

IPI Learning supports a rigorous assessment process that incorporates feedback and is based on explicit, pre-specified, and/or negotiated criteria that fairly and accurately reflect industry standards of performance.

Assessment for accredited training programs:

- uses assessment practices and modes that conform to the rules of evidence and principles of assessment
- acknowledges and contributes to learners' current knowledge and experiences
- provides appropriate opportunities for recognition of prior learning
- incorporates prompt, informative feedback that supports learning
- is regularly validated and moderated.

Assessment instruments, tools and resources are developed cooperatively between assessors and, where appropriate, in consultation with industry practitioners.

### **Assessment stages**

1. Written theory test ('exam')
2. Written assignment (including written theory and practical components)

Information on assessment should be read in conjunction with the IPI Learner Performance Policy.

### ***Theory tests***

Written theory tests are critical in determining learner comprehension of training materials. They are a requirement for receiving a certificate of completion for training.

1. Theory tests are a timed, multiple choice and open book assessment that must be completed without conferring with others; electronic devices, including mobile phones, may not be accessed during the exam.
2. No partial credit is given for incorrect answers.
3. The pass mark for exams is 80% and above. A result of 79% or below is considered not satisfactory and requires a re-sit.
  - Students may re-sit incorrect questions immediately after the initial assessment, provided that it is within the allotted exam time.
  - If the second attempt result is lower than 80%, the candidate should complete additional training or self-study before attempting another exam.

### ***Assignment***

Written assignments are an essential part of the learning process. Submission and successful completion of the assignment is a requirement for receiving a certificate of completion for training.

Written assignments allow for:

- the application and revision of classroom learning
- workplace practical research and application of theory
- mentoring and support from the learner's colleagues and supervisor
- hands-on maintenance activities

Assignments are due within 60 days of the completion of a theory exam. An extension of 30 days is available on request by emailing [training@ipi-inst.com.au](mailto:training@ipi-inst.com.au).