

memorandum on entry requirements to courses of initial teacher education in scotland

2009



TEACHING

LEARNING



QUALITY

DEVELOPMENT

memorandum on entry requirements
to courses of initial teacher
education in scotland

2009

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1 Introduction

1. Under the terms of the Teachers (Education, Training and Recommendation for Registration) (Scotland) Regulations 1993, Scottish Ministers, in consultation with the General Teaching Council for Scotland (GTCS) and HMIE, decide the entry requirements for admission to teacher education courses in Scotland. **These are the minimum entry requirements.**
2. As long as an applicant meets the minimum entry requirements, it is for the Higher Education Institutions (HEIs) to decide whether to accept or reject an applicant in line with their general admissions policy. Because some courses are very popular, HEIs may require applicants to have more than the minimum entry requirements. HEIs also look for evidence that applicants have the necessary qualities for, and commitment to, teaching as a career.

All enquiries about adequacy of qualifications should be directed to the HEIs. The names and addresses of the HEIs are listed in Appendix A on page 14.

3. This Memorandum relates to admission to teacher education courses beginning in the academic year **2010** and beyond, until such time as a further edition of the Memorandum is published or a Ministerial announcement supersedes any of the requirements.



2 General information on qualifications

1. There is no lower or upper age limit for applying for a place on a teacher education course. **All applicants must meet the minimum requirements in this Memorandum before the course starts.**
2. The qualifications needed for entry to teacher education are set out in terms of the levels and credit value as defined in the Scottish Credit and Qualifications Framework (SCQF). The SCQF identifies qualifications with levels running from 1 to 12. An Honours degree is rated at level 10 and a Higher National Diploma at level 8.

A copy of the full SCQF framework is included in Appendix C on page 18.

3. A National Qualification Course award in English at SCQF Level 6 (Higher Grade English or an accepted alternative), is an essential requirement for entry to all teacher education courses.

A National Qualification Course award in Mathematics at SCQF Level 5 (Intermediate 2 Mathematics or an accepted alternative), is an essential minimum requirement for entry to all primary education courses.

The qualifications that are accepted alternatives to these essential minimum entry requirements are in Appendix D on page 19.

It is for the HEIs to decide the acceptability of individual qualifications.

Any enquiries about the acceptability of qualifications should be directed to the HEIs.

The names and addresses of the HEIs are listed in Appendix A on page 14.

Applicants should be familiar with using information and communications technology (ICT) in order to realise how it can be used for learning and teaching.

4. It has been agreed that top-up courses will continue to be allowed. However, graduates will only be allowed a maximum of 20 credits and they must be obtained before entering a PGDE course.
5. There is to be a new qualification within the 14-19 arrangement offered in England. We agreed that this Advanced Diploma would be suitable for entry to ITE.

3 Registration with the General Teaching Council for Scotland (GTCS)

1. When a person successfully completes a teacher education course at a Scottish HEI they will receive a teaching qualification (TQ).

By law they must register with the GTCS before they can be employed as a teacher in a Scottish education authority nursery, primary, secondary or special school.

The GTCS will answer any questions about registration. Their address is listed in Appendix B on page 16.



4 The teaching qualification (primary education)

General points

1. The teaching qualification (primary education) is awarded after a person has successfully completed either:
 - > the four-year course leading to the Bachelor of Education degree (BEd); or
 - > the Professional Graduate Diploma in Education (PGDE) course following a degree.

The Professional Graduate Diploma in Education (PGDE) is now offered in a range of forms at some HEIs. It is always the equivalent of one year's full-time study but can be taken at a distance and over a longer period.

Appendix A on page 14 lists the HEIs in Scotland which provide courses leading to the award of a teaching qualification in primary education.

2. The minimum entry requirements for admission to train as a primary teacher are as follows:

For the four-year BEd and other undergraduate degree courses the applicant must have:

- > National Qualifications at SCQF Level 6 (for example, Higher Grade), in at least three subjects (one of these course awards must be in English); and
- > National Qualifications Course awards at SCQF Level 5 (or an accepted alternative, for example, Credit Standard Grade or Intermediate 2) in two other subjects (one of the awards must be in mathematics).

For the one-year (or equivalent) PGDE course the applicant must have:

- > a degree validated by a higher education institution in the United Kingdom or a degree of an equivalent standard from an institution outside the United Kingdom; and
- > National Qualifications in English at SCQF Level 6 (for example, Higher Grade) or an accepted alternative; and
- > National Qualifications in Mathematics at SCQF Level 5 (for example, Credit Standard Grade or Intermediate 2) or an accepted alternative.

3. HEIs should make sure that an applicant's educational background (including the content of their degree) provides a good basis for becoming a primary teacher. They will therefore look for evidence that the applicant has studied at least two of the following areas (as well as English and mathematics) – science, social studies, expressive arts, religious and moral education, technology and modern foreign languages.

All enquiries about the acceptability of non-UK degrees should be directed to the HEIs whose names and addresses are listed in Appendix A on page 14. When necessary, the HEIs will ask the GTCS for advice.



5 The teaching qualification (secondary education)

General points

1. The teaching qualification (secondary education) is awarded in a particular subject or subjects of the secondary school curriculum after a person has successfully completed one of the following courses:

- > A four-year course leading to a BEd degree in music, physical education or technological education; or
- > A combined degree (sometimes known as a joint or concurrent degree) including studying a subject, studying education, and school experience; or
- > A Professional Graduate Diploma in Education (PGDE) course following a degree.

The Professional Graduate Diploma in Education (PGDE) is now offered in a range of forms at some HEIs. It is always the equivalent of one year's full-time study but can be taken at a distance and over a longer period.

2. Teaching qualifications (secondary education) can be awarded in the following.

Art and design	Gaelic*	Modern studies*
Biology with Science	Geography	Music*
Business education*	Greek	Physical education*
Chemistry with Science	History	Physics with Science
Classics*	Home economics*	Religious education
Community languages*	Latin	Technological education*
Computing*	Mathematics	
Drama	Media Studies	
Economics	Modern foreign languages*	
English*		

Note: The subjects marked with an asterisk (*) have specific entry requirements. You can find details of these on pages 8 to 13.

3. The minimum academic entry requirement to qualify to teach a particular subject is 80 SCQF credit points, 60 of which must be as part of a degree (see paragraph 4 on page 2).
4. It is possible to get teaching qualifications in more than one subject. Not all subjects are available in a particular academic year and some are only available at certain HEIs. Some subjects may be available only with other subjects.
5. For some courses, such as physical education and music, applicants will need to show that they are competent in practical skills. HEIs may set practical tests so the applicants can prove their ability.

All enquiries about availability of courses should be directed to the HEIs. The names and addresses of the HEIs are listed in Appendix A on page 14.

BEd or other undergraduate degree courses

6. HEIs will assess applications for admission to a BEd or other undergraduate degree courses using the entrance requirements of their institutions.
 - > Applicants for admission to BEd courses must have a National Qualification in English at SCQF Level 6 (for example, Higher Grade) or an accepted alternative.
7. It is a feature of combined (joint or concurrent) degree courses that students do not need to decide straight away whether to follow the parts of the course which lead to a secondary teaching qualification.
 - > However, to enter the teacher education parts of these courses, students must have a National Qualification in English at SCQF Level 6 (for example, Higher Grade) or an accepted alternative.

PGDE (secondary) courses

The minimum entry requirements for admission to all PGDE courses are as follows:

- > A degree validated by an HEI in the United Kingdom or a degree of an equivalent standard from an institution outside the United Kingdom. The degree should normally contain 80 SCQF credit points relevant to the teaching qualification or qualifications being studied. Forty of the credit points must have been studied at SCQF level 8 or above.
- > Some credit points are acceptable for entry to more than one teaching subject. If a student wants a teaching qualification in more than one subject, appropriate credit points can be counted for entry to both subjects.
- > A National Qualification in English at SCQF Level 6 (for example, Higher Grade) or an accepted alternative.

All enquiries about the acceptability of degree content should be directed to the HEIs. The names and addresses of the HEIs are listed in Appendix A on page 14.

All enquiries about the acceptability of non-UK degrees should be directed to the HEIs. When necessary, the HEIs will ask the GTCS for advice.



6 Secondary subjects with specific requirements

The following subjects have specific requirements (as well as the requirements stated in **section 5** on page 6):

Business education

Applicants must have a degree with at least 80 SCQF credit points* coming from subjects in the following list:

Accounting, economics, information technology and business management.

HEIs have a responsibility to make sure that candidates have an appropriate knowledge of information technology and office and information management.

Classics

Applicants can qualify to teach a classical language or classical studies (or both).

To qualify to teach Latin or Greek, applicants must have at least 80 SCQF credit points* in the relevant language.

To qualify to teach classical studies only, applicants must have 80 SCQF credit points* from list A.

To qualify to teach a language and classical studies, applicants must have 80 SCQF* credit points in the language and 40 SCQF credit points from list A.

List A ancient history, classical archaeology, classical civilisation, classical studies.

Community languages

Applicants must have a degree equivalent in standard to a degree from the United Kingdom, along with study of their native language up to 'A' level or equivalent standard.

Applicants have to prove to the HEI they apply to that they are fluent in writing and speaking their native language and English.

* see paragraph 3 on page 6

Computing

Applicants must have a degree with 80 SCQF credit points* which has 40 SCQF credit points at SCQF Level 8 (or above) from at least two of: computer systems, software development, databases or information systems.

The other 40 credits are required in any computing area relevant to the computing curriculum in Scottish schools.

English

Applicants must have a degree with at least 80 SCQF credit points* in English, of which at least 40 SCQF credit points must be in English literature or Scottish literature.

Gaelic

Applicants must have a degree with at least 80 SCQF credit points* in Gaelic or in Celtic (but they must have specialised in Scottish Gaelic).

Applicants have to prove to the HEI they apply to that they are fluent in spoken Gaelic.

Home economics

Applicants must have a degree with 80 SCQF credit points* including 40 SCQF credit points at SCQF Level 8 (or above) from at least two of: consumer studies; food studies; food or textile technology; nutrition.

The other 40 credits are needed in any home economics area relevant to the home economics curriculum in Scottish schools.

The following table provides guidance for course directors and for applicants on areas other than those listed above, relevant to home economics.

* see paragraph 3 on page 6



Topic	Brief content
Family studies	Parenting; childhood studies; family lifestyles; socio-economic influences; environmental issues.
Food sciences	Food chemistry; composition of foods; functions of food; processing and manufacture of foodstuffs; functional properties of foods; biotechnology; microbiology.
Health	Health promotion; health education, determinants of health; lifestyles and health; environmental issues; health and food policies.
Hospitality	Practical food preparation skills; food presentation techniques; food and beverage management.
Textile studies	Textile construction; properties; finishes; contemporary developments; production systems; textile futures; design technologies.

Modern foreign languages

Where possible, applicants should offer more than one language.

1 Entry requirements for the first language offered

For the first foreign language offered, applicants must:

- > have a degree with at least 80 SCQF credit points* in the language they want to teach;
- > have lived for six months in a country where the language is spoken before starting the course; and
- > prove to the HEI they apply to that they are competent in speaking the relevant language.

The applicant's academic study must include an element which will allow them to contribute to the wider aspects of programmes of study in schools, such as literature, cultural studies, area studies or languages in work.

While living abroad the applicant must have fully taken part in the language and culture of the relevant country. Applicants must normally live in the relevant country in blocks of at least three months.

* see paragraph 3 on page 6

Applicants who have spent one of their study years abroad will be considered as having met the residency requirement in the language in question.

2 Entry requirements for second languages

Applicants must fully meet the requirements for their first foreign language.

They must also:

- > have a degree with at least 80 SCQF credit points* in the second language they want to teach;
- > have lived for at least three months in a country where the language is spoken before starting the course; and
- > prove to the HEI they apply to that they are competent in speaking the relevant language.

The applicant's academic study must include an element which will allow them to contribute to the wider aspects of programmes of study in schools, such as literature, cultural studies, area studies or languages in work.

While living abroad the applicant must have fully taken part in the language and culture of the relevant country. The period of three months must either be consecutive or in blocks of at least four weeks. The GTCS will answer any questions about registration and residency requirements for second languages. Their address is listed in Appendix B on page 16.

3 Native speakers of a modern foreign language

Native speakers of a modern foreign language who have finished a degree in their own language which meets the requirements in paragraph 1 may train to teach their native language.

Students who are native speakers of a modern foreign language and have a degree in a language other than their native tongue which meets the requirements in paragraph 1 may train to teach that language plus their native tongue. For example, a French student with a degree in German can train to teach German and French.

* see paragraph 3 on page 6



Modern studies

Applicants must have a degree with at least 80 SCQF credit points* from two separate subjects listed below. At least 40 SCQF credit points must be from either politics or sociology.

Economics
 Geography
 History or economic history
 International relations
 Politics
 Sociology
 Social policy

Music

Applicants must have a degree with at least 80 SCQF credit points* in music and which includes studying music over at least three years. The degree must include the following:

- a. the study of harmony, counterpoint, arrangement, orchestration and composition, together with a broad study of music in its social and historical contexts within traditional, ethnic and non-western musical cultures.
- b. keyboard studies including sight reading, playing by ear, accompanying, harmonising and improvising in traditional and contemporary styles.
- c. studying an instrument or voice to an advanced standard. Applicants will have to prove they have experience of an instrument or of voice according to the following table:

Specialist subject	Extra experience needed
Voice	an instrument (non-keyboard)
Instrument	solo singing or taking part in choral work (during time of study)
Keyboard	an instrument (non-keyboard)

Applicants must meet all the requirements of a and b. Those who do not meet all the requirements in c may have to pass an entrance exam in areas in which they lack experience.

Applicants have to prove to the HEI they apply to that they are familiar with and can use music technology.

* see paragraph 3 on page 6

Physical education

Applicants would normally be expected to have a degree with 80 SCQF credit points* coming from subjects in the following list:

subjects related to physical education and involving a great deal of practical performance, such as sport, dance or outdoor pursuits; and subjects involving analysis of the aspects of physical education – such subjects include movement analysis, choreography, sports coaching, biomechanics, sports science, exercise physiology, sports psychology, health and fitness, studies in sports or dance or outdoor education, sports development or special needs in movement education.

Note: Applicants who do not have the full 80 SCQF credit points requirement from the list must be able to satisfy the relevant HEI as to their suitability for entry by completing practical tests.

Applicants will need to show that they are competent in practical skills. The HEI may set practical tests so that applicants can prove their ability. Applicants should also provide evidence of their personal involvement in relevant activities through:

- > regularly taking part in appropriate physical activities;
- > having experience of teaching, coaching, instruction or leadership;
- > achieving national governing body awards or the equivalent; or
- > experience of training and performing at a high level.

Technological education

Applicants must have a degree with at least 80 SCQF credit points*. A minimum of 20 credits should come from list A and a minimum of 40 credits should come from list B.

List A technological subjects such as mechanical, electrical or electronic engineering/sciences, mechatronics, architecture, construction technology, building services.

List B design and graphics-related subjects such as computer-aided design, graphic design, computer-aided design manufacture, industrial design, product design.

Applicants have to prove to the HEI that they can build up practical skills.

* see paragraph 3 on page 6



Appendix A

Higher Education Institution addresses and list of ITE courses offered

1 University of the West of Scotland
School of Education
University Campus Ayr
Beech Grove
Ayr KA8 0SR
Phone: 01292 886000
Fax: 01292 886006
Website: www.uws.ac.uk

2 University of Strathclyde
Faculty of Education
Jordanhill Campus
76 Southbrae Drive
Glasgow G13 1PP
Phone: 0141 950 3000
Website: www.strath.ac.uk

3 University of Glasgow
ITE Services
Faculty of Education
St Andrew's Building
11 Eldon Street
Glasgow G3 6NH
Phone: 0141 330 3202
Website: www.educ.gla.ac.uk

4 University of Aberdeen
School of Education
MacRobert Building
King Street
Aberdeen AB24 5UA
Phone: 01224 274776
Fax: 01224 274900
Website: www.abdn.ac.uk

5 University of Dundee
School of Education
Social Work and Community Education
Dundee DD1 4HN
Phone: 01382 381400
Fax: 01382 381511
Website: www.dundee.ac.uk

6 University of Stirling
Institute of Education
Stirling FK9 4LA
Phone: 01786 467600
Fax: 01786 466131
Website: www.ioe.stir.ac.uk

7 University of Edinburgh
Moray House School of Education
Holyrood Road
Edinburgh EH8 8AQ
Phone: 0131 651 6138
Website: www.education.ed.ac.uk

Table showing ITE courses offered by HEIs

ITE Course	Higher Education Institution						
	West of Scotland	Strathclyde	Glasgow	Aberdeen	Dundee	Stirling	Edinburgh
BEd Primary	✓	✓	✓	✓	✓	✓	✓
PGDE (Primary)	✓	✓	✓	✓	✓	×	✓
PGDE (Primary) (full time)	✓	✓	✓	✓	✓	×	✓
PGDE (Primary) (part-time)	×	✓	×	✓	×	×	×
PGDE (P) (distance learning)	×	✓	×	✓	×	×	×
PGDE (Secondary)	✓	✓	✓	✓	✓	×	✓
PGDE (Secondary) (full time)	✓	✓	✓	✓	✓	×	✓
PGDE (Secondary) (part time)	×	✓	×	✓	✓	×	×
PGDE (Secondary) (dist learning)	×	×	×	✓	✓	×	×
BEd (Secondary): Music	×	×	✓	✓	×	×	×
Physical Education	×	×	×	×	×	✓	✓
Technological Education	×	×	✓	×	✓ ^{1.}	×	✓
Combined Degree	×	✓	✓	✓	×	✓	×

^{1.} BSc Technology with Education, please contact HEI for entry routes.

This course is offered by the HEI.

This course is not offered by the HEI.



Appendix B

Useful addresses

- | | |
|--|--|
| <p>1 Scottish Government
Schools Directorate
Area 2C Victoria Quay
Edinburgh EH6 6QQ
Phone: 0131 244 7930
Fax: 0131 244 0957
E-mail: teaching@scotland.gov.uk
Website: www.infoscotland.com/teaching</p> | <p>2 General Teaching
Council for Scotland (GTCS)
Clerwood House
96 Clermiston Road
Edinburgh EH12 6UT
Phone: 0131 314 6000
Fax: 0131 314 6001
Website: www.gtcs.org.uk</p> |
| <p>3 Graduate Teacher Training Registry
Rosehill
New Barn Lane
Cheltenham
Gloucester GL52 3LZ
Phone: 0871 468 0469
Website: www.gttr.ac.uk</p> | <p>4 Universities and Colleges
Admission Services (UCAS)
Customer Service Unit
PO Box 28
Cheltenham
Gloucestershire GL52 3LZ
Phone: 0871 468 0468
Website: www.ucas.ac.uk</p> |
| <p>5 Student Awards
Agency for Scotland
Gyleview House
3 Redheughs Rigg
South Gyle
Edinburgh EH12 9HH
Phone: 0845 111 1711
Website: www.saas.gov.uk</p> | <p>6 Universities Scotland
53 Hanover Street
Edinburgh EH2 2PJ
Phone: 0131 226 1111
Fax: 0131 226 1100
Website: www.universities-scotland.ac.uk</p> |
| <p>7 Quality Assurance
Agency for Higher Education
183 St Vincent Street
Glasgow G2 5QD
Phone: 0141 572 3420
Fax: 0141 572 3421
Website: www.qaa.ac.uk</p> | <p>8 Scottish Advisory
Committee on Credit and Access
c/o Mr D Bottomley
183 St Vincent Street
Glasgow G2 5QD
Phone: 0141 572 3420
Fax: 0141 572 3421
Website: www.qaa.ac.uk</p> |

These notes refer to the organisations on page 16.

- 1** The Scottish Government Schools Directorate decides the minimum entry requirements for teacher education courses in Scotland.
- 2** The General Teaching Council for Scotland is the organisation responsible for registering teachers.
- 3** The Graduate Teacher Training Registry sends out and receives applications for postgraduate courses at the University of Aberdeen, the University of Dundee, the University of Edinburgh, the University of Glasgow and the University of Strathclyde. Applications for postgraduate courses at the University of the West of Scotland should be sent direct to the institution.
- 4** The Universities and Colleges Admission Services sends out and receives applications for undergraduate courses.
- 5** The Student Awards Agency for Scotland gives information about tuition fees, student loans, bursaries and grants.
- 6** Universities Scotland provides an entrance guide to higher education in Scotland.
- 7** The Quality Assurance Agency for Higher Education is responsible for quality assurance procedures and quality auditing in all higher education institutions in Scotland.
- 8** The Scottish Advisory Committee on Credit and Access carries out a range of work including advising on the SCQF and supporting universities and colleges in their work on credit and access.



Appendix C

The Scottish Credit and Qualifications Framework



SCQF Levels	SQA Qualifications		Qualifications of Higher Education Institutions	Scottish Vocational Qualifications
12			DOCTORAL DEGREE	
11			INTEGRATED MASTERS DEGREE/MASTERS DEGREE POSTGRADUATE DIPLOMA POSTGRADUATE CERTIFICATE	SVQ 5
10			HONOURS DEGREE GRADUATE DIPLOMA GRADUATE CERTIFICATE	
9			BACHELORS/ORDINARY DEGREE GRADUATE DIPLOMA GRADUATE CERTIFICATE	SVQ 4
8		HIGHER NATIONAL DIPLOMA		
7	ADVANCED HIGHER	HIGHER NATIONAL CERTIFICATE		
6	HIGHER			SV3 4
5	INTERMEDIATE 2 CREDIT STANDARD GRADE			SVQ 2
4	INTERMEDIATE 1 GENERAL STANDARD GRADE	NATIONAL CERTIFICATE	NATIONAL PROGRESSION AWARD	SVQ 1
3	ACCESS 3 FOUNDATION STANDARD GRADE			
2	ACCESS 2			
1	ACCESS 1			

The SCQF brings together all mainstream Scottish qualifications into a single framework which supports lifelong learning in Scotland. The level of a qualification shows how demanding the qualification is and the SCQF credit points show how much learning is needed.

One SCQF credit point represents 10 hours of learning, on average.

For more information, please see: www.scqf.org.uk.

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Appendix D

Qualifications accepted in place of the English and mathematics requirements

English requirements (SCQF level 6)

One of the following:

- > Higher in English at band C or above.
- > National Qualifications at SCQF level 6 (for example, Higher).
- > National Qualifications at Higher in English and Communication at C or above (see note below).
- > National Units – Communication at Higher and Literature 1 at Higher (see note below). These used to be known as National Certificate Modules Communication 4 and Literature 1.
- > Higher in English for Speakers of Other Languages (ESOL). Acceptable for entry to PGDE Secondary ONLY, NOT primary undergraduate or postgraduate.
- > GCSE English Language **and** English Literature – passes at C or above (England, Wales and Northern Ireland).

In deciding whether a qualification is an accepted alternative to Higher English, please refer to the guidance below.

Note: You can find information on the content and requirements of the Higher English course in the Higher Arrangements Document for English (pages 4 to 8), which is available on the Scottish Qualifications Authority website (www.sqa.org.uk) in the National Qualification section (choose English from the drop-down menu).

You can buy hard copies of these documents from the SQA by telephoning 0845 279 1000 or e-mailing: customer@sqa.org.uk.

Mathematics requirements (SCQF level 5)

One of the following:

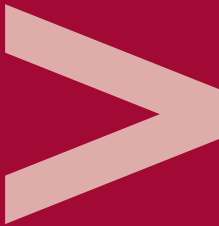
- > Standard grade award in mathematics at grade 1 or 2.
- > National Qualifications in mathematics at Intermediate level 2 – C or above.
- > GCSE mathematics grade B and above (England, Wales and Northern Ireland).



Older qualifications considered to be equivalent

Acceptable qualifications for the English and mathematics (primary education only) requirements: Higher Grade, Ordinary Grade, Standard Grade at credit or Intermediate 2. National Certificate Modules and Scottish and General Scottish Vocational Qualifications (SVQs and GSVQs).

General Certificate of Education (GCE) Ordinary and Advanced level or General Certificate of Secondary Education (GCSE). National and General National Vocational Qualifications (NVQs and GNVQs). Higher National Certificate (HNC) or Higher National Diploma (HND), BTEC, Open University credits, higher-education access courses. Equivalent qualifications in other countries.



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