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**Assessment declaration and tutor feedback**

 Any questions? Please contact ICAN Learn, Cairns

 Phone: 07 40311 073

***Educate. Learn. Empower. Lead*** Email: studentinfo@icanlearn.edu.au

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| **1. PERSONAL DETAILS** |
| Student Number:  |
| Surname |  |
| Given Name  |  |
| Date of Birth |   |
| Telephone | Mobile | Work |
| Mailing address |  |
|  |  | Postcode |
| Email address |  |
| **2. ASSESSMENT DECLARATION** |
| ICAN Learn Trainer |  |
| Please list units relevant to this Assessment  |
| Unit Code |  |
| Unit Title  |  |
| Assessment Title |  |
| Assessment Number |  |
| **3. DECLARATION** |
| I certify that the attached assessment/report/project is my own work and that all material utilised from other sources have been fully acknowledged in the appropriate method and format. I understand that it is my responsibility to ensure that this assessment is my own work and that I have not plagiarised the work of other people.Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Note: Please refer to ICAN Learn ‘Assessment’ and ‘Academic Honesty and Plagiarism’ policies*  |

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| **5. STUDENT CHECKLIST** | **DONE** |
| Written work is completed on a computer |  |
| Work is handed in on due date  |  |
| Requests for extensions are made in writing on the appropriate form prior to the due date |  |
| I have a copy of my work |  |
| Student ID on document  |  |
| This is my own work  |  |
| If this is a resubmission, I have included my original assessment  |  |
| I have not destroyed or altered sections needing re-submission. |  |

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| **4. ASSESSMENT FEEDBACK AND OUTCOME** |
|  |
| **Competent**  |  | **Not yet competent** |  |
| **Resubmit**  |  | **Not competent**  |  |
| **6. OFFICE USE ONLY** |
| Student Name | Student No |
| ICAN Learn Trainer |  |
| Original Due Date | Actual Submission Date |
| **7. SIGNATURES** |
| ICAN Learn Trainer |  | Signed | Date |
| Executive Officer / ICAN Learn | Bernadette Pasco |
| Signed | Date |
| ICAN Learn Administration - Data entry student records |
| Assessment Declaration filed on Student File  |  Initials | Date |
| Student File doc No |  |