

## Validation

### 1. Purpose

1.1. The Australian Online Music Institute (AOMI) recognises the value and importance of gaining nationally accredited qualifications. AOMI maintains a strong emphasis on ensuring and maintaining assessment validation processes, underpinning the qualification by offering quality and consistency of assessment as a basis for continuous improvement.

1.2. AOMI implements assessment validation processes for the programs and assessment tasks within its scope of registration to ensure that all assessment is undertaken with fairness, reliability, validity and flexibility.

1.3. AOMI’s validation process is linked to continuous improvement strategies, subject to regular review and in accordance with updated training packages.

### 2. Scope

2.1. The assessment process ensures:

2.1.1. Assessment tools are appropriately aligned to training package units of competence and to the learning outcomes being assessed, in accordance with industry expectations;

2.1.2. All assessment tools have a competency mapping matrix;

2.1.3. Assessment guidelines support consistent assessment practices by all assessors and for all participants completing the assessment task;

2.1.4. Evidence used to make an assessment is valid, authentic and sufficient;

2.1.5. Feedback is provided to participants, facilitators and assessors;

2.1.6. Clients, industry and industry organisations are consulted in developing and reviewing assessment tools and activities.

Revision	By Whom	Date
Reviewed, and Standards updated plus minor rewording.	G Bottrill	9 Aug 17
Reviewed, no change	G Bottrill	31 Jul 19
Reviewed, no change	A Palmer	20 Sep 20

2.2. The General Manager (responsible for compliance) and Head of Curriculum oversee validation and moderation (refer to “Moderation Policy”) of assessments and monitor compliance requirements as set out in the validation and moderation schedule.

2.3. Assessment includes all forms of assessment including skills recognition (recognition of prior learning) workplace assessments, course assessments, written assignments, projects, Q&A tests, evidence portfolios, oral presentations, practical demonstrations, audio recordings and more.

2.4 Each training product is validated at least once every five years, with at least 50% of products validated within the first three years of each five-year cycle, taking into account the relative risks of all of the training products on AOMI’s scope of registration, including those risks identified by the VET Regulator.

2.5 Systematic validation of an AOMI’s training and assessment strategies, assessment processes/practices, assessment tools and judgements is undertaken by one or more external persons who are not directly involved in the particular instance of delivery and assessment of the training product being validated, and who collectively have:

- a) vocational competencies and current industry skills relevant to the assessment being validated;
- b) current knowledge and skills in vocational teaching and learning; and
- c) the training and assessment qualification or assessor skill set referred to in Item 1 or 3 of Schedule 1.

Industry experts may be involved in validation to ensure there is the combination of expertise set out in (a) to (c) above.

### **3. Definition**

Competency based assessment is the process of collecting evidence and making judgments on whether competency has been achieved. The purpose of competency based assessment is to confirm that an individual can perform to the standard expected in the workplace, as expressed in the relevant endorsed industry or enterprise competency standards.

#### **4. AOMI Ensures that Assessments Are:**

- 4.1. Valid:  
Assessment techniques assess what they claim to assess
- 4.2. Reliable:  
Assessment approaches provide consistent results every time
- 4.3. Fair:  
Ensuring that the same assessment is used for each learner or situation while still being flexible.
- 4.4. Flexible:  
Able to assess different ways – e.g. verbal, by doing, question and answer

This Policy will be reviewed every two years.



**William Palmer**  
**CEO**  
**20<sup>th</sup> September 2020**