**Technical Assistance Consultancy: Exam Grading System reform**

**Location:** *Nepal*

**Apply by:** *25 September 2015, 12 noon (Nepal time)*

**Start date:** *November 2015*

**End date:** *March 2016*

British Council Nepal is working in partnership with the Government of Nepal on Examination Reform. We are seeking consultants, institutions or consortia on a temporary basis for technical assistance in three examination reform projects:

* ***Exam Grading System reform***
* Exam Appeals Policy reform
* Development of Test Items for exams

Applicants can submit Expressions of Interest (EOI) for one, two or all of the above projects. Details of the other projects are published separately. We require one EOI for each project but if applying for more than one, please include a cover letter highlighting areas of potential overlap and benefits.

**About the project**

As part of a wider School Sector Reform Plan, the Government of Nepal has recently identified the need to revise their grading system for measuring student achievement in the high-stakes Grade 10 School Leaving Certificate (SLC). This will involve converting numerical scores into grades and identifying appropriate cut off scores. The purpose of this project is to contribute towards the examination reform by providing technical assistance/support and training to key stakeholders in the Ministry of Education (MoE) and education institutions and identifying an appropriate grading system with cut off scores. By collaborating closely with key Nepali education institutions, the project outcome should see the agreed grading system implemented in a pilot, evaluated and the final agreed system recommended to the Government of Nepal.

**About the role**

**Scope of Services to be provided**

1. Rapid qualitative appraisal of the current SLC scoring system for measuring student achievement in terms of validity, comparability and robustness and identification of key issues associated with the current scoring system.
2. Identify and recruit eight – ten personnel representing: MoE (including the Office of the Controller of Examinations), other educational institutions, head teachers and teacher representatives to form a *Grading Group.*
3. Facilitate the *Grading Group* to review both relevant information regarding grading systems and methodology and the current numerical scoring system in SLC and support the group to identify an appropriate methodology which would be suitable for Nepal.
4. In response to the conclusions of the *Grading Group*, develop training materials and deliver training and participatory workshops to support the *Grading Group* to develop a new Nepali grading and certification system and to be able to identify appropriate cut-off scores.
5. Maintain clear records of the participatory process, choices made and justifications for choices.
6. Dissemination of proposed changes in grading system to key stakeholders.
7. Develop and document a pilot for the agreed grading system.
8. Identify members of the Grading Group and/or other appropriate personnel to participate in piloting the agreed system.
9. Pilot and evaluate the system, make necessary changes and finalise the grading system.
10. Produce final report for key stakeholders, including the Ministry of Education, with conclusions, recommendations and training documents to support further roll out

**TA Deliverables**

* **Inception Report** – to outline agreed scope of work within two weeks of commencement.
* **Grading Group Conclusions Report** – to cover the process of reaching the conclusions on the appropriate grading methodology/system and outline the conclusions themselves.
* **Training and workshop materials**
* **Dissemination documents and activities**
* **Pilot project design document**
* **Final Report** – to cover evaluation of pilot, changes made and detailed account of final grading system.

**Qualifications and experience required**

**Essential**

* Experience of technical input in examination reform design processes, especially grading systems
* Experience of team leadership and participatory approaches in education reform projects
* Experience of project/programme design and evaluation for international donor organisations
* Masters in Assessment or relevant education / policy area

**Desirable**

* Experience of testing, assessment and evaluation in South Asia

**How to apply**

If you are interested, please send your EOI based on guidelines below to:

**rhona.brown@britishcouncil.org.np** with the title ***EOI: Exam Grading System reform Nepal***

We will only contact those who meet the required standards **five**working days after the EOI submission deadline.

**Successful candidates will be invited to submit a full proposal by 12 October 2015**

**Guidelines for EOI: Government of Nepal Reform of the Examination Grading System**

For successful EOI submissions, the information may change between the EOI and full proposal but we require indicative figures at this stage.

EOIs should be no more than 1000 words and should include the following:

* Outline and justification of approach including: types of work involved, resources utilised (including human resources), roles of international and local personnel, expectations of the British Council and their role.
* Name, title, qualifications and relevant experience of applicant; and if applying as a team, institution or consortium, an indicative team make-up, including name, title, qualifications /experience and justification for inclusion for each member.
* Anticipated number of days, including field, desk, travel etc.
* Indicative budget including human resources, team days, travel, accommodation etc.