VET Data Collections   
2018 Reporting Year

# 2018 Data Requirements Change Control Document

## Section 1 - 2018 Data Requirements

A VET provider must give to the department such statistical and other information as is required under a written notice.

The notice for the 2018 VET FEE-HELP data collection was issued by the Minister under subclause 24(1) of Schedule 1A of the [*Higher Education Support Act 2003* (HESA)](https://www.legislation.gov.au/Series/C2004A01234).

The VET Student Loans notice has been issued by the Secretary under section 53 of the [*VET Student Loans Act 2016*](https://www.legislation.gov.au/Series/C2016A00098).

The date of issue of 2018 reporting requirements: 13 December 2017

As stated in the notices, providers must monitor any changes to the data requirements which may be made from time to time.

The documents setting out the requirements for VET data reporting are available on the HEIMSHELP website at: [heimshelp.education.gov.au/sites/heimshelp/2018\_data\_requirements/2018vet/pages/vet-2018](http://heimshelp.education.gov.au/sites/heimshelp/2018_data_requirements/2018vet/pages/vet-2018)

This includes the:

* 2018 Reporting Schedule
* 2018 File Scope and Structure guidelines
* 2018 Data Elements

This document notes all changes to the VET reporting requirements for the 2018 Reporting Year.

## Section 2 – Change Control Summary for the 2018 Reporting Year

|  |  |  |
| --- | --- | --- |
| |  | | --- | | Changes for 2018 Data Requirements - issued 13 December 2017 | | **VET DATA COLLECTIONS**   1. Addition of two new files to support the transfer of HELP debts to the Australian Taxation Office     * TFN LookUp (TL)    * TFN Revision submission (TR) 2. Updated the HELP Due file scope guide to accommodate changes to the revision process for TFN verification. 3. Update to the coding notes of the following elements for clarification: 310, 314, 315, 348, 381, 384, 529 & 558. | |

## Section 3 - Change Control Details

### VET DATA COLLECTIONS – 2018 Reporting Year

#### Structure documents

| **File Name** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| TFN LookUp (TL) | 1.0 | New document created for a new file type | Yes | To support the transfer of HELP debts to the Australian Taxation Office | No system change | 13 December 2017 |
| TFN Revision (TR) | 1.0 | New document created for a new file type | Yes | To support the transfer of HELP debts to the Australian Taxation Office | No system change | 13 December 2017 |

#### Scope documents

| **File Name** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| TFN LookUp (TL) | 1.0 | New document created for new file type | Yes | To support the transfer of HELP debts to the Australian Taxation Office | No system change | 13 December 2017 |
| TFN Revision (TR) | 1.0 | New document created for new file type | Yes | To support the transfer of HELP debts to the Australian Taxation Office | No system change | 13 December 2017 |

### DATA ELEMENTS – 2018 Reporting Year

| **Name of Element** | **Version** | **Change** | **Sector consultation** | **Reason for change** | **Impact of change** | **Issue Date** |
| --- | --- | --- | --- | --- | --- | --- |
| No change to requirements for the 2018 reporting year. |  |  |  |  |  |  |