

Recorded Exams Terms & Conditions

In order to preserve the safety of Candidates; to ensure the national standards of accreditation are met; and to maintain the confidentiality of assessment materials, these Terms and Conditions must be adhered to by all Recorded Exam Candidates.

By enrolling in a Recorded Exam with AMEB Tasmania, Candidates accept and agree to abide by the following requirements:

1. The recording process is of utmost importance and must be completed in one, uninterrupted recording, with no interference, coaching or influence that may create an advantage for the Candidate.
2. The Supervisor is to be present at all times and is responsible for ensuring the Candidate is able to record their exam appropriately.
3. The Candidate must identify themselves, as required by the relevant Guidelines, at the beginning of the recording.
4. The exam recording may be subject to copyright and must not be used for any purpose other than AMEB assessment. Distribution and viewing must be confined to the purpose of uploading the recording to AMEB and may not be reproduced, copied, shared, or publicly displayed either in part or in whole.
5. The exam recording and any reproduction (or part of) must be deleted within two weeks of the report being issued.
6. Recorded Exam appeals will be subject to the same Appeals Policy as face-to-face exams. To mirror this process, exam recordings may not be reassessed.
7. The Candidate agrees to undertake and provide their exam, adhering to the guidelines provided.
8. The candidate accepts that, should any of these terms be breached, their exam will be marked as “not attended”, no refund will be available and further action may be taken.
9. AMEB Tasmania may request to use an exam recording for internal training purposes. Any such recording will be edited to remove any comment identifying the Candidate its use will be subject to the candidate’s approval. It is the Candidate’s right to decline this.
10. All other AMEB Policies and terms continue to apply in tandem with this document.

Any questions relating to this, or other AMEB policies, should be directed to the State Manager, Tasmania.

Prepared by AMEB Tasmania 29/07/2020, Revised 25/02/2021.

The AMEB in Tasmania is administered by the Conservatorium of Music, University of Tasmania