

STUDENT to complete and attach to the front of assessment work. Submissions will only be accepted with a cover sheet.

NOTE: If you are submitting your assessment work electronically you **MUST** apply one of the following:

- Sign and write the date in the declaration section, scan, upload/email the cover sheet back with your submission
- Type in your name and the date in the declaration section, email the cover sheet as an attachment with your submission (if you are unable to scan a signed copy). If using this option, you must ensure that you are sending this from a personal email address for verification purposes.

STUDENT NAME:			
CONTACT PHONE:		EMAIL:	
UNIT CODE(S):			
UNIT NAME(S):			
IS THIS A RESUBMIT? Please circle one	YES	NO	
Assessment Task/s being submitted Include Assessment Task # and Assessment Task Name (refer to Assessment Plan)			
By signing below I the student, declare that (please indicate boxes with a tick):			
<input type="checkbox"/> I have understood the instructions provided and have received any relevant documentation for me to be able to complete the assessment/s, <input type="checkbox"/> I have been advised of the assessment requirements, have been made aware of my rights and responsibilities as a Student, and choose to be assessed at this time, <input type="checkbox"/> I have been made aware of the 'Appeals Procedure' that provides an avenue for reassessment if necessary, <input type="checkbox"/> The work I am submitting is my own work and contains no material written by another person except where due reference is made, <input type="checkbox"/> I am aware that a false declaration may lead to withdrawal of a qualification or statement of attainment. <input type="checkbox"/> I have included my full name and unit code on each individual page of my submitted assessment work. <input type="checkbox"/> I have retained a copy of all of my submitted assessment work			
Student Signature:		Date:	

ASSESSOR to complete with feedback for student on task results and further instruction if resubmit is required

Assessment Task #	* S / NYS	Resubmit Due Date	Comments / Feedback
Assessor Signature:		Date:	

* S = Satisfactory NYS = Not Yet Satisfactory