



Internal Assessment Approval Form

Course Name:
Module Name:
Assessment Date:

	Yes	No
1. Assessment addresses all the learning outcomes		
2. Has clear guidance on how to complete the assessment		
3. Assessment deadline is clearly stated		
4. Assessment question(s) are clear		
5. Has clear assessment criteria		
6. Includes guidance on word count and referencing format		
7. The assignment brief is referenced accurately in accordance with the subject specific format i.e. Harvard*, OSCOLA, APA.		
8. Overall: Assessment checked for grammar and punctuation		
9. Comments: 		

*Harvard referencing to be in line with the Bournemouth University guide (<http://www.bournemouth.ac.uk/library/local-assets/how-to/docs/citing-references.pdf>)

Checked by:
Date: