



**Australian Government**  
**Department of Industry**  
**Innovation, Science, Research**  
**and Tertiary Education**

Web: [www.innovation.gov.au](http://www.innovation.gov.au)

ABN: 74 599 608 295

**HIGHER EDUCATION SUPPORT ACT 2003**

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

I, Jessie Borthwick, Group Manager, Skills Group, Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE) and a delegate of the Minister for Tertiary Education under paragraph 238-5(1)(b) of the *Higher Education Support Act* (HESA) for the purposes of subclause 24 (1) of Schedule 1A of the *Higher Education Support Act 2003* (HESA):

1. Require you to give to me data for the 2013 VET FEE-HELP Student Data Collection, the requirements for which are set out in the 2013 VET FEE-HELP Data Requirements and Change Control document (2013 VET FEE-HELP Requirements document) which can be downloaded at: [http://heimshelp.deewr.gov.au/sites/heimshelp/2013\\_data\\_requirements/pages/2013-data-requirements-welcome-page](http://heimshelp.deewr.gov.au/sites/heimshelp/2013_data_requirements/pages/2013-data-requirements-welcome-page)
2. Under subclause 24(2) of Schedule 1A of 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 DEEWR 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.deewr.gov.au/sites/heimshelp/support/pages/system-requirements>

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

You must check for any changes which may, from time to time, be made to the requirements for the data. All changes to the requirements for the data for the VET FEE-HELP Data Collection will be noted in the VET FEE-HELP Data Requirements and Change Control documents and a summary of the changes will also be included in the HEIMS Data Collections Newsletters available for download at <http://heimshelp.deewr.gov.au/sites/heimshelp/news/pages/newsletters-welcome-page>

Jessie Borthwick

14 February 2012