Australian Government | **TCSI** TERTIARY COLLECTION OF STUDENT INFORMATION

Reporting Startup Year enrolments in TCSI

Wednesday 1 May 2024

Agenda

- STARTUP-HELP requirements

- Overview of TCSI reporting requirements

- Reporting structure for Startup Year courses

- How to report full-fee paying students in STARTUP-HELP courses

- Demonstration of reporting a Startup Year course for a student via the TCSI Data Entry portal
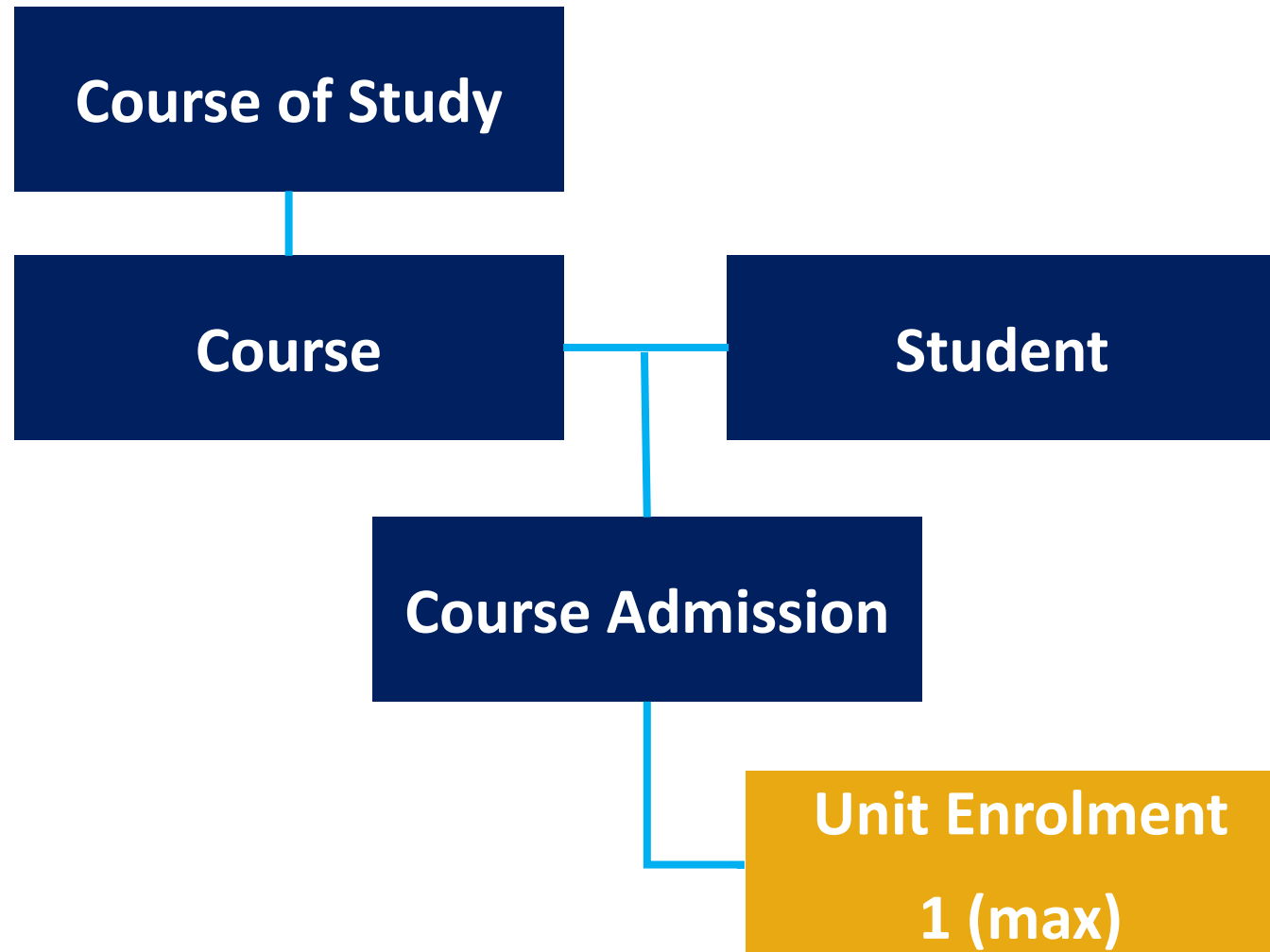
STARTUP-HELP requirements

- Providers have been given an allocation of places for the pilot of the Startup Year program.

- Providers must select students for STARTUP-HELP in accordance with the eligibility requirements (see the Study Assist webpage).

- Full-fee paying domestic or international students may be enrolled into a Startup Year course outside of a provider's STARTUP-HELP allocation.

- Providers will need to ensure they are meeting relevant legislative requirements (see Startup Year Provider Handbook).

- Providers may not charge full-fee paying students more than the approved course fee.

Overview of TCSI reporting requirements

To enable the reporting of students into a Startup Year course, providers are required to report:

- all students in the Startup Year course with a Student Status Code (E490) of '290'
- a Course of Study packet with a Course of Study Type (E310) of '51'
- a Course packet, linked to the course of study.
- **one** Unit Enrolment packet which should include:
  - the total EFTSL amount for the course, this should be between 0.5 and 1.0 EFTSL
  - the total Amount Charged for the course
  - the census date for the course
  - for students paying via a HELP loan - the total HELP Loan Amount (E558) for the course
  - for students paying upfront – the total Amount Paid Upfront (E381) for the course

Reporting structure for Startup Year courses

Steps for reporting Startup Year in TCSI

Step 1: Report a Course of Study packet, with Course of Study Type (E310) = '51'.
Step 2: Report a Course packet.
Step 3: Enrol students into the course via the Course Admission packet.
Step 4: Report one unit enrolment with:

- the unit of study census date (E489) for the course.
- a student status code (E490) of '290'.
- the total amount of EFTSL (E339) for the course, between 0.5 and 1.0.
- the total amount charged (E384) for the course.
- the total amount paid upfront (E381) or the total HELP loan amount (E558) for the course.

Steps for reporting Startup Year in TCSI

Demonstration of reporting a Startup Year course for a student via the TCSI Data Entry portal

Questions?

Technical questions*:*

TCSIsupport@education.gov.au

Policy questions:

Startup.year@education.edu.au