

## RPL Evidence Evaluation Report

Complete this report as you evaluate the evidence for each unit standard. Photocopy page 2 as you need it. You **must** provide a report form for **each** unit standard evaluated.

Purchase Order number \_\_\_\_\_

Number of unit standards evaluated \_\_\_\_\_

MITO learner ID number \_\_\_\_\_

MITO Registered Assessor name \_\_\_\_\_

MITO Registered Assessor stamp number \_\_\_\_\_

MITO Registered Assessor signature \_\_\_\_\_

### Please Note

When you sign that the MITO learner is competent in a unit standard you are agreeing that they currently have the skills and knowledge set out in the unit standard, and that the skill and knowledge is in accord with the **level** and **credit** value of the unit standard.

If your decision was based on evidence you gathered **in addition** to the *RPL Evidence Portfolio*, attach all the additional evidence you have gathered (with a written summary if it is relevant).

Refer to the evidence gathering methods section of the *RPL Evidence Evaluation Report – Guidance* for methods you can use to gather and record additional evidence.

If your decision was 'not yet competent', you must provide reasons.

# Evidence Evaluation Report Forms

Photocopy this page. Use as many pages as you require.

MITO learner ID Number: \_\_\_\_\_

Assessor name \_\_\_\_\_

<p>Unit standard number _____ Version _____ Level _____ Credits _____</p> <p><input type="checkbox"/> <b>Competent</b> - The MITO learner is currently competent in all parts of this unit standard</p> <p><input type="checkbox"/> <b>Not yet competent</b></p> <p>Decision based on: <input type="checkbox"/> Evidence portfolio <input type="checkbox"/> Evidence gathered by assessor (attach details)</p> <p>Reasons for decision _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Assessor signature _____ Date _____ Stamp if Competent</p>
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<p>Unit standard number _____ Version _____ Level _____ Credits _____</p> <p><input type="checkbox"/> <b>Competent</b> - The MITO learner is currently competent in all parts of this unit standard</p> <p><input type="checkbox"/> <b>Not yet competent</b></p> <p>Decision based on: <input type="checkbox"/> Evidence portfolio <input type="checkbox"/> Evidence gathered by assessor (attach details)</p> <p>Reasons for decision _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Assessor signature _____ Date _____ Stamp if Competent</p>
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<p>Unit standard number _____ Version _____ Level _____ Credits _____</p> <p><input type="checkbox"/> <b>Competent</b> - The MITO learner is currently competent in all parts of this unit standard</p> <p><input type="checkbox"/> <b>Not yet competent</b></p> <p>Decision based on: <input type="checkbox"/> Evidence portfolio <input type="checkbox"/> Evidence gathered by assessor (attach details)</p> <p>Reasons for decision _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Assessor signature _____ Date _____ Stamp if Competent</p>
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## Written Summary

<i>Unit Standard Number/s</i>	

Photocopy this page. You may need more than one page.

Write a summary of any additional evidence you have gathered. This could include the type of questions you asked and the MITO learner's answers, an overview of the professional discussions you had with the learner, and/or details of the work the learner showed you on-site and an overview of the professional discussion you had about it.

Note that not every word of the discussion needs to be written down. However, you need to include enough detail to make it clear to anyone reading it what your decision was based on.

**Your evidence could cover more than one unit standard – list the unit standards the evidence is for in the left hand column.**