



Australian Government
Department of Education

HIGHER EDUCATION SUPPORT ACT 2003

Notice under subclause 24(1) of Schedule 1A of HESA

I, Ben Johnson, A/g Group Manager, Quality and Student Support, Department of Education and a delegate of the Minister for Education under subsection 238-5(1)(b) of the *Higher Education Support Act 2003* (HESA) for the purposes of subclause 24(1) of Schedule 1A to HESA:

1. Require you to give to me data for the 2015 VET FEE-HELP Data Collection, the requirements for which are set out in the 2015 VET Data Requirements and Change Control document. All 2015 reporting requirements can be accessed at:
http://heimshelp.education.gov.au/sites/heimshelp/2015_data_requirements/2015vet/pages/vet-2015.
2. Under subclause 24(1) of Schedule 1A to HESA, I approve the form in which you must give all the data required by this Notice to me as electronic data files which must be lodged by you via the following the department submission methods:
 - the Higher Education Client Assistance Tool (HEPCAT)
 - a web service channel; and/or
 - the department web browser.

The documents for the above-mentioned submission methods are available for download at:
<http://heimshelp.education.gov.au/sites/heimshelp/resources/pages/systems-and-access>.

The documents are also available in hard copy by phoning HEIMS Data Collections on (02) 6240 7487 or emailing heims.datacollections@education.gov.au.

You are required to check for any changes which may, from time to time, be made to the data requirements. All changes to the requirements for the VET FEE-HELP Data Collection will be noted in the *2015 VET FEE-HELP Data Requirements and Change Control document*. A summary of the changes will also be included in the HEIMS Data Collections Newsletters available from:
<http://heimshelp.education.gov.au/sites/heimshelp/news/pages/heimshelp-news>.

A handwritten signature in black ink, appearing to read 'Ben Johnson', with a long horizontal flourish extending to the right.

Ben Johnson
31 July 2014