



Publications Despatch Register – April 2011

This register lists all publications issued by SQA in the period 1 April – 30 April 2011

Most publications can be downloaded free of charge from our website at www.sqa.org.uk. If you require a publication to be sent to you then please contact our Customer Contact Centre on 0845 279 1000. Please quote the product code and where a charge is applicable have a purchase order number or credit card details available.

Copies of circular letters can be obtained direct from the name listed on the register, or you can contact our Customer Contact Centre who will e-mail you the circular. Most circulars can also be downloaded from our website.

1 Promotional Materials and Newsletters

Date of Issue	Product Code	Title of publication	Issued to	Additional copies available from	Tel. No.	Available on SQA website

2 Assessment Materials

New National Assessment Bank Materials and Higher National Assessment Exemplars are covered in separate e-mail alerts to nominated recipients.

Date of Issue	Product Code	Title and level	Issued to	Additional copies available from	Tel. No.	Available on SQA website
14 April 2011		Enlarged examinations stationery	SQA Co-ordinators: relevant presenting centres	Despatch Unit	0131 561 6813	NO
15 April 2011		National Qualifications 2011 Absentee Consideration	SQA Co-ordinators: secondary schools, adult education centres. special schools, colleges of FE	Lesley Wildey	0131 271 6747	YES

3 Procedural Guides & Catalogues

Date of Issue	Product Code	Title of Guide	Issued to	Additional copies available from	Tel. No.	Available on SQA website
1 April 2011	FA1819	Handbook for Examiners 2011	Examiners	Appointee Management	0131 561 6912	NO
14 April 2011		Higher Physical Education Performance Exemplification DVD	SQA Co-ordinators: secondary schools, adult education centres. special schools, colleges of FE	Zoe Anderson	0845 213 5477	NO

4 Reports and Feedback Material

Date of Issue	Title of Report	Issued to	Contact Officer/Business Team	Tel. No.	Available on SQA website

5 Circular letters

Date of Issue	Title	Issued to	Contact Officer/Business Team	Tel. No.	Available on SQA website
6 April 2011	Subject Update – Business Education	SQA Co-ordinators: secondary schools, adult education centres, special schools,	Alistair Wylie	0845 213 5488	YES

		colleges of FE, public sector training providers, public sector employers, private sector training providers, private sector employers Copied to: Directors of Education/SCIS, Department of Education/HMIe			
8 April 2011	Review of optional units within HN Administration & Information Technology/PDA Medical Administration	SQA Co-ordinators: colleges of FE	Tony Hamilton	0845 213 5647	YES
21 April 2011	Scottish Baccalaureate Candidate Event – 21 June 2011	SQA Co-ordinators: secondary schools, colleges of FE	Corporate Events Team	0845 213 5580	NO

April 2011