

Office for
Students



ILR 2017-18 Data Checking Tool

2019 NSS target list technical document

2019 NSS target list algorithms

Enquiries to ILRData@officeforstudents.org.uk

Publication date 05 September 2018

Contents

Purpose	2
Using the individualised file	3
Table 1 Fields used to generate the target list	3
Description of derived fields	4
Table 2 Derived fields	4
Linking between years	5
NSSYEARADJ	6
NSSEXPEND	6
NSSNHS_F	6
APPRENTICE	6
STULOAD15	7
STULOAD16	7
NSSTOTFTE	7
NSSEXCL2	7
NSSEXCL4	7
NSSEXCL8	8
NSSEXCL32	8
NSSEXCL64	8
NSSEXCL128	9
NSSEXCL	9
PROVSPECLEARNMON_A	9
PROVSPECLEARNMON_B	9
PROVSPECDELMON_A	10
PROVSPECDELMON_B	10
PROVSPECDELMON_C.....	10
PROVSPECDELMON_D.....	10

Purpose

1. This document describes the method used to generate the target list of students to be included in the 2019 National Student Survey (NSS). Providers should check the target list for its accuracy, and will need to provide contact details to Ipsos MORI for students in the NSS target list (NSSEXCL = 0).
2. This document is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of 'Specification of the individualised learner record for 2015/16', 'Specification of

the individualised learner record for 2016/17' (available from the National Archives) and 'Specification of the individualised learner record for 2017/18' (available from the Skills Funding Agency via <https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2017-to-2018>) to hand when using this document.

3. Throughout this document, fields taken from the ILR or derived as part of the target list are shown in capitals using the names given in Tables 1 and 2 respectively.
4. OfS staff will access data relating to NSS target lists.

Using the Individualised file

5. When working through this document it is necessary to use the individualised file NSS17_DCT_FXXXXXXXXX_IND.csv, where XXXXXXXXX is the UK provider reference number (UKPRN) for the college. Full details of how to access this file are given on the Office for Students website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/). The individualised file will show, where relevant, details of why students were excluded from the target list.

Table 1 Fields used to generate the target list

Name	Description	Data set	Column in individualised file*
AIMSEQNUMBER [†]	Learning aim data set sequence	ILR	C
LEARNACTENDDATE	Learning actual end date	ILR	AB
LEARNAIMREF [†]	Learning aim reference	ILR	L
LEARNPLANENDDATE	Learning planned end date	ILR	AA
LEARNREFNUMBER	Learner reference number	ILR	B
LEARNSTARTDATE	Learning start date	ILR	Z
MODESTUD	Mode applicable to HEIFES	ILR	AF
MSTUFEE	Major source of tuition fees	ILR	AH
NUMHUS	Learner instance number	ILR	D
PROGTYPE	Programme Type	ILR	AI
PROVSPECDELMON	Provider-specified learning aim data	ILR	See Table 2
PROVSPECDELMONOCUR	The occurrence of	ILR	See Table 2

	provider-specified learning aim data		
PROVSPECLEARNMON	Provider-specified learner data	ILR	See Table 2
PROVSPECLEARNMONOCCUR	The occurrence of provider-specified learner data	ILR	See Table 2
STULOAD	Learner FTE	ILR	W
UKPRN	UK provider reference number	ILR	A
ULN [†]	Unique learner number	ILR	E
YEARSTU	Year of programme of study	ILR	AE

* The individualised file NSS17_DCT_FXXXXXXXXX_IND.csv, downloadable from the OfS portal (see <https://www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitting-data-through-the-ofs-portal/>).

[†] These fields are not used to generate the target list but are included in the individualised file to allow easy identification of students.

[‡] Only values of LEARNDEL FAMCODE and consequently LEARNDEL FAMTYPE that are required for the NSS target list are included in the individualised file.

Description of derived fields

6. Here we give details of the derived fields contained in the individualised file.

Table 2 Derived fields

Field name	Description	Paragraph [†]	Column in individualised file*
NSSEXPEND	Expected end date	9	AC
HEFAWARD [†]	Indicates if the awarding body is 'recognised' according to HEIFES definitions	19	T
STULOAD15	2015-16 Learner FTE	12	X
STULOAD16	2016-17 Learner FTE	13	Y
NSSEXCL	Reason for exclusion from 2018 NSS target list	21-22	M

NSSEXCL2 – NSSEXCL128	Reason(s) for a student's exclusion	15-20	N-S
NSSNHS_F	Indicates whether the student is NHS-funded	10	AG
HEFQAIM†	Recognised HE qualification aim	20	U
APPRENTICE	Indicates whether the student is studying a degree level apprenticeship	11	AJ
PROVSPECLEARNMON_A PROVSPECLEARNMON_B	Provider-specified learner data	23	F-G
PROVSPECDELMON_A PROVSPECDELMON_B PROVSPECDELMON_C PROVSPECDELMON_D	Provider-specified learning aim data	24	H-K
NSSTOTFTE	Total FTE for course	14	V
NSSYEARADJ	This field evaluates a year adjustment which determines whether the student has been dormant	8	AD

* The individualised file NSS17_DCT_FXXXXXXXXX_IND.csv, downloadable from the OfS portal (see <https://www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitted-data-through-the-ofs-portal/>).

† The algorithms for deriving these fields are given in the 'HEIFES17 re-creation algorithms' (see the 'HEIFES17 re-creation technical document'); the paragraph references refer to the HEIFES document.

Linking between years

7. We link between years in order to determine the FTE for the student on a single programme of study in the previous two years. A programme of study is linked over years by UKPRN, LEARNREFNUMBER, and NUMHUS. In cases where we cannot link using these fields, we link by UKPRN, LEARNREFNUMBER, and LEARNAIMREF instead; only student FTE is taken from previous years' ILR data. If we cannot link using a unique LEARNAIMREF then no link is made.

NSSYEARADJ

8. This field evaluates a year adjustment which determines whether the student has been dormant.

Value	Description	Definition
(31 July 2018 – LEARNSTARTDATE) [†] – YEARSTU	Year adjustment	YEARSTU ≠ 99, BLANK
0	Otherwise	Otherwise

[†] Rounded up to the nearest year.

NSSEXPEND (Column AC)

9. This field evaluates an expected end date for the student, adjusting for years where they were dormant. This is calculated as NSSEXPEND = LEARNPLANENDDATE + NSSYEARADJ years.

NSSNHS_F (Column AG)

10. This field indicates whether the student is NHS-funded.

Value	Description	Definition
1	NHS-funded	MSTUFEE = 31
0	Otherwise	Otherwise

APPRENTICE (Column AJ)

11. This field indicates whether the student is studying a degree level apprenticeship.

Value	Description	Definition
1	Apprentice	PROGTYPE = 10,20,21,22,23,25 and HEFQAIM = FIRST
0	Otherwise	Otherwise

STULOAD15 (Column X)

12. This field contains the learner FTE (STULOAD) for 2015-16. This is obtained using the linking method described in paragraph 7.

STULOAD16 (Column Y)

13. This field contains the learner FTE (STULOAD) for 2016-17. This is obtained using the linking method described in paragraph 7.

NSSTOTFTE (Column V)

14. We use three years' data to estimate the total FTE for four years of the programme of study. This is calculated as $NSSTOTFTE = STULOAD14 + STULOAD15 + STULOAD + STULOAD$. For the fourth year we assume the FTE returned on the 2016-17 ILR.

NSSEXCL2 (Column N)

15. This field indicates whether the student was excluded because they were inactive during the academic year.

Value	Description	Definition
1	Student inactive	STULOAD = 0, BLANK
0	Otherwise	Otherwise

NSSEXCL4 (Column O)

16. This field indicates whether the expected end date is in the survey year.

Value	Description	Definition
1	Expected end date not in survey year	LEARNACTENDDATE \leq 1 February 2019 or NSSEXPEND \leq 1 February 2019 or NSSEXPEND > 31 January 2020

0	Otherwise	Otherwise
---	-----------	-----------

NSSEXCL8 (Column P)

17. This field indicates whether the student is on a short course.

Value	Description	Definition
1	Student on short course	LEARNSTARTDATE ≥ 1 August 2018 or (LEARNPLANENDDATE – LEARNSTARTDATE) ≤ 365 or (MODESTUD = 3, 99 and NSSTOTFTE ≤ 100) or HEFQAIM = HNC, FDBC
0	Otherwise	Otherwise

NSSEXCL32 (Column Q)

18. This field indicates whether the student is on a programme of study that does not lead to an undergraduate qualification.

Value	Description	Definition
1	Programmes of study that do not lead to undergraduate qualifications	HEFQAIM = MASTER, HIGHER, PGCE, PGDIP, PGOTHER, OTHER
0	Otherwise	Otherwise

NSSEXCL64 (Column R)

19. Student was targeted for surveying in the previous NSS year.

Value	Description	Definition
1	Student was targeted for surveying in the 2018 NSS	UKPRN, LEARNREFNUMBER, and NUMHUS of student appear in the previous year's NSS list
0	Otherwise	Otherwise

NSSEXCL128 (Column S)

20. Student has another record eligible for inclusion in the NSS. Where there is more than one record for a given LEARNREFNUMBER where NSSEXCL2 = 0 and NSSEXCL4 = 0 and NSSEXCL8 = 0 and NSSEXCL32 = 0 and NSSEXCL64=0 then only one is included in the NSS target population. This selected record will have NSSEXCL128 = 0 and all others NSSEXCL128 = 1. We select records based on whether they are NHS or not, then by highest qualification, earliest start date, lowest NUMHUS and finally lowest AIMSEQNUMBER.

NSSEXCL (Column M)

21. This field indicates whether the student is included in the 2019 NSS population. For students excluded from the population NSSEXCL contains the sum of all applicable values from the table below. Students included in the target list have NSSEXCL = 0.

Value	Description	Definition
2	Student inactive	NSSEXCL2 = 1
4	Expected end date is not in survey year	NSSEXCL4 = 1
8	Student on a short course	NSSEXCL8 = 1
32	Student on a programme that does not lead to an undergraduate qualification	NSSEXCL32 = 1
64	Student appeared on the target list for the 2017 NSS	NSSEXCL64 = 1
128	Student has another record eligible for inclusion in the NSS	NSSEXCL128 = 1

22. NSSEXCL is calculated as $(2 \times \text{NSSEXCL2}) + (4 \times \text{NSSEXCL4}) + (8 \times \text{NSSEXCL8}) + (32 \times \text{NSSEXCL32}) + (64 \times \text{NSSEXCL64}) + (128 \times \text{NSSEXCL128})$. The reason(s) which contribute to the exclusion of a student from the NSS population can therefore be calculated. For example, if $\text{NSSEXCL} = 40$, by subtracting figures from the above table and starting at the bottom, we see that the student is on a programme that does not lead to an undergraduate qualification ($\text{NSSEXCL32} = 1$) and is on a short course ($\text{NSSEXCL8} = 1$).

PROVSPECLEARNMON_A, PROVSPECLEARNMON_B (Columns F-G)

23. These fields contain the value of PROVSPECLEARNMON where PROVSPECLEARNMONOCCUR = A or B respectively.

PROVSPECDELMON_A, PROVSPECDELMON_B, PROVSPECDELMON_C, PROVSPECDELMON_D (Columns H-K)

24. These fields contain the value of PROVSPECDELMON where PROVSPECDELMONOCCUR = A, B, C or D respectively.



© The Office for Students copyright 2018

This publication is available under the Open Government Licence 3.0.

www.nationalarchives.gov.uk/doc/open-government-licence/version/3/