I do not fulfil the requirements of the assessment that I will be required to make a resubmission.
  - 2.6. I understand that I can re-submit my assessment up to 3 times and communicate with my Assessor along this process. After 3 times I understand that I will have to re-pay for this course or part of the course.
  - 2.7. I have kept a copy of my documents in the event that I have to reproduce my work.
  - 2.8. I understand that I can use the Assessment Appeals form if I do not agree with the outcome of my assessment grades, which is located on the homepage of the website.