

# Circular S/IF/34/17

May 2017

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To: Heads of Centres within all Post Primary Schools and Training Organisations

For circulation to: The Examinations Officer/Skills Coordinator and Heads of Department

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## **Termination date of CCEA level 1 and 2 qualifications in LEGACY Essential Skills Application of Number and Communication AND the procedures for centres conducting the revised Essential Skills examinations.**

### **Termination date of LEGACY Essential Skills**

Please be advised that the CCEA levels 1 and 2 qualifications in the LEGACY Application of Number and Communication will end on 31<sup>st</sup> August 2017. This is the qualification end-date and so CCEA will **not** accept any candidate outcomes from CCEA Direct Claims or non-Direct Claims after 31<sup>st</sup> August 2017.

Centres should ensure that their candidates are made aware of this termination date so that all candidate evidence can be assessed and internally moderated within an appropriate timeframe in order to meet the deadline for outcomes.

(You will be aware from previous communications that the last date for entries was on 31<sup>st</sup> August 2016. Centres will only be able to upload outcomes for candidates already previously entered on the CCEA system)

### **Procedures for conducting the REVISED Essential Skills examinations**

CCEA **Instructions for Conducting CCEA Essential Skills Examinations** must be adhered to by all centres offering CCEA Essential Skills externally set written assessments. Failure to comply with these instructions may constitute malpractice and will be subject to an investigation by CCEA under the terms of the JCQ Malpractice Regulations - [www.jcq.org.uk/exams-office/malpractice](http://www.jcq.org.uk/exams-office/malpractice)

Should you require further clarification on these instructions, please contact CCEA's centre support team at [centresupport@ccea.org.uk](mailto:centresupport@ccea.org.uk)

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If you have any queries regarding the content of this circular please contact:

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