



EXCELSIA
COLLEGE
Sydney - Australia

THIS TEMPLATE IS CURRENTLY UNDER REVIEW

Document Name

INTERNAL QUALITY REVIEW REPORTING TEMPLATE

Document Number

TS-STA-36

Document Status

Author	Director of Quality	November 2012
Approved by	Director of Quality	November 2012
Publication	Issue 4	August 2018
Review Date	Review of Issue 4	August 2020

NAME OF PROCESS OR AREA

REVIEW DETAIL

Review Date

This review was undertaken

Documentation

Policy, Procedures, etc.

AUQA Audit Report April 2010

ISO Standard (detail)

Review Subcommittee

The review was commissioned by....., and completed by

Scope

Review of

Executive Summary

Overview of issues and decisions.

REVIEW REPORT

Headings

Details.

REVIEW OUTCOME

Approval

Who approved what and when.

Progress

Further review of the decisions in process – what worked, what didn't, further action needed, etc.