



Assessment Policy

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1 Assessment Policy

Assessment is a vital part of the student's learning process. It involves generating and collecting evidence of a student's attainment of knowledge and skills and judging that evidence against defined national or professional standards. This is often an essential step to certification and achievement of a formal qualification.

Assessment is an integral part of learning and teaching (see Learning and Teaching Strategy).

The procedures for assessment and re-assessment are laid out in "Assessment Procedures".

- 1.1 Assessments at CoGC will be: valid, reliable, practicable, impartial and access to them will be fair.
- 1.2 To ensure the above, assessment instruments will be subject to internal and external verification.
- 1.3 All assessments will be conducted in accordance with regulations of the relevant awarding body which may cover assessment conditions, notification periods in addition to the number of assessment opportunities.
- 1.4 Equality & Diversity: All assessment instruments will adhere to QELTM and/or CALM guidelines.
- 1.5 For internal assessments there will be 2 opportunities plus a further 1 in exceptional circumstances (*see Assessment Procedures*).

- 1.6 All Students will be informed of the assessment policy and their right to appeal an assessment decision at the start of their course (*see Appeals Policy*).
- 1.7 All kinds of assessment misconduct including plagiarism will be dealt with in accordance with the College's Plagiarism Policy (*see Plagiarism Policy*).
- 1.8 No-one with a personal interest in the outcome of an assessment is to be involved in the assessment process. This includes assessors, IVs, EVs and invigilators. If a member of staff has a personal interest in the assessment process this should be disclosed to their line manager.

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