

Extraordinary Internal Moderation

Information for **Access to HE**
course tutors and senior
course managers

Extraordinary Regulatory Framework: Internal Moderation



Information for tutors and senior course managers

Please see below the strategies to be adopted when sampling actual assessment grades (sampling strategy) and estimated grades (testing strategy) for all completed or partially completed units, that require moderation.

Internal Moderation: Which regulatory framework do we need to adopt?

- **Units completed prior to 20 March 2020:**

For all units completed prior to 20 March 2020, that have not yet been internally moderated, it is expected that the providers will operate their quality assurance activities in line with the QAA regulatory framework and usual Internal Moderation arrangements that meet the AVA's requirements.

- **Units partially completed**

For all units partially completed prior to 20 March 2020 and therefore include both actual and estimated assessment grades, it is expected that the provider will operate their quality assurance activities in line with the Extraordinary Regulatory Model, ie sampling strategy for actual grades, and testing strategy for estimated grades.

- **Units not completed**

For all units that are made up of estimated assessment grades only, it is expected that the provider will operate their quality assurance activities in line with the Extraordinary Regulatory Model, ie testing strategy.

Sampling strategy: actual assessment grades

Sample thresholds:

- **Proportionate sample threshold:** It is expected that the provider applies a proportionate sampling strategy based on the available evidence and outcomes from previous Internal Moderation sampling strategies adopted in year (including a minimum of 10% or 5 students - whichever is the largest number - across each Diploma). The provider should adopt the usual Internal Moderation arrangements that meet the AVA's requirements.

Testing strategy: estimated grades

Sample thresholds:

- **Minimum sample threshold:** 10% or 5 students (whichever is the largest number) across each Diploma
- **Proportionate sample threshold:** Where there is evidence of more than 5 students in any one Diploma that have been identified through the 'grade threshold indicators', it is expected that the provider applies a proportionate testing strategy based on the available evidence and outcomes from previous Internal Moderation sampling strategies adopted in year.

It is expected that providers will use all available evidence when applying the testing strategy. It is therefore possible that some of the following grade threshold indicators will not be applicable.

Grade Threshold Indicators:

Grade threshold indicators may include:

- Students who completed less than 50% of planned assessment by 20 March 2020
- Estimated grade profiles inconsistent with prior attainment grade profiles on course at:
 - Student level
 - Unit level
 - Diploma level
 - Provider level
- Calculated grade profiles inconsistent with profiles from previous years at:
 - Unit Level
 - Diploma level
 - Provider level
- Non-achievement
- Grade omissions (assessment/unit grades not provided)

Extraordinary Internal Moderation Record

Information for tutors and senior course managers

Please see below the Extraordinary Internal Moderation Record to be used when moderating actual assessment grades and estimated grades for all units completed, or partially completed **after 20 March 2020**.

Provider name	
Access to HE Diploma title	
Number of students on Diploma	
Number of students in sample	

Unit and Assessment Sampling Record					
Site / Campus	Unit Title	Unit Code	Assignment Identifier	Internal Moderator	Assessor

All boxes can be expanded to give more details. Copy and paste more rows as required.

Details of the sample taken:

Sampling method – Please refer to testing strategy guidance. *Provide details of how the sample was selected*

Internal Moderator feedback: *Table to be duplicated for each unit.*

Unit Title / Code					
Student name	Assessment Number / title	Grade indicators agreed (Y / N)	Sufficient evidence provided to support award of grades (Y / N)	Action to be taken where grade indicators are not agreed (inc. date)	Date agreed

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**Grade profile follows a similar pattern of grade profiles for previous years across provider / Diploma (Y / N)?
If no, provide a rationale below:**

Are all student and Diploma details correct?

Identify number of students who will not complete, and why?

Are the final grades correctly determined with reference to the midpoint?

Is there sufficient evidence to demonstrate the following:

- achievement (ungraded units)
- actual grades (partially achieved units) outcomes presented
- estimated grades (graded units)

Please comment below: