

## Australian Government TCS TERTIARY COLLECTION OF STUDENT INFORMATION

## TCSI Provider May Webinar

Wednesday 29 May 2024

### Agenda

#### All providers:

- Test environment refresh
- TCSI Data Extracts new files
- PRODA B2B device activation codes
- Student concordance

#### VSL providers:

Reporting Recognition of Prior Learning (RPL) in TCSI

#### Higher Education:

- 2024 Staff data submission and verification
- 2024 Applications and offers collection
- SLEMS New RTV's and Vertical Double Degree Processing

## All providers update

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### All providers update

#### Test environment refresh

- The TCSI test environment will go offline from 20 June to 24 June 2024 (inclusive)
- Existing PRODA and mock provider accounts will be retained with reference data

#### **New TCSI data extract files**

- Student records in TCSI without an associated HEP or VET record will be returned in "undetermined" extracts:
  - UndeterminedStudentsRecords
  - UndeterminedStudentDisabilities (NEW)
  - UndeterminedStudentCitizenships (NEW)

#### **PRODA** device activation codes

- These codes now expire in 60 minutes.
- Make sure you use the code from PRODA as soon as possible

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#### **Timeline**

- Business verification testing 1 June to 7 June 2024
- Full production 7 June 2024 (after the regular production release)

#### What is student concordance?

- Student concordance allows you to **permanently** move data packets from the "concording" student record to the "master" student record including all:
  - Course admissions
  - Unit enrolments and any associated loans
  - OS-HELP and SA-HELP loans (HE only)
  - Aggregated and exit awards (HE only)
  - Commonwealth scholarships (HE only)
- The concorded student record will then be deleted
- Student concordance doesn't change the loans on a student's ATO statement

#### How to submit a student concordance

#### 1. Submit the concordance request

The B2G API may be built by your software vendor

OR

Prepare a file upload to submit the two Student identification codes (E313) in TCSI Data Entry

- 2. Review and resolve real time validation errors (and repeat step 1 as required):
  - Inconsistent details (e.g. name mismatches, citizenship differences)
  - Duplicate records (e.g. unit enrolments sharing a unit of study code and census date)
- 3. Check the successfully concorded student in TCSI

Check that all the details attached to the master student record are correct (you can check in TCSI Data Entry or request a TCSI data extract)

4. Check your student management system / source of truth

Further work may be required to make sure your system is aligned with TCSI

#### **Checking your source of truth**

#### WARNING!!!

- Your student management software may delete, update or re-create records in an unpredictable way if it isn't aligned with the concordance outcome
- Your future file uploads in TCSI Data Entry might not work properly if they don't include the concorded information, for example you might:
  - Re-create the student record you concorded
  - Remove disability and citizenship history
  - Trigger errors because identifiers have changed:
    - "Unable to find <RECORD TYPE> with the provided identifying elements"



#### File upload in TCSI Data Entry

Upload file:

	Α	В	С
	Information Type	E313 Student	E313 Student
		Identification	Identification
		Code (master)	Code
1			(concording)
	Student	123	678
2	Concordance		
	Student	abc	efg
3	Concordance		
	Student	хуz	wrong-id
4	Concordance		

Response file:

	Α	В	С	D	E	F	G	Н	I
	New/Existing Record	Attempted Action	Outcome	Error Code	Severity	Error Description	Information Type	E313 Student	E313 Student
								Identification	Identification
								Code (master)	Code
1									(concording)
	New	Create	Successful				Student	123	678
2							Concordance		
	New	Create	Failed	10745STCLOG	Fatal	Inconsistent	Student	abc	efg
						StudentContacts in	Concordance		
3						concordance			
	Unknown	Unknown	Failed		Fatal	Unable to find	Student	xyz	wrong-id
						STUDENT with the	Concordance		
						provided identifying			
4						elements			

## Reporting Recognition of Prior Learning (RPL) in TCSI

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## RPL reporting for VSL providers

- An issue was identified in September that is impacting the reporting of Recognition of Prior Learning (RPL) units.
- The workaround is to create the unit first and then update the details as a second action.
- Details of the workaround are on the <u>Outstanding Issues in Production</u> list on the TCSI Support website.
  - See issue number 454109

#### **Step One - Report the unit enrolment**

Report the unit enrolment with the following:

- Unit of study status code (<u>E355</u>) of '4'
- Recognition of prior learning code (<u>E577</u>) of 'Blank/NULL'
- o EFTSL (<u>E339</u>) of '0.01'

#### Step Two - Update the unit enrolment to include RPL

Update (PATCH) the RPL unit to the following:

- Unit of study status code (<u>E355</u>) of '5'
- The appropriate Recognition of prior learning code (<u>E577</u>)
- o EFTSL (<u>E339</u>) of '0.00000001'

# Higher education Staff data submission and verification (HESA-approved and PIR providers)

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## 2024 Staff data submission and verification

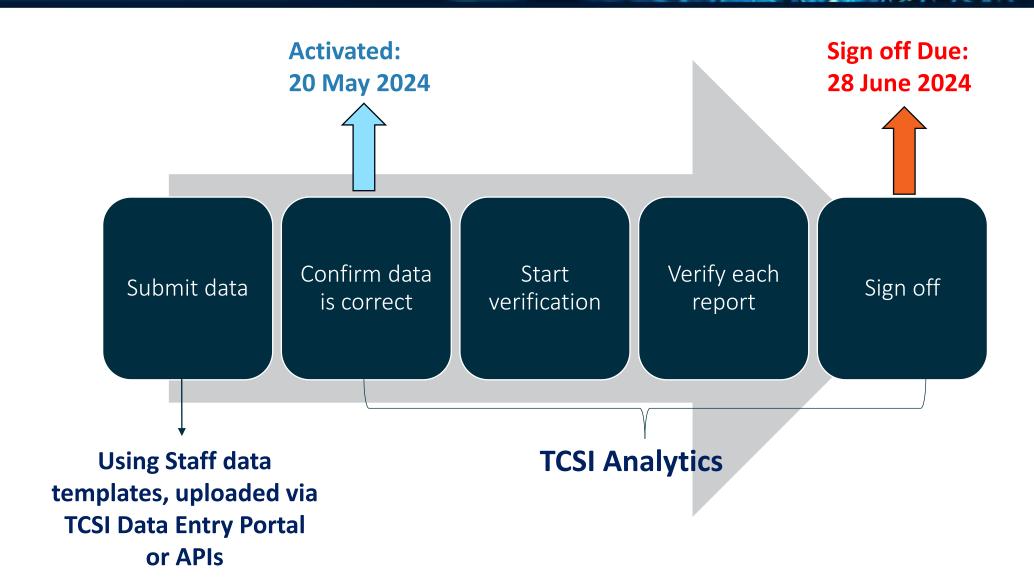
#### What is staff data verification?

- For **Universities**, staff data submission and verification are part of providers' reporting requirements under the *Higher Education Support Act 2023* (HESA). In scope **staff** need to be reported and verified as part of the staff data verification process.
- For all other higher education providers, staff data submission and verification are part of providers' reporting requirements under the *Tertiary Education Quality and Standards Agency Act 2011* (TEQSA) and form part of the TEQSA provider information request. In scope, academic staff need to be reported and verified as part of the staff data verification process

#### Sign off due date

28 June 2024

#### **Verification Overview**



## Staff data submission

#### What data to submit

Provider type	Collection names in TCSI Analytics	Reporting Year (E415)	Reporting requirements	
<u>Universities</u>	HEP Full-time staff	2024 (reference date as 31 March 2024)	•HEP Full time staff packet •HEP work classifications packet •HEP casual estimates packet	
	HEP Casual staff actuals	2023	•HEP Casual staff actuals packet	
HESA-approved non-university providers (NUHEP)	HEP Full-time staff	2024 (reference date as 31 March 2024)	<ul><li>PIR Full time staff packet</li><li>PIR work classifications packet</li><li>PIR casual estimates packet</li></ul>	
	HEP Casual staff actuals	2023	•PIR casual staff actuals packet	
Provider Information Request (PIR) - not approved to offer FEE- HELP loans	PIR Full-time staff	2024 (reference date as 31 March 2024)	<ul><li>•PIR Full time staff packet</li><li>•PIR work classifications packet</li><li>•PIR casual estimates packet</li></ul>	
	PIR Casual staff actuals	2023	•PIR casual staff actuals packet	

#### Staff data submission

#### **Using TCSI Data Entry to submit staff data**

#### Higher education file templates

The links in this table will download the attachment

Attachment	Size
5.1 HEP Full Time Staff v1.1.xlsx (12.76 KB)	12.76 KB
5.2 HEP Casual Staff Actuals v1.0.xlsx (10.25 KB)	10.25 KB
5.3 HEP Casual Staff Estimates v1.0.xlsx (11.25 KB)	11.25 KB

#### • PIR file templates

The links in this table will download the attachment

Attachment	Size
5.1 PIR Full Time Staff v1.1.xlsx (12.76 KB)	12.76 KB
5.2 PIR Casual Staff Actuals v1.0 XLSX (10.25 KB)	10.25 KB
5.3 PIR Casual Staff Estimates v1.0 XLSX (11.43 KB)	11.43 KB

#### Please note:

- templates for HEP and PIR are identical
- data in the templates are examples only
- submit data that's applicable to the reporting year

#### Staff data submission

#### Webinar recording - staff data submission walkthrough

#### WEBINAR

## 2024 Staff Data Submission walkthrough

The recorded webinar is now available at TCSI Webinar - 2024 Staff Data Submission walkthrough. The webinar provides updates on:2024 Staff Data submission File upload ...

28 MAY 2024

To access this webinar recording, please

- 1. Visit <u>TCSI News Centre</u> page
- 2. Click on the information tile (as per left image)
- 3. Register and listen

### Request for Information (RFI)

#### The RFI for the 2024 staff data submission and verification is now open

- To understand your data submission and verification timeline and provide appropriate support
- To confirm primary and secondary TCSI contacts for your staff data collection and maintain our record
- Seeking a single response for your organisation

#### Response due: Tuesday 11 June 2024

- Link will be shared with all providers via email this afternoon
- Access the RFI link



### **Next steps**

#### **Checklist:**

- ☐ Response to RFI by 11 June 2024
- ☐ Submit the staff data as early as possible
- ☐ Register and attend <u>webinar on 5 June 2024</u> to learn how to verify data in TCSI Analytics



## Applications, preferences and offers reminder

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### **2024 Applications and offers**

#### **Due today – 29 May 2024**

- Applications, preferences and offers made directly to the providers (not through a TAC) are due to be submitted in TCSI today.
- There is no formal verification process or sign off in TCSI Analytics
- The data is considered ready to use the day after the deadline unless we hear otherwise
- Please contact <u>TCSIsupport@education.gov.au</u> if you require an extension to complete the collection with:
  - the reason for the delay
  - why the delay was unforeseeable/unavoidable
  - your timeline to complete the collection

# SLEMS – New RTV's and Vertical Double Degree Processing

VET HEP PIR

### Contents

- 1. Background
- Courseload RTV
- 3. What is Additional SLE (ALSE)?
- 4. How does SLEMS calculate Additional SLE for postgraduate/graduate entry bachelor courses?
- 5. How is Additional SLE processed?
- 6. Vertical Double Degree Table Why is it Required?
- 7. Vertical Double Degree Table What is included?
- 8. Vertical Double Degree Table Course admission allocation
- 9. Vertical Double Degree Table Change of Course admission
- 10. Vertical Double Degree Table Impact of Effective Date Range

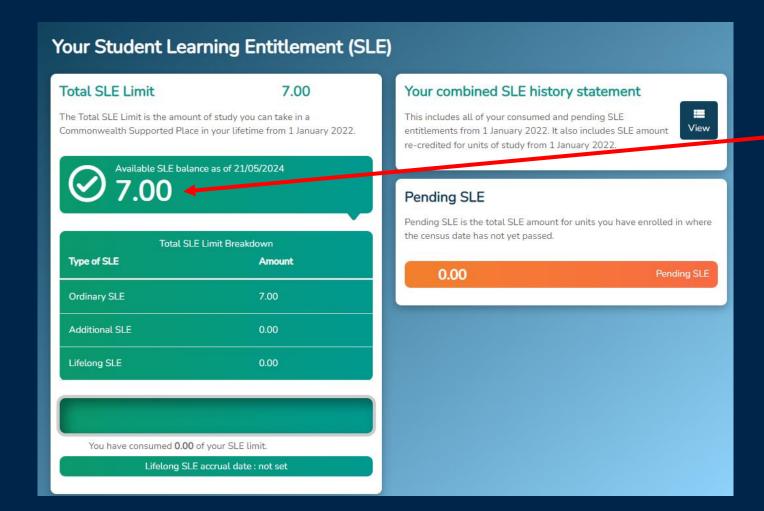
## Background

- As part of the ongoing work to enhance the Student Learning Entitlement Management System (SLEMS), amendments to the processing of Vertical Double Degrees were made to ensure students are receiving the correct allocation of Additional SLE (ASLE).
- Further work has been undertaken to create additional warning RTV's to help increase provider visibility and assist them in managing the Student Learning Entitlement (SLE) policy.

## Course Load RTV 10924

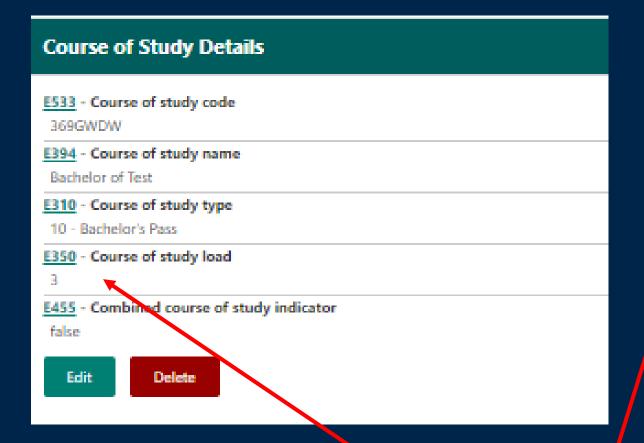
- A new warning RTV RTV10924 was deployed with the intent of warning providers where a student may not have sufficient SLE to complete the entirety of their course load in a Commonwealth Supported Place (CSP).
- This warning will trigger when a course admission is reported for a student that results in their total course load exceeding their SLE amount. This is intended to prompt providers to discuss with students their ongoing enrolments and SLE utilisation.

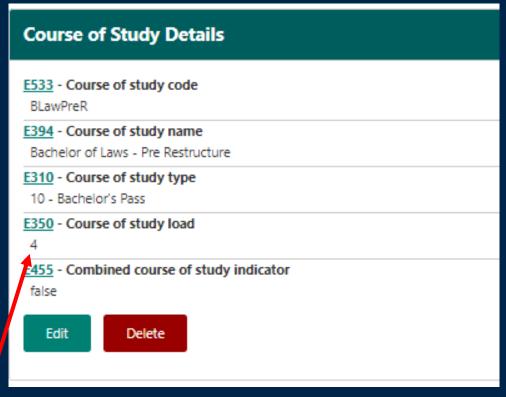
## Course Load RTV 10924



Student has an Available SLE amount of 7 EFTSL

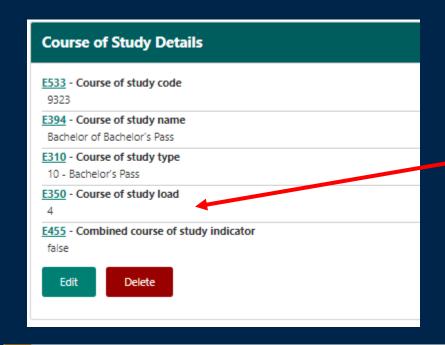
## Course Load RTV 10924 (cont.)





Student than enrols in two courses which has a combined course load of 7 EFTSL

## Course Load RTV 10924 (cont.)



Student than enrols in a third course with a course load of 4 EFTSL.

The combined enrolled course load of this student is now 11 EFTSL > 7 EFTSL of starting SLE balance.

Warnings

10691ADMLOG: The Unique Student Identifier (E584) should be verified for students with a Course Outcome Date (E592).
10924ADMLOG: Student (USI) may have insufficient SLE Balance for the Course Admission's linked Course of Study Load (E350) reported

Record added successfully.

Student A (UStudentA)

Course Admissions (3 records)

Due to the enrolled course load being greater than the students SLE balance, RTV10924 will trigger

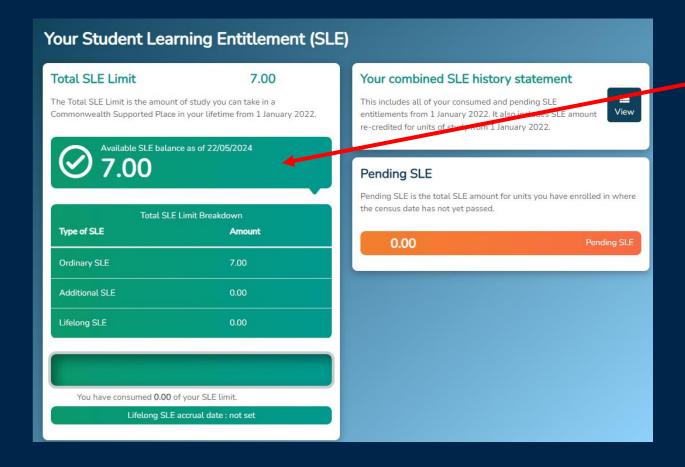
## What is Additional SLE (ASLE)

- Acknowledging that some students will require greater than 7 EFTSL of study in a CSP to complete their studies, ASLE is extra entitlement (expressed in EFTSL) awarded to students who enrol in certain course types. The courses that will award ASLE are:
- 1. An undergraduate course of study that has a course load of greater than 6 EFTSL
- 2. An honours course of study that has a course load equal to or less than 1 EFTSL
- 3. A postgraduate or graduate entry bachelor course of study

## How does SLEMS calculate Additional SLE for postgraduate/graduate entry bachelor courses?

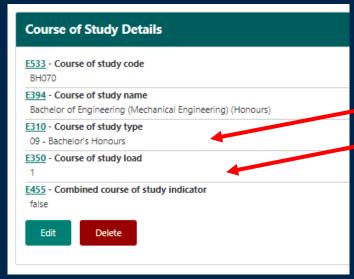
- Where the student meets the citizenship eligibility requirements
  - E358 = 1, 2, 3, 8 or P
- And the student enrolled in a course type that awards Additional SLE on or after 1 January 2022
  - E310 = 04, 05, 06, 07, 08, 11, 12 or 14
- They will receive an amount of Additional SLE equal to the course load (E350) minus the EFTSL value of any Additional SLE they have previously consumed.

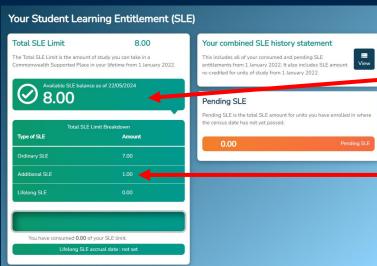
## How is Additional SLE Processed?



Student has an SLE balance of 7 EFTSL

## How is Additional SLE processed (cont.)?



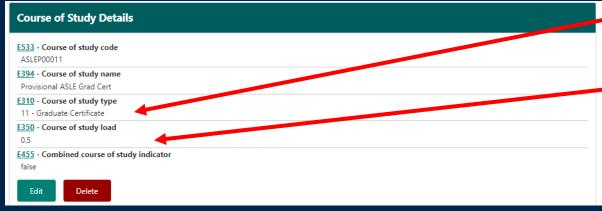


Student then enrols in an honours course

The course load is less than or equal to 1, which means it will result in the student receiving Additional SLE (re: point 2 in slide 8)

The student has been awarded with 1 EFTSL of Additional SLE and their SLE balance has gone up to 8 EFTSL

## How is Additional SLE processed (cont.)?



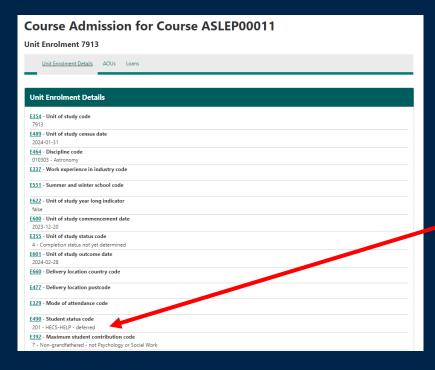
Using the same example as before, instead of enrolling in an Honours course, they instead enrol in a Graduate Certificate (E310 = 11) with a course load of 0.5 EFTSL

Student Learning Entitlement (SLE) Total SLE Limit Your combined SLE history statement The Total SLE Limit is the amount of study a student can take in a This includes all of the student's consumed and pending SLE Commonwealth Supported Place in the student's lifetime from 1 January entitlements from 1 January 2022. It also includes SLE amount e-credited for units of study from 1 January 2022. Available SLE balance as of 01/02/2024 7.00 ending SLE is the total SLE amount for units the student has enrolled in Type of SLE Ordinary SLE Provisional ASLE Additional SLE onal ASLE is the Additional SLE that a student will be their postgraduate or graduate entry course of stud The student has consumed 0.00 of the student's Total SLE limit Lifelong SLE accrual date: 01-01-2034

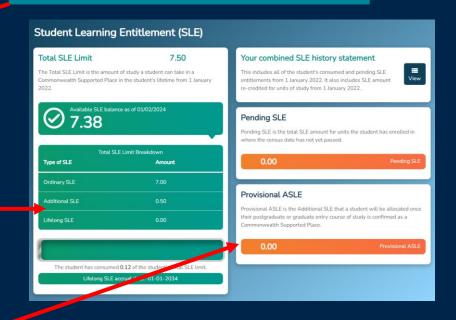
This results in 0.5 EFTSL of Provisional ASLE being awarded

Note: For demonstration purposes only Provisional ASLE is only available in the Department view of myHELPbalance

## How is Additional SLE processed (cont.)?



Due to the CSP unit being linked to the course that awarded Provisional ASLE, the student now has 0.5 EFTSL of Additional SLE available to use for that or any other course of study They then enrol in a CSP unit enrolment (E490 = 201) that is linked to the course that awarded Provisional ASLE



Note: For demonstration purposes only Provisional ASLE is only available in the Department view of myHELPbalance

## Vertical Double Degree Table – Why is it Required

• Where a vertical double degree is reported in TCSI as a single course it will have one course type code (E310) that refers to the course as either undergraduate or postgraduate.

Only postgraduate components should attract ASLE, e.g.

- If the E310 code indicates that the course a Commonwealth Supported student is enrolled in is postgraduate, they will be awarded ASLE. However as only one E310 code can be linked to a vertical double degree the ASLE is calculated using both postgraduate and undergraduate components, resulting in the student being awarded more ASLE than what they are entitled to.
- Conversely, if the E310 code indicates that the course is undergraduate, then they would not be awarded any ASLE.

## Vertical Double Degree Table – Why is it Required

- For example: Provider A offers a Bachelor of Commerce/Master of Management with a course load of 4 EFTSL, this is made up of the following components:
  - Bachelor of Commerce 3 EFTSL
  - Master of Management 1 EFTSL
- If the Bachelor of Science/Master of Teaching course is reported as an undergraduate course where:
  - E310 = 10 Bachelors Pass
  - E350 = 4 EFTSL
  - The student would not receive any Additional SLE instead of the correct 1 EFTSL
- Alternatively, if the course is reported as Masters (Coursework) course where:
  - E310 = 04 Masters (Coursework)
  - E350 = 4 EFTSL
  - The student will receive 4 EFTSL of Additional SLE instead of the correct 1 EFTSL
- The Vertical Double Degree table will identify the EFTSL value of the postgraduate component of vertical double degrees, ensuring students are correctly awarded ASLE.

## Vertical Double Degree Table – Why is it Required (Cont)

- The Department has finalised the design to process vertical double degrees in SLEMS and correctly award Additional SLE (ASLE).
- A request was sent to sector on 16 April requesting details on any Vertical Double Degree's offered, with responses provided on 9 May.
- This has resulted in the creation of a new SLE table containing all Vertical Double Degrees offered by providers, which will include the EFTSL value of the postgraduate component of each course.
- Thank you to the providers who provided advice regarding input for the Vertical Double Degree Table.

# Vertical Double Degree Table – Why is it Required (Cont)

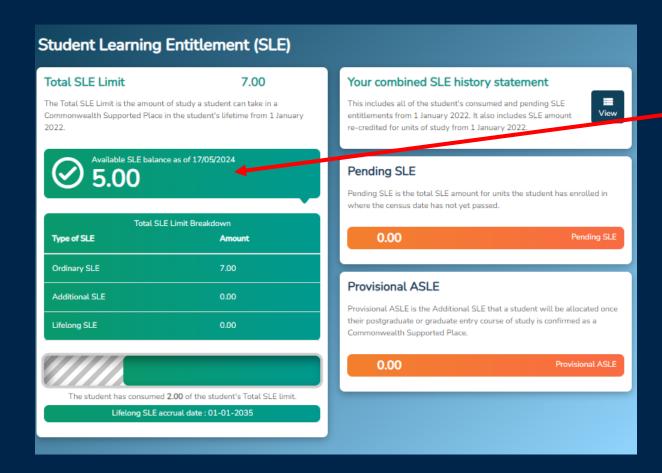
- When a provider reports a course admission for an eligible student that matches the fields in this table, SLEMS will award the student with an amount of ASLE equal to the EFTSL value of the postgraduate component of the course minus any ASLE they have previously consumed.
- The table will be populated with input received from providers and reflected in SLEMS June 2024. This will result in existing student records being reprocessed to ensure they have the correct amount of ASLE awarded where they were enrolled in a listed course on or after 1 January 2022
- Courses listed in the table will be periodically reviewed by the Department. If any details for courses you offer change, or you offer new vertical double degrees, please contact: studentlearningentitlement@education.gov.au

#### Vertical Double Degree Table – What is Included?

UID5_CoursesResKey	E306_ProviderCod e	E307_CourseCode	E308_CourseName	E609_EffectiveFromDat e	E610_EffectiveToDat e	E799_PostgradCourseOfStudyLoa d
System Generated	Provider supplied	Provider supplied	System Generated	System Generated for Existing Courses  Provider supplied for any new entries entered in the table.	[business input – where applicable]	Provider supplied

- UID5 CourseResKey Unique Identifier for the Course of Study
- E306\_ProviderCode A code which uniquely identifies the provider
- E307\_CourseCode A code which uniquely identifies each course within a Provider
- E308\_CourseName The full name of the course
- E609 EffectiveFromDate The date from which the course is valid
- E610 EffectiveToDate The date from which the course is valid to
- E799\_PostgradCourseOfStudyLoad The EFTSL Value of the Postgraduate Component (note, E799 only exists in the VDD table managed by DoE)

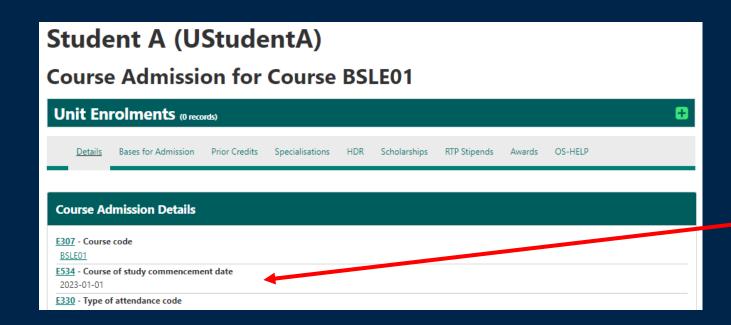
#### Vertical Double Degree – Course Admission



Student has an Available SLE amount of 5 EFTSL

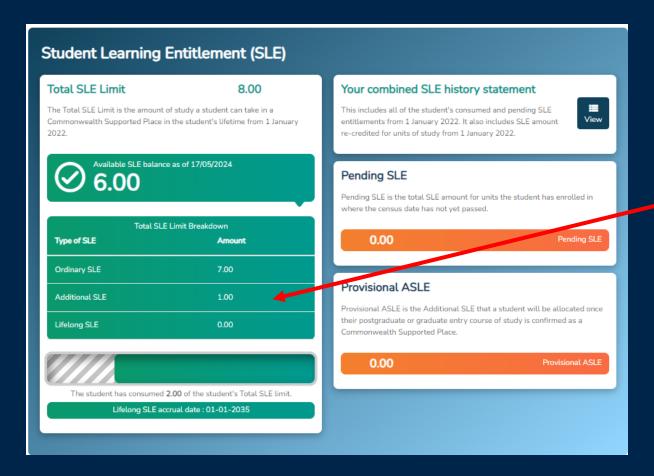
#### Vertical Double Degree – Course Admission (cont.)

UID5_CourseResKey	E306_Provider Code_Staging	E307_CourseCode	E308_CourseName	E609_EfectiveFromDate	E610_EffectiveToDate	E799_PostgradCourseOfStudyLoa	oad
System Generated	0207_DESE Test Account Dual University	BSLE01	Bachelor of SLE / Graduate Diploma of HELP	1/01/2013	N/A	1.0	
System Generated	0207_DESE Test Account Dual University	BUGMPG	Bachelor of Undergraduate / Master of Postgraduate	1/01/2023	N/A	2.0	
System Generated	0207_DESE Test Account Dual University	BStudMTest	Bachelor of Study / Master of Test	1/01/2020	N/A	1.5	



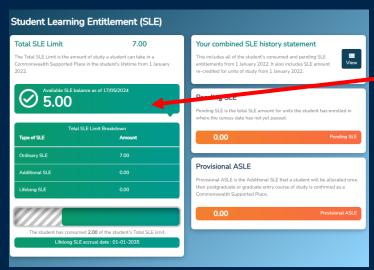
They then enrol in a Bachelor of SLE/Graduate Diploma of HELP within the effective date range. This course has a postgraduate course load of 1 EFTSL

## Vertical Double Degree – Course Admission (cont.)

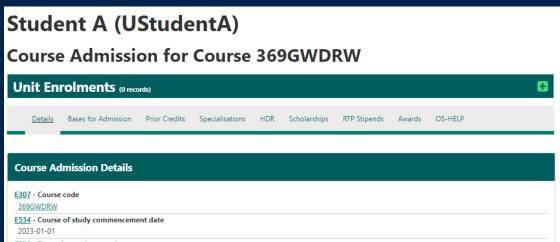


As a result, the student is awarded 1 EFTSL of Additional SLE

#### Vertical Double Degree – Amended Course Admission Details

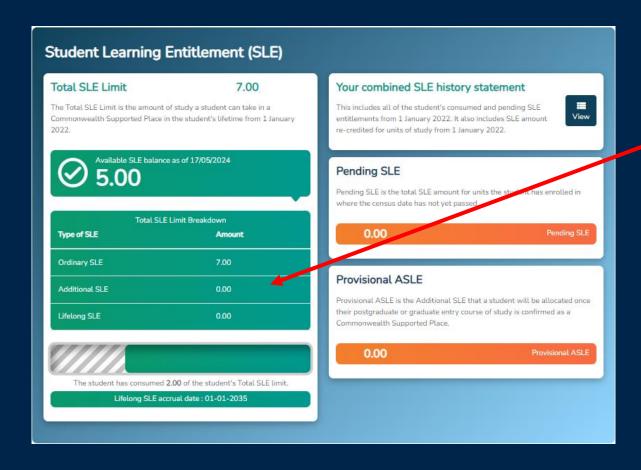


Student has an Available SLE amount of 5 EFTSL



Student then enrols the course 369GWDRW. This course is a Bachelor Pass course where E310 = 10

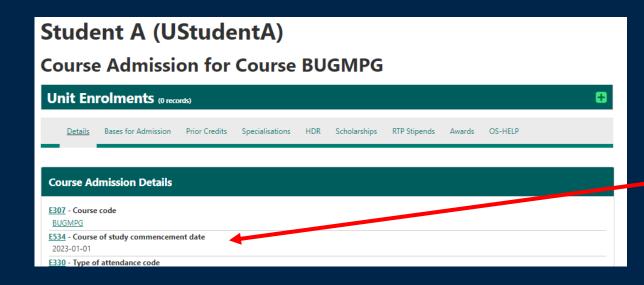
## Vertical Double Degree – Amended Course Admission Details (cont.)



This course does not award any Additional SLE

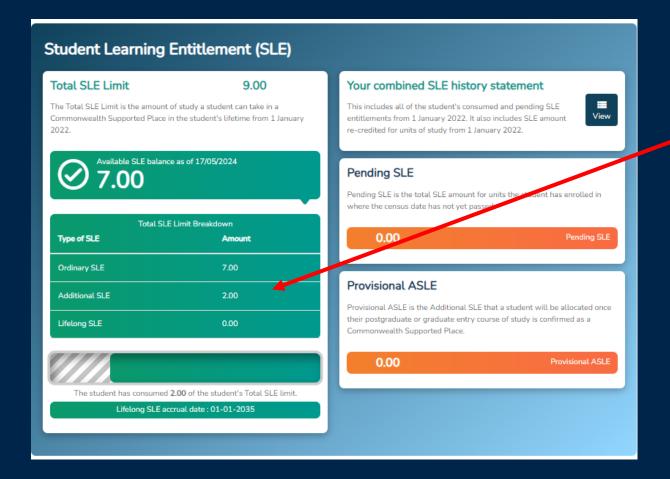
#### Vertical Double Degree – Amended Course Admission Details (cont.)

UID5_CourseResKey	E306_Provider Code_Staging	E307_CourseCode	E308_CourseName	E609_EfectiveFromDate	E610_EffectiveToDate	E799_PostgradCourseOfStudyLoad
System Generated	0207_DESE Test Account Dual University	BSLE01	Bachelor of SLE / Graduate Diploma of HELP	1/01/2013	N/A	1.0
System Generated	0207_DESE Test Account Dual University	BUGMPG	Bachelor of Undergraduate / Master of Postgraduate	1/01/2023	N/A	2.0
System Generated	0207_DESE Test Account Dual University	BStudMTest	Bachelor of Study / Master of Test	1/01/2020	N/A	1.5



This course is then amended to match an entry in the Vertical Double Degree table (Bachelor of Undergraduate/Master of Postgraduate) within the effective date range and which awards 2 EFTSL of Additional SLE

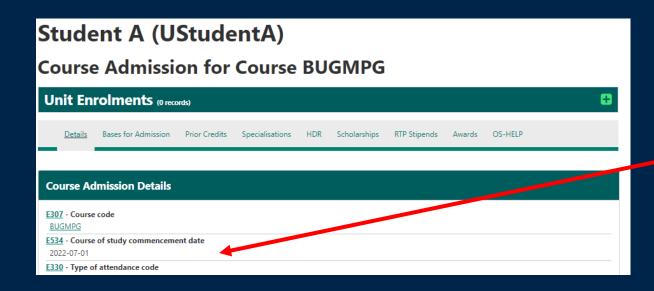
#### Vertical Double Degree – Amended Course Admission Details (cont.)



As a result, the student is awarded 2 EFTSL of Additional SLE

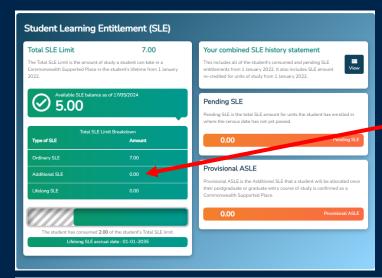
#### Vertical Double Degree – Effective Date Range

UID5_CourseResKey	E306_Provider Code_Staging	E307_CourseCode	E308_CourseName	E609_EfectiveFromDate	E610_EffectiveToDate	E799_PostgradCourseOfStudyLoad
System Generated	0207_DESE Test Account Dual University	BSLE01	Bachelor of SLE / Graduate Diploma of HELP	1/01/2013	N/A	1.0
System Generated	0207_DESE Test Account Dual University	BUGMPG	Bachelor of Undergraduate / Master of Postgraduate	1/01/2023	N/A	2.0
System Generated	0207_DESE Test Account Dual University	BStudMTest	Bachelor of Study / Master of Test	1/01/2020	N/A	1.5

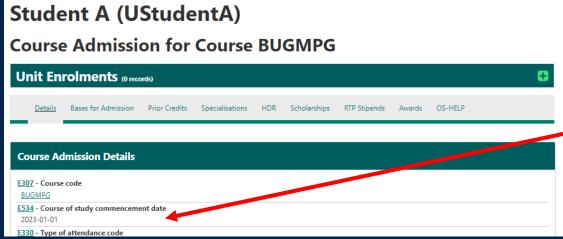


In the same example, the Course of Study Commencement Date (E534) is amended from 1 January 2023 to 01 July 2022, which falls outside of the effective date range in the table.

#### Vertical Double Degree – Effective Date Range (cont.)

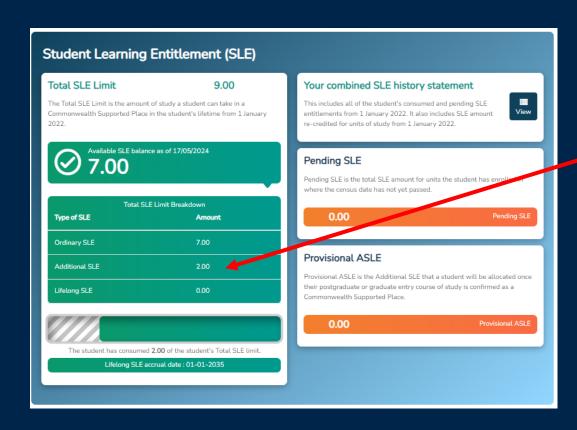


The Additional SLE previously awarded to them is now retracted



The Course of Study Commencement Date (E534) is then amended to 1 January 2023, which is again within the effective date range in the table

## Vertical Double Degree – Effective Date Range (cont.)



The student is then re-allocated 2 EFTSL of Additional SLE

#### Please direct questions and feedback to <a href="mailto:studentlearningentitlement@education.gov.au">studentlearningentitlement@education.gov.au</a>

Questions?

Contact us at:

TCSIsupport@education.gov.au



