

Our ref: BL

4 November 2002

To: SQA Co-ordinator  
Secondary Schools and FE Colleges

Action by Recipient	
	Response required
✓	Note and pass on
	None – update/information only

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Dear Colleague

### **National Qualifications English**

The contents of this circular should be passed to the member of staff responsible for English.

#### 1 *Higher, Intermediate 2, Intermediate 1*

The SQA website ([www.sqa.org.uk](http://www.sqa.org.uk)) is now the main channel for SQA information.

The following material is available on the English page of the website:

- ◆ Arrangements (giving details of syllabus and assessment requirements)
- ◆ Specimen question papers and marking instructions
- ◆ Reports on 2002 external assessment and moderation
- ◆ 2002 marking instructions.

The following more general material is also available on the website:

- ◆ 2003 examination timetable
- ◆ Operational guide (giving details of submission dates and other procedural information)
- ◆ Catalogue of National Qualifications 2002/2003 – Supplementary Information (confirming code numbers and other details).

NAB material for Personal Study (written response) was issued early in session 2002-2003. Enquiries about copies of NAB material should be directed to the publications staff, in the first instance – tel 0141 242 2168.

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2 *Access 3*

The Arrangements for Access 3 are available on the website. (There is also reference to Access 3 in the Catalogue – Supplementary Information.)

NAB material for Textual Analysis at Access 3 was issued in June 2002. The general guidance in the NAB material for Personal Study (written response) refers to Access 3 also.

3 *Advanced Higher*

In session 2002-2003, the Arrangements for Advanced Higher (on the website) must be read in conjunction with the NQ review report (also on the website), which indicates the reductions in the amount of internal assessment for this session.

New Arrangements and a new specimen question paper for Advanced Higher for session 2003-2004 are in preparation.

4 *New candidates*

New candidates for Higher, Intermediate 2, Intermediate 1 or Access 3 should follow the new Arrangements.

5 *Repeat candidates*

Component units already achieved by candidates in a previous session will contribute to courses. Repeat candidates may attempt the old units (for which there is a two-year completion period) until summer 2004, or may attempt the new units. To meet the internal assessment requirements, such candidates must have gained, finally, the three appropriate credits:

- ◆ Language Study (old or new) (1 credit)
- and
- ◆ Literary Study (old or new) (1 credit)
- and
- ◆ *either* new Personal Study (written or spoken) (1 credit)  
*or* old Specialist Study (half-credit) + old oral/aural (half-credit).

Code numbers for the old units are as in previous sessions. Code numbers for the new units and courses are given in Arrangements.

In the case of repeat candidates, there is no objection to taking one or more of the new component units additionally, if centres and candidates so wish.

The external assessment in summer 2003 will consist of the examination only.

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Enquiries concerning the technicalities of candidate entries should be directed to the SQA co-ordinator in the centre, in the first instance. Enquiries concerning special arrangements should be directed to the special arrangements staff – tel 0131 561 6890.

6 *Free-standing, additional units*

The 20-hour units in Individual Presentation, Group Discussion and Critical Listening (at various levels) continue to be available on a free-standing, additional basis for any candidate. Achievement of a pass in Individual Presentation or Group Discussion will give certification of the core skill of oral communication at the level concerned. Personal Study (spoken response) also offers certification of the core skill of oral communication. (Certification of the core skill of written communication is gained through achievement of a pass in the Language Study unit.) General information concerning core skills may be obtained by contacting the appropriate staff – tel 0141 242 2428.

7 *Prior moderation*

Information and forms in connection with prior moderation may be obtained from the moderation staff – tel 0141 242 2118.

Yours faithfully



Miss B Loney  
Qualifications Manager