

Appendix 3: Credibility checks on HESES23 data

1. The Higher Education Students Early Statistics survey 2023-24 (HESES23) workbook includes a series of credibility checks on input tables. These are intended to help providers check data prior to submission by identifying values that are unusual or unexpected. As well as querying any values identified by these checks, we may also query other inconsistencies.
2. The results from the credibility checks are summarised on the 'Information' worksheet. Where a submitted workbook has 'Credibility: Warnings' displayed above an input table, providers must explain why the associated data is credible. Such explanations are part of the submission process and should be emailed to dataverification@officeforstudents.org.uk by noon on the date of the submission deadline to inform the subsequent data verification process.
3. The submission deadlines are as follows:
 - for further education and sixth form colleges and academies: **Noon 13 November 2023**
 - for all other providers: **Noon 11 December 2023**.
4. Once the submission deadline has passed, the results from the credibility checks and any explanations given by the provider will be used by Office for Students (OfS) staff to assess whether the data is reasonable. Providers may be asked to provide additional information, or to correct data, in response to this assessment during the data verification period. Part 1 of the HESES23 guidance (available at www.officeforstudents.org.uk/publications/HESES23/) provides more information on the data verification process.
5. The HESES23 workbook also includes a series of validation checks which help to ensure that incorrect data is not submitted. The validation checks are described in Appendix 2.
6. This appendix describes in detail the credibility checks that are carried out on data entered in the HESES23 workbook. If potentially erroneous data is detected in an input table, an orange message reading 'Credibility: Warnings' will appear above the column containing it. Below or to the right of the table, the warning will be described in more detail. If the cause of a credibility warning cannot be identified, providers should email us for guidance at heses@officeforstudents.org.uk.
7. The tables below describe how we check the credibility of the data you enter in each of the tables in the HESES23 workbook.

Courses table

Check	Data checked	Criterion
1	Price group proportion	Equals 0 per cent where there is more than one price group.
2	Level	Does not match the level of the course on the Learning Aims Reference Service database.

Table 1: Full-time

Check	Data checked	Criterion
1	This check is only for further education and sixth form colleges and academies. Individual values where price group is A	Value > 0
2	This check is only for further education and sixth form colleges and academies. Individual values where level is PGR	Value > 0

Table 3: Part-time

Check	Data checked	Criterion
1	This check is only for further education and sixth form colleges and academies. Individual values where price group is A	Value > 0
2	This check is only for further education and sixth form colleges and academies. Individual values where level is PGR	Value > 0

Table 5: Planning

Check	Data checked	Criterion
1	Total for Section B	Total Section B = 0 and Total Section A (Column 1 + Column 2) > 0
2	'All UG' in Section B and 'All PG' in Section B	Total Section B = Total Section A (Column 1 + Column 2)
3	Sum of 'Home fee; full-time and sandwich year out; UG (all levels)' new entrants in Section B	(Section B ÷ Section A) ≥ 70 per cent and Section A (Column 1 + Column 2) ≥ 100
4	Sum of 'Home fee; full-time and sandwich year out; UG (all levels)' new entrants in Section B	(Section B ÷ Section A) ≤ 25 per cent and Section A (Column 1 + Column 2) ≥ 100
5	Sum of 'Home fee; full-time and sandwich year out; PGT (all levels)' new entrants in Section B	(Section B ÷ Section A) ≤ 50 per cent and Section A (Column 1 + Column 2) ≥ 100
6	Sum of 'Home fee; part-time; UG (all levels)' new entrants in Section B	(Section B ÷ Section A) ≥ 70 per cent and Section A (Column 1 + Column 2) ≥ 100

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Check	Data checked	Criterion
7	Sum of 'Home fee; part-time; UG (all levels)' new entrants in Section B	$(\text{Section B} \div \text{Section A}) \leq 15$ per cent and Section A (Column 1 + Column 2) ≥ 100
8	Sum of 'Home fee; part-time; PGT (all levels)' new entrants in Section B	$(\text{Section B} \div \text{Section A}) \geq 70$ per cent and Section A (Column 1 + Column 2) ≥ 100
9	Sum of 'Home fee; part-time; PGT (all levels)' new entrants in Section B	$(\text{Section B} \div \text{Section A}) \leq 25$ per cent and Section A (Column 1 + Column 2) ≥ 100
10	Sum of 'Overseas; all modes; UG (all levels) and PGT (all levels)' new entrants in Section B	$(\text{Section B} \div \text{Section A}) \geq 70$ per cent and Section A (Column 1 + Column 2) ≥ 100
11	Sum of 'Overseas; all modes; UG (all levels) and PGT (all levels)' new entrants in Section B	$(\text{Section B} \div \text{Section A}) \leq 25$ per cent and Section A (Column 1 + Column 2) ≥ 100
12	Total for Section C	Total Section C > 0

Tables 6a and 6c: Health

Check	Data checked	Criterion
1	Individual values in all Columns where profession is 'Nursing – unclassified'	Value > 0
2	Individual values in all Columns where length is long	Value > 0

Further information

- Any questions about your data or credibility checks should be emailed to heses@officeforstudents.org.uk.