

# Circular S/IF/18/25

March 2025

To: The Principals of Post-primary Schools and Directors of Further and Higher Education

For circulation to: All Heads of Department and Examination Officers

## Non-General Qualifications Instruction to Teachers April 2025

Please note the following Non-General Qualification Instruction Booklets for Teachers are available for download from the relevant subject areas on the CCEA website: [www.ccea.org.uk](http://www.ccea.org.uk).

You can find the Instruction Booklet documents by selecting the relevant Non-General Qualification Subject from the relevant subject areas on the CCEA website: [www.ccea.org.uk](http://www.ccea.org.uk) and clicking the Support tab and then accessing the Teachers Guidance section.

The **Non-General Qualification Instructions for Conducting Controlled Assessments, Summer 2025** booklet is applicable for the following Subjects:

- Vocationally Related Qualifications (VRQ):
  - *Performance Skills; and*
  - *Preparation for Adult Life (PAL).*
- Certificate of Personal Effectiveness (CoPE)
- Occupational Studies:

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

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