

<b>Course Title</b>		<b>Class Ref Number</b>	
<b>Instructor/Tutor Name</b>		<b>Start Date</b>	<b>Finish Date</b>
<b>Location of Assessment Event</b>			

**Section A**

1. Waterford TC/Kilcohan Apprenticeship/In-Centre test packs should be requested 5 working days before the scheduled test date.
2. Wexford TC Apprenticeship/Enniscorthy Fablab test packs should be requested 10 working days before the scheduled test date.
3. Contracted Training/ Second Provider Training packs should be requested 10 working days before the scheduled test date.

Module Title	Module Code	Assessment Code	No of papers required	Date	Time	Reader/Scribe required		Repeat Insert a tick in the box to indicate first or second repeat	Assessment Version Training Standards Office Use Only
						Insert a tick in the box	No required		
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	
						<input type="checkbox"/>		1 <input type="checkbox"/> 2 <input type="checkbox"/>	

Comments/Special Needs:

Address Test packs should be sent to:

**Section B - Amendment to a Scheduled Assessment - 2 Working days' notice is required**

**Due to unforeseen circumstances/events ONLY-** Please ensure that assessments are planned carefully to keep any changes to a minimum

Original Scheduled Assessment						New Assessment Date	
Module Title	Module Code	Assessment Code	Date	Time	Reader/Scribe required Insert a tick in the box	Date	Time
					<input type="checkbox"/>		
					<input type="checkbox"/>		

**Training Standards use only, Date Form received:**

**Training Standards use only –Date Exam Packs issued:**