

Scottish Group Award Specifications

SGA in:	Hospitality		
Level:	Higher	Code:	G5AL 12

Summary of requirements

SGA in Hospitality at Higher

National Courses and Units required*

3 mandatory National Courses (12 credits) at Higher:
Hospitality - Food and Drink Service
Hospitality - Professional Cookery
Hospitality - Reception and Accommodation Operations

Details in specific section

plus

8 credits at minimum of Intermediate 2

Details in specific section

Total 20 credits

Core skills required*

The above must include or cover:
5 core skills at Intermediate 2

Details in specific section

*See Important Note on page 4.

Rules for credit contribution

Important Note* Achievement above the minimum requirements

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

- Core Skills at levels above those specified
- more National Courses and Units at Higher instead of the credits at Intermediate 2
- National Course grades, eg grade A or B instead of grade C
- more than the required three National Courses, in which case each additional course completed counts as four credits

Hierarchies

- courses and units can be substituted by those with the same title at a higher level, eg French (Int 2) can be substituted by French (H) (See Section C)

Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** French (Int 2) **or** French (H)
- courses at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Course in German at Higher **or** SCE Higher Grade German (See Sections D and E)
- same course achieved with different grades cannot both contribute credits to the SGA, eg **either** Higher Hospitality – Professional Cookery at grade A **or** Higher Hospitality – Professional Cookery at grade C

National Course awards at Grade D

National Course awards at Grade D can contribute to the SGA in the following way:

- in place of the specified optional Intermediate 2 Courses, a grade D at Higher (or above) in a Course of the same title can contribute 4 credits to the SGA.

Note - The former compensatory course awards (fallbacks) can also contribute to the SGA:

- in place of the specified optional Intermediate 2 Courses, a compensatory award for a Course of the same title taken at Higher (ie awarded at Intermediate 2) can contribute 4 credits to the SGA.

Gaelic (Learners) and Gàidhlig

- Gaelic (Learners) and Gàidhlig courses cannot both contribute credits to the SGA
- Candidates can choose **either** the Gaelic (Learners) or Gàidhlig course, not both

Specific section

A

This section specifies: mandatory courses, mandatory units, mandatory combinations of courses and/or units, mandatory core skill requirements and optional courses and units.

*Mandatory unit of a course. †Optional unit of a course. All other units are free-standing National Units.
[]Bracketed numbers indicate the former coding for these unrevised National Units.

Course/unit no	Course/unit title	Credits
Three mandatory National Courses:		
C053 12	Hospitality – Food and Drink Service	4
C051 12	Hospitality – Professional Cookery	4
C052 12	Hospitality – Reception and Accommodation Operations	4
		Total credits required: 12
plus any combination of courses, component units and free-standing units to gain eight credits (at minimum Int 2) from:		
Consumer Studies		
Free-standing National Units:		
D0SG 11	Consumer Studies (Int 2) [5120057] or	1
D0W9 12	Introduction to Consumer and Investor Protection (H) [6150016]	1
Food and Drink Service		
Component units of Hospitality Event Supervision course:		
D0T4 12	†Bar Service (H) [5130136]	1
D0N6 12	†Integrated Restaurant Service (H) [93204]	1
Component units of Hospitality: General Operations course:		
D04R 11	*Service of Food and Drink (Int 2)	1
Free-standing National Units:		
D0T5 11	Cocktails (Int 2) [5130146]	0.5
D0JC 13	Food Service Unit Operations (AH) [63210]	2
D0T2 11	Function Waiting (Int 2) [5130086]	0.5
D0T3 11	Introduction to Alcoholic Beverages (Int 2) [5130100]	1
D0L2 11	Non Alcoholic Beverages (Int 2) [73219]	0.5
D0TA 11	Silver Service (Int 2) [5130216]	1
Modern Languages other than English/Gàidhlig		
Courses:		
C059 11	French (Int 2)	4
C084 11	Gaelic (Learners): Listening and Talking (Int 2) ^{1,2}	4
C085 11	Gaelic (Learners): Reading and Writing (Int 2) ^{1,2}	4
C060 11	German (Int 2)	4
C061 11	Italian (Int 2)	4
C062 11	Russian (Int 2)	4

Course/unit no	Course/unit title	Credits
Modern Languages other than English/Gàidhlig		
Courses: (continued)		
C063 11	Spanish (Int 2)	4
Any component units of any modern languages course at Intermediate 2		
Any free-standing National Units in modern languages at Intermediate 2		
¹ See Rules for credit contribution		
² Candidates can choose either C084 11 or C085 11, not both.		
Professional Cookery		
Component unit of Professional Patisserie course:		
DE2L 12	*Patisserie (H)	2
Component units of Hospitality – Professional Cookery course:		
D288 11	*Cookery Processes (Int 2)	2
D287 11	*Food Preparation Techniques (Int 2)	1
Free-standing National Units:		
D0RP 11	Cake Decoration Techniques (Int 2) [3230913]	1
D0RR 11	Cake Decoration: Gateaux Finishing Processes (Int 2) [3230943]	1
D0TD 11	Control of Cookery Processes (Int 2) [5130256]	1
DE2M 12	Food Production and Presentation Skills 1 (H)	2
D0TF 12	Integrated Production Cookery 2 (H) [5130276]	1
D0TG 12	Integrated Production Cookery 3 (H) [5130286]	1
D0T8 11	Organisation of Practical Skills 3 (Int 2) [5130196]	1
D0TC 11	Pastry (Int 2) [5130246]	1
maximum of two credits allowed <u>from the following six units</u>		
D0SY 11	Dairy Foods and Eggs (Int 2) [5130046]	0.5
D0T0 11	Fish and Shellfish (Int 2) [5130056]	0.5
D0T1 11	Fruit and Vegetables (Int 2) [5130076]	0.5
D0T7 12	Meat and Poultry 2 (H) [5130166]	1
D0T6 11	Meat and Poultry 1 (Int 2) [5130156]	1
D0TB 11	Stocks and Sauces (Int 2) [5130226]	1
Reception and Accommodation Operations		
Component unit of Administration course:		
D010 11	*Word Processing 2 (Int 2)	1
Component units of Hospitality – Reception and Accommodation Operations course:		
D293 11	*Accommodation and Facilities Servicing (Int 2)	1
D294 11	*Hospitality Administration (Int 2)	1
D292 11	*Hospitality Reception Skills (Int 2)	1
Free-standing National Units:		
D0TP 12	Billing in the Hotel and Catering Industry 2 (H) [5140040]	1
D0TP 11	Billing in the Hotel and Catering Industry 1 (Int 2) [5140030]	1
D0TN 11	Cleaning Agents (Int 2) [5140026]	0.5
D671 12	Hotel Law for Reception and Front Office Staff (H)	1

Course/unit no	Course/unit title	Credits
Free-standing National Units: (continued)		
D0TV 12	Provision of Public Premises (H) [5140096]	1
D0TW 11	Provision of Laundry Service (Int 2) [5140116]	0.5
D0TX 11	Provision of Linen Supply (Int 2) [5140126]	1
D929 11	Recording of Financial Transactions (Int 2)	1
D0TT 12	Setting of Cleaning Standards (H) [5140076]	2

Supervisory Management

Component unit of Hospitality Facilities Supervision course:

D930 12	*Supervising People (H)	1
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Free-standing National Units:

D670 11	Hospitality Costing (Int 2)	1
D0WC 12	Law in Employment (H) [6150046]	1
D928 12	Operational and Control Skills for Supervisors (H)	1
D0PY 12	Quality Practice in the Workplace: Application (H) [2280024]	1.5

maximum of one credit allowed from the following three units

Component unit of Hospitality Facilities Supervision course:

D11M 12	†Health and Safety in the Work Environment (H) [7160026]	1
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Free-standing National Units:

D11P 12	Health and Safety at Work (H) [7160046]	0.5
D0XD 12	Maintain and Develop an Effective Working Environment (H) [6213083]	1

Tourism

Component units of Tourism course:

D443 12	*Marketing of Visitor Attractions and Services: An Introduction (H)	1
D444 12	†Scottish Tourism Product: An Introduction (H)	1

Component units of Travel and Tourism course:

D438 11	*Travel and Tourism: An Introduction (Int 2)	2
D441 11	†Interacting with Customers (Int 2)	1

Core Skills

Free-standing National Units:

D01B 11	Communication (Int 2)	1
D01C 11	Numeracy (Int 2)	1
D01D 11	Information Technology (Int 2)	1
D01E 11	Problem Solving (Int 2)	1
D01F 11	Working with Others (Int 2)	1

Course/unit no	Course/unit title	Credits
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maximum of four credits allowed from one or more of the following three options

English/ Gàidhlig

Course:

C115 11	English (Int 2)	4
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Component units of course:

D8VH 11	English: Language Study (Int 2)	1
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D8VJ 11	English: Literary Study (Int 2)	1
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D8VL 11	English: Personal Study (spoken response) (Int 2)	1
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D8VK 11	English: Personal Study (written response) (Int 2)	1
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Course:

C041 11	Gàidhlig (Int 2) ¹	4
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Component units of course:

D232 11	*Appreciative Language Skills (Int 2)	1
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D231 11	*Expressive Language Skills (Int 2)	1
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D230 11	*Interpretative Language Skills (Int 2)	1
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¹See Rules for credit contribution

Health and Food Technology

Component units of Home Economics: Health and Food Technology course:

D269 12	*Consumer Studies (H)	1
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D271 12	*Resource Management (H)	2
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Work Experience

Free-standing National Unit:

D36H 11	Work Experience (Int 2)	1
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Specific SVQs can contribute credits to this SGA. (See Section F)

Total credits required: 8

20 credits

** Core skills requirement

Communication at Intermediate 2

Numeracy at Intermediate 2

Information Technology at Intermediate 2

Problem Solving at Intermediate 2

Working with Others at Intermediate 2

** See Section B for core skills details.

Rules for credit contribution

Important Note* Achievement above the minimum requirements

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

- Core Skills at levels above those specified
- more National Courses and Units at Higher instead of the credits at Intermediate 2
- National Course grades, eg grade A or B instead of grade C
- more than the required three National Courses, in which case each additional course completed counts as four credits

Hierarchies

- courses and units can be substituted by those with the same title at a higher level, eg French (Int 2) can be substituted by French (H) (See Section C)

Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** French (Int 2) **or** French (H)
- courses at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Course in German at Higher **or** SCE Higher Grade German (See Sections D and E)
- same course achieved with different grades cannot both contribute credits to the SGA, eg **either** Higher Hospitality – Professional Cookery at grade A **or** Higher Hospitality – Professional Cookery at grade C

National Course awards at Grade D

National Course awards at Grade D can contribute to the SGA in the following way:

- in place of the specified optional Intermediate 2 Courses, a grade D at Higher (or above) in a Course of the same title can contribute 4 credits to the SGA.

Note - The former compensatory course awards (fallbacks) can also contribute to the SGA:

- in place of the specified optional Intermediate 2 Courses, a compensatory award for a Course of the same title taken at Higher (ie awarded at Intermediate 2) can contribute 4 credits to the SGA.

Gaelic (Learners) and Gàidhlig

- Gaelic (Learners) and Gàidhlig courses cannot both contribute credits to the SGA
- Candidates can choose **either** the Gaelic (Learners) or Gàidhlig course, not both

Core skills

B

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

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

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

Candidates can achieve core skills:

- through Standard Grades or other units which give automatic certification of core skills, eg a candidate who has completed Standard Grade English at Credit Level is given automatic certification of Communication at Intermediate 2
- by selecting from the group award units and courses which give automatic certification of core skills, eg the mandatory course Hospitality – Professional Cookery gives automatic certification of Problem Solving at Higher
- by doing dedicated core skills units – these units can contribute credits to the SGA and should be achieved through integration with appropriate subject specialist units. However, if the candidate wishes, the unit credits need not contribute to 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 Intermediate 2, a candidate whose profile shows Using Number at Intermediate 2 and Using Graphical Information at Intermediate 1 would not meet the requirement and would have to improve in Using Graphical Information.

Details of all courses which give automatic certification of core skills is published in the *Catalogue of Core Skills in National Qualifications* (SQA, 2001/2002).

Hierarchical sequences

C

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 D14F in the example below. The last two digits are unique to each level of qualification, eg 12 equates to Higher, 11 equates to Intermediate 2.

Units

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

D14F 10	Language: Finish(Int 1)
D14F 11	Language: Finish (Int 2)
D14F 12	Language: Finish(H)

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: Finish (H) can be counted instead of Language: Finish (Int 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:

C059 10	French (Int 1)
C059 11	French (Int 2)
C059 12	French (H)
C059 13	French (AH)

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

Candidates can only use one of these courses to count as credit towards the group award - a maximum of 4 credits.

Standard Grades

D

Designated Standard Grades at Credit Level can each contribute 4 credits to the SGA in place of corresponding National Courses.

The designated Standard Grade and the corresponding National Courses, either of which can contribute to this SGA, is as follows:

Standard Grade*

French at Credit Level
Gaelic (Learners) at Credit Level
German at Credit Level
Italian at Credit Level
Russian at Credit Level
Spanish at Credit Level

National Course

French (Int 2)
Gaelic (Learners) (Int 2)
German (Int 2)
Italian (Int 2)
Russian (Int 2)
Spanish (Int 2)

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

SCE Highers

E

Designated SCE Highers can each contribute 4 credits to the SGA in place of corresponding National Courses.

The designated SCE Highers and their corresponding National Courses, either of which can contribute to this SGA, are as follows:

SCE Higher Grade*

National Course

English	English (H)
French	French (H)
Gaelic (Learners)	Gaelic (Learners) (H)
Gàidhlig	Gàidhlig (H)
German	German (H)
Home Economics	Home Economics – Health and Food Technology (H)
Italian	Italian (H)
Russian	Russian (H)
Spanish	Spanish (H)

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

Note: SCE Highers do not give automatic certification of core skills. Further information will be published about this in due course.

SVQs

F

Specific Scottish Vocational Qualifications (SVQs) at the appropriate level can each contribute up to eight credits to an SGA.

SVQs at Level 3 contribute credits at Higher.

SVQs at Level 2 contribute credits at Intermediate 2.

In this particular SGA the following SVQs can each contribute a maximum of eight credits.

Code no	Specific SVQs	Level
007 Providing Goods and Services		
G63G 22	Bar Service	2
G420 23	Drink Service Advanced Craft	3
G63B 22	Food and Drink Service	2
G638 22	Food Preparation and Cooking	2
G6FC 23	Food Preparation and Cooking, General	3
G6FA 23	Food Preparation and Cooking – Kitchen and Larder	3
G6FB 23	Food Preparation and Cooking – Patisserie and Confectionery	3
G41Y 23	Food Service Advanced Craft	3
G63J 22	Hospitality: Quick Service	2
G63H 22	Hospitality Service	2
G6XN 23	Hospitality Supervision	3
G63D 22	Housekeeping	2
G635 22	Reception	2

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