



## Instructions for the submission of Advanced Higher Physical Education project

### 2024-25 academic session

As part of the coursework assessment at Advanced Higher, candidates must submit a project to be externally marked by SQA. Candidates must use the SQA-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 SQA 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

Teachers, lecturers and candidates 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 — these may be altered if required.

When preparing and packaging, ensure you have followed the guidance below.

#### Checklist:

- ◆ All candidates must use the current SQA-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.
- ◆ Candidates must use black or blue ink.
- ◆ Candidates must on the first page of their project “State the performance topic for their project. All information included in their project must be relevant to the stated performance topic.”
- ◆ 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)
- ◆ uses 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. Please do use staples on top left-

hand corner

We hope you find this information helpful. If you have any questions, please do not hesitate to contact Joanne Sammels, Qualifications Officer for Physical Education.

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