

To:

Dear ,

PORTFOLIO REVIEW CONSULTATION

Last month, I wrote to you to outline progress with SQA's review of its portfolio of qualifications, and to invite you to the second consultation event, which will take place on 16 March 2005, in the Milton Hotel, Glasgow.

During the first round of consultation, there was overall support for the proposals made at that time, but no clear guidance on some key issues. The findings, conclusions and recommendations are outlined in the Executive Summary of the consultation report, which is enclosed with this letter. (The full consultation report can be accessed on SQA's website, www.sqa.org.uk.)

The main issues to be resolved by this second round of consultation relate to Group Awards:

- ◆ The purpose and design of non-advanced Group Awards
- ◆ The design of Professional Development Awards (PDAs).

Papers which outline options for the design of non-advanced Group Awards, and propose design principles for Professional Development Awards, are enclosed. These are being sent to you now to give you time to consider the proposals and discuss them with colleagues before you attend the event, or submit a response.

Consultation participants have been invited to the event because they represent various groups of people affected by changes to Group Award design: stakeholders involved in education, training and employment. At the event, we will ask you to form focus groups to look carefully at the options and proposals and provide feedback.

We will ask you to indicate your preferred option for the design of non-advanced Group Award, and to provide advice on the key issues which would need to be addressed before and during implementation of your preferred option. We will also ask you to tell us whether you support the proposed design of PDAs.

I do hope you can join us at the event, and have enclosed a further copy of the reply form, which should be sent to us by no later than **Monday 28 February 2005**. If you cannot attend the event, and cannot send a representative, then please feel free to respond by letter or e-mail. Please send your feedback by Friday 18 March 2005 to:

lena.gray@sqa.org.uk

or post to:

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NQ Product Team
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I look forward to seeing you at the event or to receiving your feedback to help us address the outstanding issues.

Yours sincerely

Dr Gill Stewart
Depute Director, National Qualifications

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