



## Harris Academy SQA Key Dates Assessment and Reporting Calendar 2019-2020

No.	Date	SQA Deadlines
1	16 August 19	Receive verification selections for PE IACCA assessment
2	19 August 19	Candidate Registration opens
3	11 September 19	Receive e mail notification to submit evidence for post-certification quality assurance materials
4	13 September 19	Closing date for submission of outstanding unit results to guarantee August 2019 certification - AH only
5	23 September 19	Candidate Entry process opens
6	24 September 19	Uplift of post-certification quality assurance materials
7	25 September 19	Closing date for Return of Project/Coursework Request Forms. Closing date for Invigilator Nomination Forms.
8	27 September 19	Closing date for Approval applications for courses certified in 2019.
9	4 October 19	Closing date for the return of school AA evidence forms for S4/5/6 pupils
10	21 October 19	Assessment Arrangements Request system opens.
11	8 November 19	Closing date for initial bulk entry of course units. <b>SCHOOL DEADLINE – 3.40pm on Monday 4th November 2019.</b>
12	Mid November 19	Markers receive 2019 invitations.
13	2 December 19	Notify SFL department if support required preparing digital papers for prelim examinations.
14	3 December 19	Receive <b>round 1</b> event verification selections - National 1- 4 and Advanced Higher units via SQA Connect. Skills for Work via e mail.
15	12/13 December 19	Stationery and uplift report arrives for round 1 event verification selections.
16	16 December 19	Closing date for digital papers for Formal Assessment block to be forwarded to the SFL department
17	3 Jan – 25 May 20	Visiting period for Skills for Work and Awards (NQ) – specific dates to be agreed with centre.
18	13 January 20	Formal Assessment Block - Week 1. No new learning to take place. <b>TO BE CONFIRMED.</b> Request form for <b>Modern Languages</b> and <b>Music</b> CD requirements issued. Mark sheets for Music (N5, H & AH) distributed to Centres
19	14 January 20	<b>Uplift</b> of round 1 event verification materials. <b>SCHOOL DEADLINE – 2.50pm on Thursday 9th January 2020.</b>
20	20 January 20	Formal Assessment Block - Week 2. No new learning to take place. <b>TO BE CONFIRMED.</b> Mark sheets for N5 & H Dance issued.
21	24 January 20	Receive notification of selections for <b>round 2</b> visiting verification selections. National 4 AVU, IACCA's (N5-AH), SCQF level 5, 6 & 7 units and specified units via SQA Connect.
22	27 January 20	Mark sheets for N5 – AH Drama issued to Centres
23	31 January 20	Closing date for adapted and digital paper requests.
24	3 February – 28 February 20	<b>Round 1 visiting verification</b> period for National 1- 4 - <b>specific dates to be agreed with the Centre.</b>

25	4 February 20	SFL deadline for requests for extra time for Modern Languages and Music examinations
26	10 February – 20 March 20	Visiting examination period for National 5 and Higher Music and AH Modern Languages.
27	10 February – 24 April 20	Visiting examination period for National 5 and Higher Dance and Drama and AH Drama.
28	14 February 20	Closing date for submission of request form for <b>Modern Languages (including ESOL)</b> and <b>Music CD</b> requirements. <b>SCHOOL DEADLINE – end of day 12 February 2020.</b>
29	17 February 20	Receive stationary for the submission of externally assessed coursework.
30	21 February 20	Closing date for External Examination Alternative Centre - 'Sitting at' Forms to be submitted to SQA (if applicable).
31	28 February 20	Closing date for all changes to SCQF Level 5, 6 & 7 Freestanding Units entries. Changes to be agreed via CfC process.
32	2 March – 25 May 20	<b>Round 2 visiting verification</b> period for National 4 AVU, IACCA's (N5-AH) SCQF level 5, 6 & 7 units and specified units <b>specific dates to be agreed with the Centre.</b>
33	4-5 March 20	2. Receive Attendance Registers (Ex6's) for externally assessed coursework for all National 5 subjects with a timetabled examination and due for uplift on <b>18<sup>th</sup> March 2020.</b>
34	6 March 20	Closing date for Alternative Venue Request (Sitting At) Forms
35	7/8 March 20	Receive Attendance Registers (Ex6's) for externally assessed coursework for all Higher subjects with a timetabled examination and due for uplift on 28th March 2020.
36	9 March 20	Receive <b>round 2 event verification</b> selections - National 4 AVU, IACCA's (N5-AH), SCQF level 5, 6 & 7 units and specified units via SQA Connect. Skills for Work via e-mail.
37	10-16 March 20	Receive stationary for nationally timetabled examinations
38	(by) 13 March 20	Verification Outcome Records and Reports from <b>round 1</b> activities issued.
39	18 March 20	<ol style="list-style-type: none"> <li>1. Uplift for all externally assessed coursework for all National 5 subjects except - Art &amp; Design, Care, Design and Manufacture, Fashion and Textiles, Hospitality Practical Cookery, Hospitality - Practical Cake Craft, Music and PE. (24 April).</li> <li>2. Uplift for externally-assessed coursework for AH Music Technology project</li> </ol> <p><b>SCHOOL DEADLINE – 2.50pm Friday 13 March 2020.</b></p>
40	19/20 March 20	Receive round 2 event verification stationary and uplift report.
41	21/22 March 20	Receive round 2 event verification stationary
42	23 March 20	Closing date for additional AAR referrals and changes to AAR arrangements for SQA examinations
43	26/27 March 20	<ol style="list-style-type: none"> <li>1. Receive Attendance Registers (Ex 6's) and carrier report for the submission of externally assessed coursework for all N5, H and Adv Higher subjects with <b>23rd April uplift.</b></li> <li>2. Receive Attendance Registers (Ex 6's) and stationary for the submission of N5 &amp; H Art and Design (Design and Expressive)</li> </ol>

44	31 March 20	<p>1. Closing date for Withdrawals, Entries/Change of Levels (not including free-standing units at SCQF levels 5, 6 &amp; 7) and Scottish Baccalaureate IP results.</p> <p><b>SCHOOL DEADLINE – 2.50pm on Friday 20th March 2020.</b></p> <p>2. Closing date for Alternative Centre ‘Sitting At’ forms to be submitted.</p>
45	End of March 20	Receive Internal Assessment Mark Forms (IAMF’s) for NQ courses.
46	6 April 20	Receive Scottish Baccalaureate verification selections via e mail.
47	7-8 April 20	Receive Baccalaureate verification stationary.
48	9 April – 18 June 20	Exceptional Circumstances Requests service open. Evidence to be submitted on SQA Connect within 10 working days of the exam concerned.
49	10 April 20	Closing date for submission of outstanding added value or Literacy/Numeracy unit entries/results to qualify for a National 4 Course Award for session 2018-19.
50	Mid April 20	Receive main consignment of examination stationary.
51	17 April 20	<p>1. Closing date for Assessment Arrangements requests.</p> <p>2. Receive Attendance Registers (Ex6’s), carrier report and stationary for the submission of nationally-timetabled exams</p>
52	21 April 20	<p>1. Uplift of materials for <b>round 2</b> event verification.</p> <p>2. Uplift of Scottish Baccalaureate IP.</p> <p><b>SCHOOL DEADLINE FOR ABOVE – 2.50pm on Thursday 16th April 2020.</b></p>
53	23 April 20	<p>1. Uplift for externally assessed coursework for <b>National 5</b> Art &amp; Design (Expressive and Design), Care, Design and Manufacture, F&amp;T’s, Hospitality – Practical Cake Craft, Music and PE.</p> <p>2. Uplift for externally assessed coursework for <b>ALL Higher subjects with the exception of Photography.</b></p> <p>3. Uplift for externally assessed coursework <b>for all AH subjects</b> (including Computing Science) with the exception of – Art &amp; Design (Design) Portfolio, Art &amp; Design Portfolio (Expressive) Portfolio, Drama Assignment &amp; Project Dissertation, English Portfolio (Writing), Geography (Project), Music Portfolio and and Music Technology Project.</p> <p><b>SCHOOL DEADLINE FOR ALL ABOVE – 2.50pm on Friday 17th April 2020.</b></p>
54	24 April 20	<p>1. Closing date for submission of <b>Internal Assessment Mark Forms</b> (IAMFs – Green paper) for National courses in: ESOL, French, German, Spanish, Italian, Urdu, Engineering Science (AH), Practical Metalworking and Practical Woodworking.</p> <p>2. Closing date for submission of <b>estimates</b> for National courses <b>except</b> – Art &amp; Design (AH) Design and Expressive, Photography (Higher), Fashion and Textile Technology (N5), Childcare &amp; Development (H), Hospitality: Practical Cake Craft, Hospitality Practical Cookery (N5).</p> <p><b>A paper copy of estimates will be forwarded to PT’s by J Carroll by 3.40pm on Tuesday 14<sup>th</sup> April 2020.</b></p>

		<b>SCHOOL DEADLINE FOR BOTH – 3.40pm on Monday 20th April 2020.</b>
55	27 April – 4 June 20	<b>2019-20 NQ Exam Diet</b> <a href="https://www.sqa.org.uk/sqa/files_ccc/ExamTimetable2020.pdf">https://www.sqa.org.uk/sqa/files_ccc/ExamTimetable2020.pdf</a>
56	27 April – 15 May 20	Visiting examination period for AH Music.
57	1 May 20	1. Removal of N4 course entries for session 2018-19 which have been automatically generated by SQA as a result of Recognising Positive Achievement from N5 to N4. 2. Closing date for submission of <b>Internally Assessed Mark Forms</b> (IAMF's - Green forms) for National courses in - Design and Manufacture, Fashion and Textile Technology, Hospitality – Practical Cake Craft, Hospitality – Practical Cookery and PE. <b>SCHOOL DEADLINE – 3.40pm on Wednesday 29<sup>th</sup> April 2020.</b>
58	5 May 20	Uplift for externally assessed coursework for Adv Higher English Portfolio: Writing. <b>SCHOOL DEADLINE – 3.40pm on Monday 4<sup>th</sup> May 2020.</b>
59	22 May 20	1. Closing date for submission of outstanding N2-4 unit results to guarantee August 20 certification. 2. Closing date for submission of outstanding N5 and Higher English: Spoken Language results to guarantee August 20 certification. 3. Closing date for submission of outstanding SCQF level 5, 6 & 7 free-standing unit results to guarantee August 20 certification.
60	28 May 20	Uplift for externally assessed coursework submissions for AH Art and Design (Design and Expressive), AH Music Portfolio and AH Music Technology Portfolio. <b>Folios to office by 3.40pm on Tuesday 26<sup>th</sup> May.</b>
61	29 May 20	Closing date for submission of <b>estimates</b> for National courses in – Art and Design (Adv Higher Design and Expressive), Photography (Higher), Fashion and Textile Technology (N5), Hospitality – Practical Cake Craft (N5), Hospitality – Practical Cookery (N5) and Higher Photography. <b>SCHOOL DEADLINE – 3.40pm on Wednesday 27<sup>th</sup> May 2020.</b>
62	By 5 June 20	Verification Outcome Records and Reports from <b>round 2</b> activities issued.
63	12 June	Receive notification to submit evidence for post-certification quality assurance
64	19 June 20	Final date for submission of verification follow-up materials to ensure an August 20 certification date.
65	30 June 20	National Qualification results data to schools - strict embargo until 4 <sup>th</sup> August 20. Component Mark file available via SQA Connect.
66	4 August 20	Candidates receive SQA results, electronically if signed up for MySQA. Component Mark file forwarded to PT's by SQA Co-ordinator electronically for analysis / forward planning.
67	4-14 August 20	Submit Post Results <b>priority marking review</b> requests relating to 2020 certification where appropriate.
68	4-25 August 20	Submit Post Results <b>non-priority marking review</b> requests relating to 2020 certification where appropriate.
69	24 August 20	Results released on SQA Connect for Post Results priority marking reviews clerical check/markings review requests.



70	9 September 20	Receive notification to submit evidence for post-certification quality assurance
71	25 September 20	Results released on SQA Connect for Post Results non-priority clerical check/marketing review requests.
72	Mid November 20	Certificates issued for successful Post Results services requests relating to 2020 certification.

