

Ref: LM/SeptemberUpdate

September 2011

To: SQA Co-ordinator



**For the attention of all staff responsible
for the delivery of SVQs in Retail**

Action by Recipient
✓ Note and pass on

Contact: Christine Keenan/Linda Meikle at Glasgow

Direct Line: 0845 213 5463/5466

Email: Christine.Keenan@sqa.org.uk

Linda.Meikle@sqa.org.uk

Dear Colleague

SVQ Frameworks

- SVQ Level 1 Retail Skills (G8AP 21)**
- SVQ Level 2 Retail Skills (G8AK 22)**
- SVQ Level 3 Retail (Sales Professional) (G8AM 23)**
- SVQ Level 3 Retail (Management) (G8AL 23)**
- SVQ Level 3 Retail (Visual Merchandising) (G8AN 23)**

I refer to my previous communication of 1 July 2011 regarding the above qualifications and am writing to inform you that the accreditation period for this suite of SVQs has been further extended until 30 November 2011. This extension will allow us to take incremental changes to the awards through the accreditation process.

SQA has now submitted a Qualification Amendment form, to SQA Accreditation, to extend the suite of SVQs until 31 July 2014 incorporating incremental changes, and to address the specific amendment required to:

- ◆ SVQ Level 3 Retail (Management)
- ◆ SVQ Level 3 Retail (Sales Professional)
- ◆ SVQ Level 2 Retail Skills

These SVQs include the Unit E.15 (a CfA import) *Develop Productive Working Relationships with Colleagues*. This Unit has been re-leveled from SCQF 5 to 6 – this change requires the structures to be amended and new unit and group award codes allocated to these qualifications.

The titles of all the SVQs will be amended to reflect the SCQF level, ie

- SVQ 1 Retail Skills at SCQF level 4
- SVQ 2 Retail Skills at SCQF level 5
- SVQ 3 Retail (Sales Professional) at SCQF level 6
- SVQ 3 Retail (Management) at SCQF level 6
- SVQ 3 Retail (Visual Merchandising) at SCQF level 6

Once the accreditation process has been completed, SQA will inform you of the new unit and group award codes. The amended structures, changes log, Assessment Strategy and revised Assessor Guidelines will be uploaded to the SVQ Retail subject page on SQA's website.

Automatic transfer of approval on a 'like for like' basis, for these SVQs, will be given to centres.

Do not hesitate to contact Christine or myself should you have any questions.

Yours faithfully

Linda K Meikle

Qualifications Officer
Humanities, Art and Business