

Higher Education Data Collection 2008

Ministerial Notice

Summary of changes effective from first collection of 2008 data

Changes included in Ministerial Notice for 2008 - issued December 2007

All documents have been updated to reflect the new designation as The Department of Education, Employment and Workplace Relations (DEEWR) with the accompanying new Departmental logo.

- **Changes for Commonwealth Scholarships File Structure:**
 - Commonwealth Scholarship status code (E526) is now an updatable element
- **Changes for Commonwealth Scholarships File Scope:**
 - Modifications to the requirements of sending in CAS – Indigenous Payment records
 - Commonwealth Scholarship Status Code (E526) is no longer a unique identifier.
 - Commonwealth Scholarship Status Code (E526) is now an updatable element
- **Changes to Element 567:**
 - Coding note added to Scholarship Variation Code (E567)
- **Changes to Element 526:**
 - Commonwealth Scholarship status code (E526) is now updatable

Changes included in Ministerial Notice for 2008 - issued October 2007

- **Changes for reporting of scholarships:**
 - Addition of new elements E567, E568
 - Modification to E313, E488, E545, E526, E538
 - New Commonwealth Scholarship scope and file structure documents
- Timing Matrix updated to reflect Scholarships Submission timeframes.
- Element 312 – Removal of code 15 (An Australian Maritime College Special Course).
- Element 415 has been renamed Reporting Year / Period.
- Element 490 – Removal of codes 340 and 341 (Australian Maritime College codes).

Higher Education Data Collection 2008

Summary of changes from previous Ministerial Notices for 2008

Changes included in 2008 Ministerial Notice for 2008 - issued July 2007

- Amendments to some codes/coding notes on VET to higher education transfer to clarify reporting requirements
- Addition of Element 415 – Submission and Year code which will replace Element 546 – Enrolment year
- Element 367 renamed to Element 565 for data consistency
- Element 368 renamed in 2008 to Element 566 for data consistency

- Element 522 – Cohort year to be deleted

- Modification to Element 487 – Scholarship type
 - removed codes 3, 4 and 5

- Element 348 - Modification to codes for main language other than English spoken at home.
 - Codes 1000 – 9799 to be replaced with:
 - 1000 - 1199
 - 1300 – 9799

This eliminates the use of 1201 from the appended language classification

- Element 392 - Modification to add a new code 3 to identify post 2008 students for changes to HECS bands for accounting, economics and commerce.

- Timing Matrix – Modification to clarify that submissions apply to all students enrolled in units of study with census dates in the relevant periods.
- Inclusion of staff Timing Matrix with Student Timing Matrix.

HEPCAT changes

- Removal of header and trailer records from:
 - Commonwealth Assisted Students File (DU),
 - Revised Commonwealth Assisted Students File (RD), Student Revisions files (RF)
 - Electronic Commonwealth Assisted Students (ECAF) File.
- Removal of Element 300 from all file structure specifications for 2008*
 - *Course (CO) and Campus (CM) files are excepted from this change until 2009.*

Changes included in Ministerial Notice for 2008 – issued December 2006

- **Changes for VET to higher education credit transfer arrangements:**
 - Addition of five new elements E560, E561, E562, E563, E564
 - Modification to E493
 - Replacement of E367 and E368.

Higher Education Statistical Collection – Detailed Change control document

13 December 2007

STUDENT DATA COLLECTION 2008

Effective from first data collection 2008

Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
File structure documents				
Campus file	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	references to VTE have been changed to VET	No	Programme changes.	Possible system change
Student Enrolment file	Updated to include five new elements 560, 561, 562, 563, 564, revisions to E493 and replacements for E367 and E368.	Yes	VET credit transfer to Higher Education	System change
	Added Element 415 – Submission and Year code which will replace Element 546 – Enrolment year	Yes	Element 415 will allow reporting of enrolment data in respect of a reporting period.	System change
	Element 415 has been renamed Reporting Year / Period			
	Modified element 487 – Scholarship type – removed codes 3, 4 and 5	Yes	Programme changes	Possible system change
	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element 367 renamed Element 565	Yes	VET credit transfer	Possible system change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
Student Load/Liability file	Element 522 Deleted – Cohort year no longer collected	Yes	Element 522 will no longer be required for compliance or validation	System change
	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change

Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
Unit of Study Completions file	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
Commonwealth Assisted Students file & Revised Commonwealth Assisted Students file	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
	Due File registration identity records (parts 1- 3), Identification record structure and Due file trailer record deleted from structure.	Yes	No longer required for HEPCAT	System change
Electronic Commonwealth Assisted Students File	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
	Due File registration identity records (parts 1- 3), Identification record structure and Due file trailer record deleted from structure.	Yes	No longer required for HEPCAT	System change
Revisions file	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
	Revisions File header record deleted from structure.	Yes	No longer required for HEPCAT	System change
Commonwealth Scholarships file	New file to support new scholarship specifications	Yes	Programme changes	System change
	Made changes to the requirements of sending in CAS – Indigenous Payment records Removed as a unique identifier: Commonwealth Scholarship Status Code (e525) Added Commonwealth Scholarship Status Code (e525) as an updatable field	Yes	Changes to reporting process for CAS IP scholarships, Changes to process required to change previously reported Scholarship Status.	Possible system change
Course of Study file	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change

Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
	Element 312 now includes code for clinical psychology 27: A course of study in clinical psychology (as defined in the Commonwealth Grant Scheme Guidelines).	Yes	To enhance data collection	System change
OS-HELP & Revised OS-HELP file	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
	Element 300 Deleted	Yes	No longer required for HEPCAT	System change
Past Course Completions file	Element References to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	References to VTE have been changed to VET	No	Programme changes.	Possible system change
	Element 300 Deleted	Yes	No longer required for HEPCAT	System change

Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
File scope documents				
Student Enrolment file	Element 415 is to replace Element 546 is definition of scope document Element 415 has been renamed Reporting Year / Period	Yes	To ensure consistency of data between files	System change
	Element 487 modified – codes 3, 4 and 5 removed.	Yes	Programme changes	Possible system change
Course of Study file	Clarification of course of study reporting requirements	Yes	Sector request for further information	Nil
Student Load Liability file	Revised web address of Timing Matrix	No	Web address for Timing Matrix changed	Nil
Revisions File	Revised web address of Timing Matrix	No	Web address for Timing Matrix changed	Nil
Commonwealth Scholarship file	New file to support new scholarship specifications	Yes	Programme changes	System change
	Made changes to the requirements of sending in CAS – Indigenous Payment records Removed as a unique identifier: Commonwealth Scholarship Status Code	Yes	Changes to reporting process for CAS IP scholarships, Changes to process required	Possible system change

(e525) Added Commonwealth Scholarship Status Code (e525) as an updatable field		to change previously reported Scholarship Status.	
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Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
Data Elements				
All Elements	All Element and code references to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
	All Element and code references to VTE have been changed to VET	No	Programme change	Possible system change
Element 300 <i>Record type code</i>	Element 300 has been deleted from all file types excepting Course (CO) and Campus (CM)	Yes	No longer required for HEPCAT	System Change
Element 306 <i>Higher Education Provider code</i>	Element 306 has been deleted from the Student Revisions File, Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 312 <i>Special course type code</i>	Removed code 15. CODE MEANING 15 An Australian Maritime College Special Course	No	Transitional period complete.	No
Element 313 <i>Student identification code</i>	Modification to add Commonwealth Scholarships (CS) File to section under Input Files.	Yes	Programme changes	System Change

<p>Element 348 <i>Language spoken at home code</i></p>	<p>Code meanings have been modified to identify that 0001 is the only code to identify English as the language spoken by the student at the student's permanent home residence. Further coding notes added to identify that: Code 8000 may be utilised to report an Indigenous Australian language where the individual language is not known or identified.</p> <p>0001 Student speaks only English at permanent home residence</p> <p> Main language other than English spoken at permanent home residence:</p> <p>1000 to • Non-English language code from languages 1199 classification</p> <p>1300 to • Non-English language code from languages 9799 classification</p> <p>9998 • Non-English language spoken but no information on the language</p> <p>9999 No information on whether or not a non-English language is spoken at permanent home residence by a student</p>	<p>Yes</p>	<p>Clarification of code meanings</p>	<p>Possible system change</p>
<p>Element 367 <i>Prior studies exemption/status</i></p> <p><i>Element 367 to be renamed in 2008 to Element 565</i></p>	<p>Element has been amended to record the cumulative total amount of credit that has been offered to a commencing student in 2008 or later.</p> <p>Total credit offered</p>	<p>Yes</p>	<p>VET credit transfer</p>	<p>Possible system change</p>

Element 368 <i>Credit /status Higher Education Provider code</i> <i>Element 368 to be renamed in 2008 to Element 566</i>	Element has been amended to record the institution where any higher education study for which and credit was offered was undertaken. Code of provider where credit is offered: Codes to be amended: 0000 – a student commencing prior to 2008 or to whom no higher education credit was offered 1000-9998 – higher education provider code 9999 - Higher Education Provider is not listed in Appendix A.	Yes	VET credit transfer	Possible system change
Element 385 <i>Total exemption granted</i>	Element has been modified to distinguish between pre and post 2008 students	Yes	VET credit transfer	Possible system change
Element 392 <i>Maximum student contribution indicator</i>	Modifying element to reflect new code for post 2008 students. New code No 3 will be implemented to reflect this change	Yes	To allow reporting of post 2008 students.	System change
Element 415 <i>Submission/year code</i>	Element 415 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
	Element to replace Element 546 – Enrolment year to E415 – Submission and Year code	Yes	To ensure consistency between files	System change
	Element 415 has been renamed Reporting Year / Period	Yes	Clarification of terminology	System change
Element 417 <i>Pad00</i>	Element 417 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 418 <i>Type of identity</i>	Element 418 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 419 <i>Pad8</i>	Element 419 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 420 <i>Run type code</i>	Element 420 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change

Element 421 <i>Submission date</i>	Element 421 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 422 <i>Data type code</i>	Element 422 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 423 <i>Higher Education Provider name</i>	Element 423 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 424 <i>Contact name – full</i>	Element 424 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 425 <i>Contact telephone number</i>	Element 425 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 426 <i>Contact facsimile number</i>	Element 426 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 427 <i>Higher Education Provider address – part 1</i>	Element 427 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 428 <i>Higher Education Provider address – part 2</i>	Element 428 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 429 <i>Higher Education Provider address – suburb</i>	Element 429 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 430 <i>Higher Education Provider address – state</i>	Element 430 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 431 <i>Higher Education Provider address – postcode</i>	Element 431 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 453 <i>Revisions file reference number</i>	Element 453 has been deleted from the Student Revisions File.	Yes	No longer required for HEPCAT	System Change

Element 472 <i>Total number of data records</i>	Element 472 has been deleted from the Commonwealth Assisted Students File, Revised Commonwealth Assisted Students File and the Electronic Commonwealth Assisted Students File.	Yes	No longer required for HEPCAT	System Change
Element 487 <i>Scholarship type code</i>	Modified element 487 – Scholarship type – removed codes 3, 4 and 5 CODE MEANING 00 Not a scholarship indicated below. 01 Australian Postgraduate Award (APA) Scheme funded by DEST. 02 International Postgraduate Research Scholarship (IPRS) Scheme. 06 Indigenous Staff Scholarship.	Yes	Programme changes	Possible system change
Element 488 <i>CHESSN</i>	Modification to add Commonwealth Scholarships (CS) File to section under Input Files.	Yes	Programme changes	System Change
Element 490 <i>Student Status code</i>	Codes 340 and 341 for Australian Maritime College removed. Australian Maritime College (AMC) 340 A Commonwealth funded VET student enrolled in an Australian Maritime College Special Course 341 A non-Commonwealth funded VET student in an Australian Maritime College Special Course.	No	Transitional period complete.	No
Element 493 <i>Highest educational attainment prior to commencement</i>	Element has been modified to record highest prior level of participation and record both complete and incomplete VET study	Yes	VET credit transfer	Possible system change
Element 522 <i>Cohort-Year</i>	Removed from Student Load Liability File	Yes	No longer validated by DEST	System change

Element 526 <i>Commonwealth Scholarship status code</i>	Element and code references to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships Modification to incorporate addition of Commonwealth Scholarship Status codes Element 567 is now updatable	No	2007 Budget announcement. Programme changes Changes to reporting process for CAS IP scholarships, Changes to process required to change previously reported Scholarship Status.	Possible system change System change Possible system change
Element 538 <i>Commonwealth Scholarship termination reason code</i>	Element and code references to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships	No	2007 Budget announcement.	Possible system change
Element 545 <i>Commonwealth Scholarship type code</i>	Element and code references to Commonwealth Learning Scholarships have been changed to Commonwealth Scholarships. Modification to incorporate addition of Commonwealth Scholarship Type codes.	Yes	2007 Budget announcement. Programme changes	Possible system change System change
Element 551 <i>Summer and Winter school indicator</i>	Modified meaning of code 1 to "Unit of study is NOT a full-fee summer or winter school unit of study."	No	To allow reporting of unit of study that is not a winter school unit of study.	Possible system change
Element 560 <i>Credit used value</i>	New element to record the cumulative total amount of credit in EFTSL used toward a higher education degree	Yes	VET credit transfer	System change
Element 561 <i>Details of prior study for which credit was offered</i>	New element to record the source of credit offered for a higher education degree	Yes	VET credit transfer	System change
Element 562 <i>Field of education of prior VET study for which credit was offered</i>	New element to record the field of education in which any credit offered for VET study was completed	Yes	VET credit transfer	System change
Element 563 <i>Level of education of prior VET study for which credit was offered</i>	New element to record the level of education of the VET study	Yes	VET credit transfer	System change
Element 564 <i>Type of provider where VET study was undertaken</i>	New element to record the type of VET provider	Yes	VET credit transfer	System change

Element 565 <i>Prior studies exemption/status</i>	Element has been amended to record the cumulative total amount of credit that has been offered to a commencing student in 2008 or later. Total credit offered	Yes	VET credit transfer	Possible system change
Element 566 <i>Credit /status Higher Education Provider code</i>	Element has been amended to record the institution where any higher education study for which and credit was offered was undertaken. Code of provider where credit is offered: Codes to be amended: 0000 – a student commencing prior to 2008 or to whom no higher education credit was offered 1000-9999 – higher education provider code	Yes	VET credit transfer	Possible system change
Element 567 <i>Scholarship Variation Code</i>	New element to indicate revision of Commonwealth Scholarship data.	Yes	Programme changes	System change
	Coding note added to element	No	Clarification	No system change
Element 568 <i>Postal Address – Scholarship Postcode</i>	New element to capture domestic and overseas postcode information Commonwealth Scholarship data.	Yes	Programme changes	System change

Name of File/Document	Change	Sector consultation	Reason for change	Impact of change
Timing Matrix				
<ul style="list-style-type: none"> Modification to clarify that submissions apply to all students enrolled in units of study with census dates in the relevant periods. Inclusion of staff Timing Matrix with Student Timing Matrix. Timing Matrix reformatted to highlight changes to scholarship submission timeframes. 				

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Name of File/Document	Change	Date of change	Reason for change	Impact of change
NO CHANGES				

STAFF DATA COLLECTIONS

Name of File/Document	Change	Date of change	Reason for change	Impact of change
NO CHANGES				