



ALIT Pre-Validation Checklist

GENERAL INFORMATION

Item	Details
Course/Program	
Unit of Competency	
Validation Date	
Validator/s	
Training Package	
Version	
Developer	

DOCUMENTS INCLUDED

Item	Yes/No	Notes
Assessment Tools (All Tasks)		
Marking Guides / Assessor Guide		
Learner Guide or Online Content		
Delivery Plan / Session Plan		
Mapping Document		
Observation Checklists		
Assessment Conditions (Trainer version)		
Assessment Feedback Forms		
Foundation Skills integrated		
Language, Literacy & Numeracy (LLN) strategy		

ALIGNMENT CHECK

Criteria	Yes/No	Notes
Performance Criteria fully addressed		
Knowledge Evidence fully addressed		
Performance Evidence fully addressed		
Assessment Conditions incorporated		
ACSF / Foundation Skills identified		
Vocational relevance and contextualisation clear		



ASSESSMENT PRINCIPLES

Principle	Meets(Yes/No)	Notes
Valid		Clearly aligned to unit elements
Reliable		Marking guide ensures consistent judgement
Fair		Reasonable adjustments considered
Flexible		Includes RPL or options for workplace/online

VALIDATION READINESS

Criteria	Yes/No	Notes
All documents available and formatted		
Tools have been internally reviewed		
Tools reflect current industry practices		
Language is clear and suitable for AQF level		
Includes practical tasks for demonstration		
Instructions are clear for both students and assessors		
Clear version control and document codes		

VALIDATOR COMMENTS

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VALIDATION TEAM SIGNATURES

Name	Role	Signature	Date