

Reassessment Policy (Retest)

Standards & Legislation

- Education and Training Reform Act VIC 2006

Purpose

To offer fair and transparent reassessment options for any student who fails to succeed resulting in Not Yet Competent, in a unit of competency or licensing assessment. Start Training endeavours to provide students the opportunity to demonstrate their understanding or competence in a subject or skill if they initially fail to meet the required standard.

Reassessment

Reassessment refers to the process of evaluating a student's performance or understanding of a subject or competency for a second time after an initial assessment was deemed Not Yet Competent. Reassessment gives the student an opportunity to demonstrate improved knowledge, skills, or competency through resitting another assessment task or re-submitting an assignment.

The purpose of reassessment is to ensure fairness, support learning, and provide students with a chance to achieve the necessary outcomes for progression or certification.

Reassessment

Free Reassessment

1. Each Student* deemed Not Yet Competent (NYC) is eligible for;
Unlimited Free Theory Reassessment and
Unlimited Practical/Performance Reassessment
2. Free Reassessment must be booked within **1 month from original assessment date**
3. Exceeding 1 month from original assessment date, a reassessment fee will apply.
4. *excluding those in Certificate IV programs

Reassessment Fees

1. \$150.00 per assessment

Completion of Assessment(s)

Students must complete any required reassessment(s) within **6 months** from the date of the original assessment.

Failure to undertake the reassessment within this period will result in the forfeiture of the opportunity to be reassessed, and the student will be required to recommence the course in the relevant unit(s) of competency. Full Course Fees will apply. Extensions may be granted in exceptional circumstances, requests must be submitted in writing before the expiration of the reassessment period (6 months from the date of the original assessment) and emailed to studentsupport@starttraining.com.au.

Training

Free Training

1. Each Student that a Trainer and/or Assessor refers to LLN Student Support, requiring additional training to progress to an assessment or after failure of an assessment resulting in Not Yet Competent (NYC) is eligible for;
Unlimited Theory Session and
Unlimited Free Practical Training
2. Free Training must be booked within **1 month** from original assessment date
3. Exceeding 1 month from original assessment date, a Training fee will apply.

Training Fees

1. \$100.00 per hour for Practical Training

Expired Notice of Assessment (NOA) - HRW Students Only

1. Reassessment fees apply. Please refer to the Reassessment fees section in this Policy.
2. If Expired NOA is from another RTO (not Start Training), a current Statement of Attainment or USI Transcript, holding the most current Unit of Competency is required prior to booking
3. If Practical Training is required prior to undertaking the National Assessment Instrument for WorkSafe Victoria, Training fees apply.

Non Attendance (No show)

Start Training's Reschedule Policy

Students who do not attend their scheduled free reassessment or training dates without prior notice (as per Reschedule Policy) forfeit their eligibility for additional free sessions. They will be required to pay for any subsequent reassessments or additional training.

Supporting Documents

- Student Handbook
- P0005 Fees, Charges, and Refund Policy
- P00027 Reschedule Policy