

Wesley Sample Assessment Copy Request Form

Wesley Health retain around 10% of Assessments for RTO recording

As part of the requirements of being a Registered Training Organisation, Wesley Health Management retain around 10% of student assessments as part of their moderation and validation and quality assurance routines. This means, that assessment samples are collected randomly and retained at the offices of Wesley Health Management.

What do I do if I absolutely want a copy of my assessments?

1. Wesley recommend that if you require a copy of your assessments, that you copy all of your assessments BEFORE handing in to your trainer for marking.
2. It is possible to request a copy of your assessment via Head Office. **To do this, this form must be posted with an A4 self-addressed envelope to :**

Student Services
Wesley Health Management
PO Box 1228
Technology Park
BENTLEY DC 6983

Copy of Assessment Records Request	
Student Name	
Student Address	
Course Date	
Course Location	
OFFICE USE ONLY	Assessment copied and sent Date Administrator

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