

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

## **2023 Reporting Year**

### **2023 Data Requirements and Change Control Document**

#### **Section 1 – 2023 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 new requirements the 2023 reporting for the higher education data collections.

Details of changes are noted in Sections 2 and 3 in this document. This document includes information on the:

1. Higher Education Data Collection:

- 2023 Reporting requirements
- 2023 Data element specifications

Providers will also be notified of changes through the TCSI Support site at <https://www.tcsisupport.gov.au> and newsletter at <https://www.tcsisupport.gov.au/news>.

## Section 2 – Change Control Summary for the 2023 Reporting Year

### Changes for 2023 Data Requirements - issued 14 February 2023

#### HIGHER EDUCATION DATA COLLECTION

##### 1. Higher Education Student Packet

- 'Required reporting' for E347 Year of arrival in Australia updated from "Required if born overseas and has ever resided in Australia" to "Required if born overseas and has ever arrived in Australia"
- 'Required reporting' for E402 Student family name now also includes all onshore international students who complete their course on or after 1 January 2023 to verify USI.
- 'Required reporting' for E403 Student given name - first now also includes all onshore international students who complete their course on or after 1 January 2023 to verify USI.

##### 2. HDR end-user engagement packet

- Element 798 scope changed from "Required for all in-scope engagements." to "Required for all research internships."

##### 3. Course application packet

- 'Required reporting' for E410 Residential address street for all in-scope applications from applicants who reside in Australia. Street address is not required for applicants residing overseas.
- 'Required reporting' for E469 Residential address suburb for all in-scope applications from applicants who reside in Australia. Street address is not required for applicants residing overseas.

##### 4. Element 490 Student Status Code

To support legislation;

- Reactivate code '204' and retire codes '202' and '203' to support the removal of the HECS-HELP upfront discount for units of study with census dates on or after 1 January 2023.
- Add code '263' for students undertaking a replacement unit that will not consume student learning entitlement (see Section 76-1 of [HESA](#)).

##### 5. Element 593 Higher degree by research end-user engagement code

To support legislation;

- Codes 02, 04, 05, and 06 retired, added codes 07 and 08.
- Coding notes changed to improve clarity.

##### 6. Revised dates for reporting requirements

- University Application and Offers 2022 and 2023 – due November 2023

##### 7. Revised dates for data verification requirements

- Student Data verification – due July 2023
- Staff Data submission and verification – due September 2023

## Section 3 - Change Control Details

### HIGHER EDUCATION DATA COLLECTION – 2023 Reporting Year

#### Reporting requirements – 2023 Data element specifications

Element	Version	Change	Packets	Reason for change	Impact of change	Issue Date
327 Basis for Admission code	8.1	Updated coding notes to indicate codes to be used when a student is undertaking a transition course while still attending secondary school.	Course admission packet Basis for admission packet Course offers packet Basis for admission packet (University offers) Course admission packet (VET) Basis for admission packet (VET)	To provide clarity	N/A	20/12/2022
346 Country of birth code	7.1	A code representing the country of birth of a person <del>student</del>	Student packet Student packet (VET) Full-time staff packet Full-time staff packet (PIR)	To provide clarity	N/A	20/12/2022
347 Year of arrival in Australia	7.1	<del>Additional information changes from “Data is optional in all submissions” to “Required if the student was not born in Australia but has ever resided in Australia”</del>  The Applications packet in TCSI does not accept E347 Year of Arrival in Australia and the additional information about that collection has been removed for versions 7.00 and 7.10.	Course application packet Student packet Student packet (VET)	To provide clarity	N/A	<del>20/12/2022</del> 09/01/2023
410 Residential address street	5.1	No addresses for overseas countries	Course application packet	To provide clarity	Required for all in-scope applications from applicants	20/12/2022

Element	Version	Change	Packets	Reason for change	Impact of change	Issue Date
					who reside in Australia	
469 Residential address suburb	4.1	No addresses for overseas countries	Course application packet	To provide clarity	Required for all in-scope applications from applicants who reside in Australia	20/12/2022
490 Student Status code	7.1	<p>Added code 204 and retire codes '202' and '203' to support the removal of the HECS-HELP upfront discount from 1 January 2023.</p> <p>Added code '263' for students undertaking a replacement unit that will not consume student learning entitlement (see Section 76-1 of <a href="#">Higher Education Support Act 2003 (HESA)</a>).</p>	OS-HELP loan packet SA-HELP loan packet Unit enrolment packet	To support legislation	System change may be required.	20/12/2022
593 Higher degree by research end-user engagement code	3.1	<p>Codes 02,04,05, and 06 retired, added codes 07 and 08.</p> <p>Coding notes changed to;</p> <p>"Research internship is defined as a position with a research end-user where a student has undertaken research and development (R&amp;D) related to their higher degree by research (HDR). A research internship can be either paid or unpaid, and can form part of an enrolment or be undertaken during a HDR period of suspension.</p>	HDR end-user engagement packet	To support legislation	System change may be required.	20/12/2022

Element	Version	Change	Packets	Reason for change	Impact of change	Issue Date
		<p>A research internship will have been 'agreed within the relevant period' when the internship was agreed to by a higher education provider, HDR student and research end-user, in written form:</p> <p>within 18 months from the commencement date of the student's HDR if the student is undertaking a full-time student load</p> <p>within 36 months from the commencement date of the student's HDR if the student is undertaking a part-time student load.</p> <p>The agreement must detail the R&amp;D activities to be undertaken and the duration of the internship.</p> <p>To calculate the relevant period of the written agreement for HDR students who change their type of attendance during their course, the HDR student's full-time or part-time status as at the first day of their course commencement is to be used.</p> <p>Any research internships that were agreed within the relevant period described above should be reported against value 07, irrespective of the length of the internship.</p> <p>Research internships that were not agreed to within the relevant</p>				

Element	Version	Change	Packets	Reason for change	Impact of change	Issue Date
		period are to be reported against value 08."				