



Australian Government

TCSI TERTIARY COLLECTION
OF STUDENT INFORMATION

TCSI Higher Education Provider 2022 Student Data Verification

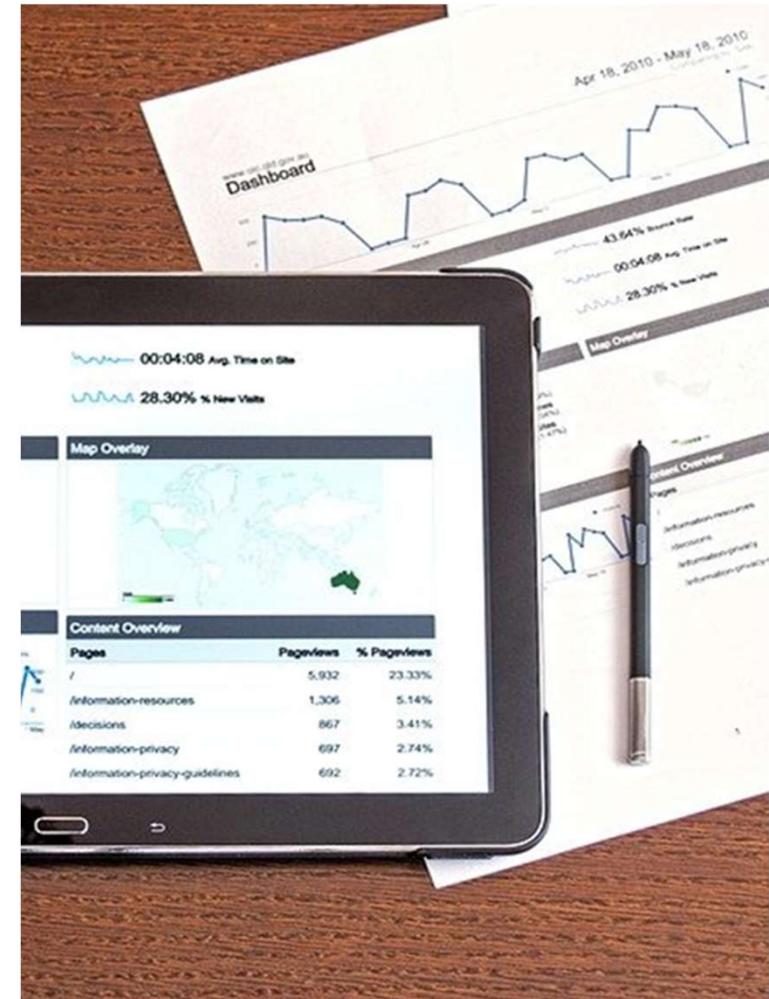
Wednesday 7 June 2023

Agenda

- How the verification process works in TCSI Analytics
- TCSI Analytics walkthrough
- Tips to be mindful of when verifying data

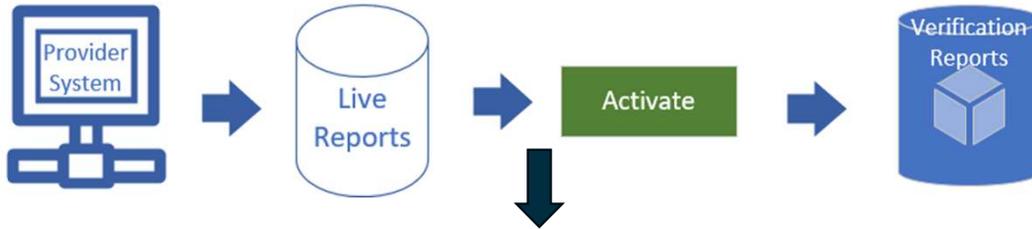
Verification in TCSI

- Verification reports will be available in TCSI Analytics
- The list of verification reports and live data equivalents are published on the TCSI Analytics page
- Access can be assigned in [PRODA](#) for:
 - TCSI Analytics – Read
 - TCSI Analytics – Verify
 - TCSI Analytics – Signoff



Verifying Data

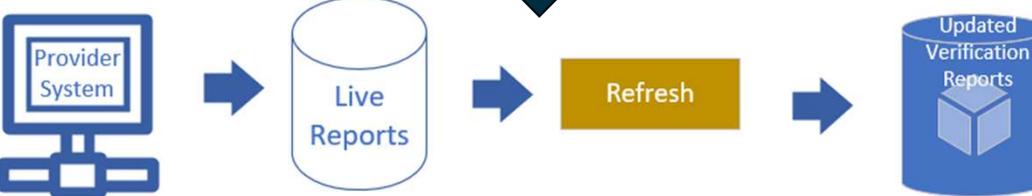
Activation



Start Verification



Refresh



[TCSI Analytics](#) | [TCSI Support](#)

Student

Verification Reports	Live Reports and coding notes
Enrolment Verification Report	Enrolment Live data report
EFTSL Verification Report	EFTSL Live data report
HDR EFTSL Verification Report	HDR EFTSL Live data Report
Commonwealth Scholarships Verification Report	Commonwealth Scholarships Live data Report

HELP Loans

Verification Reports	Live Reports and coding notes
CGS Clusters by Course Level Verification Report	CGS Clusters by Course Level Live data Report
HECS-HELP Verification Report	HECS-HELP Live data Report
FEE-HELP Verification Report	FEE-HELP Live data Report
SA-HELP Verification Report*	SA-HELP Live data Report*
OS-HELP Verification Report*	OS-HELP Details Live data Report*

Completions

Verification Reports	Live Reports and coding notes
Course Completions (All Students) Verification Report	Course Completions (All Students) Live data Report
Course Completions (HDR Students) Verification Report	Course Completions (HDR Students) Live data Report
Course Completions (Indigenous Students) Verification Report	Course Completions (Indigenous Students) Live data Report
Course Completions (Special Course) Verification Report	Course Completions (Special Course) Live data Report
Unit of Study Completions Verification Report	Unit of Study Completions Live data Report

Commencement of Verification in TCSI Analytics

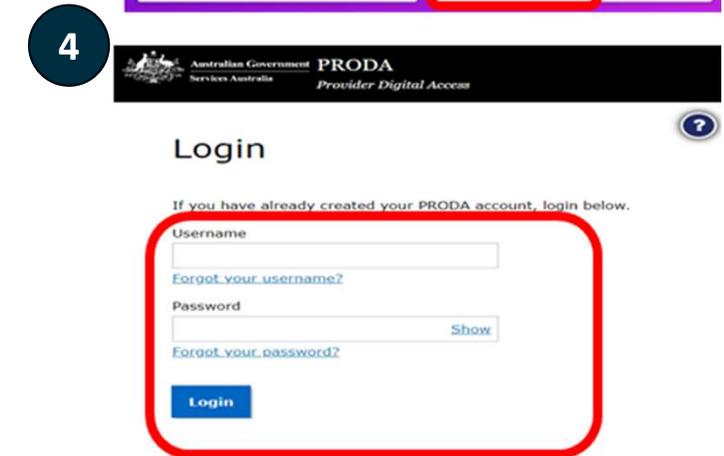
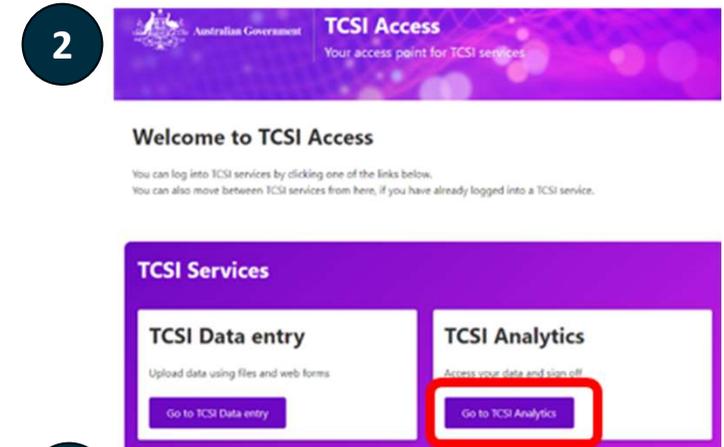
- Verification is expected to be activated on **Friday 9 June 2023**
- Collections will be activated based on the data reported for 2022
- If you cannot see a report you are expecting to verify, contact TCSI Support (e.g. SA-HELP, OS-HELP)



Walk Through of Verification Process in TCSI Analytics

Accessing TCSI Analytics for Verification

- TCSI Support website
TCSI Access button
- Log into PRODA using account credentials
- Accept terms & conditions



New way of calculating the Number of Students

For Student Data Verification this year the methodology of calculating Number of Students has been improved for a more accurate count.

Now it use a count of distinct count ***UID8 – StudentResKey*** within each loan type, ***replacing*** the distinct count of ***CHESSN***.

Coding notes will be updated for

- Higher Education HECS-HELP Report
- Higher Education FEE-HELP Report
- Higher Education OS-HELP Details Report
- Higher Education SA-HELP Report



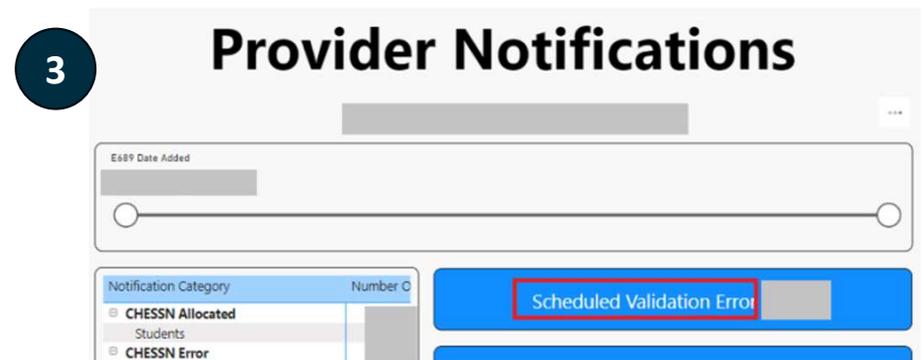


Verification Tips

Scheduled Validation Report

Resolve scheduled validations errors

- [Scheduled validations](#) use live data
- Identify issues in records reported to TCSI
- Prepare for verification by reviewing your [Provider Notifications](#) Report in TCSI Analytics
- Resolve scheduled validations by submitting correct and complete data



NULL Value Compliance Report

Live Summary Data

[NULL Value Compliance Live Data Report](#)

Provider Name (Provider Code)

Students with missing values that must be populated

Number of students	Notification Error Code	E691_NotificationText
	SV00003	Student Status Code (E490) must be populated.
	SV00005	Maximum student contribution code (E392) must be populated where the student is Commonwealth supported for the unit enrolment.
	SV00025	Type of HDR Primary Field of Research (E594) must be populated when the admission is for a higher degree by research course.
	SV00026	Basis For Admission (E327) must be populated.
	SV00031	Residential Address Country Code (E658) must be populated.
	SV00032	Term Address Country Code (E661) must be populated.
	SV00035	Year Arrived in Australia (E347) must be populated for students residing in Australia but born overseas.
	SV00036	Year Left School (E572) must be populated for a domestic student.
	SV00037	Level Left School (E612) must be populated for a domestic student.
	SV00039	Highest Educational Attainment Code Parent 2 (E574) must be populated for domestic undergraduate students.
	SV00040	Tax File Number (E416) must be populated for a domestic student who is enrolled at the census date and is accessing a loan.
	SV00062	Highest Educational Attainment Code Parent 2 (E574) must be populated for domestic undergraduate students
	SV00071	Term Address Country Code (E661) must be populated
	SV00073	Year Arrived in Australia (E347) must be populated for students residing in Australia but born overseas
	SV00077	Highest Educational Attainment Code Parent 2 (E574) must be populated for domestic undergraduate students
	SV00078	Tax File Number (E416) must be populated for a student accessing an SA HELP loan
	SV00082	HDR Thesis Submission Date (E591) must be populated for students that have completed a higher degree by research course
	SV00083	Specialisation Code (E463) must be populated
	SV00084	Year Arrived in Australia (E347) must be populated for students residing in Australia but born overseas
	SV00092	Commonwealth Scholarship Amount (E598) must be populated for students with an active Commonwealth Scholarship
	SV00104	Unique Student Identifier (E584) must be populated for Commonwealth assisted students with a Course of Study Commencement Date (E534) on or after 1 Janu after 1 January 2021.
	SV00105	Unique Student Identifier (E584) must be populated for Commonwealth assisted students with a Unit of Study Census Date (E489) on or after 1 January 2023.

Sensitive Info

NULL value may indicate poor quality data and could delay finalisation



Learnings from 2021

Data Checking:

- Review ALL reports
- Issues identified in 2021 including
 - ❖ Course and Unit Enrolment
 - ❖ Study load
 - ❖ Debt amount
 - ❖ Course and Unit Completion Status
- Refresh when changes are made in your reported data

Useful Tools:

- [TCSI Support page](#)
 - ❖ Verification Guide
 - ❖ Coding Notes
- Your 2021 data as comparison

% Change	Variation Colour	Purpose
Less than 10%		Low
Between 10% and 30%	Yellow	Intermediate
Greater than 30%	Red	High

Remember:

- Raise issue early
- Communicate frequently
- No changes can be made after your signed-off reports are finalised

Verification in TCSI

Activated

- **ACTIVATED** status applies when the department opens a collection for verification.
- The **START VERIFICATION** button will be enabled for providers to start verification.

Verifying

- status after the provider has selected the collection and clicks "Start verification"
- Providers verify by checking the accuracy of the data, one report at a time.

Verified

- Status after the provider indicates that the reports within the collection have been checked and **VERIFIED**.
- Requires PRODA role: **TCSI Analytics – Verify**.

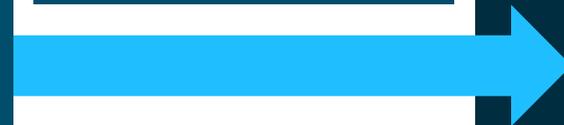
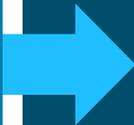
Refreshing

- Status after the provider selects **REFRESH DATA** to update the reports.
- Providers refresh their reports when errors are detected and the data has been corrected in TCSI.
- Refresh is an overnight process and the collection will not be available while the refresh is in progress.

Signed Off

- Status of **VERIFIED** appears when the collection is **SIGNED OFF**.
- Requires PRODA role: **TCSI Analytics – Signoff**.
- **RESET REQUEST** updates the status to **RESET** and is used when the sign off was performed in error. The status will return to **VERIFYING** if Education accepts the request.
- When all providers have signed off, the Collection is **FINALISED** by Education.

Activation date will be advised to all higher ed subscribers



Next Steps

1. Review your reports

2. Respond to Mid-June Verification Survey

- We will email the survey to your nominated primary and secondary TCSI contacts
- The survey will seek your plans for completing verification

3. Verify and sign-off reports



Questions?



Contact us at:

TCSIsupport@education.gov.au

