

Our ref: HN Update September 14
9 September 2014

SQA Co-ordinator

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Dear Colleague

The contents of this letter should be passed to the members of staff responsible for the delivery of:

HNC/D Accounting
HNC/D Administration and Information Technology
HNC/D Business
HNC/D Financial Services

Formative Assessments

The majority of the Units developed for the 2004 frameworks of the above Group Awards have now finished. Many of these Units were supported by Assessment Exemplars. These Assessment Exemplars have been made available for formative assessment purposes and can be downloaded from the relevant subject page on SQA's secure website.

Where these Assessment Exemplars are used for formative assessment, of the current version of an HN Unit, it is the centre's responsibility to ensure the assessment meets the Evidence Requirements of the relevant Unit.

Centres should also note that the Accounting Assessment Exemplars contain cut-off scores rather than error tolerances.

Yours faithfully

Linda K Meikle

Linda Meikle
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