STUDENT DETAILS

Firstname:		Surname:		UIT Student #:	
Mobile #:		Email:			

ASSESSMENT DETAILS

Course Code:		Course name:	
Unit Code:		Unit name:	
Assessment Task No:		Assessment Task name:	
Trainer's Name:		Due Date:		Date Submitted:	
Submission:	☐ 1st submission ☐ 2nd submission ☐ Final submission		

Student Declaration:

I declare that this assessment is my own work, except where acknowledged, and has not been submitted for academic credit elsewhere, and acknowledge that the assessor of this item may, for the purpose of assessing this item:

Reproduce this assessment item and provide a copy to another member of the Institute; and/or, communicate a copy of this assessment item to a plagiarism checking service (which may then retain a copy of the assessment item on its database for the purpose of future plagiarism checking).

I understand it is my responsibility as a student to keep a copy of the assessment prior to submission, UIT takes no responsibility for lost in transit. If required you may be asked to reproduce another copy of the assessment/s.

I certify that I have read and understood UIT's Policies in respect of Student Academic Misconduct.

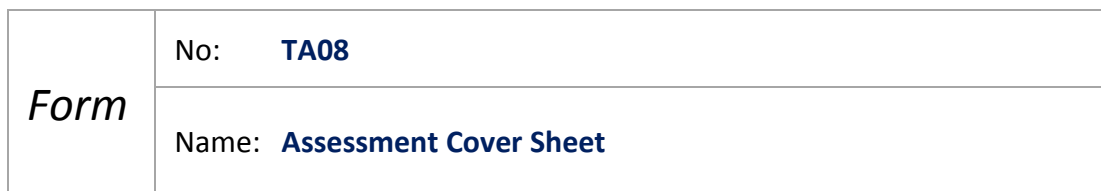Student's Signature: _____   Date: _____

Office use only

Received by:		Signature:		Date received:	
	(Print Name)				

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RECEIPT OF LODGEMENT

Firstname:		Surname:		UIT Student #:	
Unit:		Task:			
Trainer's name:		Due date:		Date submitted:	

Office use only

Received by:		Signature:		Date received:	
	(Print Name)				

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in case of double-sided printing

Office Use Only

ASSESSMENT RESULT	
Name of Assessor:	
Result:	☐ 1st submission -> ☐ **Not YET** Satisfactory = Student to resubmit ☐ **Satisfactory** = **COMPETENT**
	☐ 2nd submission -> ☐ **Not YET** Satisfactory = Student to resubmit ☐ **Satisfactory** = **COMPETENT**
	☐ Final submission -> ☐ **Satisfactory** = **COMPETENT** or -> ☐ **Not YET** Satisfactory = **NOT YET COMPETENT**
Comments/ Feedback:	
Assessor:	The candidate has been provided with feedback and informed of the assessment result and the reasons for the decision by face-to-face. Assessor's Signature: _____ Date: _____
Student receipt of feedback:	I have been provided with feedback by my trainer or the delegated personnel on the evidence I have provided. I have been informed of the assessment result and the reasons for the decision. ☐ The assessment task has been returned to me if required resubmission. Student's Signature: _____ Date: _____
Data & Quality Officer:	The candidate has been provided with feedback and informed of the assessment result and the reasons for the decision via e-mail. D&Q Officer's Signature: _____ Date: _____

Note: Student Services Officer can provide Competent results to the student either by phone or face-to-face.