

<b>Policy Number:</b>	<b>SA.27</b>	<b>Version Number:</b>	<b>2013 v.1</b>
<b>Policy Name:</b>	<b>USE OF TE REO MĀORI FOR ASSESSMENT</b>		
<b>Approved by:</b>	<b>Academic Board</b>		
<b>Last Reviewed:</b>	<b>2013</b>	<b>Review Period:</b>	<b>3 years</b>

### **Purpose**

BTI endorses the right of students to use Te Reo Māori for assessment.

### **Policy**

1. Students who intend to present all or part of a piece of coursework, a test or an examination paper in Te Reo Māori shall give notice of their intention of doing so, in writing, to the Programme Coordinator one month before the assessable task is scheduled for completion. This is to allow the Institute time and opportunity to make appropriate arrangements for marking, including when necessary, translation and external assessment.
2. Following consultation between a educator with relevant expertise, the Programme Coordinator and course educator, the Programme Coordinator shall decide whether assessment for work presented in Te Reo Māori is to be marked by: (a) the course educator; or (b) a co-assessor from within or from outside the Institute; or (c) a translator from within or outside the Institute.
3. Where a student who intends to present material in Te Reo Māori has presented the written notice of intention, he/she shall be informed in writing as soon as reasonably possible as to whether or not the assessment is to be based on translation.
4. The Institute shall resort to translation only when reasonable efforts have been made to locate an assessor capable of working with the original language. In appointing a translator, the Institute shall take all reasonable steps to ensure that the appointee is competent in the subject matter being assessed.
5. A translator shall not correct errors in a piece of work, nor make any embellishments. However, ambiguities may be pointed out to the course educator. Contact between student and translator is prohibited whether the work in question be coursework, a test or an examination. Assessment shall be carried out by the course educator on the basis of the translation.
6. A student presenting work in Te Reo Māori shall have rights of appeal against a grade and for remedying course failure consistent with those stated in the Institute's General Academic Regulations.
7. If the coursework, test, script or examination script in Te Reo Māori is the major piece of work in a course subject to external moderation, the external moderator shall be contacted to ascertain whether he/she is able to assess in the original language. If not, a translation shall be obtained (see above under 4. and 5.).

8. The process of assessment, return of work or publication of results when work is presented in Te Reo Māori may well take longer than the timeframe normally associated with work presented in English.
9. Written appeals against a decision regarding linguistic or subject matter competence, (see paragraph 6. above) shall be to the Appeals Subcommittee of Academic Board whose decision shall be final.

While the policy herein applies to written work in Te Reo Māori, the same policy applies to assessable oral work in Te Reo Māori, albeit that special conditions may well apply e.g., non-use of Te Reo Māori if oral work involves interaction with other English-speaking students such as in role-playing or seminar presentations.