

Category	Class	Description	Format Available			Cost
Corporate Information		This category describes information which SLC holds in relation to its structure and objectives.	Web	Paper	CD-Rom	
	Organisational Structure	<p>Information held internally which collectively establishes the structure and organisation of SLC, what its goals and targets are, what its functions are as a public body, how it is managed and how it makes decisions.</p> <ul style="list-style-type: none"> • Organisation Chart; • Biographies of executive and non-executive directors; • Key Business Objectives; • Remit Letter; • Management Statement; and • Financial Memorandum. 	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	Administrative charge for paper copy or CD-Rom
	Locations and Contacts	<p>Information on:</p> <ul style="list-style-type: none"> • Internal contacts; • External contacts; • Customer enquires; • Customer complaints; and • Address for requesting freedom of information. 	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	Administrative charge for paper copy or CD-Rom
	News & Views	News & Views	✓	✓	✓	

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	External Contacts	<p>Information held internally that, collectively, tends to explain the nature of SLC's relationships with external third parties.</p> <ul style="list-style-type: none"> • BIS • HMRC • Local Authorities • Student Awards Agency for Scotland • Scottish Executive • Department for Employment and Learning 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	Administrative charge for paper copy or CD-Rom.
	Legislation	<p>SLC Legislation Details of legislation relevant to the creation, capacity, powers and duties of SLC.</p> <p>SLC Functions Information which, collectively, explain the statutory functions entrusted to SLC and the manner in which these functions are overseen:</p> <ul style="list-style-type: none"> • Remit letter; and • Annual Performance and Resource Agreement between BIS and SLC. 	<p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p>	<p>No charge.</p> <p>Administrative charge for paper copy or CD-Rom.</p>