

Assessment and Moderation Regulations

1. ASSESSMENT REQUIREMENTS

- 1.1 Carey Baptist College, “Carey”, uses a standards based assessment method. All assessments will be appropriate to the nature and level of the course and programme for which they are set.
- 1.2 Each course requires students to complete a number of assessments, requirements for which, including style and presentation requirements, will be detailed in the Course Outline.
- 1.3 All assessments for a course must be completed by the due dates specified in the Course Outline.
- 1.4 All assessments must be completed in sequence to pass a course.
- 1.5 When a course requires both an oral and written assessment, unless otherwise stated, a passing grade in both the oral and written assessment is required in order to pass the course. Similarly, when a course requires both a practical as well as written assessment, a passing grade in both is required in order to pass the course.

2. RESEARCH ETHICS

- 2.1 Any assessment or research project undertaken by a student involving, or directly affecting living persons must be conducted with due regard to ethical issues and comply with the requirements of the Research Ethics Policy.

3. SPECIAL ASSESSMENT CONDITIONS

- 3.1 A student with a temporary or permanent disability which affects their ability to undertake a course assessment under regular assessment conditions may apply to complete their assessment under conditions which take into account the particular nature of their impairment.
- 3.2 Please note that applications must be made in writing to the Academic Director prior to the due date of the assessment.

4. USE OF TE REO MĀORI IN ASSESSMENTS

- 4.1 Carey recognises Māori as an official language of New Zealand and as a tāonga for all New Zealanders protected under the articles of the Treaty of Waitangi. Therefore, Carey upholds the right of students to use Te Reo Māori as the language of assessment in its academic programmes. If a student wishes to use Te Reo Māori in their assessment they must contact the Academic Director within two weeks of the commencement of the semester in which the assessment is due. Please note that a longer period of notice or a limitation on the use of Te Reo Māori may be necessary when oral work involves interaction with other students; see the Policy and Procedure for use of Te Reo Māori in Assessments for more information.

5. USE OF CHINESE (MANDARIN) IN ASSESSMENTS

- 5.1 Students completing courses in Mandarin are expected to submit their assessments in Chinese (Mandarin) (or Te Reo as per Carey Policy)
- 5.2 Students enrolled in English taught courses must submit their assessments in English to meet NZQA requirements (or Te Reo as per Carey Policy)
- 5.3 Word limits for assessments in Chinese are to be adjusted according to the following equivalency 1:1.6. In other words, 1000 words in English is deemed equivalent to 1600 words in Chinese.