



POST MODERATION COVERSHEET

Please submit one coversheet per unit standard

Organisation:

Physical address: *(not a PO Box)*

Moderation contact:

Job title:

Email address:

Telephone number:

Unit standards:

US Number	Title	Version	Level	Credits

Acceptance and signature:

I confirm that assessment materials have been pre-moderated and approved by ServiceIQ (including any changes to pre-approved material).

Name:

Date:

Please ensure you have included the following documents with this submission:

A copy of the assessment schedule/marketing guide. (It must be the correct version and match the assessment tool). Please note only one assessment schedule is required for each set of samples.

All supporting evidence – attached to the relevant sample.

Please indicate how you are providing these documents to ServiceIQ:

Mail/Courier

Google Docs, Dropbox, etc. *(provide link below):*

Email

On Flash Drive

Number of samples attached

Additional comments: