

**Office for
Students**



2022-23 Individualised Learner Record (ILR) data checking tool

**2022-23 Graduate Outcomes target list
technical document**

Enquiries to ILRData@officeforstudents.org.uk

Publication date 25 August 2023

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Summary

1. This document describes the Graduate Outcomes (GO) comparison output files generated by the 2022-23 Individualised Learner Record (ILR) data checking tool. Throughout this document, fields taken from the ILR or derived as part of the target list are shown in capitals.
2. The GO comparison output can be used by higher education providers to verify and correct their 2022-23 individualised student data. Providers should use the target list output as an indication of which students will be surveyed as part of the 2022-23 GO survey. We encourage providers to check the GO target list outputs provided. The final ILR R14 data, submitted to the Education and Skills Funding Agency (ESFA), will be used to generate the final target list of students eligible to participate in the survey. The final target list will be produced by the Office for Students (OfS) and passed to our Designated Data Body (Jisc) who will manage and deliver the survey. This will be the final GO target list for providers, and only students on the final target list will be surveyed. Providers will need to approve the final contact details via Jisc's portal.
3. The GO22 comparison is formed of two files. These are:
 - a. GO22 comparison workbook 'GO22_DCT_XXXXXXXX.xlsx' (where XXXXXXXXX is the UK Provider Reference Number (UKPRN) for the provider).
 - b. GO22 comparison individualised file 'GO22_DCT_XXXXXXXX_IND.csv'.

Details of how to use individualised files are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/).

4. These files can be accessed from the '2022-23 Data checking tool' area of the OfS portal. Access details will be sent to the appropriate contacts at providers when the data checking tool is available.
5. 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 2022-23' to hand when using this document. This is available from the ESFA (<https://guidance.submit-learner-data.service.gov.uk/#-2022-to-2023>).
6. We will document any changes or corrections to the algorithms in in this document on our website (www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2022-23-ilr-data-checking-tool/).

Changes from the 2021-22 ILR GO21 output

7. There have been two changes to this technical document compared to 2021-22.
 - a. The range of possible values in GOQAIM (see [paragraph 29](#)) has been extended to include two qualifications awarded by the Scottish Qualifications Authority (SQA). This follows a decision made by the OfS that graduates with these qualifications should be included in the ILR-derived target list. This increases consistency with the target list derived from Student

data collected by the designated data body, as well as recognising that both prospective students and providers are interested in the outcomes of these graduates.

- b. The definition of exclusion reason GOEXCL16 (see [paragraph 20](#)) has been extended to include cases where the student is seriously ill. This is a change only to this specification, to make explicit an already existing exclusion.

GO workbook

The GO22 workbook is the Excel workbook GO22_DCT_XXXXXXXX.xlsx, where XXXXXXXX is the UKPRN for the provider, which contains the following worksheets:

Table 1: Worksheets in the GO workbook

Worksheet*	Description
Coversheet	Summary of students in target list for current and previous year
GODec	List of students in the target list for the December 2022 census point
GOMar	List of students in the target list for the March 2023 census point
GOJun	List of students in the target list for the June 2023 census point
GOsep	List of students in the target list for the September 2023 census point
GOExcl	Summary of students excluded from the target list

* This worksheet reference corresponds to the spreadsheet tabs.

GO individualised file

- When working through this document you will need to use the individualised file 'GO22_DCT_XXXXXXXX_IND.csv', where XXXXXXXX is the UKPRN for the provider. The individualised file contains the values of all fields used to generate the GO comparison outputs.
- Fields taken from the ILR return or derived as part of the target list are shown in capitals using the names given in Tables 2 and 3 respectively.
- Tables 2 and 3 show the assignment of records to categories by our algorithms and, where applicable, provide the data that has been used to determine their exclusion from the relevant population. Please note the ILR is restricted to learning aims described as recognised higher education for OfS funding purposes before generating the target list. This is defined in Annex B of Higher Education Students Early Statistics survey 2022-23 (HESES22) publication (www.officeforstudents.org.uk/publications/heses22/).

ILR fields used to create the target list

11. The ILR fields used to generate the data summary are listed in Table 2.

Table 2: List of ILR fields used to generate the target list

Name	Description	Data source
AIMSEQNUMBER [†]	Learning aim data set sequence	ILR
AWARD_BO	Awarding body code	LARS
CONTPREFCODE	Contact preference code	ILR
ENG_LEVE	England further education/higher education status	LARS
LEARNACTENDDATE	Learning actual end date	ILR
LEARNAIMREF [†]	Learning aim reference	ILR
LEARNREFNUMBER	Learner reference number	ILR
LEARNSTARTDATE	Learning start date	ILR
OUTCOME	Learning outcome	ILR
PROVSPECLEARNMON [†]	Provider-specified learner data	ILR
PROVSPECLEARNMONOCCUR [†]	The occurrence of provider specified learner data	ILR
QUAL_TIT	Learning aim title	LARS
STULOAD	Learner full-time equivalence (FTE)	ILR
UKPRN	UK provider reference number	ILR
ULN [†]	Unique learner number	ILR

* The individualised file GO22_DCT_XXXXXXXX_IND.csv, downloadable from the OfS portal (www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitted-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.

Description of derived fields

12. The derived fields used to generate the target list are listed in Table 3.

Table 3: List of derived fields used in the target list

Name	Description	Paragraph [†]
CENSUS	December, March, June or September survey indicator	14
CONTPREF_RUI1 CONTPREF_RUI2	Contact preference code	15
GOEXCL	Reason for exclusion from 2021-22 GO target list	23
GOEXCL1 – GOEXCL64	Reason(s) for a learning aim's exclusion	16-22
GOQAIM	Student is studying a qualification aim eligible for GO	29
OFSQAIM [†]	Allocates aims to broad categories of higher education	28
PROVSPECLEARNMON_A PROVSPECLEARNMON_B	Provider-specified learner data	25
PROVSPECDELMON_A PROVSPECDELMON_B PROVSPECDELMON_C PROVSPECDELMON_D	Provider-specified learning aim data	26
TTCID [†]	Student is on an Initial Teacher Training (ITT) course	27

* The individualised file GO22DCT_XXXXXXXXX_IND.csv, downloadable from the OfS portal (www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitting-data-through-the-ofs-portal/).

[†] For a full definition of this field please refer to '2022-23 ILR data checking tool: Classifying learning aims technical document' (www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2022-23-ilr-data-checking-tool/).

Students with multiple records

13. Students with more than one record eligible for the inclusion in the Graduate Outcomes survey will be invited to participate in the survey for each census they are eligible. Students with more than one record who have LEARNACTENDDATES in different census periods will be eligible to complete the survey for each of those census periods. Students with more than one record who have LEARNACTENDDATES in the same census period will be invited to complete the

survey only once for that census period. In this case we choose the most appropriate record to include, using the selection method described in [paragraph 21](#).

CENSUS (Column U)

14. This field indicates which survey the student may be included in according to their learning actual end date.

Value	Description	Definition
DEC	December 2023 survey	LEARNACTENDDATE ≥ 1 August 2022 and LEARNACTENDDATE ≤ 31 October 2022
MAR	March 2024 survey	LEARNACTENDDATE ≥ 1 November 2022 and LEARNACTENDDATE ≤ 31 January 2023
JUN	June 2024 survey	LEARNACTENDDATE ≥ 1 February 2023 and LEARNACTENDDATE ≤ 30 April 2023
SEP	September 2024 survey	LEARNACTENDDATE ≥ 1 May 2023 and LEARNACTENDDATE ≤ 31 July 2023
Blank	Otherwise	Otherwise

CONTPREF_RUI1, CONTPREF_RUI2 (Columns AA-AB)

15. These fields contain the values of CONTPREFCODE. If more than one CONTPREFCODE was returned for an individual, CONTPREF_RUI2 contains the second.

GOEXCL1 (Column N)

16. This field indicates that the student is excluded because they are studying for a foundation degree bridging course, further education qualification aim or higher education qualification aim not within the coverage of Graduate Outcomes.

Value	Description	Definition
1	Foundation degree bridging course, further education qualification aim or higher education qualification aim not within the coverage of Graduate Outcomes	GOQAIM = OTHER, FDBC
0	Otherwise	Otherwise

GOEXCL2 (Column O)

17. This field indicates that the student is excluded because the learning outcome was not fully achieved.

Value	Description	Definition
1	Learning outcome not fully achieved	OUTCOME ≠ 1, 8
0	Otherwise	Otherwise

GOEXCL4 (Column P)

18. This field indicates whether the learning actual end date is present and in one of the survey cohorts.

Value	Description	Definition
1	Actual end date not in survey cohort	LEARNACTENDDATE ≤ 31 July 2022 or LEARNACTENDDATE ≥ 1 August 2023 or LEARNACTENDDATE= BLANK
0	Otherwise	Otherwise

GOEXCL8 (Column Q)

19. This field indicates that the student is excluded because they were inactive during the academic year.

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

GOEXCL16 (Column R)

20. This field indicates that the student is excluded as they are not to be contacted – learner has died or is seriously ill.

Value	Description	Definition
1	Learner is not to be contacted – learner has died or is seriously ill	CONTPREF_RUI1 = 4, 5 or CONTPREF_RUI2 = 4, 5
0	Otherwise	Otherwise

GOEXCL32 (Column S)

21. Student has another record eligible for inclusion in the GO. Where there is more than one record in the same CENSUS for a given LEARNREFNUMBER and GOEXCL1 = 0 and GOEXCL2 = 0 and GOEXCL4=0 and GOEXCL8 = 0 and GOEXCL16 = 0 then only one is included in the GO target population. This selected record will have GOEXCL32 = 0 and all others GOEXCL32 = 1. We select records by highest qualification level, lowest value of OUTCOME, earliest LEARNSTARTDATE, highest value of FTE and lowest value of LEARNAIMREF.

GOEXCL64 (Column T)

22. Student was surveyed for the same course in the previous year. If an instance of study with the same UKPRN, LEARNREFNUMBER and LEARNAIMREF appeared in the previous year's final target list then GOEXCL64 = 1, otherwise GOEXCL64=0.

GOEXCL (Column M)

23. This field indicates whether the student is included in the 2022-23 GO population. For students excluded from the population, GOEXCL contains the sum of all applicable values from the table below. Students included in the target list have GOEXCL = 0.

Value	Description	Definition
1	Student is excluded because they study a foundation degree bridging course, further education qualification aim or higher education qualification aim not within the coverage of Graduate Outcomes	GOEXCL1 = 1
2	Student is excluded because the learning outcome was not fully achieved	GOEXCL2 = 1
4	Student is excluded because their learning actual end date is blank or not in any of the survey cohorts	GOEXCL4 = 1
8	Student excluded because they were inactive	GOEXCL8 = 1
16	Student is excluded as they are not to be contacted – learner has died or is seriously ill	GOEXCL16 = 1
32	Student is excluded as they have another record eligible for inclusion in the GO	GOEXCL32 = 1
64	Student is excluded because they were surveyed last year for the same course	GOEXCL64 = 1

24. GOEXCL is calculated as $(1 \times \text{GOEXCL1}) + (2 \times \text{GOEXCL2}) + (4 \times \text{GOEXCL4}) + (8 \times \text{GOEXCL8}) + (16 \times \text{GOEXCL16}) + (32 \times \text{GOEXCL32}) + (64 \times \text{GOEXCL64})$. The reason(s) which contribute to the exclusion of a student from the GO population can therefore be calculated. For example, if GOEXCL = 10, by subtracting figures from the above table and starting at the bottom, we see that the student was inactive (GOEXCL8 = 1) and the student's learning outcome was not fully achieved (GOEXCL2 = 1).

PROVSPECLEARNMON_A, PROVSPECLEARNMON_B (Columns F-G)

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

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

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

TTCID (Column AF)

27. This field indicates whether the student is on a course that leads to a teacher qualification. For a full definition of this field please refer to '2022-23 ILR data checking tool: Classifying learning aims technical document' (www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2022-23-ilr-data-checking-tool/).

OFSQAIM (Column AD)

28. This field allocates aims to broad categories of higher education. For a full definition of this field please refer to '2022-23 ILR data checking tool: Classifying learning aims technical document' (www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2022-23-ilr-data-checking-tool/).

GOQAIM (Column AC)

29. This field further allocates aims into broad categories of higher education for use in the Graduate Outcomes algorithms.

Value	Description	Definition
SQACERT	Learner is studying for an SQA Advanced Certificate, which is equivalent to an HNC	AWARD_BO = SQA and QUAL_TIT contains 'Advanced Certificate'
SQADIP	Learner is studying for an SQA Advanced Diploma, which is equivalent to an HND	AWARD_BO = SQA and QUAL_TIT contains 'Advanced Diploma'
= OFSQAIM	Same category as OFSQAIM	OFSQAIM = CERTED, CET, CTLLS, DET, DIPHE, DTLLS, ENHANCED, FDBC, FIRST, FOUDEG, HIGHCERT, HIGHER, HNC, HND, MASTER, PGCE, PGDIP, PTLLS and not above
OTHER	Otherwise	Otherwise



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