



Federal Education Instruction No 38

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## **Ordering Assessments**

### **1.0 Preamble**

- 1.1 It has been noted that various practices are being employed that are not standard practice when ordering assessments, with some squadrons ordering 3 assessments for members to complete on a single parade night.
- 1.2 The practice of ordering multiple assessments to be completed in one night for a single member must not continue as this is not practical, the allowed time for the assessments exceeds the available time on a parade night when meeting face to face.

### **2.0 Ordering assessments**

- 2.1 As some Squadrons are still not able to meet face to face, it is permitted for the Squadrons to order 2 assessment at the one time.
- 2.2 When Squadrons are meeting face to face, only one theory assessment and one practical assessment may be ordered at the same time.

### **3.0 AAL Manual**

- 3.1 This information will be incorporated into Section 16 of the AAL Manual.

Comr. D. Grinter  
Federal Education Commissioner