Scottish Group Award Specifications

	Code:
Scottish Group Award: Single	**G5FM 08**
Scottish Group Award: Double	**G5FN 08**
Scottish Group Award: Triple	**G5FP 08**
Level: **Access 2**	

Summary of requirements

SGA at Access 2

National Clusters and Units required*

Scottish Group Award: Single Award

1 National Cluster or †other coherent grouping of units (3 credits) at Access 2

plus

*6 credits at Access 2 in **any** combination of units from:*
National Clusters
National Units

Total 9 Credits

Scottish Group Award: Double Award

2 National Clusters or †other coherent groupings of units (6 credits) at Access 2

plus

*8 credits at Access 2 in **any** combination of units from:*
National Clusters
National Units

Total 14 Credits

Scottish Group Award: Triple Award

3 National Clusters or †other coherent groupings of units (9 credits) at Access 2

plus

*9 credits at Access 2 in **any** combination of units from:*
National Clusters
National Units

Total 18 Credits

Core skills required*

The above must include or cover:
5 core skills at minimum of Access 2

*See Important Note on page 4.

†Designed by the centre to meet the candidate's needs.

Rules for credit contribution in specific and open sections

Important Note*   Achievement above the minimum requirements

The **minimum** requirement for this SGA is the specified single award. Where possible, centres may wish to encourage candidates to exceed this minimum. Candidates achieving above the minimum award will have this achievement recorded on their Scottish Qualifications Certificate.
For example, the following can be achieved above the minimum requirement:

- Core Skills at a level above Access 2
- National Clusters and National Units at Access 3 instead of Access 2

Hierarchies

- courses/clusters and units can be substituted by those with the same title at a higher level, eg Numeracy (Acc 2) can be substituted by Numeracy (Acc 3) (See Section E)

Double counting

- courses/clusters and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** Personal and Social Education (Acc 2) **or** Personal and Social Education (Acc 3)

- courses/clusters at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Cluster in English and Communication at Access 2 **or** Standard Grade English at Foundation Level (See Section F)

- same course/cluster or unit cannot contribute credit to both specific and open sections of an SGA

Specific section

A

SGAs at Access 2

This section specifies the mandatory number of clusters/coherent groupings and units and the mandatory core skills requirement for the following awards:

Scottish Group Award: Single Award

One National Cluster or coherent grouping from:

Any National Cluster or National Units at Access 2   3 credits

| Total credits required: 3 |

Scottish Group Award: Double Award

Two National Clusters or coherent groupings from:

Any National Clusters or National Units at Access 2   6 credits

| Total credits required: 6 |

Scottish Group Award: Triple Award

Three National Clusters or coherent groupings from:

Any National Clusters or National Units at Access 2   9 credits

| Total credits required: 9 |

** Core skills requirement

Communication at Access 2
Numeracy at Access 2
Information Technology at Access 2
Problem Solving at Access 2
Working with Others at Access 2

** See Section D for core skills details.

Open section

B

Up to 9 credits at minimum of Access 2 are required to complete this SGA.

Requirement to complete SGA	Award
6 credits at Access 2	Single
8 credits at Access 2	Double
9 credits at Access 2	Triple

These credits may be made up from any combination of the following qualifications. Each has a fixed credit value for the purposes of this SGA.

Qualifications	Credits
National Units at Access 2 or above	each typically 1
National Clusters at Access 2 or above	each 3
Standard Grades at Foundation Level contribute credits at *Access 3**	each 4
Free-standing core skills units (if required to complete the core skills requirement)	each 1
Skillstart at Access 2 can contribute credits at *Access 2*	each 6
SVQs at Level 1 can contribute credits at *Intermediate 1*	max 8

*If achieved prior to 1994 please contact SQA Helpdesk ☎ 0141 242 2214.

Note: There are many ways in which the 6, 8 or 9 credits at Access 2 can be achieved and the following sections are provided for your information.

Open section: Qualifications which can contribute credits to this group award.
Programme advice: Guidance on possible combinations of units and clusters which candidates might choose in order to gain the required credits.

Centres and candidates should agree the most appropriate way of gaining the required credits to meet each candidate's individual needs.

Rules for credit contribution in specific and open sections

Important Note*   Achievement above the minimum requirements

The **minimum** requirement for this SGA is the specified single award. Where possible, centres may wish to encourage candidates to exceed this minimum. Candidates achieving above the minimum award will have this achievement recorded on their Scottish Qualifications Certificate.
For example, the following can be achieved above the minimum requirement:

- Core Skills at a level above Access 2
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Hierarchies

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- courses/clusters at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Cluster in English and Communication at Access 2 **or** Standard Grade English at Foundation Level (See Section F)

- same course/cluster or unit cannot contribute credit to both specific and open sections of an SGA

Note: Advice on making up programmes of credit from the open section follows in Section C.

Programme advice

Candidates having met the requirements of the specific section need to achieve up to 9 further credits at Access 2. The general rules are defined in Section B.

A wide choice is available to achieve these credits. Centres should consider individual candidate needs, eg for further specialist work within their chosen area of the SGA or for broadening beyond the area covered within the specific section.

The following section lists all National Clusters at Access 2 and their component units. This might be useful in the selection of programmes to meet individual candidates' career and progression needs in their chosen area. Programmes can be made up of any combination of these and/or other provision from SQA's range of qualifications.

Please note the rules on hierarchical substitution and double-counting listed in Section B when finalising individual candidate SGA programmes.

*Mandatory unit of a cluster.   †Optional unit of a cluster.

Cluster/unit no	Cluster/unit title	Credits
Administration and Business		
Cluster:		
C083 08	Business (Acc 2)	3
Component units of cluster:		
D516 08	*Office Skills and Keyboarding: An Introduction (Acc 2)	1
D517 08	*Retail Skills: An Introduction (Acc 2)	1
D518 08	*Working in a Business Enterprise: An Introduction (Acc 2)	1
Art and Design		
Cluster:		
C003 08	Art and Design (Acc 2)	3
Component units of cluster:		
D525 08	*Developing Personal Ideas (Acc 2)	1
D523 08	*Exploring Visual Images (Acc 2)	1
D524 08	*Working with Materials (Acc 2)	1
Computing		
Cluster:		
C017 08	Computing (Acc 2)	3
Component units of cluster:		
D531 08	*Using a Computer (Acc 2)	
D529 08	*Using Computer Aided Learning (Acc 2)	
D530 08	*Using Technological Equipment (Acc 2)	

Cluster/unit no	Cluster/unit title	Credits

Drama

Cluster:

C037 08	Drama (Acc 2)	3

Component units of cluster:

D537 08	*Developing Drama Skills (Acc 2)	1
D539 08	*Presenting Drama (Acc 2)	1
D538 08	*Using Drama Skills (Acc 2)	1

English and Communication

Cluster:

C039 08	English and Communication (Acc 2)	3

Component units of cluster:

D208 08	*Language Study (Acc 2)	1
D209 08	*Literary Study (Acc 2)	1
D540 08	*Oral/Aural Communication (Acc 2)	1

Gàidhlig

National Free-standing Unit:

D587 08	Gàidhlig: Communication Skills (Acc 2)	1

Home Economics

Cluster:

C048 08	Home Economics (Acc 2)	3

Component units of cluster:

D552 08	*Healthy Basic Cooking (Acc 2)	1
D551 08	*Living Safely at Home (Acc 2)	1
D550 08	*Organisation in the Home (Acc 2)	1

Managing Environmental Resources

Cluster:

C055 08	Managing Environmental Resources (Acc 2)	3

Component units of cluster:

D553 08	*Planning an Environmental Area (Acc 2)	
D554 08	*Developing an Environmental Area (Acc 2)	
D555 08	*Monitoring and Maintaining an Environmental Area (Acc 2)	

Mathematics

Cluster:

C056 08	Mathematics (Acc 2)	3

Component units of cluster:

D556 08	*Using Mathematics in Everyday Situations 1 (Acc 2)	1
D557 08	*Using Mathematics in Everyday Situations 2 (Acc 2)	1
D558 08	*Using Mathematics in Everyday Situations 3 (Acc 2)	1

Cluster/unit no	Cluster/unit title	Credits

Media Studies

Cluster:

C058 08	Media Studies (Acc 2)	3

Component units of cluster:

D332 08	*Media Analysis (Acc 2)	1
D333 08	*Media Practical (Acc 2)	1
D334 08	*Media Production (Acc 2)	1

Modern Languages other than English/Gàidhlig

Clusters:

C059 08	French (Acc 2)	3
C040 08	Gaelic (Learners) (Acc 2)	3
C060 08	German (Acc 2)	3
C061 08	Italian (Acc 2)	3
C062 08	Russian (Acc 2)	3
C063 08	Spanish (Acc 2)	3

Any component units of any modern languages cluster at Access 2

Music

Cluster:

C065 08	Music (Acc 2)	3

Component units of cluster:

D584 08	*Music: Creating and Listening (Acc 2)	1
D583 08	*Music: Listening and Performing (Acc 2)	1
D585 08	*Music: Performing and Creating (Acc 2)	1

Personal Care

Cluster:

C082 08	Personal Care (Acc 2)	3

Component units of cluster:

D04E 08	*Daily Organisation (Acc 2)	1
D04D 08	*Healthy Living (Acc 2)	1
D04C 08	*Personal Hygiene (Acc 2)	1

Personal and Social Education

Cluster:

C067 08	Personal and Social Education (Acc 2)	3

Component units of cluster:

D364 08	*Personal Awareness and Development (Acc 2)	1
D365 08	*Social Awareness and Development (Acc 2)	1
D366 08	*Vocational Awareness and Development (Acc 2)	1

Cluster/unit no	Cluster/unit title	Credits

Physical Education

Cluster:

C068 08	Physical Education (Acc 2)	3

Component units of cluster:

D577 08	*Physical Education: Appreciation of Performance (Acc 2)	1
D575 08	*Physical Education: Integrated Performance (Acc 2)	1
D371 08	*Physical Education: Performance (Acc 2)	1

Practical Craft Skills

Cluster:

C080 08	Enterprise through Craft (Acc 2)	3

Component units of cluster:

D536 08	*Craftwork Enterprise (Acc 2)	1
D535 08	*Practical Craft Skills (Acc 2)	1
D534 08	*Working with Craft Tools: An Introduction (Acc 2)	1

Religious, Moral and Philosophical Studies

Cluster:

C072 08	Religious, Moral and Philosophical Studies (Acc 2)	3

Component units of cluster:

D580 08	*Questioning Belief (Acc 2)	1
D581 08	*Questioning Morality (Acc 2)	1
D582 08	*Questioning the World (Acc 2)	1

Science

Cluster:

C081 08	Science (Acc 2)	3

Component units of cluster:

D04A 08	†Biology (Acc 2)	1
D03Y 08	†Chemistry (Acc 2)	1
D04P 08	†Physics (Acc 2)	1
D04B 08	†Science (Acc 2)	1

Social Subjects

Cluster:

C079 08	Social Subjects (Acc 2)	3

Component units of cluster:

D526 08	*Deciding (Acc 2)	1
D527 08	*Contrasting (Acc 2)	1
D528 08	*Organising and Presenting Information (Acc 2)	1

Cluster/unit no	Cluster/unit title	Credits

Core Skills

Free-standing National Units:

D01B 08	Communication (Acc 2)	1
D01D 08	Information Technology (Acc 2)	1
D01C 08	Numeracy (Acc 2)	1
D01E 08	Problem Solving (Acc 2)	1
D01F 08	Working with Others (Acc 2)	1

Candidates who have not achieved these core skills in other ways must select the required core skills units. See Section D for further information.

One or more core skills in this SGA may be automatically certificated through clusters and units in the specific section. Where this is the case, the corresponding core skill unit in the open section cannot be counted towards the SGA.

Note: Other coherent groupings of units at Access 2 may be selected to meet the needs or interests of candidates. The units should be grouped in ways which reinforce learning, eg in curriculum modes.

Core skills		D

To achieve this SGA, all candidates **must achieve** the following core skills:

Core skill	Level
Communication	Access 2
Numeracy	Access 2
Information Technology	Access 2
Problem Solving	Access 2
Working with Others	Access 2

Candidates can achieve core skills:

- through Standard Grades or other units which give automatic certification of core skills, eg a candidate who has completed English and Mathematics at Foundation Level is given automatic certification of Communication and Numeracy at Access 3

- by selecting units and clusters which give automatic certification of core skills, eg the Access 2 English and Communication cluster gives automatic certification of Communication at Access 2

- by selecting dedicated core skills units in the open section of the SGA

Candidates' current level of achievement in core skills is shown on the Scottish Qualifications Certificate in the form of a profile. This shows achievement against each of the core skills *components.* Where a core skill has more than one component, the candidate needs to achieve each component at the level specified for the SGA. For example, if an SGA requires Numeracy at Access 2, a candidate whose profile only shows Using Number at Access 2 would not meet the requirement and would have to achieve Using Graphical Information at Access 2.

Details of all units and clusters which give automatic certification of core skills is published in *Automatic Certification of Core Skills in National Qualifications* (SQA, 1999).

Hierarchical sequences

The SQA numbering system for qualifications consists of a 4 + 2 reference code.

The qualifications in a hierarchical sequence have the same title and are available at more than one level. They are identified by their reference code having the same first four digits, eg, D208 in the example below. The last two digits are unique to each level of qualification, eg 08 equates to Access 2, 09 equates to Access 3.

Units

The following is an example of a hierarchical sequence of units:

D208 08	Language Study (Acc 2)
D208 09	Language Study (Acc 3)
D208 10	Language Study (Int 1)
D208 11	Language Study (Int 2)

Where units which are part of hierarchical sequences are specified, candidates who achieve a unit at a higher level than the one specified can use the upper level unit to count as credit towards the group award. For example, Language Study (Acc 3) can be counted instead of Language Study (Acc 2)

Candidates can only use one of these units to count as credit towards the group award.

In the case of unrevised National Certificate Modules, ie units which retain their original number, there are hierarchies where the title is the same and the number is different. Details of these exceptions will be published in a separate document. The pattern for these hierarchies is the same as that previously established for GSVQs.

There are also some hierarchies where the titles and numbers of the units at different levels are different. In this specification, if there are two units at different levels with heavily overlapping content, only one of these units should be used to count as credit towards the group award. Details of these exceptions will be published in a separate document.

Courses

The following is an example of a hierarchical sequence of courses and clusters:

C065 08	Music (Acc 2)
C065 09	Music (Acc 3)
C065 10	Music (Int 1)
C065 11	Music (Int 2)

In the SGA specification, where clusters/courses which belong to hierarchical sequences are specified, candidates who achieve a cluster/course at a higher level than the one specified can use the upper level cluster/course to count as credit towards the group award. For example, Music (Acc 3) can be counted instead of Music (Acc 2).

Candidates can only use one of these clusters/courses to count as credit towards the group award - a maximum of 3 credits for a cluster and 4 credits for a course.

Standard Grades

Designated Standard Grades at Foundation Level can contributute 4 credits each at *Access 3* to the SGA in place of National Clusters at *Access 2*.

The designated Standard Grades and their corresponding National Clusters, either of which can contribute to this SGA, are as follows:

Standard Grade*	**Cluster**
Art and Design at Foundation Level	Art and Design (Acc 2)
Computing Studies at Foundation Level	Computing (Acc 2)
Craft and Design at Foundation Level	Enterprise through Craft (Acc 2)
Drama at Foundation Level	Drama (Acc 2)
English at Foundation Level	English and Communication (Acc 2)
Home Economics at Foundation Level	Home Economics (Acc 2)
Mathematics at Foundation Level	Mathematics (Acc 2)

Modern Languages:

French at Foundation Level	French (Acc 2)
Gaelic (Learners) at Foundation Level	Gaelic (Learners) (Acc 2)
German at Foundation Level	German (Acc 2)
Italian at Foundation Level	Italian (Acc 2)
Russian at Foundation Level	Russian (Acc 2)
Spanish at Foundation Level	Spanish (Acc 2)

Music at Foundation Level	Music (Acc 2)
Physical Education at Foundation Level	Physical Education (Acc 2)
Religious Studies at Foundation Level	Religious, Moral and Philosophical Studies (Acc 2)
Social and Vocational Skills at Foundation Level	Personal and Social Education (Acc 2)

*Any other Standard Grades at Foundation Level can contribute 4 credits at Access 3 to the SGA.

SVQs

G

Any Scottish Vocational Qualifications (SVQs) can each contribute up to eight credits to the open section of the SGA.

SVQs at Level 1 contribute credits at Intermediate 1.

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