



Skills Strategies International Learning and Assessment Policy

Purpose

The purpose of this policy is to improve the learning experience for all learners who engage in training programs with Skills Strategies International. The aim of this policy is to ensure a high quality of learning and assessment practice.

Scope

This policy is applicable to all Skills Strategies International learners who are involved in training in any mode of delivery or location.

Skills Strategies International commits to provide:

1. A safe and comfortable learning environment
2. Learning experiences that will facilitate meeting the requirements of the qualification
3. Feedback on your progress
4. Assessment that meets the requirements of the qualification
5. A commitment to maintaining the Standards for RTO's 2015

Expectations of learners

1. Be prepared (this includes bringing required equipment and completing pre-course requirements)
2. Be present and participate
3. Respect others
4. Learning is your responsibility

Assessment and submission of work

1. Assessment must be your own work.
2. Assessment needs to be completed to the standard indicated by the AQF level.
3. Check your work is complete prior to submission
4. One resubmit will be allowed after that there will be a fee of \$50
5. If competency is still not demonstrated you will be asked to reenrol and pay the course fee again
6. Appeals information is available in the Appeals Policy

I have read and understood the requirements of the Skills Strategies International Learning and Assessment Policy

Learner Name	
Learner signature	
Course Date	