Higher Education Data Collection  
2016 Reporting Year

Ministerial Notice  
Issue Date: 16 November 2015

# 2016 Data Requirements and Change Control Document

## Section 1 - 2016 Data Requirements

Under Subsection 19-70 (1) of the[*Higher Education Support Act 2003*](http://www.comlaw.gov.au/Series/C2004A01234) (HESA), a higher education provider must give to the Minister such statistical and other information that the Minister by notice in writing requires. This document provides details of the 2016 Higher Education Data Collection, including links to relevant documents, and change control information.  
The Higher Education Data Collection incorporates:

* the Higher Education Student Data Collection (Table A, B, C providers and approved providers under section 16-25 of HESA);
* the Higher Education Staff Data Collection (Table A and B providers only); and
* the University Applications and Offers Data Collection (Table A and B providers only).

As stated in the Notice, providers must check for any changes to the data requirements to these collections which may be made from time to time. All changes will be noted in Section 2 and 3 of this document. Providers will also be provided notification of changes through the HEIMS Data Collections eNews at <http://heimshelp.education.gov.au/sites/heimshelp/news/pages/heimshelp-news>.

The documents related to each of the collections, available through the HEIMSHELP website, include:

1. Higher Education Student Data Collection at <http://heimshelp.education.gov.au/sites/heimshelp/2016_data_requirements/2016higheredstudent/pages/he-student-2016>
2. 2016 Reporting Schedule
3. 2016 File Scope guidelines
4. 2016 File Structure guidelines
5. 2016 Data Elements
6. Higher Education Staff Data Collection at <http://heimshelp.education.gov.au/sites/heimshelp/2016_data_requirements/2016higheredstaff/pages/he-staff-2016>
7. 2016 Reporting Schedule
8. 2016 File Scope guidelines
9. 2016 File Structure guidelines
10. 2016 Data Elements
11. University Applications and Offers Data Collection at <http://heimshelp.education.gov.au/sites/heimshelp/2016_data_requirements/2016applicationsandoffers/pages/apps-offers-2016>
12. 2016 Reporting Schedule
13. 2016 File Scope guidelines
14. 2016 File Structure guidelines
15. 2016 Data Elements

## Section 2 – Change Control Summary for the 2016 Reporting Year

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| --- | --- | --- |
| |  | | --- | | Changes for 2016 Data Requirements - issued 16 November 2015 | | STUDENT and STAFF DATA COLLECTIONSStudent  1. Modification to the scope of the Campus (CM), Campus Deletions (CD) and Course (CO) submissions to remove the reference to "MyUniversity" 2. Modification to the following elements to remove the reference to "MyUniversity"  * Element 495 (Indicative student contribution amount for a Commonwealth supported place) * Element 496 (Indicative tuition fee for a domestic fee-paying place)  1. Modification to the following elements to remove references to the gender of the student’s parent or guardian  * Element 573 (Highest educational attainment of parent/guardian 1) * Element 574 (Highest educational attainment of parent/guardian 2)  Staff  1. Update to element 501 (Highest qualification) to include "Master's extended" to code 7. | |

## Section 3 - Change Control Details

### STUDENT DATA COLLECTION – 2016 Reporting Year

#### Scope documents

| **File Name** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| Campus (CM) | 7.0 | Updated to remove reference to 'MyUniversity' | Yes | Decommissioning of 'MyUniversity' website | No system change | 16 November 2015 |
| Campus Deletions (CD) | 4.0 | Updated to remove reference to 'MyUniversity' | Yes | Decommissioning of 'MyUniversity' website | No system change | 16 November 2015 |
| Course of Study (CO) | 7.0 | Updated to remove reference to 'MyUniversity' | Yes | Decommissioning of 'MyUniversity' website | No system change | 16 November 2015 |

#### DATA ELEMENTS – 2016 Reporting Year

| **Name of Element** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| E495 Indicative student contribution amount for a Commonwealth supported place | 5.0 | Updated to remove reference to 'MyUniversity' | Yes | Decommissioning of 'MyUniversity' website | No system change | 16 November 2015 |
| E496 Indicative tuition fee for a domestic fee-paying place | 6.0 | Updated to remove reference to 'MyUniversity' | Yes | Decommissioning of 'MyUniversity' website | No system change | 16 November 2015 |
| E573 Highest educational attainment of parent/guardian 1 | 5.0 | Removed reference to gender of parent / guardian 1 | Yes | To simplify reporting for this requirement | No system change | 16 November 2015 |
| E574 Highest educational attainment of parent/guardian 2 | 5.0 | Removed reference to gender of parent / guardian 2 | Yes | To simplify reporting for this requirement | No system change | 16 November 2015 |

### STAFF DATA COLLECTION – 2016 Reporting Year

#### DATA ELEMENTS – 2016 Reporting Year

| **Name of Element** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| E501 Highest qualification | 5.0 | Updated code 7 to include 'Master's extended' | No | Update of information | No system change | 16 November 2015 |

### UNIVERSITY APPLICATIONS AND OFFERS DATA COLLECTION – 2016 Reporting Year

**No changes to requirements for the 2016 reporting year.**