

## **[Ethics]**

Make sure you and your staff thoroughly understand student progression in terms of test bands or scores and framework levels. For example, IELTS, PTE, CEFR, TOEFL and TOEIC. It is embarrassing for an Assessor to point out that your promotional material promises students they can progress through an entire band or level in say 5 weeks, when there is no evidence to support this. It's best practice to stay up to date with current literature from external assessment bodies about what is possible for the average English language student in terms of progression. If you are in doubt, make sure that you provide prospective students with up to date links to the relevant assessment bodies and experts . Also, make sure that you update your links.