

# Higher Education Data Collection 2015 Reporting Year

Ministerial Notice: 22 May 2014

Issue Date: 22 May 2014

## 2015 Data Requirements and Change Control Document

### Section 1 - 2015 Data Requirements

Under Subsection 19-70 (1) of the [Higher Education Support Act 2003 \(HESA\)](#), a higher education provider must give to the Minister such statistical and other information that the Minister by notice in writing requires. As noted in the Ministerial Notice of 22 May 2014 (the Notice), this document provides details of the 2015 Higher Education Data Collection, including links to relevant documents, and change control information.

The Higher Education Data Collection incorporates:

- the Higher Education Student Data Collection (Table A, B, C providers and approved providers under section 16-25 of HESA);
- the Higher Education Staff Data Collection (Table A and B providers only); and
- the University Applications and Offers Data Collection (Table A and B providers only).

As stated in the Notice, providers must check for any changes to the data requirements to these collections which may be made from time to time. All changes will be noted in Section 2 and 3 of this document. Providers will also be provided notification of changes through the HEIMS Data Collections eNews at <http://heimshelp.education.gov.au/sites/heimshelp/news/pages/heimshelp-news>.

The documents related to each of the collections, available through the HEIMSHelp website, include:

1. Higher Education Student Data Collection at [http://heimshelp.education.gov.au/sites/heimshelp/2015\\_data\\_requirements/2015higheredstudent/pages/he-student-2015](http://heimshelp.education.gov.au/sites/heimshelp/2015_data_requirements/2015higheredstudent/pages/he-student-2015)
  - a. 2015 Reporting Schedule
  - b. 2015 File Scope guidelines
  - c. 2015 File Structure guidelines
  - d. 2015 Data Elements
2. Higher Education Staff Data Collection at [http://heimshelp.education.gov.au/sites/heimshelp/2015\\_data\\_requirements/2015higheredstaff/pages/he-staff-2015](http://heimshelp.education.gov.au/sites/heimshelp/2015_data_requirements/2015higheredstaff/pages/he-staff-2015)
  - a. 2015 Reporting Schedule
  - b. 2015 File Scope guidelines
  - c. 2015 File Structure guidelines
  - d. 2015 Data Elements
3. University Applications and Offers Data Collection at [http://heimshelp.education.gov.au/sites/heimshelp/2015\\_data\\_requirements/2015applicationsandoffers/pages/apps-offers-2015](http://heimshelp.education.gov.au/sites/heimshelp/2015_data_requirements/2015applicationsandoffers/pages/apps-offers-2015)
  - a. 2015 Reporting Schedule
  - b. 2015 File Scope guidelines
  - c. 2015 File Structure guidelines
  - d. 2015 Data Elements

A hard copy of all documents is available by phoning HEIMS Data Collections on (02) 6240 7487 or emailing [HEIMS.datacollections@education.gov.au](mailto:HEIMS.datacollections@education.gov.au).

## Section 2 – Change Control Summary for the 2015 Reporting Year

Changes for 2015 Data Requirements - issued 22 May 2014

### **STUDENT, APPLICATIONS & OFFERS and STAFF DATA COLLECTIONS**

- There is no change to requirements for the 2015 reporting year
- A minor modification to coding notes of element 315 (Gender code) to provide greater clarification of reporting indeterminate/intersex/unspecified gender
- All element and scope documents have been re-formatted to improve accessibility and conform with the department's application upgrade of the Ministerial Notice document system.

## Section 3 - Change Control Details

### STUDENT DATA COLLECTION – 2015 Reporting Year

No change to requirements for the 2015 reporting year.

### STAFF DATA COLLECTION – 2015 Reporting Year

No change to requirements for the 2015 reporting year.

### UNIVERSITY APPLICATIONS AND OFFERS DATA COLLECTION – 2015 Reporting Year

No change to requirements for the 2015 reporting year.

### DATA ELEMENTS – 2015 Reporting Year

Name of Element	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
E315 Gender code	6.0	Updated coding notes to confirm HEIMS system update that allows the reporting of code 'X' for indeterminate/Intersex/Unspecified gender. Code X already applies in 2014 reporting year.	Yes	For consistency with the Australian Government Guidelines on the Recognition of Sex and Gender.	Possible system change	22 May 2014