

MITP32: Training and Assessment Strategy Policy – Student Information

Purpose of This Policy

This policy ensures every course we offer is carefully designed, regularly reviewed, and meets both industry needs and national standards. Training and Assessment Strategies guide how your training is delivered, assessed, and continuously improved to provide you with a quality learning experience.

What This Means for You

Your course is developed with input from industry experts to ensure it is current and relevant. Training is delivered in sequences that make sense for learning, assessments are designed to fairly measure your competency, support services are integrated throughout your course, and the entire program is regularly reviewed based on feedback from students, trainers, and industry.

How Courses Are Developed and Reviewed

Step 1: Industry Research: We research industry needs, analyze trends, assess student requirements, and identify resource needs before developing any course.

Step 2: Industry Consultation: At least 3 diverse industry representatives provide feedback on course design, delivery methods, assessment approaches, and employment outcomes.

Step 3: Strategy Development: Comprehensive Training and Assessment Strategy created including delivery modes, unit sequencing, assessment methods, resource requirements, student support integration, and validation schedules.

Step 4: Committee Approval: Training and Assessment Committee for your course area reviews and approves the strategy ensuring quality, compliance, and industry alignment.

Step 5: Implementation: Course delivered according to approved strategy with qualified trainers, appropriate resources, systematic assessments, and integrated student support.

Step 6: Continuous Review: Annual reviews incorporate student feedback, trainer recommendations, industry input, validation outcomes, and performance data to improve course quality.

Key Information

Quality Assurance: All courses include validation schedules to ensure assessment quality, continuous improvement processes based on feedback and performance data, risk management strategies, and systematic quality monitoring by Training and Assessment Committees.

Student Support Integration: Training strategies incorporate support for diverse learning needs, reasonable adjustments for students with disabilities, cultural safety considerations, language and literacy support, and connections to student wellbeing services.

Industry Engagement: Minimum 4 meaningful industry engagement activities conducted annually for each qualification. Industry feedback directly influences course content, assessment methods, resource selection, and graduate employability focus.

Governance: Each course area has a Training and Assessment Committee that oversees strategy quality, reviews validation outcomes, monitors industry engagement effectiveness, and ensures continuous improvement. Committees report to Executive Leadership.

Need More Information?

If you have questions about how your course is designed, want to provide feedback, or need information about training strategies:

Contact: Your Course Coordinator, check with Student Services for contact details

Head of Compliance: 1300 244 002, compliance@menzies.vic.edu.au

Your feedback helps us improve course design and delivery.

Related Policies

MITP13 Assessment Policy, MITP30 Validation Policy, MITP16 Staff Management Policy, MITP27 Quality Management Policy, MITP001 Quality Governance and Accountability Framework

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This is a summary for students. For the complete policy, visit our website or contact Student Services.