



# Association Croquet

Accreditation and  
Reaccreditation  
Program

Referees and Umpires

Effective December 2025

CROQUET AUSTRALIA  
**ACCREDITATION AND REACCREDITATION PROGRAM**  
**ASSOCIATION CROQUET**  
**Referees and Umpires**

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## **Acronyms Appearing in the Document**

AC	Association Croquet
ACR	Association Croquet Referee
ACU	Association Croquet Umpire
ASC	Australian Sports Commission
CA	Croquet Australia
NCR	National Coordinator Referees
NCRAC	National Coordinator Referee Association Croquet
NOAS	National Officiating Accreditation Scheme
NSO	National Sports Organisation
NTP	National Technical Panel
ORLC	Official Rulings on the Laws of Croquet
SCR	State Coordinator of Refereeing
WCF	World Croquet Federation

Laws/ Rulings means -

*WCF Laws of Association Croquet* means those Laws and Rulings current from time to time.

## **Section 1: Accreditation Program General Information and Administration**

### **1.1 Name of Program and Framework Structure.**

Accreditation and Reaccreditation Program – Croquet Australia Referees and Umpires

#### **1.1.1. Organisational Structure:**

Croquet Australia (CA) is a full member of the World Croquet Federation (WCF) with representation on the WCF Association Croquet Laws Committee (ACLC).

#### **1.1.2 Framework Structure:**

- 1.1.2.1 The program will be under the control of the National Coordinator of Refereeing (NCR) for Association Croquet (AC), and State Coordinators of Refereeing (SCR). It will be conducted by accredited croquet referee presenters, or examiners.
- 1.1.2.2 Candidates will be instructed in communication skills, people management and how to cope with difficult situations on court.
- 1.1.2.3 Instruction will also be given in managing appeals against decisions made by players against other referees.
- 1.1.2.4 Candidates will undergo instruction and subsequently examination in practical techniques of refereeing and the Laws and Rulings of Association.
- 1.1.2.5 Upon passing the initial assessment candidates will become CA Accredited AC Referees/Umpires, and will require the Accreditation to be eligible to officiate at events for a period of 4 years only.
- 1.1.2.6 To remain eligible to continue officiating, CA officials will be required to meet Reaccreditation criteria as described in Section 1.9 Reaccreditation will be required every 4 years

#### **1.1.3 Officiating Level:**

There will be a National Coordinator Referees Association Croquet (NCRAC), and SCRs of AC, depending on each State's requirements:

Croquet Australia will recognise the following levels of Referees:

- International Referee (as conferred by the World Croquet Federation);
- Senior Referee, which is by invitation of the relevant National Technical Panel (NTP) and which includes passing higher level tests than a Referee, as set down by the relevant NTP;
- Referee, the accreditation and reaccreditation of which are covered in this document; and
- Umpire, which have limited officiating capability, as set down by the relevant NTP.

#### **Active list officials:**

Initially accredited officials

- Requires reaccreditation after 4 years.

#### **Inactive list officials:**

Officials who do not seek reaccreditation

- If reaccreditation is not sought after 4 years it may be sought at a later time, whereupon the Official will be transferred to the Active list.

**NOTE:** Applicants are to consult with the NCRAC for further information.

## **1.2 Pre-accreditation Training Program:**

The objective is to ensure that all candidates attain successful accreditation. A national training model shall be implemented and adhered to by all states, with modifications permitted only where necessary to address circumstances such as candidates residing in remote areas. This nationally consistent approach will ensure continuity of training and minimise disruption should a candidate relocate interstate.

The NCRAC is to be responsible for periodically drafting/redrafting the Pre-accreditation Training program.

## **1.3 Separate Officiating General Principles**

A pre-requisite for all candidates entering the CA's Referees or Umpires Accreditation Program is the successful completion of the Australian Sports Commission's Introductory Officiating Course, which changes from time to time. In December 2025, the course is called "Community Officiating Essential Skills Course".

This pre-requisite is to ensure that all participants have been exposed to instruction in effective communication skills and an adequate knowledge of legal and risk management matters, all of which are considered by CA to be a priority when officiating.

This pre-requisite course can be taken online via the ASC website or by contacting the various State or Territory Department of Sports. The online course is free of charge. There may be a fee charged for face-to-face courses.

## **1.4 Accreditation Program Fees**

While there is no fee for Accreditation or Reaccreditation, CA may set their own fees for badges and materials it supplies. States may also set their own fees to cover, or assist in covering, costs associated with Program implementation, such as travel costs for Presenters and Examining Referees.

## **1.5 Entry Pre-Requisites**

1. Successful completion of the Australian Sports Commission's Introductory Officiating Course.
2. Must be 16 years of age or older.
3. Must be a CA registered player with a valid CA ID.
4. To have a minimum of one (1) years' experience playing Association Croquet.
5. Must hold a valid AC handicap.

## **1.6 Venue and Equipment Requirements**

Venues where accreditation training and examining take place are requested to provide:

- a. A full size croquet court.
- b. Adequate court setting equipment and accessories as described in *The Laws of Association Croquet*, as appropriate.
- c. First and second coloured croquet balls.
- d. A suitable area for off court training and examining.
- e. Black or white board with coloured chalks or coloured pens.
- f. Suitable seating and tables for presenters and attendees.
- g. A copy of *The Laws of Association Croquet* as appropriate
- h. A copy of the ORLAC, as appropriate

- i. A copy the Australian Tournament Regulations.
- j. A copy of the WCF Refereeing Regulations.

## **1.7 Insurance**

Croquet Australia's Insurance Policies, which are negotiated annually by CA covers presenters, officials, volunteers and attendees at training and refresher sessions for insurance purposes.

## **1.8 Officials' Code of Behaviour**

Accredited and/or learner referees and umpires are bound by the CA [National Integrity Framework](#) (NIF). Alleged breaches of the [National Code of Conduct](#) will be handled under NIF.

Appendix 1: National Code of Conduct

## **1.9 Updating Policy**

Following initial accreditation, periodic 4-yearly reaccreditation of referees and umpires will be required for them to remain eligible to officiate.

To be reaccredited during each 4-year period following initial accreditation all referees and umpires are to be re-assessed for competency regarding their on-court practical performance and knowledge of the current Laws/Rules and Official rulings on Laws/Rules.

At the end of his 4-year period, to be reaccredited, referees and umpires are required to furnish evidence of their officiating activities by completing an official Activity Record, listing evidence of activities such as:

- 1.9.1 Officiating at WCF, CA, State Association, Regional and Club events.
- 1.9.2 Attending at least one referee/umpire refresher course, during each 2-year period prior to reaccreditation.
- 1.9.3 Attending at least one referee/umpire refresher course on Court Craft, during each 2-year period prior to reaccreditation.
- 1.9.4 Attending at least one referee/umpire refresher course demonstrating the current Laws/Rules and Official Rulings on the Laws/Rules during each 2-year period prior to reaccreditation.
- 1.9.5 Show evidence of the successful completion of the Australian Sports Commission's Introductory Officiating Course.

During this 4-year period referees and umpires will also have their overall on-court performance and behaviour assessed by the Tournament Referee at the venues where they officiated. The results of this assessment are to be given to the referee or umpire concerned and copies forwarded to the respective SCR and NCRAC. (Refer Appendix 3B. Accreditation/Reaccreditation Assessment Form).

At the request of the referee or umpire concerned, the SCR is expected to be available to discuss, on a one-to-one basis, the result of that assessment.

Referees and umpires are to be encouraged to keep a personal record, in the form of an on-going 'Self-assessment' logbook, regarding their performances when officiating and when conducting or attending training programs, with reference to how their performance could be improved. (This is also mentioned in the **Competency Statement** Section 4.1)

Notwithstanding the normal periodic 4-yearly reaccreditation as outlined above, CA may determine an earlier date for necessary reaccreditation in the event of significant changes in the Laws/Rulings.

## **Section 2: Quality Assurance**

### **2.1 Complaints Handling Procedure**

Candidates may register a complaint about the Accreditation/Reaccreditation process using the Croquet Australia Complaints Form [HERE](#)

### **2.2 Presenter and Examiner Qualifications and Training**

#### **2.2.1 Presenter Qualification:**

The presenter must be a qualified and experienced referee in the relevant discipline and be approved by the NCRAC or SCR in consultation with the NCRAC.

A presenter is required to have experience in course/seminar/workshop presentation and to possess good communication and delivery skills.

For someone conducting their first presentation, they are to have completed an approved course presentation seminar or the equivalent.

Presenters may from time-to-time call upon the services of experienced accredited referees, as approved by the NCRAC, to assist in training sessions.

#### **2.2.2 Presenter Training:**

CA and State Associations are to arrange training and refresher workshops for presenters. These workshops will cover any changes to Laws/Rules, Regulations, and Official Rulings on the Laws/Rules, on-court refereeing techniques and course presenting skills as they apply to the workshop discipline.

#### **2.2.3 Examiner Qualifications:**

Examining referees are to be appointed by each State Association on the recommendation of the SCR in conjunction with the NCRAC. Examiners are to be currently accredited referees who are well experienced in refereeing their discipline at State level and National levels and complete the Australian Sports Commission's Introductory Officiating Course.

From time to time the competency of examiners is to be determined by their respective SCR, in conjunction with the NCRAC.

Each State Association is to maintain a Register of Approved presenters and examiners.

#### **2.2.4 Examiner Training**

CA and State Associations are to conduct workshops for examiners at least once in every 4 years. These workshops are to include sessions on Laws/Rules and Regulations, any changes to the Laws/Rules and Regulations, Official Rulings on the Laws/Rules, on-court techniques and skills and assessing skills as they pertain to each discipline.

Examiners are to attend or conduct at least one refresher workshop for examiners every 4 years or earlier if required by the NCRAC, or by the examiner's respective SCR.

### **2.3 Design and Review Responsibility**

The National Technical Panel, as appointed by the NCRAC, will be responsible for the design and review processes of the various training courses.

2.3.1 Membership of the NTP for Association Croquet shall be:

- NCRAC.
- Two SCRs.
- One Examining Referee AC
- Ex officio, Australian Representative to WCF AC LC.

Although only two SCRs are members on the panel, all other SCRs may be invited to make appropriate submissions for the panel's consideration.

#### **2.4 Accreditation Program Evaluation and Review Process**

As a means of quality assurance in training programs the following will be used:

- 2.4.1 Ongoing presenter and examiner training as described in Section 2.2.
- 2.4.2 Evaluation of course presenters by use of the course participants evaluation forms (Appendix 4)
- 2.4.3 Regular informal discussion between course presenters
- 2.4.4 Statistical analysis on the number of new referees, umpires and Reaccreditations in each discipline
- 2.4.5 Statistical analysis of the events at which each referee or umpire officiated over each 4 year period.
- 2.4.6 Feedback from presenters, examiners and candidates.

The NTP for AC is to undertake periodic reviews of the results of the Evaluation and Review Process and make any alterations to the Accreditation/Reaccreditation Program they deem necessary.

### **Section 3: Accreditation Program Delivery**

#### **3.1 Recognition of Prior Learning/Current Competence**

There will be no Honorary Accreditation/Reaccreditation.

CA Officials will achieve Reaccreditation by meeting the criteria outlined in Section 1.9.

Candidates may be granted credits or exemptions toward their initial Accreditation under certain conditions listed below.

Candidates seeking exemptions are to submit their request for any exemption in writing to the NCRAC for consideration.

<b>Course Component</b>	<b>Requirement for granting of credit or exemptions</b>
Technical knowledge of Laws/Rules	Equivalent levels of overseas competence as recognised by an acceptable National Association.
General principles	Successful completion, in the preceding 4 years of the Australian Sports Commission's Introductory Officiating Course.
Practical on-court techniques	Equivalent levels of overseas competence as recognised by an acceptable National Association

### **3.2 Flexible Delivery**

The Accreditation Program will be delivered by way of workshops, seminars and/or formal presentations. Examinations may be verbal, written, or a combination. The use of video to demonstrate practical skills will be permitted where appropriate, e.g., remote area candidates.

### **3.3 Implementation Strategy**

Under the direction of the NCRAC, the SCR of each State Association will be required to arrange the training of presenters and examiners to conduct the Program in their respective States. Each State Association will be responsible for overseeing the Quality Assurance of the Program being conducted in its State.

A correspondence course, for the non-practical element of the program, will be made available for candidates living in remote locations.

CA may develop worksheets and guidance notes for presenters and examiners to assist them with the introduction and implementation of the Program.

The content of the training program, across all states and territories is to be in accordance with the National Training Program (Refer Section 1.2: Pre-accreditation Training Program).

## **Section 4: Accreditation Program Description**

### **4.1 Competency Statements**

These statements are to apply to all candidates undertaking CA Referees and Umpires Examinations.

Competence in the following areas must be displayed:

#### **4.1.1 Communication Skills:**

Candidates will be required to display good interpersonal communication skills when dealing with players and other officials as well as displaying the confidence needed to calmly take control of tense situations.

#### **4.1.2 Decision-making:**

Candidates will be required to show they are able to make effective, decisive, impartial and accurate decisions, consistently, promptly and must always maintain the strength of their convictions.

If a decision is appealed, they are to allow the appeal to proceed in an orderly manner without objection or interference on their part.

#### **4.1.3 Health and safety issues:**

CA accredited Referees and Umpires will be required to capably identify potential risk and safety hazards and implement appropriate action to prevent any injury or illness to players, spectators and other officials. The officials should advise the Tournament Manager of any concerns they have regarding adverse weather conditions that may be hazardous to players. All states have an Adverse Weather Policy, which varies from state to state due to geographical and seasonal meteorological differences.

Other potential health and safety issues are related to protective ball-barriers surrounding and separating courts, adequate court-side drinking water, weather shelter areas, and the availability of solar protective creams, insect repellents etc.

#### **4.1.4 Legal Principles and Responsibilities:**

CA accredited Referees and Umpires are to be aware at all times of their legal and risk management responsibilities when officiating.

#### **4.1.5 Behaviour/Ethics:**

CA Accredited/Reaccredited Referees and Umpires are required to conduct themselves in accordance with CA's Officials' Code of Conduct

### **4.2 Examination (Refer to Appendix 4 - Examination Tool).**

#### **4.2.1 Accreditation Process Sequence – Association Croquet**

Step One	Completion of the Australian Sports Commission's Introductory Officiating Course
Step Two	<b>Part 1</b> Umpire consists of a Home Book component, followed by practical instruction in AC refereeing techniques <b>Part 2</b> may be undertaken upon the successful completion of the Part 1 practical umpiring requirements and culminates in the full AC Referee examination.
Step Three	ACR Practical Techniques Component. End of ACR examination process.

**N.B.** Successful completion of Steps One and Two is mandatory before the candidate may attempt Step Three.

**NOTE:** Copies of the appropriate documents relating to the assessments are available from SCR's  
The examination of candidates will be undertaken by an Examining Referee appointed by the SCR and confirmed by the NCR and consist of two parts:

#### **Practical techniques on court:**

This will be a one-on-one assessment of the candidate's ability in on-court practical techniques, such as ball marking and replacement after a fault or error, wiring issues, fault and error detection and management, where the candidate positions himself/herself to be in the best position to make an accurate assessment of a stroke or other situation.

The candidate will not only be required to detect faults and errors but will also be required to give the reason why a fault/error was called.

The candidate will be required to display to the examiner they are competent to pass this section.

#### **Assessment of knowledge of Laws/ Rulings and Regulations:**

This will generally be an oral assessment of the candidate's knowledge and application of the Laws and Official Rulings as they apply to AC.

It is a requirement that two Examiners undertake all assessment examinations.

#### **4.3 Officiating Practice**

CA does not require candidates to complete any formal refereeing as a pre-requisite for Accreditation. However, during the training period, the candidate is expected to have officiated at least at club or regional level under the supervision of a tutor referee. This will be part of the National Pre-accreditation Training Program.

Once accredited, referees and umpires are expected to continue officiating at club and regional level, steadily progressing to state, interstate and national levels.

The Officiating Practice Requirements for Reaccreditation are set down in Section 1.9

#### **4.4 Technical Knowledge of the *Laws of Association Croquet***

##### **4.4.1 Learning Outcomes:**

- a. Application of the *Laws of Association Croquet* to consistently make accurate decisions on matters of fact in games.
- b. Ability to resolve disputes of limited complexity between players and/or referees on matters of fact and rulings on Laws given by another referee during a match/game of croquet.
- c. Such abilities will require satisfactory skills in interpersonal communication together with a satisfactory knowledge of pertinent health, safety, legal and behavioural matters.
- d. The candidate is encouraged to keep a log of what went well and what went poorly. This will allow a review of their weaknesses and accordingly should lead to overall improvement.
- e. Self-assessment, plus input from the assessors, if acted on correctly should lead to the candidates making some changes to their performance and thereby an improvement in the competency of communication skills, decision making and understanding of health, safety, legal and behavioural issues.

##### **4.4.2 Resource material:**

- a. The Laws of Association Croquet
- b. The Australian Tournament Regulations
- c. The Official Rulings of the Laws of Association Croquet (ORLAC) and Official Commentary.
- d. Demonstration, by presenters, of on-court techniques.
- e. The CA AC Refereeing Manual and Tutorials.
- f. The WCF Refereeing Regulations
- g. Other training materials at the discretion of individual presenters.

##### **4.4.3 Delivery strategies:**

- a. Workshops, seminars and pre-exam preparation courses.
- b. Correspondence courses for candidates living in remote areas.
- c. Demonstrations by presenters of practical on court techniques and repeated practise of these techniques by the candidate under the supervision of a presenter.

**Appendix 1: CA's National Code of Conduct**

## **Appendix 2A: Updating Reaccreditation Policy**

During the 4-year period following initial Accreditation or subsequent Reaccreditation the candidate is to show competency in the following areas:

- 1 Practical application of on-court tests, techniques and judgments as applicable to AC
- 2 The marking of balls in critical positions.
- 3 Adjudicating errors.
- 4 Where to stand when watching critical shots requiring special care due to the proximity of a hoop, the peg or other balls.
- 5 Knowledge of the Laws and the Official Rulings on the Laws of AC
- 6 Knowledge of the ethics and etiquette pertaining to croquet referees, umpires, players and officials.
- 7 Knowledge on health/safety, legal and behavioural issues as they relate to croquet and all those involved and how to manage any problem on these matters should any arise.

Competency in the above topics will be examined by the NCRAC or the candidate's SCR or a person appointed by the NCRAC.

Examiners may also consider the personal observations of the NCRs, SCR or Appointed Person of the candidates on court performances.

## Appendix 2B: Accreditation/Reaccreditation Examination Form

<b>Candidate</b>		<b>Date</b>	
<b>Venue</b>		<b>Examiner</b>	

The following 9 aspects will be judged on a rising scale of competence of 1 to 5. 1 (Non-Acceptable), 2 (Beginner), 3 (Satisfactory), 4 (Competent), and 5 (Excellent).

On court performance	1	2	3	4	5
On court judgements	1	2	3	4	5
Ball marking skills	1	2	3	4	5
Does the candidate position himself well enough to be able to make an accurate judgement on a faulty stroke?	1	2	3	4	5
Knowledge of Laws or Rules and Official Rulings	1	2	3	4	5
Knowledge of Ethics/Etiquette as related to officiating	1	2	3	4	5
Knowledge and management of Health/Safety issues	1	2	3	4	5
Knowledge of the National Integrity Framework Legal matters	1	2	3	4	5
Management of appropriate player behaviour	1	2	3	4	5

**Note:** To be successful, the candidate must be rated at 3 or more in each of the above segments

Examiner comments:

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Candidate Signature:

Examiner Signature

Date:

## **Appendix 3: Examination Tool for CA Officiating Accreditation**

### **Purpose of Examination:**

This examination tool will tabulate the candidate's competence or otherwise in areas applying to the Laws Rulings and Regulations of the discipline involved, practical on-court techniques, communication skills, risk management and other criteria detailed in the check list below.

### **Examination conditions:**

The candidate will:

1. Have access to an appropriate croquet court and equipment when undertaking the assessment.
2. Be permitted to present for assessment as many times as is necessary in order to achieve competency.

### **Examination tasks:**

The candidate is to demonstrate a satisfactory understanding of the Laws/Rules and Regulations of the discipline involved in order to make accurate and consistent decisions on matters of fact during a match and display a satisfactory level of competence in the practical techniques related to officiating.

### **Evidence required:**

Throughout the examination the candidate is to consistently demonstrate a competent level in all of the criteria in the checklist below.

### **Examination arrangements:**

The examination will take place on a date and at a location suitable for both the candidate and the examiner.

<b>Candidate</b>			
<b>Discipline</b>	<input type="checkbox"/> Ricochet	<input type="checkbox"/> Golf Croquet	<input type="checkbox"/> Association Croquet
<b>Accreditation Sought</b>	<input type="checkbox"/> Umpire	<input type="checkbox"/> Referee	<input type="checkbox"/> WCF Referee
<b>Candidate Club</b>			
<b>Examiner 1</b>			
<b>Examiner 2</b>			
<b>Examiner 3</b>			

Appendix 3 continued

<b>Performance Criteria.</b>	<b>Demonstrates Competency.</b> (Yes, No, n/a)	<b>Examiner's Comments.</b>
Can apply and implement Laws <a href="#">Rulings</a> and Regulations accurately and consistently on matters of fact as applicable to official role.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Understands the health and safety issues related to players and self. Is aware of adverse weather policies.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Constantly demonstrates ability to be in the best possible position to make accurate judgements on strokes that require special care.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Uses effective and ethical communication skills at all times when dealing with players.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Uses appropriate hand or vocal signals when they might be indicated.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
When asked by players and allowed by the Laws provides constructive and accurate opinions in a polite and concise manner	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Is able to promptly and diplomatically resolve differences of opinion between players in order to prevent a worsening conflict.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Knows how to promptly and effectively respond to an emergency situation if required.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Can analyse own strengths and weaknesses when officiating.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	
Understands and displays the etiquette expected of an official on court.	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>	

## Appendix 4: Evaluation Questionnaire

Course Name			
Attendee Name (optional)			
Contact Number (optional)			
Examiner/Presenter			
Venue			Date

Please answer the questions by circling your choice of response and adding any comments if you wish.

Did this course meet your expectations?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

How did you perceive the balance between the practical and theoretical elements of the course?

<input type="checkbox"/> Not balanced at all	<input type="checkbox"/> Somewhat balanced	<input type="checkbox"/> Completely balanced
Comments:		

Were the sessions well organised?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

Were the sessions well presented?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

How could the sessions and presentations be improved?

Comments:

Were the venue and its facilities satisfactory for your needs during the course?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

Was the pre-course correspondence and information satisfactory?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

Did you understand all the requirements involved in gaining Accreditation and/or Reaccreditation?

<input type="checkbox"/> Not at all	<input type="checkbox"/> Partly	<input type="checkbox"/> Satisfactorily	<input type="checkbox"/> Completely
Comments:			

Course length	<input type="checkbox"/> It was too long	<input type="checkbox"/> It was too short
Comments:		

Please provide feedback on your presenter(s) conducting your course

	Poor	Fair	Average	Good	Excellent
Their knowledge of the subject	1	2	3	4	5
Their teaching skills	1	2	3	4	5
Their ability to communicate rules and interpretation	1	2	3	4	5
Their planning/preparation	1	2	3	4	5
Their enthusiasm	1	2	3	4	5
Their presentation	1	2	3	4	5
The time allowed for questions and discussion	1	2	3	4	5

What aspects of the course were most beneficial to you and why?

Comments:			

What aspects of the course were least beneficial to you and why?

Comments:			

Have you attended a previous Accreditation or Pre-examination Course?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Would you recommend this course to others?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Any further feedback:**


## **Appendix 5: Notes, Comments and Suggestions**