**Extraordinary Internal Moderation Record**

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

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| **Unit and Assessment Sampling Record** |
| **Site / Campus** | **Unit Title** | **Unit Code** | **Assignment Identifier** | **Internal Moderator** | **Assessor** |
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*All boxes can be expanded to give more details. Copy and paste more rows as required.*

**Details of the sample taken:**

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| **Sampling Method – Please refer to testing strategy guidance.** *Provide details of how the sample was selected* |
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**Internal Moderator feedback:** *Table to be duplicated for each unit.*

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| **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:** |
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| **Are all students and Diploma details correct?** |
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| **Identify number of students who will not complete, and why?** |
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| **Are the final grades correctly determined with reference to the midpoint?** |
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| **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:** |
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