

Assignment/Portfolio of Evidence Declaration Cover Sheet

IMPORTANT

- This Cover Sheet must be fully completed and signed by the learner submitting the assignment/portfolio.
- This Cover Sheet must be firmly attached to the front of the Assignment/Portfolio being submitted.
- Do not submit this Assignment/Portfolio of Evidence Declaration Cover Sheet and assignment/portfolio separately.

If the above is not met the Assignment/Portfolio of Evidence Declaration Cover Sheet and/or assignment/portfolio will not be accepted.

Learner Details

Unique Learner Number (if known)	LAMDA Pin No: (if known)	Given Name	Family Name
Date of Birth (DD/MM/YY)	Gender (M/F)	Learner Title	
		Miss / Mrs / Ms / Mr / Dr / Other	

Work Submitted

Qualification Title:	
Name of Unit:	
Unit Number:	
Date Submitted:	

Learner Declaration

I the named learner in Learner Details above certify that the Work Submitted is my own and does not involve <i>plagiarism</i> .			
Learner Signature:		Date:	
<i>Plagiarism is the presentation by a learner of an assignment which has been copied in whole or in part from another learner's work, or from any other source, e.g. published books, Internet or periodicals, without due acknowledgement in the text.</i>			

All copies of your assignment(s)/portfolio of evidence and this Cover Sheet should be securely packaged and sent to the following address:

LAMDA Examinations
155 Talgarth Road
London
W14 9DA

For further guidance see over

Support Guidance for submitting a Written Assignment or Portfolio of Evidence

Learners entered on LAMDA Examinations qualifications/units requiring either Written Assignments or Portfolios of Evidence as part of the assessment method must attach a LAMDA Examinations Assignment/Portfolio of Evidence Declaration Cover Sheet at the front of each submission to LAMDA Examinations. Submissions will either be a completed Portfolio of Evidence which will contain all the sub component parts as described in each unit description in the syllabus specifications, or other Written Assignments such as a workbook or essay dependent on the syllabus assessment requirements.

The learner is required to sign the Assignment/Portfolio of Evidence Declaration Cover Sheet to confirm the authenticity of the learner's work.

Copies of the Assignment/Portfolio of Evidence Declaration Cover Sheet should be downloaded from the LAMDA Examinations website www.lamda.org.uk or are available on request from LAMDA Examinations.

The submission (either Written Assignment or Portfolio of Evidence) along with the Assignment/Portfolio of Evidence Cover Sheet attached should be sent to the address on the front of this Cover Sheet.

Two copies of the submission (either Written Assignment or Portfolio of Evidence) must be provided to LAMDA Examinations. Only one Assignment/Portfolio of Evidence Declaration Cover sheet is required for each submission.

Please note that the Written Assignment/Portfolio of Evidence will not be returned to the learner.

LAMDA Examinations reserves the right not to accept and return the submission (either Written Assignment or Portfolio of Evidence) to the learner if it fails to comply with any part of the submission format mentioned in the syllabus or in the Guide for Centres and Teachers and if this Cover Sheet is not fully completed and signed.