

Gold Coast Training College RTO 40816

Request for Assessment Re-Evaluation

As per the Gold Coast Training College Assessment Policy students may submit a written application requesting re-evaluation of an assessment result.

Instructions for the student:

- Please take this form to the College within **10 days** of notification of your final assessment result.
- If you are still dissatisfied with the decision of this re-evaluation process, you will have a further right to appeal. Refer to the Gold Coast Training College Assessment Policy

Student Name:		Student No:				Region / Campus:			
Email Address		Contact Phone No.							
Qualification Code and Name		Unit Code and Name							
Teacher/Assessor's Name		Date notification of assessment:							
Reason/s for requesting re-evaluation:									
Student's Signature:									
						Date:			
						/ /			

Re-evaluation (Student to be notified within 7 days of the re-evaluation decision)

Name of Assessor undertaken re-evaluation:			Date of Re-evaluation:		
Result amended:		Amended Result:	PLA Code: (if applicable)		Semester/Year:
<input type="checkbox"/> No <small>(Advise student in writing within 7 days)</small>	<input type="checkbox"/> Yes <small>(Process Amended Result Request form. Refer student for refund)</small>				

Assessor's Feedback (if no change to result)

Assessor's Signature:		Date:	
Education Manager's Signature:		Date:	

Admin Use Only			
Result Amended and entered into VETtrak:		<input type="checkbox"/> Yes <input type="checkbox"/> No	/ /
Student Notified in writing of outcome:		<input type="checkbox"/> Yes <input type="checkbox"/> No	/ /
Name:	Signature:	Date:	