

Submission instructions for the Advanced Higher Physical Education project

As part of the coursework assessment at Advanced Higher, candidates must submit a project to be externally marked by Qualifications Scotland. Candidates must use the Qualifications Scotland-approved template to produce physical copies of their project for submission.

Please note candidates are not required to submit their coursework electronically. Physical copies of each project must be sent to Qualifications Scotland in the usual manner accompanied by a completed external assessment flyleaf, **which will be issued to all centres in February each year.**

Instructions for teachers, lecturers and candidates

You can download and/or print copies of the template as required. The template has a straightforward format and is set up with a common font and font size — you may alter these if required.

Ensure you follow the guidance below when preparing and packaging.

Checklist

- All candidates must use the current Qualifications Scotland-approved template.
- The project should be 4,000–5,000 words, excluding references, footnotes and appendices. Candidates must submit the word count for the project, excluding appendices, footnotes and references.
- If a candidate who is handwriting their project requires lines on the template, this would be acceptable.
- The candidate's SCN (Scottish Candidate Number) must be included within the footer of every page in the template using the box provided. The SCN must also be written on the additional pages of data submitted by the candidate — this is for the purposes of identification.
- Projects should be printed double-sided, if possible.
- Candidates must use black or blue ink.
- Each candidate's project must be printed clearly, with no print leakage or bleeding, so that work is legible for on-screen electronic marking (if applicable).
- Use images, graphs and charts suitable for scanning in black and white.
- Each candidate's project must be accompanied by a completed flyleaf.
- Each flyleaf and project should be stapled together on the top left corner, including the appendices. We will provide a small quantity of clear-faced bags which should only be used if the coursework is too large to staple.