*** Educate. Learn. Empower. Lead***

**ASSESSMENT PLAN**

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| --- | --- |
| **Course Code** | CHC51115 |
| **Course Name** | Diploma of Financial Counselling |
| **Unit Code:** |  |
| **Unit Title:** |  |
| **Assessor/s:** |  |
| **Target group to be assessed*:*** |
| **ASSESSMENT MATRIX**  |  |  |
| **APPLICATION** |
| **ASSESSMENT CONDITIONS** |
| **PERFORMANCE EVIDENCE:**  |
| **KNOWLEDGE EVIDENCE:** |
| **ASSESSMENT MATRIX** |
|  |
| **Assessment Method** | **Code** | **Assessment Method** | **Code** | **Assessment Method** | **Code** |
| Demonstration/Observation  | DO | Third Party Report | TP | Multiple Choice Test | MT |
| Role Play/Observation | RO | Workplace Documents | WD | Reflective Journal | RJ |
| Case Study – With Written Analysis | CS | Short Written Questions & Answers | WQ | Presentation | PR |
| Oral Questions & Answers | OQ | Essay | ES | Other Method | OM |
| Project/Assignment | PA | Written Test | WT |  |  |
| **ELEMENT OF COMPETENCY** | **PERFORMANCE CRITERIA** | **Assessment Method Code** | **Actual Assessment** |
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| **Assessment methods:** | **Assessment instruments required for each method** |
| *e.g. Observation of Actual Performance* | *e.g. Observation Checklist* |
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| **RPL MATRIX** |  |
| **KEY:** | **A: Competency conversation**  | **B: Practical activity**  | **C: Documents**  | **D: 3rd Party reports**  | **E: Other** |
| **ELEMENT OF COMPETENCY** | **Performance Criteria No** | **A** | **B** | **C** | **D** | **E** |
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| **Key personnel:**  | Bernadette Pasco |
| **Responsibility:** | Training and assessment |
| **Place or Context for assessment to occur:** |
| **Materials/resources/any documents needed for assessment:**  |
| **Special arrangements for assessment:** |
| **Timeline for assessment, how long and how often?** |
| **Reporting arrangements after assessment** |
| **Assessment Plan to be approved by:** |