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| **Portfolio Moderation Form**  ***For use by Regional & Connexional Moderators*** | LPWL Logo final.jpg |

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| Student’s name: Click here to enter text. Region: Choose an item.  Circuit: Click here to enter text. Student PIN: Click here to enter text.  Training pathway: Choose an item.  Tutor’s name: Click here to enter text.  Regional Moderator’s name: Click here to enter text. |

**REGIONAL MODERATION:**

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| **Folder 1:** I have read and reviewed the Portfolio Cover Sheet and all its contents. |  |
| **Folder 2:** I have read and reviewed all of the material relating to **one** of the services included in the portfolio. Please identify here which service you have reviewed: Click here to enter text. |  |
| **Folder 3:** I have read and reviewed the student’s reflection on **one** of the acts of worship attended. Please identify here which service this was: Click here to enter text. |  |
| **Folder 4:** I have read and reviewed the documentation included for **one** of the Media Items relating to Theological Themes. Please identify here which theme:  **Portfolio A:** Choose an item.  **Portfolio B:** Choose an item. |  |
| **Folder 4 (continued):** I chose to read and review the documentation for a second Media Item. Please identify here which theme:  **Portfolio A:** Choose an item.  **Portfolio B:** Choose an item. |  |
| **My assessment, as Regional Moderator, of the portfolio:** | Choose an item. |

**If you believe the criteria are Not Yet Met, please summarise your reasons, noting any specific items of concern. Please identify which additional items you moderated, be specific and provide examples to illustrate your concerns.**

Click here and type. The box will expand as required.

**Feedback to Tutors and Students**

Please also be specific and objective, and provide examples to illustrate your concerns. Students and tutors need to identify clearly what needs to be done to the portfolio in order to meet the criteria when it is resubmitted.

**Please supply explanatory comments for the Tutor here:**

Click here and type. The box will expand as required.

**Please supply explanatory comments for the Student here:**

Click here and type. The box will expand as required.

**Regional Moderators: do not complete the form beyond here.**

Please complete and send the form by email to the Local Preachers’ Office by 30th April or 31st October as appropriate, keeping a copy yourself for reference.

**CONNEXIONAL MODERATION**

This section is only required if the Portfolio is selected for Connexional Moderation.

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| **This portfolio has been included in Connexional Moderation** | | | | |  |
| **Reason:** | **Referred by Regional Moderator** |  | **Chosen as part of random sample** | |  |
| **Assessment of the Connexional Moderation team** | | | | Choose an item. | |

**If you believe the criteria are Not Yet Met, please summarise your reasons, noting any specific items of concern. Please identify which additional items you moderated, be specific and provide examples to illustrate your concerns.**

Click here and type. The box will expand as required.

**Feedback to Tutors and Students**

Please also be specific and objective, and provide examples to illustrate your concerns. Students and tutors need to identify clearly what needs to be done to the portfolio in order to meet the criteria when it is resubmitted. Take account of the comments made by the Regional Moderator to avoid causing confusion to the recipients of your comments.

**Please supply explanatory comments for the Tutor here:**

Click here and type. The box will expand as required.

**Please supply explanatory comments for the Student here:**

Click here and type. The box will expand as required.