**Tertiary Collection of Student Information (TCSI) Data Collections**

**2021 Reporting Year**

**2021 Data Requirements and Change Control Document**

Section 1 - 2021 Data Requirements

The Ministerial Notice (higher education) and Secretary’s Notice (VET Student Loans) require providers to check for any changes to data requirements which may be made from time to time.

This change control document details all changes made to the 2021 reporting for the higher education and VET Student Loans (VSL) data collections.

The changes made for TCSI from the Higher Education Provider Client Assistance Tool (HEPCAT) structures and allowable values are not listed in this document. Those changes were part of a collaborative engagement between the department, education providers and data users and were accompanied by separate communications.

Details of all changes are noted in Sections 2 and 3 of this document. The documents for each of the collections include:

1. Higher Education Data Collection:
	* 2021 Reporting requirements
	* 2021 Data element specifications
2. VET Student loans (VSL) Data Collection:
	* 2021 Reporting requirements
	* 2021 Data element specifications

All documents are available for download from [www.TCSIsupport.gov.au](http://www.TCSIsupport.gov.au).

Section 2 – Change Control Summary for the 2021 Reporting Year

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| Changes for the 2021 Data Requirements - issued 13 November 2020 |
| **HIGHER EDUCATION DATA COLLECTION**The Job Ready Graduates Package is supported by changes to Course of Study Code (E310), Maximum Student Contribution Code, and Student Status Code (E490).Reporting of 2021 University Applications and Offers and Staff submissions will continue in HEPCAT for 2021. The files, scope, elements and codes will be the same as in 2019 and 2020.Field of research codes are updated to 2020 classifications.**VSL DATA COLLECTION**No change to requirements. Changes to elements impact codes only used for higher education reporting. |
| Changes for the 2021 Data Requirements - issued 30 June 2020 |
| **HIGHER EDUCATION DATA COLLECTION**RTP stipend amount – clarification that the reported value should reflect the amount that was due to be awardedSA-HELP – uniqueness check removed to allow the reporting of multiple loans for a debt incurral date.Typographical errors corrected on four elements in the data element specifications:* E620: Highest attainment code – corrected code value, meanings remain unchanged
* E312: Special course type – new code added so students can access the HELP limit for aviation
* E515: Estimated casual full time equivalent reference year – width corrected
* E384: Amount charged – clarification on reporting overseas students who are not subject to the minimum indicative fee requirements (can report zero ‘0’ amount)

**University course applications packet:**Specification updated to clarify E403: Student given name is required on the course application packet.Clarification that the University of Tasmania has the option to report E702: Australian year 12 results type code, to align with other providers and tertiary admissions centres (TACs). Element ‘types’ corrected (typographical error - this will not impact the values providers can report). **VSL DATA COLLECTION**Typographical errors have been corrected on three elements in the data element specifications:* E620: Highest attainment code – corrected code value, meanings remain unchanged
* E575: Study reason code – new code added to align with AVETMISS
* E627: Delivery location street address – width corrected

E327 Basis of Admission – correction to align element specification with reporting requirements E577 Recognition of prior learning – Additional information added to clarify the reporting of RPL. Please review the change control details below. |

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Section 3 - Change Control Details

**HIGHER EDUCATION DATA COLLECTION – 2021 Reporting Year**

**Reporting requirements**

| **Packet** | **Change** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- |
| Course application packet | Element E702 made optional for University of Tasmania | To align with other provider/TAC requirements | Reduced reporting requirement | 30 June 2020 |
| Student packet | Unique student identifier (E584) required for new students in 2021 | In response to legislative changes | Reporting required for new students | 30 June 2020 |
| RTP stipend amount packet | Clarify that the value is required and should reflect the amount that was due to be awarded | To align with data element specifications | Fewer revisions of stipend amounts | 30 June 2020 |
| Commonwealth Scholarship packet | Commonwealth Scholarship amount (E598) required in 2021 | To enable duplicate reporting to be reduced  | Reduced reporting requirement | 30 June 2020 |
| SA-HELP packet | Remove uniqueness requirement | To align with provider reporting practice | Multiple loans can be reported for a debt incurral date | 30 June 2020 |
| Applications, preferences and offers collection | Reporting is required in HEPCAT using pre-TCSI file structures, elements and allowable values | To allow providers and the department to focus on implementing the TCSI solution for the student collection | Continue to report using legacy HEPCAT solution | 13 November 2020 |
| Staff collection | Reporting is required in HEPCAT using pre-TCSI file structures, elements and allowable values | To allow providers and the department to focus on implementing the TCSI solution for the student collection | Continue to report using legacy HEPCAT solution | 13 November 2020 |

**2021 Data element specifications**

| **Element**  | **Change** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- |
| E620: Highest attainment code | Corrected code values:* Doctorate degree ‘110’
* Master degree ‘120’

The incorrect codes will not be allowable (‘111’ and ‘112’) in 2021 | Typographical error | Correct codes will need to be reported | 30 June 2020 |
| E312: Special course type | New code ‘28’ added | So students can access the HELP limit for aviation | New code can be reported for relevant courses | 30 June 2020 |
| E515: Estimated casual full time equivalent reference year | The width of the element has been corrected to 4 | Typographical error | No impact anticipated | 30 June 2020 |
| E384: Amount charged | Addition of note on the element: “Overseas students who are not subject to the minimum indicative fee requirements can be reported as 0.” | Clarification of requirement | Reduced reporting requirement | 30 June 2020 |
| E403: Student given name first | The note has been removed:“HEPs / TACs - Data is required if known.” | Misalignment between data element specification and reporting requirements | 2021 reporting requirements maintained | 30 June 2020 |
| E702: Australian year 12 results type code | Changed notes on element E702 to make it optional for all users | To align with other provider/TAC requirements | Reduced reporting requirement | 30 June 2020 |
| Prior qualification ‘years’ on the Course applications packet (universities and Tertiary Admission Centres only):E669, E670, E671, E672, E673, E674, E675, E676  | The data type is ‘integer’ | Typographical error | No impact anticipated | 30 June 2020 |
| E310: Course of study type | New code ‘23’ added | Job Ready Graduates Package | Short courses can be identified | 13 November 2020 |
| E392: Maximum student contribution code | New codes ‘8’ and ‘9’ added | Job Ready Graduates Package | Professional pathways units and pre-2021 grandfathering can be reported | 13 November 2020 |
| E490: Student status code | Return of codes ‘202’ and ‘203’. Code ‘204’ retired for units a census date on or after 1 January 2021 | Job Ready Graduates Package | Support reporting of up-front payment discount | 13 November 2020 |
| E594: Higher degree by research primary field of research codeE594: Higher degree by research primary field of research code | Update allowable values to match 2020 codes | To align with the Australian Bureau of Statistics | Greater consistency in field of research codes across government | 13 November 2020 |
| E623: RTP stipend amount | To further clarify that the RTP stipend amount related to the amount awarded | To increase clarity | No change to what is required | 13 November 2020 |

**VET STUDENT LOANS DATA COLLECTION – 2021 Reporting Year**

**Reporting requirements**

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| **File Name** | **Change** | **Reason for change** | **Impact of change** | **Issue Date** |
| No change to reporting requirements for 2021  |  |  |  |  |

**2021 Data element specifications**

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| **File Name** | **Change** | **Reason for change** | **Impact of change** | **Issue Date** |
| E620: Highest attainment code | Corrected code values:* Doctorate degree ‘110’
* Master degree ‘120’

The incorrect codes will not be allowable (‘111’ and ‘112’) | Typographical error | Correct codes will need to be reported | 30 June 2020 |
| E575: Study reason code | New code ‘13’ added for study undertaken “to get skills for community/voluntary work”. | To align with AVETMISS | Providers can report the new code if it has been captured, otherwise code ‘11 – other’ can be used. | 30 June 2020 |
| E627: Delivery location street address | Width corrected to 76 | Typographical error | Providers must truncate delivery location addresses that are wider than 76 characters | 30 June 2020 |
| E327: Basis for admission | Removed “additional information” note for VSL providers | To align with reporting requirements | Element is required | 30 June 2020 |
| E577: Recognition of prior learning code | Clarification added to Additional information | To support streamlined reporting. See RPL Reporting Guide | Clearer requirements | 30 June 2020 |
| E310: Course of study type | New codes ‘23’ and ‘24’ added for higher education only | Job Ready Graduates Package | No impact | 6 November 2020 |
| E490: Student status code | Return of codes ‘202’ and ‘203’, retire code ‘204’ for higher education only | Job Ready Graduates Package | No impact | 6 November 2020 |