

# Circular S/IF/12/25

March 2025

**To:** The Principals of Post-Primary Schools and Directors of Institutes of Further and Higher Education

**For circulation to:** All Heads of Department and Examination Officers

## Instructions to Teachers March 2025 and Summer 2025

Please note the following Instruction Booklets for Teachers and Invigilators 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 these documents by clicking the Support Materials tab and then accessing the Teachers Guidance section or the General Section.

Please note, new revisions to the booklets for Summer 2025 have been highlighted in grey.

- GCSE GCE Instructions to Teachers - Visiting Moderation (E-Moderation)
- GCSE GCE & Occupational Studies Instructions to Teachers - E-Moderation Product Type Subjects
- OLA Instructions to Teachers: Conduct of tests and moderation process
- AS/A2 Chemistry AS3 & A23 Internal Assessment Instructions to Teachers
- GCE and GCSE Art and Design and GCSE Contemporary Crafts Instructions to Teachers

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

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