



LAWGRACIA COLLEGE

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ASSESSMENT POLICY

Purpose

Lawgracia Global College is committed to ensuring that all assessments are valid, reliable, and fair. This policy outlines the procedures for designing, delivering, and marking assessments.

Scope

This policy applies to all students, staff, and assessors involved in the assessment process at Lawgracia Global College.

Principles

1. Validity: Assessments will be designed to measure the intended learning outcomes.
2. Reliability: Assessments will be consistent and accurate in their measurement.

3. Fairness: Assessments will be free from bias and ensure equal opportunities for all students.
4. Transparency: Assessment procedures and criteria will be clear and communicated to students.

Assessment Types

1. Formative Assessments: Ongoing assessments to monitor student progress.
2. Summative Assessments: Final assessments to evaluate student learning at the end of a module or program.

Assessment Design

1. Learning Outcomes: Assessments will be designed to measure specific learning outcomes.
2. Assessment Criteria: Clear criteria will be established for each assessment.
3. Assessment Methods: A range of assessment methods will be used, including exams, assignments, and presentations.

Marking and Grading

1. Marking Schemes: Clear marking schemes will be used to ensure consistency.
2. Grading Criteria: Grades will be awarded based on the achievement of learning outcomes.
3. Feedback: Students will receive constructive feedback on their performance.

Appeals and Complaints

1. Appeals Procedure: Students may appeal against assessment decisions using the Appeals Procedure.
2. Complaints Procedure: Students may submit complaints about the assessment process using the Complaints Procedure.

Record-Keeping

1. Assessment Records: Assessment records will be kept for (3 years)
2. Student Records: Student records will be kept confidential and in accordance with data protection regulations.

Review and Revision

This policy will be reviewed and revised as necessary.