

UWA ASSESSMENT POLICY

THIS IS A SUMMARY OF THE MAIN ELEMENTS OF THE NEW ASSESSMENT POLICY SO MAKE SURE YOU LOOK AT THE POLICY FOR THE FULL DETAILS: ([HTTP://WWW.GOVERNANCE.UWA.EDU.AU/PROCEDURES/POLICIES/UNIVERSITY-POLICY-ON-ASSESSMENT](http://www.governance.uwa.edu.au/procedures/policies/university-policy-on-assessment))

ASSESSMENT MARKING

- You should receive your marks for all assessments within three weeks!
- Anonymous marking should be used to grade your papers whenever it's possible and practical.
- Where possible, your marks should be moderated.
- Negative marking (taking marks off for an incorrect answer) isn't allowed.

FEEDBACK

- You should be able to receive feedback on all assessment items, including exams!
- The Unit Coordinator must provide the unit with a report and/or a marking key after the exam on LMS.
- Feedback should be given at least one week before your next assessment in the unit, where possible.

ASSESSMENT WEIGHTING

- Assessment items must be worth between 10% and 70% (note: multiple small quizzes can be counted together as one 'assessment item')
- Exams can only be worth up to 70% - 100% exams are not permitted (hooray)
- A shared mark for a group assignment can only be worth 30%.
- Exams must be worth a minimum of 40%

SUBMISSION

- Penalties for late submission are 10% per day (including weekends), across all Faculties.
- Any assignment you submit after 7 days will get a grade of 'O'.
- You aren't allowed to have any assignments due for submission in the study period prior to exams.

EXAMINATION

- Your exam timetable must be published 5 weeks before exams begin.
- Exams may only be held between 8:30am and 6:30 pm, Monday - Saturday, during the exam periods.
- All University-administered exams will be 2 hours, inclusive of reading time.
- You must be provided with any reading materials necessary before the exam.

DIGITALISATION

- All marks should be entered onto LMS.
- Any text-based assessments you do should be submitted via LMS.
- All Unit Outlines will be published on LMS.

WHO DO I CONTACT IF I HAVE A PROBLEM WITH A UNIT?

If you think this policy is not being followed in your unit or have another issue, do the following:w

1. Check out your Unit Outline to see if there is any important information you've missed.
2. Have a chat to your tutor.
3. Speak to your Unit Coordinator (if they are different to your tutor).
4. If you have one, contact your Course/Major Coordinator.
5. Email the Associate Dean (Teaching & Learning) of your Faculty (you'll be able to easily find their details by looking at your Faculty's webpage).

STILL CONFUSED?

Contact the Guild Education Council President on: ed@guild.uwa.edu.au.

NEED EXTRA SUPPORT OR ADVICE?

Contact Student Assist for free, independent advice.

Check out the services and support they offer and book an appointment at: <http://www.uwastudentguild.com/assist>.



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