

# Achievement Record

## iUBT434 – Professional conduct and business awareness

All units will require an Achievement Record to be completed by the lecturer for each learner. This achievement record will need to be kept by the centre and may be sampled by the external quality assurer on their visit.

**Learner name:** \_\_\_\_\_

**Learner number:** \_\_\_\_\_

**Centre name:** \_\_\_\_\_

	Please tick box:	Yes	No	Comments
External theory examination – MCQ				

**Please note;** each box must be ticked '**Yes**' in order to gain a pass grade. If any area is answered '**No**' the assessment will be referred until the omitted section is completed.

**Learner signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Lecturer name:** \_\_\_\_\_

**Lecturer signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**External examiner:** \_\_\_\_\_

**External examiner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Document History

Version	Issue Date	Changes	Role
v1	21/08/2019	First published	Qualifications and Regulation Co-ordinator