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# ILR training – fees and financial support

Tuesday 25 August 2020

# What we will cover

- Definitions of key fields
- What we use these for
- What we expect from providers in determining these
- Evidence that should be kept
- Common issues found
- Examples
- Improving data quality
- Any questions?

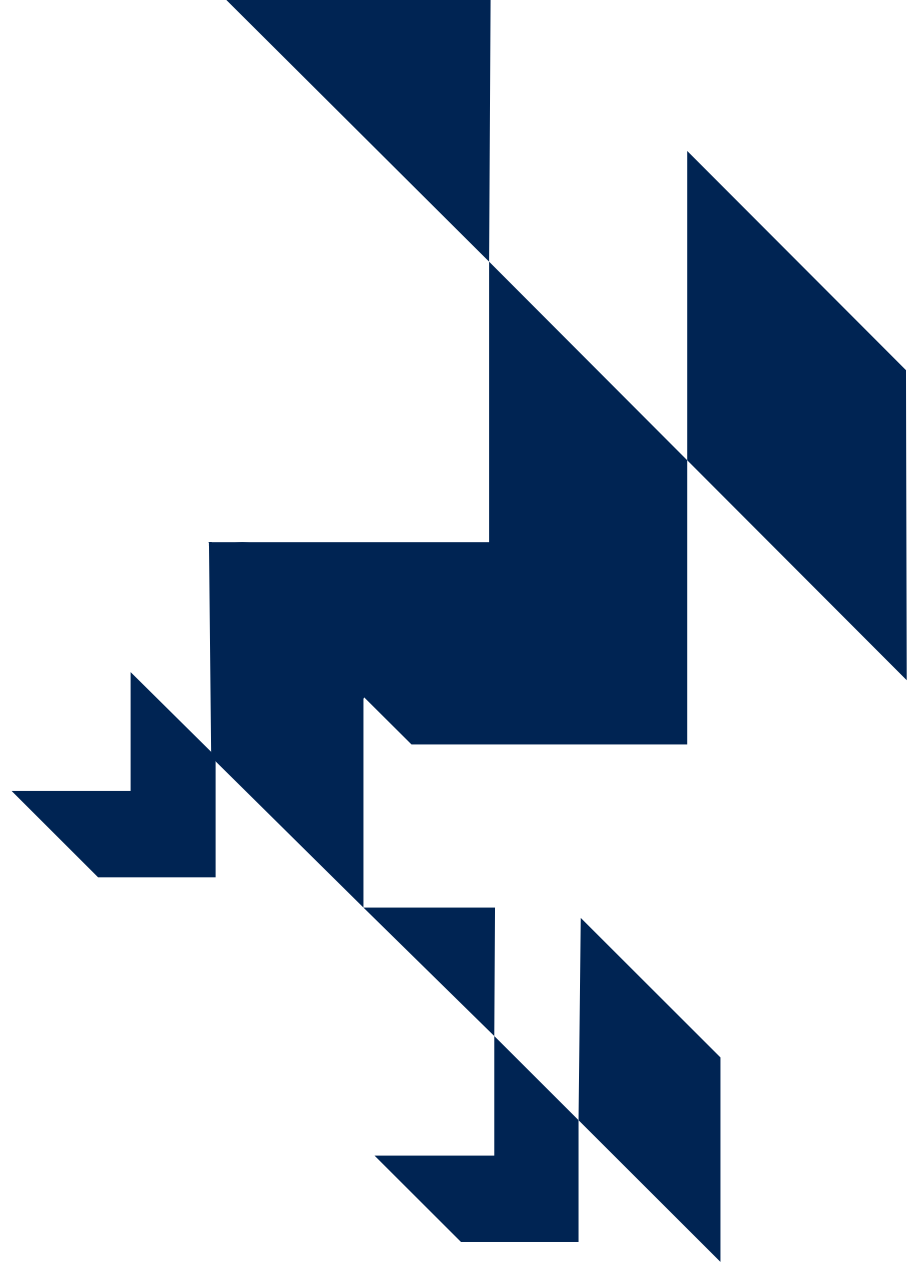
# Fields we will cover

- SSN
- MSTUFEE
- GROSSFEE and NETFEE
- FINTYPE and FINAMOUNT
- SPECFEE.

# What we use this data for

- SSN is used to link Individualised Learner Record (ILR) data to Student Loans Company (SLC) data for analysis
- Other fields are used for analysis, monitoring any potential fee breaches and monitoring access and participation plans.

# Key fields



# SSN

Student support number assigned by student support authorities.

- Optional field but we strongly encourage providers to return it
- GROSSFEE and NETFEE not required if SSN returned
- We expect SSN to be known where a students major source of tuition fee is the SLC - MSTUFEE = 02, 03, 04, 52, 53, 54.

# MSTUFEE

The major source of tuition fees for the learner.

- The main source should be returned when there is more than one source
- Where the specification refers to a local education authority (LEA) this means the Student Loans Company
- Code 81 should be used when the main source is the student's employer.

# Examples: MSTUFEE

A student in receipt of a fee loan from the SLC, assessed by an English LEA, should be returned with MSTUFEE=2.

A student where the fee is paid by a government department, as their employer, should be returned with MSTUFEE=81.



# Common issues and good practice

## Common issues:

- SSN not returned when this is available
- inaccurate coding of MSTUFEE.

## Good practice:

- robust processes to collect, verify and return SSN.

# GROSSFEE

The gross fee for the year for the student on this course. Fee before any fee waivers or discounts.

- Not required where SSN is provided
- Not required for apprenticeship programmes
- Should reflect the fee charged, before any waivers are applied
- Should not be reduced for non-payment
- Should not be reduced if the student withdraws part way through the year.

# NETFEE

Net fee for the year for the student on this course. Fee after any fee waivers or discounts.

- Not required where SSN is provided
- Should reflect the fee charged, after any waivers are applied
- Should not be reduced for bursaries, free equipment or other similar support
- Should not be reduced for non-payment
- Should not be reduced if the student withdraws part way through the year.

# FINATYPE and FINAMOUNT

The type and amount of financial support received by the student.  
Captures bursaries and other in-kind support.

- Coded to indicate the type of support received
- Support which is £50 or less per item must not be included
- Excludes fee waivers or other support to reduce fees.

# Examples: GROSSFEE, NETFEE and financial support

A student is on a course year where the initial fee charged is £6,000. The student withdraws in January and is charged £3,000 for the year. GROSSFEE and NETFEE should not be reduced to reflect that the student withdrew and £6,000 should be returned for each.

A student is on a course year where the initial fee charged is £6,000. A fee waiver is applied so that the student only pays £5,000. GROSSFEE=£6,000 and NETFEE=£5,000 should be returned.

# Examples: GROSSFEE, NETFEE and financial support

A student is on a course year where the initial fee charged is £6,000. A bursary of £1,000 is paid to the student in cash. GROSSFEE=£6,000 and NETFEE=£6,000 should be returned. The bursary is recorded through FINTYPE=1 and FINAMOUNT=£1,000.

# Common issues and good practice

## Common issues:

- GROSSFEE/NETFEE incorrectly reduced when students withdraw
- fees for the whole course returned rather than the fee for the year.

## Good practice:

- robust processes to ensure that GROSSFEE/NETFEE are in line with fees charged
- robust processes to capture and return financial support provided
- where NETFEE and GROSSFEE differ records maintained to evidence this.

# SPECFEE

Records whether the fee is standard/prescribed, or otherwise.

- Students on the same pattern of study on the same course should have the same SPECFEE
- SPECFEE=0 (standard/prescribed) is expected for full year full-time undergraduate, part-time undergraduate and postgraduate initial teacher training (ITT) courses
- postgraduate taught students who are not subject to regulated fees should be coded SPECFEE=9
- SPECFEE should not be adjusted when fees are waived for individual students.



# Common issues and good practice

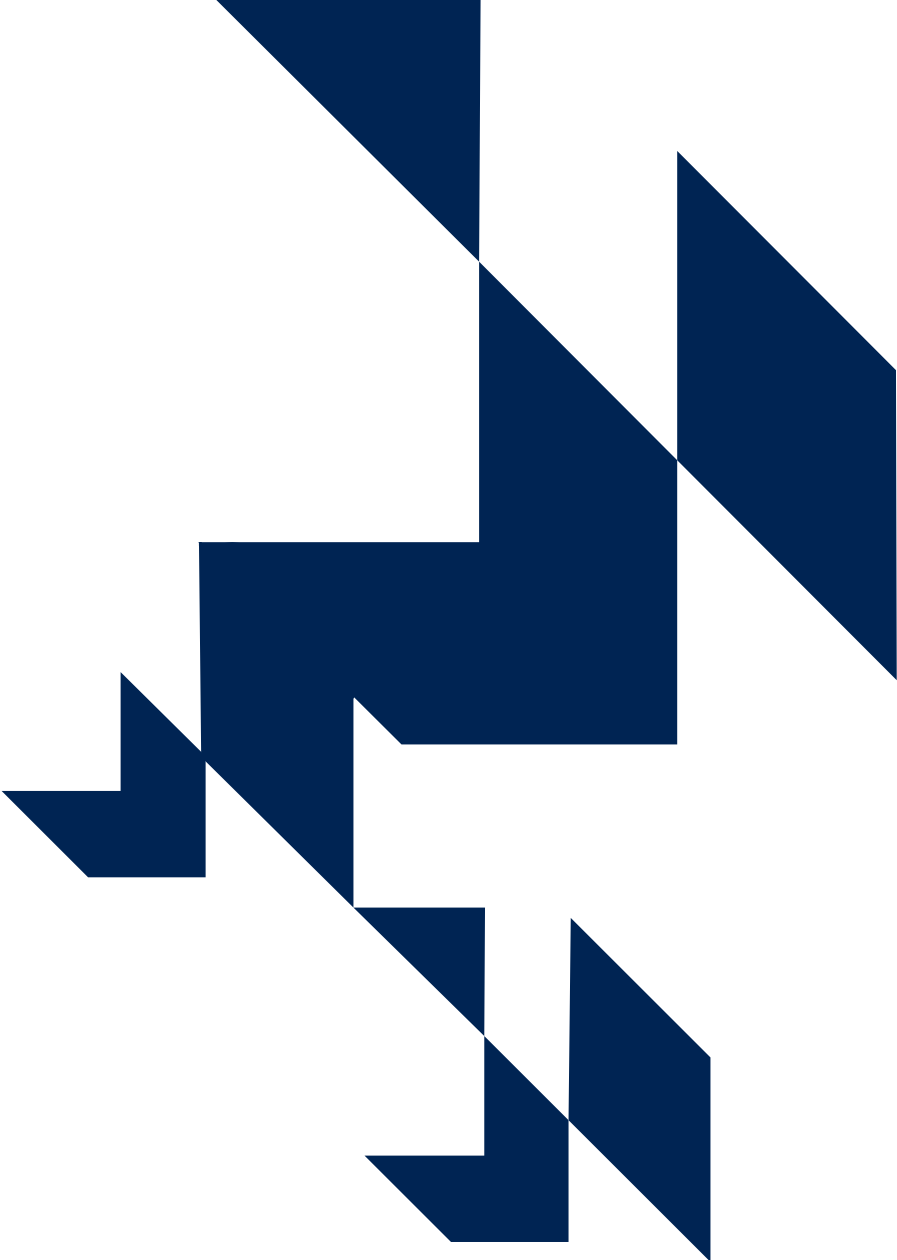
## Common issues:

- SPECFEE=9 incorrectly returned for students subject to regulated/prescribed fees
- SPECFEE=0 returned for PGT students other than ITT students.

## Good practice:

- Checks that SPECFEE is consistent for students on the same course/year of course.

# Data quality



# Validation and internal checks

Could include:

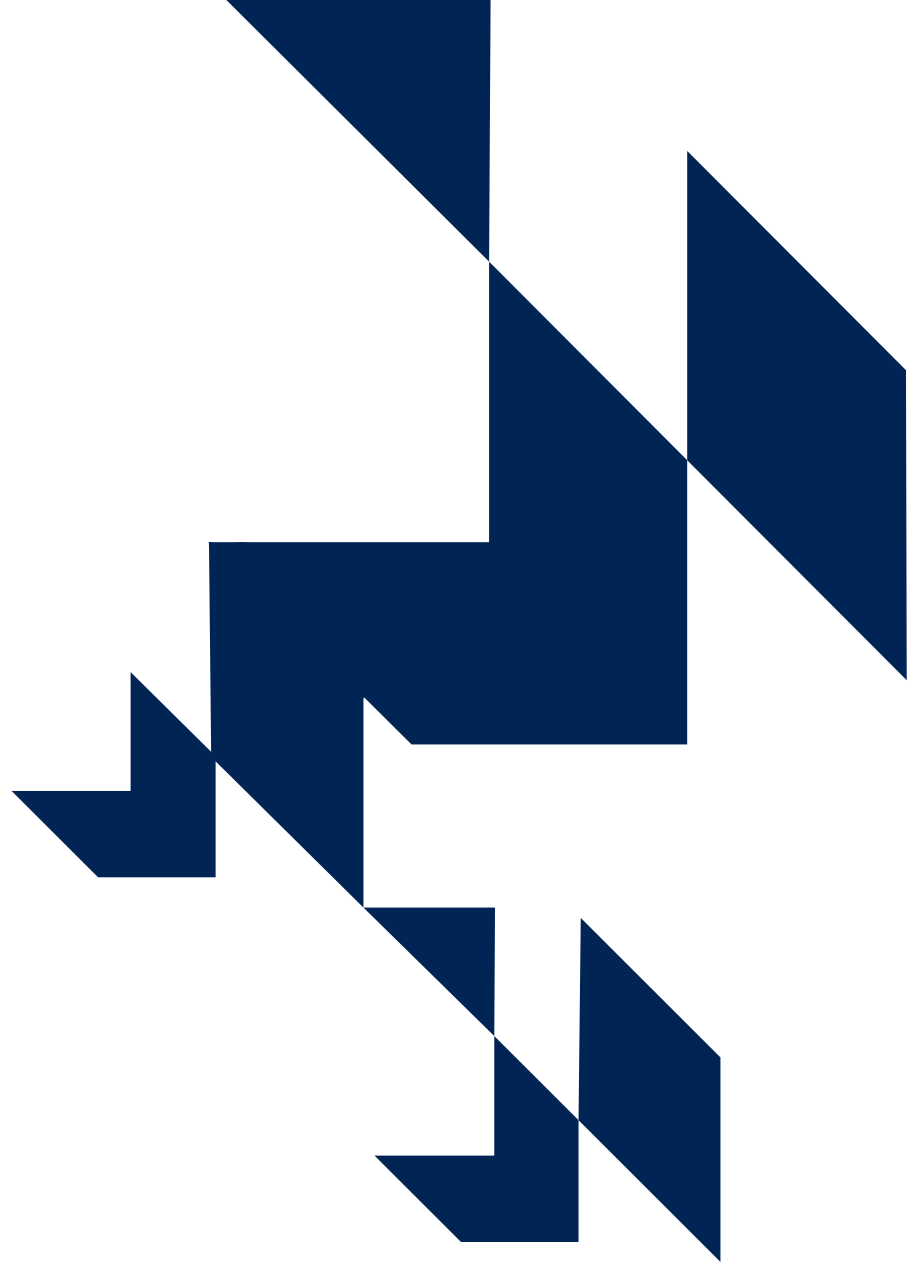
- spot checks of data held where this is input manually
- checks that fields are populated
- comparisons with data from the SLC, and finance systems, where applicable
- checks that SPECFEE is the same for students on the same course/course type
- checks that GROSSFEE matches approved fee levels for course/mode/year of entry
- checks where NETFEE less than GROSSFEE to ensure differences are genuine.

# The data checking tool

Queries relevant to this data include:

- unknown fees due to SSN and GROSSFEE/NETFEE not being returned
- unexpected number of students with NETFEE=0
- fees higher than £9,250 being charged.

**Questions?**



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# Thank you for listening

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