Internal verification of assessment decisions – BTEC (RQF)

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| **INTERNAL VERIFICATION – ASSESSMENT DECISIONS** | | | | | | | |
| **Programme title** |  | | | | | | |
| **Assessor** |  | | | **Internal Verifier** | |  | |
| **Unit(s)** |  | | | | | | |
| **Assignment title** |  | | | | | | |
| **Student’s name** |  | | | | | | |
| **Grade awarded** | **Referral** | **Pass** | | **Merit** | **Distinction** | | |
|  |  | |  |  | | |
| **INTERNAL VERIFIER CHECKLIST** | | | | | | | |
| **Is the Pass/Merit/Distinction grade awarded justified by the assessor’s comments on the student work?** | | | Y/N |  | | | |
| **Has the work been assessed accurately?** | | | Y/N |  | | | |
| **Is the feedback to the student:**  Give details:   * Constructive? * Linked to relevant assessment criteria? * Identifying opportunities for improved performance in future assignments? | | | Y/N  Y/N  Y/N |  | | | |
| **Does the assessment decision need amending?** | | | Y/N |  | | | |
| **Assessor signature** | | |  | | | **Date** |  |
| **Internal Verifier signature** | | |  | | | **Date** |  |
| **Programme Leader signature** (if required) | | |  | | | **Date** |  |

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| --- | --- | --- | --- |
| **Assessor signature** |  | **Date** |  |
| **Internal Verifier signature** |  | **Date** |  |
| **Action required:** | | | |
|  | | | |
| **Action taken:** | | | |
|  | | | |
| **Assessor signature** |  | **Date** |  |
| **Internal Verifier signature** |  | **Date** |  |