



Fact Sheet

Completing Your Written ATHE Assignments

Assignment writing is an important element to your course and for you to achieve a pass. Here are a few things worth bearing in mind whilst writing your paper:

- **Wordcount**

For ATHE accredited courses like this one, we recommend that students write between 5,000 – 8,000 words per assignment. This is not a strict rule, but we find that students generally need this number of words in order to address the Learning Objectives in sufficient detail. Some students may need more or less than this, however, and providing that you manage to meet the assessment criteria, you will not be penalised for going outside this range.

- **Submission**

Whilst we advise that you complete your online multiple-choice assessments first, your written assignments can be completed and submitted at any time within your five-year enrolment on the course. You can submit your assignments one at a time, in batches, or even all in one go. The only restriction we impose on your submissions is that you will need to submit your first assignment separately. This assignment will need to receive a passing grade before any further assignments can be submitted. We impose this restriction to ensure that our students understand what is required from them by written assignments before proceeding further. When you are ready to submit your assignments, please contact your centre

- **Feedback**

Our tutors aim to provide feedback within 14 working days of assignment submission. Your assignment will be considered successful if you have achieved all of the assessment criteria, and you will be able to see whether you have done this by the feedback sheet that will be returned to you with your marker's evaluation. Please keep these feedback sheets in a secure location; when you have completed all of the assignments on your course, you will need to send us collected copies of your successful assignments and the feedback sheets you received for them, so it is important that you keep these safe.