



SCOTTISH EXECUTIVE  
Education Department

# Memorandum on Entry Requirements to Courses of Initial Teacher Education in Scotland

2005



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Education Department

# **Memorandum on Entry Requirements to Courses of Initial Teacher Education in Scotland**

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**2005**

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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 **2006** 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.

### 3 Registration with the General Teaching Council for Scotland

**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 course the applicant must have:

- National Qualifications Course awards at SCQF Level 6 (or an accepted alternative, 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, Standard Grade at 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
- a National Qualifications Course award in English at SCQF Level 6 (or an accepted alternative, for example, Higher Grade); and
- a National Qualifications Course award in Mathematics at SCQF Level 5 (or an accepted alternative, for example, Standard Grade at Intermediate 2).

**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 credit points as part of a degree.

**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 combined (joint or concurrent) degree courses**

**6** HEIs will assess applications for admission to a BEd or combined (concurrent) degree course using the entrance requirements of their institutions.

- Applicants for admission to BEd courses must have a National Qualifications Course award in English at SCQF Level 6 (or an accepted alternative, for example, Higher Grade).

**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 Qualifications Course award in English at SCQF Level 6 (or an accepted alternative, for example, Higher Grade).

### **PGDE (secondary) courses**

**8** 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 Qualifications Course award in English at SCQF Level 6 (or an accepted alternative, for example, Higher Grade).

**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

**1** 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 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 credit points in the relevant language.

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

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

### Computing

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

### Gaelic

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

A further 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.

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; tourism and hospitality industry

## 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 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.

**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 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 applicants must normally live in the relevant country for a block of at least three months.

They must have lived in the country where the second language is spoken for the equivalent of six months before they can gain full registration with the GTCS. 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.

#### **Modern studies**

Applicants must have a degree with at least 80 credit points from two separate subjects listed below. At least 40 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 credits 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:

<b>Specialist subject</b>	<b>Extra experience needed</b>
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.**

### **Physical education**

Applicants must have a degree with 80 credit points, 40 credit points from list A (see the note below) and 40 credit points from list B.

**List A** subjects related to physical education and involving a great deal of practical performance, such as sport, dance or outdoor pursuits.

**List B** 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:** In exceptional circumstances applicants who do not have the full 40 credit points requirement relating to list A may 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 credit points, 40 credit points from list A and 40 credit points 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 have the necessary practical craft skills.**

## Appendix A

### Higher education institutions

- 1** University of Paisley  
School of Education  
Admissions  
University Campus Ayr  
Beech Grove  
Ayr KA8 0SR  
Phone: 01292 886206  
Fax: 01292 886006  
Website: [www.paisley.ac.uk](http://www.paisley.ac.uk)
- 2** University of Strathclyde  
Faculty of Education  
Jordanhill Campus  
Sir Henry Wood Building  
76 Southbrae Drive  
Glasgow G13 1PP  
Phone: 0141 950 3128  
Fax: 0141 950 3243  
Website: [www.strath.ac.uk](http://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 2463  
Fax: 0141 330 4045  
Website: [www.educ.gla.ac.uk](http://www.educ.gla.ac.uk)
- 4** University of Aberdeen  
School of Education  
MacRobert Building  
King Street  
Aberdeen AB24 5UA  
Phone: 01224 272000  
Fax: 01224 283900  
Website: [www.abdn.ac.uk](http://www.abdn.ac.uk)
- 5** University of Dundee  
Faculty of Education and Social Work  
Gardyne Road Campus  
Dundee DD5 1NY  
Phone: 01382 464000  
Fax: 01382 464900  
Website: [www.dundee.ac.uk](http://www.dundee.ac.uk)
- 6** University of Stirling  
Institute of Education  
Stirling FK9 4LA  
Phone: 01786 467620  
Fax: 01786 467633  
Website: [www.stir.ac.uk](http://www.stir.ac.uk)
- 7** University of Edinburgh  
Moray House School of Education  
Holyrood Road  
Edinburgh EH8 8AQ  
Phone: 0131 651 6138  
Fax: 0131 651 6052  
Website: [www.education.ed.ac.uk](http://www.education.ed.ac.uk)

**Table showing ITE courses offered by HEIs**

ITE Course	Higher Education Institution						
	Paisley	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	×	×	✓	✓ <sup>1</sup>	×	×	✓
Combined Degree	×	✓	✓	✓	×	✓	×

<sup>1</sup> 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

- 1** Scottish Executive  
Education Department  
Area 2A Victoria Quay  
Edinburgh EH6 6QQ  
Phone: 0131 244 7930  
Fax: 0131 244 0957  
E-mail: [teaching@scotland.gov.uk](mailto:teaching@scotland.gov.uk)  
Website: [www.teachinginscotland.com](http://www.teachinginscotland.com)
- 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](http://www.gtcs.org.uk)
- 3** Graduate Teacher Training Registry  
Rosehill  
New Barn Lane  
Cheltenham  
Gloucester GL52 3LZ  
Phone: 01242 544788  
Fax: 01242 544962  
Website: [www.gttr.ac.uk](http://www.gttr.ac.uk)
- 4** Universities and Colleges  
Admission Services (UCAS)  
Rosehill  
New Barn Lane  
Cheltenham  
Gloucestershire GL52 3LZ  
Phone: 01242 227788  
Fax: 01242 544 961  
Website: [www.ucas.ac.uk](http://www.ucas.ac.uk)
- 5** Student Awards  
Agency for Scotland  
Gyleview House  
3 Redheughs Rigg  
South Gyle  
Edinburgh EH12 9HH  
Phone: 0845 111 1711  
Fax: 0131 244 5887  
Website: [www.saas.gov.uk](http://www.saas.gov.uk)
- 6** Universities Scotland  
53 Hanover Street  
Edinburgh EH2 2PJ  
Phone: 0131 226 1111  
Fax: 0131 226 1100  
Website: [www.universities-scotland.ac.uk](http://www.universities-scotland.ac.uk)
- 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](http://www.qaa.ac.uk)
- 8** Scottish Advisory  
Committee on Credit and Access  
c/o Mr N Sharp  
183 St Vincent Street  
Glasgow G2 5QD  
Phone: 0141 572 3420  
Fax: 0141 572 3421  
Website: [www.qaa.ac.uk](http://www.qaa.ac.uk)

**These notes refer to the organisations on page 16.**

- 1** The Scottish Executive Education Department 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 Paisley 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 Level	SQA National Units, Courses and Group Awards	Higher Education	SVQs (see note below)	SCQF Level
12		Doctorates		12
11		Masters	SVQ 5	11
10		Honours degree Graduate Diploma		10
9		Ordinary degree Graduate Certificate		9
8		Higher National Diploma Diploma in Higher Education	SVQ 4	8
7	Advanced Higher	Higher National Certificate Certificate in Higher Education		7
6	Higher		SVQ 3	6
5	Intermediate 2 Credit Standard Grade		SVQ 2	5
4	Intermediate 1 General Standard Grade		SVQ 1	4
3	Access 3 Foundation Standard Grade			3
2	Access 2			2
1	Access 1			1

**Note:** SVQs have been temporarily placed in the framework and work is currently ongoing to formally place them within the framework.

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 credit points show how much learning needed.

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

For more information, please see: [www.scqf.org.uk](http://www.scqf.org.uk).

## Appendix D

### Qualifications accepted in place of the English and mathematics requirements

#### English requirements (SCQF level 6)

One of the following:

- Higher grade award in English at band C or above.
- NQ National Course award at Higher level in English and Communication at C or above (see note below).
- National Units – Communication at Higher level and Literature 1 at Higher level (see the note below). These used to be known as National Certificate Modules Communication 4 and Literature 1.
- 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 Conditions and Arrangements document for English (pages 5 to 6), which is available on the Scottish Qualifications Authority website in the National Qualification section (choose English from the drop-down menu).

You can also get more detailed information in the Higher English Course Arrangements document from the same website which is updated each year. You can buy hard copies of these documents from the SQA on 0141 242 2214 (e-mail: [customer@sqa.org.uk](mailto:customer@sqa.org.uk)).

#### Mathematics requirements (SCQF level 5)

One of the following:

- Standard grade award in mathematics at grade 1 or 2.
- NQ National Course award 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 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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