2017-18 HESA data checking tool: HEFCE/OfS-fundable student FTEs for TRAC(T) technical document and rebuild instructions

Contents

Summary

1. This document describes the algorithms that are used to generate the 2017-18 'HEFCE/OfS-fundable'[1] student full-time equivalences (FTEs) for the Transparent Approach to Costing for Teaching (TRAC(T)) output.

2. The output is generated by the same algorithms that have been used for Tables 1 to 3 of the Higher Education Students: Early Statistics survey 2017 (HESES17) comparison, with some modifications to allow for the fact that the student FTEs are summarised by cost centre rather than price group.

3. This document is aimed at readers with in-depth knowledge of the data. Readers are advised to have the following documents to hand when using this document:

    a. Higher Education Statistics Agency (HESA) Student Record Coding Manual 2017-18 (https://www.hesa.ac.uk/collection/c17051)

    b. HESES17 comparison technical document (https://www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2017-18-hesa-student-data-checking-tool/

    c. 2017-18 TRAC(T) guidance (https://www.trac.ac.uk/tracguidance/)

Changes from the 2016-17 TRAC(T) data summary

4. Additional fields or values added since the 2016-17 TRAC(T) data summary are **bold and underlined**.

5. The **TRC103PGB, TRC103PGC1, TRC103PGC2, TRCCOSTCN103PGB, TRCCOSTCN103PGC1** and **TRCCOSTCN103PGC2** derived fields have been introduced to the individualised file to identify the split of FTEs between price groups for cost centre 103.

6. The derived field TRCCOSTCNGPX field has been updated to include the new **TRCCOSTCN103PGX** fields.

7. The derived field TRCPRGMOD has an additional value to assign modules to price groups for cost centres that are split across price groups and has been updated to use the new **TRC103PGX** fields.

8. The derived field TRCCOSTCNGRPMOD has been updated to use the new value in the TRCPRGMOD field.

9. The derived field TRCEXCL4 has an additional value to exclude students who have COURSEAIM Z99 ('Course aim does not apply').

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[1] The Office for Students (OfS) was established in April 2018. The TRAC(T) data summary shows the full-time equivalences of students who were HEFCE-fundable. From April 2018 these students became OfS-fundable.

Value	Description	Definition
TRCEXCL4	Student with no qualification aim	COURSEAIM = C99, H99, I99, J99, M99, **Z99**

10. The derived field TRCEXCL2048 (paragraph 15 of the '2016-17 HESA data checking tool TRAC(T) technical document') has been removed because HESA no longer requires data on subject knowledge enhancement courses (SKE) to be reported.

TRAC(T) 2017-18 data summary

11. The TRAC(T) data summary output can be accessed from the Information Reporting Interface Service (IRIS) report which is available on HESA's data collection site. The Excel workbook TRACT1718_DCT_HXXXXXXXX.xlsx (where XXXXXXXX denotes the UK Provider Reference Number (UKPRN)) contains the following worksheets:

Table 1: Worksheets in the TRAC(T) 2017-18 data summary

Worksheet*	Title
Information	Workbook information
Key differences	Key differences between TRACT1617 and TRACT1718
Level1_TRACT1718	Summary of 2017-18 HEFCE/OfS-fundable, non-fundable and island and overseas FTEs by cost centre
Level2_FTS	Full-time counts of years of instance
Level2_SWOUT	Sandwich year out counts of years of instance
Level2_PT	Part-time counts of years of instance and FTE

* This worksheet reference corresponds to the workbook tabs. Shading corresponds to the colour of the workbook tab.

TRAC(T) 2017-18 data summary individualised file and TRAC(T) 2017-18 data summary modularised file

12. When working through this document it is necessary to use the individualised file TRACT1718_DCT_HXXXXXXXX_IND.csv and modularised file TRACT1718_DCT_HXXXXXXXX_MOD.csv (where XXXXXXXX denotes the UKPRN). These files show the allocation of students to cells within the tables and indicate, where relevant, why they were excluded.

HESA fields used in the 2017-18 HEFCE/OfS-fundable student FTEs for the TRAC(T) output

13. Only certain fields, detailed in Table 2, are used to generate this output. Fields taken from the 2017-18 HESA return or derived as part of the output are shown in capitals using the names given in Tables 2 and 3 respectively.

Table 2: Fields used in the 2017-18 HEFCE/OfS-fundable student FTEs for the TRAC(T) output

Entity	Field	Description	Column in individualised file	Column in modularised file
Course	COURSEAIM	General qualification aim of course	CB	N/A
Course	COURSEID†	Course identifier	F	F
Course	REGBODY1-2	Regulatory body for health and social care students	CW-CX	AQ-AR
Course	TTCID	Teacher training course	DD	AS
Course subject	SBJCA1-3	Subject of course	CY-DA	AV-AX
Instance	CAMPID†	Campus identifier	G	G
Instance	FUNDLEV	Level applicable to funding council HESES	CH	N/A
Instance	INSTCAMP†	Provider's own campus identifier	H	H
Instance	NUMHUS	Student instance identifier	C	C
Instance	OWNINST†	Provider's own instance identifier	E	E
Instance	QTS	Qualified Teacher Status	CU	AP
Instance	REDUCEDI	Reduced instance return indicator	CV	N/A
Instance	TYPEYR	Type of instance year	DE	AU
Instance	YEARPRG	Year of course	DF	N/A
Provider	INSTAPP	Indicator for funding approximations	N/A	AI
Module	FTE	Module FTE	N/A	AA
Module	MODID	Module identifier	N/A	L
Module subject	COSTCN	HESA cost centre	N/A	Y
Module subject	MODSBJ	Subject of module	N/A	AL
Module subject	MODSBJP	Subject / HESA cost centre percentage	N/A	AM

Entity	Field	Description	Column in individualised file	Column in modularised file
Student	HUSID	HESA unique student identifier	B	B
Student	OWNSTU†	Provider's own internal identifier for the student	D	D
Student on module	MODSTAT	Module status	N/A	AK
Student on module	MODYR	Module year	N/A	AN

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

Description of derived fields

14. Here we give details of the derived fields in the individualised and modularised files. These fields are used to build the key dimensions of the 2017-18 HEFCE/OfS-fundable student FTEs for the TRAC(T) data summary.

Table 3: 2017-18 HEFCE/OfS-fundable student FTEs for TRAC(T) derived fields

Derived field name	Description	Paragraph	Column in individualised file	Column in modularised file
FDTEACH[†]	Student on a foundation degree teaching assistant course	66	CF	N/A
HESCLIN[†]	Price group A clinical and veterinary students	70	CI	AB
HESCOMP[†]	Completion status	45	M	Q
HESCRSELGTH[†]	Expected length of the course in years	44	CC	N/A
HESESFTE[†]	FTE of the year of instance	56	P	T
HESFTE_CASE[†]	Method used to calculate HESESFTE	55	CJ	AC
HESLEVEL[†]	Level of study	40	O	S
HESHEALTHPOP[†]	Identifies whether the student will be included in pre-registration nursing, midwifery and allied health profession courses	118	DI	BA
HESHEALTHPROF1-HESHEALTHPROF2[†]	Identifies which nursing, midwifery and allied health profession the student is recorded against	71	DG-DH	AY-AZ
HESMDV[†]	Clinical and veterinary student	67	CK	N/A
HESMODE[†]	Mode of study	39	Q	U
HESREG[†]	HESES Column 1 or 2 indicator	46	N	R
HESTYPE[†]	Fundability status	43	R	V

Derived field name	Description	Paragraph	Column in individualised file	Column in modularised file
HESYRZERO[†]	The year in which a student last took a foundation year	68	CM	N/A
HESYRZEROADJ[†]	Indicates whether the student has taken a foundation year	69	CN	N/A
HHCOSTCN[†]	HESES recreation HESA cost centre	64	N/A	AE
HHPER[†]	HESES recreation percentage of the module	62	N/A	AG
HHPRP[†]	HESES recreation proportion of FTE in each HESA cost centre x subject combination	63	N/A	AF
LENGTH[†]	Long or standard length years of instance	42	S	W
MODFTE[†]	Module FTEs that are countable in the year of instance	59	N/A	AJ
PRGFTE[†]	Proportion of FTE	73	N/A	AO
STUBID[†]	Unique countable year of instance identifier	30	K	K
TOTMODFTE[†]	Total module FTE for the year of instance	61	DC	AT
TRC104-145, TRC101PGA, TRC101PGB, TRC102PGA, TRC102PGB, **TRC103PGB, TRC103PGC1, TRC103PGC2,** TRC109PGA, TRC109PGB, TRC131PGC2, TRC131PGD, TRC135PGC2, TRC135PGD, TRC999	The activity in each cost centre as a proportion of the student's total activity (including those with multiple assignments of price group to cost centre)	15	Y-BY	N/A

Derived field name	Description	Paragraph	Column in individualised file	Column in modularised file
TRCCOSTCN104-145, TRCCOSTCN101PGA, TRCCOSTCN101PGB, TRCCOSTCN102PGA, TRCCOSTCN102PGB, **TRCCOSTCN103PGB, TRCCOSTCN103PGC1, TRCCOSTCN103PGC2**, TRCCOSTCN131PGC2, TRCCOSTCN131PGD, TRCCOSTCN135PGC2, TRCCOSTCN135PGD, TRCCOSTCN999	Assignment of FTE to each cost centre	17	DJ-FJ	N/A
TRCCOSTCNGRPX	Assignment of FTE to notional cost centre groups	18	T-X	N/A
TRCPRGMOD	Assignment of modules to price group categories	19	N/A	P
TRCCOSTCNGRPMOD	Assignment of modules to notional cost centre groups	20	N/A	O
TRCEXCL	Reason for exclusion from the HESES population	21	L	N

† The algorithms for deriving these fields are given in 'HESES17 comparison technical document' (available at https://www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2017-18-hesa-student-data-checking-tool/) and the paragraph references refer to this document.

TRC104-145, TRC999, TRC101PGA, TRC101PGB, TRC102PGA, TRC102PGB, TRC103PGB, TRC103PGC1, TRC103PGC2 TRC109PGA, TRC109PGB, TRC131PGC2, TRC131PGD, TRC135PGC2, TRC135PGD (Individualised file: Y-BW)

15. These fields contain the activity in each cost centre as a proportion of the student's total activity

Field name	Value of HHCOSTCN	Definition	Value
TRC101PGA	101	HESCLIN = 1, 2	sum of HHPRPXX/100
TRC101PGB	101	HESCLIN ≠ 1, 2	sum of HHPRPXX/100
TRC102PGA	102	HESCLIN = 1, 2	sum of HHPRPXX/100
TRC102PGB	102	HESCLIN ≠ 1, 2	sum of HHPRPXX/100

Field name	Value of HHCOSTCN	Definition	Value
TRC103PGB	103	HESHEALTHPOP=1 and (HESHEALTHPROF1 = DIETET, MIDWIF, OCCTHE, OPDEPT, ORTHOP, ORTPRO, PHYSIO, PODCHI, RADTHE, RADDIA, SPELAN or HESHEALTHPROF2 = DIETET, MIDWIF, OCCTHE, OPDEPT, ORTHOP, ORTPRO, PHYSIO, PODCHI, RADTHE, RADDIA, SPELAN)	sum of HHPRPXX/100
TRC103PGC1	103	HESHEALTHPOP=1 and (HESHEALTHPROF1 = NURSUN, NURSAD, NURSCH, NURSLD, NURSMH or HESHEALTHPROF2 = NURSUN, NURSAD, NURSCH, NURSLD, NURSMH) and not above	sum of HHPRPXX/100
TRC103PGC2	103	HESHEALTHPOP ≠ 1	sum of HHPRPXX/100
TRC104	104	-	sum of HHPRPXX/100
TRC105	105	-	sum of HHPRPXX/100
TRC106	106	-	sum of HHPRPXX/100
TRC107	107	-	sum of HHPRPXX/100
TRC108	108	-	sum of HHPRPXX/100
TRC109PGA	109	HESCLIN = 1, 3	sum of HHPRPXX/100
TRC109PGB	109	HESCLIN ≠ 1, 3	sum of HHPRPXX/100
TRC110	110	-	sum of HHPRPXX/100
TRC111	111	-	sum of HHPRPXX/100
TRC112	112	-	sum of HHPRPXX/100
TRC113	113	-	sum of HHPRPXX/100
TRC114	114	-	sum of HHPRPXX/100
TRC115	115	-	sum of HHPRPXX/100
TRC116	116	-	sum of HHPRPXX/100
TRC117	117	-	sum of HHPRPXX/100
TRC118	118	-	sum of HHPRPXX/100
TRC119	119	-	sum of HHPRPXX/100
TRC120	120	-	sum of HHPRPXX/100
TRC121	121	-	sum of HHPRPXX/100
TRC122	122	-	sum of HHPRPXX/100
TRC123	123	-	sum of HHPRPXX/100
TRC124	124	-	sum of HHPRPXX/100

Field name	Value of HHCOSTCN	Definition	Value
TRC125	125	-	sum of HHPRPXX/100
TRC126	126	-	sum of HHPRPXX/100
TRC127	127	-	sum of HHPRPXX/100
TRC128	128	-	sum of HHPRPXX/100
TRC129	129	-	sum of HHPRPXX/100
TRC130	130	-	sum of HHPRPXX/100
TRC131PGC2	131	REGBODY1 = 09, 10, 11, 54 or REGBODY2 = 09, 10, 11, 54	sum of HHPRPXX/100
TRC131PGD	131	REGBODY1 ≠ 09, 10, 11, 54 and REGBODY2 ≠ 09, 10, 11, 54	sum of HHPRPXX/100
TRC132	132	-	sum of HHPRPXX/100
TRC133	133	-	sum of HHPRPXX/100
TRC134	134	-	sum of HHPRPXX/100
TRC135PGC2	135	TTCID = 1, 2, Q or FDTEACH = 1 or (QTS = 4 and TTCID = 5)	sum of HHPRPXX/100
TRC135PGD	135	TTCID ≠ 1, 2, Q and FDTEACH ≠ 1 and (QTS ≠ 4 or TTCID ≠ 5)	sum of HHPRPXX/100
TRC136	136	-	sum of HHPRPXX/100
TRC137	137	-	sum of HHPRPXX/100
TRC138	138	-	sum of HHPRPXX/100
TRC139	139	-	sum of HHPRPXX/100
TRC140	140	-	sum of HHPRPXX/100
TRC141	141	-	sum of HHPRPXX/100
TRC142	142	-	sum of HHPRPXX/100
TRC143	143	-	sum of HHPRPXX/100
TRC144	144	-	sum of HHPRPXX/100
TRC145	145	-	sum of HHPRPXX/100
TRC999	999	-	sum of HHPRPXX/100

16. For some students the sum of TRC101-145, TRC999 may not equal one. In these cases we scale the fields so that their sum is one.

TRCCOSTCN101-145, TRCCOSTCN999, TRCCOSTCN101PGA, TRCCOSTCN101PGB, TRCCOSTCN102PGA, TRCCOSTCN102PGB, TRCCOSTCN103PGB, TRCCOSTCN103PGC1, TRCCOSTCN103PGC2, TRCCOSTCN109PGA, TRCCOSTCN109PGB, TRCCOSTCN131PGC2, TRCCOSTCN131PGD, TRC135COSTCNPGC2, TRC135COSTCNPGD (Individualised file: DJ-FJ)

17. This field contains the FTE mapping to each cost centre.

Field name	Value
TRCCOSTCN101PGA	TRC101PGA * (HESESFTE/100)
TRCCOSTCN101PGB	TRC101PGB * (HESESFTE/100)
TRCCOSTCN102PGA	TRC102PGA * (HESESFTE/100)
TRCCOSTCN102PGB	TRC102PGB * (HESESFTE/100)
TRCCOSTCN103PGB	**TRC103PGB** * (HESESFTE/100)
TRCCOSTCN103PGC1	**TRC103PGC1** * (HESESFTE/100)
TRCCOSTCN103PGC2	**TRC103PGC2** * (HESESFTE/100)
TRCCOSTCN104	TRC104 * (HESESFTE/100)
TRCCOSTCN105	TRC105 * (HESESFTE/100)
TRCCOSTCN106	TRC106 * (HESESFTE/100)
TRCCOSTCN107	TRC107 * (HESESFTE/100)
TRCCOSTCN108	TRC108 * (HESESFTE/100)
TRCCOSTCN109PGA	TRC109PGA * (HESESFTE/100)
TRCCOSTCN109PGB	TRC109PGB * (HESESFTE/100)
TRCCOSTCN110	TRC110 * (HESESFTE/100)
TRCCOSTCN111	TRC111 * (HESESFTE/100)
TRCCOSTCN112	TRC112 * (HESESFTE/100)
TRCCOSTCN113	TRC113 * (HESESFTE/100)
TRCCOSTCN114	TRC114 * (HESESFTE/100)
TRCCOSTCN115	TRC115 * (HESESFTE/100)
TRCCOSTCN116	TRC116 * (HESESFTE/100)
TRCCOSTCN117	TRC117 * (HESESFTE/100)
TRCCOSTCN118	TRC118 * (HESESFTE/100)
TRCCOSTCN119	TRC119 * (HESESFTE/100)
TRCCOSTCN120	TRC120 * (HESESFTE/100)
TRCCOSTCN121	TRC121 * (HESESFTE/100)
TRCCOSTCN122	TRC122 * (HESESFTE/100)
TRCCOSTCN123	TRC123 * (HESESFTE/100)
TRCCOSTCN124	TRC124 * (HESESFTE/100)
TRCCOSTCN125	TRC125 * (HESESFTE/100)
TRCCOSTCN126	TRC126 * (HESESFTE/100)
TRCCOSTCN127	TRC127 * (HESESFTE/100)
TRCCOSTCN128	TRC128 * (HESESFTE/100)
TRCCOSTCN129	TRC129 * (HESESFTE/100)
TRCCOSTCN130	TRC130 * (HESESFTE/100)
TRC131COSTCNPGC2	TRC131PGC2 * (HESESFTE/100)
TRC131COSTCNPGD	TRC131PGD * (HESESFTE/100)

Field name	Value
TRCCOSTCN132	TRC132 * (HESESFTE/100)
TRCCOSTCN133	TRC133 * (HESESFTE/100)
TRCCOSTCN134	TRC134 * (HESESFTE/100)
TRCCOSTCN135PGC2	TRC135PGC2 * (HESESFTE/100)
TRCCOSTCN135PGD	TRC135PGD * (HESESFTE/100)
TRCCOSTCN136	TRC136 * (HESESFTE/100)
TRCCOSTCN137	TRC137 * (HESESFTE/100)
TRCCOSTCN138	TRC138 * (HESESFTE/100)
TRCCOSTCN139	TRC139 * (HESESFTE/100)
TRCCOSTCN140	TRC140 * (HESESFTE/100)
TRCCOSTCN141	TRC141 * (HESESFTE/100)
TRCCOSTCN142	TRC142 * (HESESFTE/100)
TRCCOSTCN143	TRC143 * (HESESFTE/100)
TRCCOSTCN144	TRC144 * (HESESFTE/100)
TRCCOSTCN145	TRC145 * (HESESFTE/100)
TRCCOSTCN999	TRC999 * (HESESFTE/100)

TRCCOSTCNGRPX (Individualised file: T-X)

18. This field contains the FTE mapping to notional cost centre groups used for comparison purposes only on the key differences sheet.

Field name	Definition	Value
TRCCOSTCNGRPA	Notional cost centre group A	sum of (TRCCOSTCN101PGA, TRCCOSTCN102PGA, TRCCOSTCN109PGA)
TRCCOSTCNGRPB	Notional cost centre group B	sum of (TRCCOSTCN101PGB, TRCCOSTCN102PGB, **TRCCOSTCN103PGB**, TRCCOSTCN106, TRCCOSTCN107, TRCCOSTCN09PGB, TRCCOSTCN110, TRCCOSTCN111, TRCCOSTCN112, TRCCOSTCN113, TRCCOSTCN114, TRCCOSTCN115, TRCCOSTCN116, TRCCOSTCN117, TRCCOSTCN118, TRCCOSTCN119, TRCCOSTCN120)
TRCCOSTCNGRPC1	Notional cost centre group C1	sum of (**TRCCOSTCN103PGC1**, TRCCOSTCN121, TRCCOSTCN126, TRCCOSTCN143, TRCCOSTCN144, TRCCOSTCN145)

Field name	Definition	Value
TRCCOSTCNGRPC2	Notional cost centre group C2	sum of (**TRCCOSTCN103PGC2**, TRCCOSTCN104, TRCCOSTCN105, TRCCOSTCN108, TRCCOSTCN122, TRCCOSTCN123, TRCCOSTCN124, TRCCOSTCN131PGC2, TRCCOSTCN134, TRC135COSTCNPGC2, TRCCOSTCN137)
TRCCOSTCNGRPD	Notional cost centre group D	sum of (TRCCOSTCN125, TRCCOSTCN127, TRCCOSTCN128, TRCCOSTCN129, TRCCOSTCN130, TRC131COSTCNPGD, TRCCOSTCN132, TRCCOSTCN133, TRC135COSTCNPGD, TRCCOSTCN136, TRCCOSTCN138, TRCCOSTCN139, TRCCOSTCN140, TRCCOSTCN141, TRCCOSTCN142, TRCCOSTCN999)

TRCPRGMOD (Modularised file: P)

19. This field contains the assignment of modules to price groups for cost centres that are split across price groups.

Value	Description	Definition
A	Cost centre-based price group A	TRC101PGA ≠ BLANK or TRC102PGA ≠ BLANK or TRC109PGA ≠ BLANK
B	Cost centre-based price group B	TRC101PGB ≠ BLANK or TRC102PGB ≠ BLANK or **TRC103PGB ≠ BLANK** or TRC109PGB ≠ BLANK
C1	**Cost centre-based price group C1**	**TRC103PGC1 ≠ BLANK**
C2	Cost centre-based price group C2	**TRC103PGC2 ≠ BLANK** or TRC131PGC2 ≠ BLANK or TRC135PGC2 ≠ BLANK
D	Cost centre-based price group D	TRC131PGD ≠ BLANK or TRC135PGD ≠ BLANK
BLANK	Otherwise	Otherwise

TRCCOSTCNGRPMOD (Modularised file: O)

20. This field contains the mapping to each module-based Notional cost centre group used for comparison purposes only on the key differences sheet.

Value	Description	Definition
A	Notional cost centre group A	TRCPRGMOD = A
B	Notional cost centre group B	TRCPRGMOD = B or HHCOSTCN = 106, 107, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120
C1	Notional cost centre group C1	**TRCPRGMOD = C1** or HHCOSTCN = 121, 126, 143, 144, 145

Value	Description	Definition
C2	Notional cost centre group C2	TRCPRGMOD = C2 or HHCOSTCN = 104, 105, 108, 122, 123, 124, 134, 137
D	Notional cost centre group D	TRCPRGMOD = D or HHCOSTCN = 125, 127, 128, 129, 130, 132, 133, 136, 138, 139, 140, 141, 142, 999

TRCEXCL (Individualised file: L, Modularised file: N)

21. This field indicates whether the student is included in the 2017-18 HEFCE/OfS-fundable student FTEs for the TRAC(T) output. For students excluded from the output, TRCEXCL contains the sum of all applicable values from the table below. For example, if a student has TRCEXCL = 74, then subtracting figures from the below table starting at the bottom, we see that the student is on an incoming exchange (exclusion value 64), is explicitly excluded (exclusion value 8) and is a FE, NVQ or QTS only student (exclusion value 2). Students included in the output have TRCEXCL = 0.

Value*	Description	Definition
1	Student not active in academic year	ENDDATE < 1 August 2017 and ENDDATE ≠ BLANK
2	FE, NVQ or QTS only student	COURSEAIM = C43, E40, H43, H91, I71, I91, J43, J45, L91, M43, M45, M91 and P-X[†],
4	Student with no qualification aim	COURSEAIM = C99, H99, I99, J99, M99, **Z99**
8	Student explicitly excluded from the HESES population	FUNDLEV = 99 or FUNDCOMP = 9
16	Student taught mostly outside the UK	(LOCSDY = S or EXCHANGE = Z) and MSTUFEE ≠ 02, 03, 04, 52, 53, 54
32	Student who is dormant, on sabbatical or writing-up	MODE = 63, 64 or (MODE = 43, 44, 51, 73, 74 and (MCDATE = BLANK or MCDATE < ANNIV + 14)) or STULOAD = 0
64	Incoming exchange student	EXCHANGE = 4, G
128	Student with an FTE of less than 0.03	HESESFTE < 3
256	Student on non-standard year of instance in final academic year	TYPEYR ≠ 1 and ENDDATE < ANNIV + 14 and ENDDATE ≠ BLANK
512	Student who withdrew before 2 December 2017 or left within 14 days of starting without completing	REDUCEDI = 08 or (ENDDATE ≠ BLANK and ENDDATE < 2 December 2017 and FUNDCOMP = 2) or (ENDDATE ≠ BLANK and ENDDATE – COMDATE < 14 and FUNDCOMP = 2)

Value*	Description	Definition
1024	No HESA cost centre information and FTE of at least 0.03	(TRC101 to 145 + TRC999) = 0 and HESESFTE $\geq$ 3
0	Otherwise	None of the above

* Note that with the exception of EXCL1024 the description of TRCEXCL is identical to the description of HESEXCL given in 'HESES17 recreation algorithms' (see the 'HESES17 comparison technical document).

† First character of COURSEAIM

Rebuilding the 2017-18 HEFCE/OfS-fundable student FTEs for TRAC(T) from the individualised file

Summary

22. This section explains how to rebuild the tables in the 2017-18 HEFCE/OfS-fundable student FTEs for the TRAC(T) data summary (TRACT1718_DCT_HXXXXXXX.xlsx), from the individualised student file (TRACT1718_DCT_HXXXXXXX_IND.csv).

23. The tables below provide step-by-step guidance on how different parts of the output can be rebuilt using other sheets in the workbook or using the individualised file

Using the workbook

Item in workbook	Worksheet	Identifying from the workbook
HEFCE/OfS-fundable student FTEs	LEVEL1_TRACT1718	Sum HEFCE/OfS-fundable column from worksheet Level2_FTS (Table 1 Column 4), sum HEFCE/OfS-fundable column from worksheet LEVEL2_PT (Table 3 Column 4a) for each cost centre and where applicable, price group combination. Note: Sandwich year-out students are excluded from the column 'HEFCE/OfS-fundable student FTEs from 2017-18 HESA data'.
Non-fundable student FTEs	LEVEL1_TRACT1718	Sum Non-fundable column from worksheet Level2_FTS (Table 1 Column 4), sum Non-fundable column from worksheet Level2_SWOUT (Table 2 Column 4) and divide by 2, sum Non-fundable column from worksheet Level2_PT (Table 3 Column 4a) for each cost centre and where applicable, price group combination. Note: Postgraduate research (PGR) students are excluded from the column 'Non-fundable student FTEs from 2017-18 HESA data' in worksheet LEVEL1_TRACT1718.
Islands and overseas student FTEs	LEVEL1_TRACT1718	Sum Island and overseas column from worksheet Level2_FTS (Table 1 Column 4), sum Island and overseas column from worksheet Level2_SWOUT (Table 2 Column 4) and divide by 2, sum Island and overseas column from worksheet Level2_PT (Table 3 Column 4a) for each cost centre and where applicable, price group combination. Note: Postgraduate research (PGR) students are excluded from the column 'Island and overseas student FTEs from 2017-18 HESA data' in worksheet LEVEL1_TRACT1718.

Using the Individualised file

24. This individualised file (TRACT1718_DCT_HXXXXXXX_IND.csv) shows the allocation of students to cells within the equivalent tables and, where relevant, details of why they were excluded.

Item in workbook	Worksheet	Identifying from the workbook
HEFCE/OfS-fundable student FTEs	Key differences	TRCEXCL = 0 HESCOMP = 4 HESTYPE = HOMEF HESMODE ≠ SWOUT The total sum of TRCCOSTCNGRPX (where X is either A/B/C1/C2/D provide the FTE value used in the appropriate group on the key differences sheet.
HEFCE/OfS-fundable student FTEs	LEVEL1_TRACT1718	TRCEXCL= 0 HESCOMP = 4 HESTYPE = HOMEF HESMODE ≠ SWOUT To obtain the load for each cost centre sum the values of the TRCCOSTCNXXX fields (where XXX is the cost centre number).
Non-fundable student FTEs	LEVEL1_TRACT1718	TRCEXCL= 0 HESCOMP = 4 HESTYPE = HOMENF HESLEVEL ≠ PGR To obtain the load for each cost centre sum the values of the TRCCOSTCNXXX fields (where XXX is the cost centre number)
Islands and overseas student FTEs	LEVEL1_TRACT1718	TRCEXCL= 0 HESCOMP= 4 HESTYPE= ISOV HESLEVEL ≠ PGR To obtain the load for each cost centre sum the values of the TRCCOSTCNXXX fields (where XXX is the cost centre number)

Item in workbook	Worksheet	Identifying from the workbook
Assumed load (FTE) for countable years by cost centre and price group	LEVEL2_FTS LEVEL2_SWOUT LEVEL2_PT	TRCEXCL = 0 HESCOMP = 4 Use the following fields to select other attributes: Fundability status (HESTYPE) Mode of Study (HESMODE) Level of Study (HESLEVEL) Length of year of instance (LENGTH) To obtain the load for each cost centre sum the values of the TRCCOSTCNXXX fields (where XXX is the cost centre number)
Non-completions by cost centre and price group	LEVEL2_FTS LEVEL2_SWOUT LEVEL2_PT	TRCEXCL = 0 HESCOMP = 3 Use the following fields to select other attributes: Fundability status (HESTYPE) Mode of Study (HESMODE) Level of Study (HESLEVEL) Length of year of instance (LENGTH)
Countable years (including forecasts) by cost centre and price group	LEVEL2_FTS LEVEL2_SWOUT LEVEL2_PT	TRCEXCL = 0 Use the following fields to select other attributes: Fundability status (HESTYPE) Mode of Study (HESMODE) Level of Study (HESLEVEL) Length of year of instance (LENGTH)
Countable years (excluding forecasts) by cost centre and price group	LEVEL2_FTS LEVEL2_SWOUT LEVEL2_PT	TRCEXCL = 0 HESREG = 1 Use the following fields to select other attributes: Fundability status (HESTYPE) Mode of Study (HESMODE) Level of Study (HESLEVEL) Length of year of instance (LENGTH)