

VET FEE-HELP Data Collection 2012 Reporting Year

Ministerial Notice: 11 March 2011

Issue Date: 18 December 2012

2012 Data Requirements and Change Control Document

Section 1 - 2012 Data Requirements

Under subclause 24(1) of Schedule 1A of the *Higher Education Support Act 2003* (HESA), a VET provider must give to the Minister such statistical and other information that the Minister by notice in writing requires. As noted in the Ministerial Notice of 11 March 2011 (the Notice), this document provides details of the VET FEE-HELP Data Collection for the 2012 Reporting Year, including links to relevant documents, and change control information.

As stated in the Notice, providers must monitor any changes to the data requirements which may be made from time to time. All changes will be noted in Part 2 of this document. A summary of changes will also be advised in the HEIMS Data Collections newsletters.

The documents related to each of the Collections, available through the HEIMSHelp website at <http://heimshelp.deewr.gov.au/sites/heimshelp/resources/pages/reporting-requirements> include:

1. Timing Matrix
2. VET Student Data Collection
 - a. File Scope documents
 - b. File Structure documents
 - c. Data Elements

A hard copy of all documents is available by phoning HEIMS Data Collections on (02) 6240 7487 or emailing HEIMS.datacollections@DEEWR.gov.au.

Section 2 – Change Control Summary for the 2012 Reporting Year

Changes for 2012 Data Requirements - issued 18 December 2012

VET Enrolment Revision (VER) – No system change

The VET Enrolment Revision (VER) submission facilitates the revision of information already reported on the VEN file. The VER file structure is the same as the VEN file and therefore requires no system change. See the VER Scope document for more information.

Changes for 2012 Data Requirements - issued 11 March 2011

Full details of all changes are in Section 3 – Change Control Details

1. STUDENT DATA COLLECTION

System change required

- a) New data element
 - E577 Recognition of prior learning indicator – creation and addition to VET Student Load Liability and Revised Student Load Liability
- b) Updated Submission Structures
 - VET Course Completion (VCC) – addition of filler
 - VET Student Load Liability (VLL) & Revised Student Load Liability (VRL) – addition of E577 Recognition of prior learning indicator

No system change required

- c) Minor adjustments to coding notes for greater clarification (details in Section 3)
 - E310, E327, E333, E490.
- d) Typographical correction to E562 - field of Education classification code corrected to '0100-1299'.
- e) Removal of revision information from scope documents to consolidate documentation
 - VET HELP Due (VDU), VET Course Completions (VCC), VET Course of Study (VCO), VET Enrolment (VEN), VET Student Load Liability (VLL) & Revised Student Load Liability (VRL), VET Student Revisions (VSR), VET Unit of Study Completions (VCU).

Note: Minor formatting changes in scopes including update of version numbers as a result of the implementation of new document management system.

Section 3 - Change Control Details

VET FEE-HELP DATA COLLECTION – 2012 Reporting Year

Structure documents

File Name	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
VET Course Completions (VCC)	3.0	a) Modification to include filler to support Higher Education new data element E578 b) New version base number	Yes	a) New reporting requirements for Higher Education. b) Implementation of new document management system	System change	11 March 2011
VET Enrolment Revision (VER)	1.0	Creation of new enrolment revisions process	Yes	To enable providers to directly revise enrolment data	No system change	18 December 2012
VET Student Load Liability (VLL) & Revised Student Load Liability (VRL)	3.0	a) Addition of new data element E577 to identify Recognition of Prior Learning (RPL) for VET FEE-HELP students. b) New version base number	Yes	a) To support the identification of RPL b) Implementation of new document management system	System change	11 March 2011

Scope documents

File Name	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
VET Commonwealth Assisted Students - HELP Due (VDU)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to	Yes	a) Implementation of new document management system b) To streamline	No system change	11 March 2011

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File Name	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
		HEIMSHHELP documents		documentation		
VET Course Completions (VCC)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to HEIMSHHELP documents	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011
VET Course of Study (VCO)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to HEIMSHHELP documents	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011
VET Enrolment (VEN)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to HEIMSHHELP documents	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011
VET Enrolment Revision (VER)	1.0	New VET Enrolment Revision file	Yes	To facilitate revision of Student Enrolment data	No system change (same structure as VEN file)	18 December 2012
VET Student Load Liability (VLL) & Revised Student Load Liability (VRL)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011

File Name	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
		HEIMSHELP documents				
VET Student Revisions (VSR)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to HEIMSHELP documents	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011
VET Unit of Study Completions (VCU)	3.0	a) Minor formatting changes including new version base number b) Revision information replaced with link to HEIMSHELP documents	Yes	a) Implementation of new document management system b) To streamline documentation	No system change	11 March 2011

DATA ELEMENTS – 2012 Reporting Year

Name of Element	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
E310 Course of study type code	3.0	Modification of coding notes to clarify that codes 60 and 61 are for Open Universities Australia (OUA) use only	No	For clarification	No system change	11 March 2011
E327 New basis for admission to current course	3.0	Inclusion of the link to the Glossary for the definition of commencing students	No	Easy access to the definition	No system change	11 March 2011

Name of Element	Version	Change	Sector consultation	Reason for change	Impact of change	Issue Date
E333 Academic organisational unit code	3.0	a) Removal of reference to VET in element description and classification meaning b) Addition of new coding notes for VET providers to use 'AOU' code for this element.	Yes	a) Correction b) For clarification	No system change	11 March 2011
E490 Student Status code	3.0	Correction of term in codes 232 and 304. 'OLA' changed to 'Open Universities Australia(AOU)'.	No	Correction applicable to Higher Education only	No system change	11 March 2011
E562 Field of education of prior VET study for which credit/RPL was offered	3.0	Typographical correction to classification code from '0101-1299' to '0100 – 1299'	No	Correction	No system change	11 March 2011
E577 Recognition of Prior Learning indicator	1.0	Addition of a new data element E577 to VET Student Load Liability (VLL) file to identify Recognition of Prior Learning (RPL)	Yes	Identification of Recognition of Prior Learning (RPL) for VET FEE-HELP students	System change	11 March 2011