

# Individualised Learner Record (ILR) quality control data summary

2021-22 technical document and rebuild instructions

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# **Summary**

- 1. This document describes the algorithms applied to the 2021-22 Individualised Learner Record (ILR) data to build the tables in the ILR quality control data summary. These data summary tables are provided to help providers identify potential data errors and reduce the numbers of key fields within ILR data that have unknown values, issues with continuity or issues with credibility, all of which will affect our onward uses of the data. Throughout the document, fields taken or derived from the ILR are shown in capitals.
- 2. This document is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of the ILR specification for 2021-22 (<a href="https://guidance.submit-learner-data.service.gov.uk/ilr">https://guidance.submit-learner-data.service.gov.uk/ilr</a>) to hand when using this document.
- 3. The ILR quality control data summary is formed of two files. These are:
  - a. ILR quality control data summary workbook 'QC21 AAA XXXXXXXX.xlsx'
  - b. ILR quality control data summary individualised file 'QC21 AAA XXXXXXXX IND.csv'

Where XXXXXXXX is your provider's UK Provider Reference Number (UKPRN), and AAA identifies the output type as listed in Table 1.

Table 1: Filename abbreviations used in the ILR quality control outputs

File abbreviation	Source of outputs	
DCT	Data checking tool	
AST	Amendments submission tool	
PCO	Post-collection outputs	

4. We will document any changes or corrections to the algorithms in this document on the OfS website (<a href="www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2021-22-ilr-data-checking-tool/">www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2021-22-ilr-data-checking-tool/</a> under 'Updates').

# ILR quality control data summary workbook

5. The ILR quality control data summary workbook is the Excel workbook QC21 AAA XXXXXXXXXXx which contains the following worksheets:

Table 2: Worksheets in the quality control data summary workbook

Worksheet*	Title
Coversheet	
HE populations	Higher education populations
Modes and qualifications	Modes of study and qualifications
Unknowns	Fields returned as unknown or missing
Credibility	Credibility checks
HE learning aims	Summary of higher education learning aims
Continuity	Continuity checks

<sup>\*</sup>This worksheet reference corresponds to the spreadsheet tabs.

# ILR quality control data summary individualised file

- 6. When working through this document it is necessary to use the individualised file, QC21\_AAA\_XXXXXXX\_IND.csv. The individualised file contains the values of all fields used to generate the data summary tables.
- 7. The fields we use from the ILR return are associated with a course, identified by its learning aim reference (LEARNAIMREF); a learner may study multiple courses. We will use the generic term 'record' in this technical document and the quality control data summary workbook to refer to one row of data in the individualised file which corresponds to a learner-course combination.

# Changes from the 2020-21 ILR quality control data summary outputs

- 8. This section describes any changes to the algorithms since the equivalent document was published for the 2020-21 ILR Data checking tool (<a href="www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/documentation-archive/">www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/documentation-archive/</a>).
- 9. The linking method has been improved since last year to improve the accuracy of continuity check 1, 'Learners recorded as continuing or intending to continue in 2020-21, but the learner has not been returned on the same aim in 2021-22', in Table 8 of the quality control data summary workbook. The linking method now includes those records from the current year of data which meet exclusion reason 2 (QCEXCL21\_2 = 1) because they have an end date in the previous academic year. Previously all excluded records, from both years of data, were excluded from the linking process.
- 10. The definition of the QCHEENTITYFLAG field has been updated substantially since last year to reflect the changes in the ILR data collection requirements for the 2021-22 academic year.
- 11. The wording in Table 2 of the ILR quality control data summary workbook has been updated for clarity.

# Fields used in the quality control algorithms

12. The ILR and Learning Aims Reference Service (LARS) fields used to generate the quality control data summary are listed in Table 3.

Table 3: ILR and LARS fields used in the ILR quality control data summary

Data source	Field	Description
ILR	AIMSEQNUMBER1	Learning aim data set sequence
ILR	COMPSTATUS	Completion status
ILR	DOMICILE	Country of domicile
ILR	ETHNICITY	Ethnicity
ILR	FUNDCOMP	Completion of year of programme of study
ILR	FUNDLEV	Level applicable to HESES
ILR	FUNDMODEL	Funding model
ILR	GROSSFEE	Gross tuition fee
ILR	HEPOSTCODE	HE centre location postcode
ILR	LDCS_CO1, LDCS_CO2, LDCS_CO3	Learning directory classification system codes
ILR	LEARNACTENDDATE	Learning actual end date
ILR	LEARNAIMREF	Learning aim reference
ILR	LEARNDELFAMCODE <sup>2</sup>	The value of the funding or monitoring attribute
ILR	LEARNDELFAMTYPE <sup>2</sup>	The type of funding or monitoring attribute
ILR	LEARNREFNUMBER	Learner reference number
ILR	LEARNSTARTDATE	Learning start date
ILR	LLDDHEALTHPROB	The nature of the learner's disability, learning difficulty and/or health problem
ILR	MODESTUD	Mode applicable to HESES
ILR	MSTUFEE	Major source of tuition fees
ILR	OUTCOME	Indicates whether the learner achieved the learning aim
ILR	OUTGRADE	The examination grade awarded to the learner for the learning aim
ILR	PARTNERUKPRN	Subcontracted or partnership UKPRN
ILR	PCFLDCS, PCSLDCS, PCTLDCS	Proportion taught in LDCS_CO1 – LDCS_CO3 subject

<sup>&</sup>lt;sup>1</sup> These fields are not used in the algorithms but are included in the individualised file to allow easy identification of students.

<sup>&</sup>lt;sup>2</sup> The only values of LEARNDELFAMTYPE and LEARNDELFAMCODE field used in the data quality algorithms are those where LEARNDELFAMTYPE = SOF.

Data source	Field	Description
ILR	PCOLAB	Percentage not taught by this institution
ILR	POSTCODEPRIOR	Postcode prior to enrolment
ILR	PRIMARYLLDD	The most significant or primary learning difficulty, disability or health problem that impacts on the learner's education
ILR	PROGTYPE	The type of programme which the learner is undertaking
ILR	QUALENT3	Qualification on entry
ILR	SPECFEE	Special fee indicator
ILR	SSN	Student Support Number
ILR	STULOAD	Student instance full-time equivalence (FTE)
ILR	TYPEYR	Type of instance year
ILR	UKPRN	UK provider reference number
ILR	WITHDRAWREASON	Withdrawal reason
ILR	YEARSTU	Year of student on this instance
LARS	ENGLPRSCID	Identifies prescribed higher education learning aims, as defined by the Education (Prescribed Courses of Higher Education) (Wales) (Amendment) Regulations 1998
LARS	LEARNAIMREFTITLE	Learning aim reference title
LARS	NOTIONALNVQLEVELV2	The detailed learning aim level on the NVQ scale

# **Description of derived fields**

- 13. The derived fields used to generate the quality control data summary are listed in Table 4.
- 14. The derived fields ANNIV, HESEXCL and HESTYPE are derived using the algorithms documented in the '2021-22 ILR DCT HESES21 comparison technical document' available on the OfS website (<a href="www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2021-22-ilr-data-checking-tool/">www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/</a>2021-22-ilr-data-checking-tool/).
- 15. OFSQAIM is derived using the algorithms documents in '2021-22 ILR data checking tool: Classifying learning aims technical document', available on the OfS website (<a href="www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2021-22-ilr-data-checking-tool/">www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/</a>2021-22-ilr-data-checking-tool/).
- 16. A number of the derived fields described below will be calculated for both the 2020-21 and the 2021-22 ILR data. The suffix 'YY' will be used in the name of these derived fields, where 'YY' signifies that the field is based on the data from the academic year 20YY-YY+1.

Table 4: Description of derived fields for recreating tables

Derived field name	Description	Paragraph
AIMSEQNUMBER20	AIMSEQNUMBER in 2020-21 ILR	38
ANNIV	Anniversary of start date	NA
COMPSTATUS20	COMPSTATUS in 2020-21 ILR	39
HESEXCL	Reason(s) for exclusions from the HESES population	NA
HESTYPE	HESES fundability status	NA
LEARNACTENDDATE20	LEARNACTENDDATE in 2020-21 ILR	40
LEARNSTARTDATE20	LEARNSTARTDATE in 2020-21 ILR	41
LEARNDELFAM_SOF1	Source of funding	23
NOTIONALNVQLEVELV2_20	NOTIONALNVQLEVELV2 in 2020-21 ILR	42
OFSQAIM	Broad category of higher education	NA
OUTCOME20	OUTCOME in 2020-21 ILR	43
QCAYDAYSSTUDIED	Number of days studied within the academic year	31
QCCAH3_1, QCCAH3_2, QCCAH3_3	CAH3 code(s) mapped to fields LDCS_CO1 to 3	34
QCDEDUP20	Derived field for deduplicating 2020-21 ILR data in the individualised file	37
QCDUPOUTCOME	Duplicate outcomes for a single programme of study indicator	49
QCENDDATE	Last day of activity in 2021-22	30
QCEXCL1-16_YY	Individual QC population exclusions for the 20YY-YY+1 data	18-20

Derived field name	Description	Paragraph
QCEXCLYY	Reason(s) for exclusion from the 20YY-YY+1 population	23
QCHEENTITYFLAG	Identifies learners that meet the definition to be returned in the learner HE entity	26
QCHEENTITYPOP	Identifies records where the learner HE entity has been at least partially completed	27
QCJACS1, QCJACS2, QCJACS3	JACS code(s) mapped to fields LDCS_CO1 to 3	33
QCLINKCAT	Linking category for the record	36
QCLINKED	Identifies records successfully linked between 2020-21 and 2021-22 ILR data	35
QCMODE	Mode of study for workbook Table 3	29
QCOMITTED	Learners that did not end their study in 2020-21, but are not returned 2021-22	47
QCPOP21	Population from 2021-22 ILR data on which most quality control checks will be focussed	26
QCSOURCEYY	Identifies records that contain data from the 20YY-YY+1 ILR	17
QCYEARSTUERR	Identifies where year of study has not been incremented between years	48
UKPRN20	UKPRN in 2020-21 ILR	44
WITHDRAWREASON20	WITHDRAWREASON in 2020-21 ILR	45
YEARSTU20	YEARSTU in 2020-21 ILR	46

#### Linking between years

- 17. We link the 2021-22 ILR data back to the 2020-21 ILR data to check the consistency of data reporting between years. The individualised file will therefore contain data from both the 2021-22 and the 2020-21 ILR returns. For brevity, only higher education records from 2020-21 will be included in the linking process and the individualised file (NOTIONALNVQLEVELV2 = ('4','5','6','7','8','H')).
- 18. Before linking the 2021-22 and 2020-21 ILR data, the exclusion fields QCEXCL1\_YY to QCEXCL16\_YY will be calculated on each year's data. Any 2020-21 data meeting an exclusion reason (QCEXCL20 > 0) will be excluded from the linking process. Any 2021-22 data meeting exclusion reason QCEXCL1\_21, QCEXCL4\_21 or QCEXCL8\_21 will also be excluded from the linking process.
- 19. A programme of study is linked between years by matching on LEARNREFNUMBER, LEARNAIMREF and LEARNSTARTDATE. Where there are multiple aims within the same year which have the same combination of LEARNREFNUMBER, LEARNAIMREF and LEARNSTARTDATE, we will link as follows:
  - a. Where a single record in 2020-21 data has multiple matches in the 2021-22 data, it will be linked to all 2021-22 records.

- b. If a single record in the 2021-22 data has multiple potential matches in the 2020-21 data then a single match will be picked after sorting the 2020-21 records. The potential 2020-21 matches will be sorted by LEARNACTENDDATE, from most recent to least recent with blank LEARNACTENDDATEs first, then by descending YEARSTU. The topmost 2020-21 record will be selected as the match, and the remaining 2020-21 records will not be matched.
- c. If there are multiple records with the same set of LEARNREFNUMBER, LEARNAIMREF and LEARNSTARTDATE in both years of data, then both sets will be sorted by LEARNACTENDDATE, from most recent to least recent with blank LEARNACTENDDATEs first, then by descending YEARSTU. Records will then be matched by their position in the sort order, with the topmost record in 2021-22 being matched to the topmost record in 2020-21 and so on, until we run out of matches.

#### **QCSOURCEYY**

20. This field identifies those records that contain data from the 20YY-YY+1 ILR.

Value	Description
1	Record contains data from the 20YY-YY+1 ILR
0	Otherwise

## QCEXCL1\_YY

21. This field identifies records in the 20YY-YY+1 ILR data that start after the 20YY-YY+1 academic year.

Value	Description	Definition
1	Excluded	LEARNSTARTDATE ≥ 1 August 20YY+1
0	Included	Otherwise

#### QCEXCL2\_YY

22. This field identifies records in the 20YY-YY+1 ILR data that finish before the 20YY-YY+1 academic year.

Value	Description	Definition
1	Excluded	LEARNACTENDDATE < 1 August 20YY and LEARNACTENDDATE ≠ BLANK
0	Included	Otherwise

### QCEXCL4\_YY

23. This field identifies records in the 20YY-YY+1 data that have been closed to correct an incorrect LEARNPLANENDDATE.

Value	Description	Definition
1	Excluded	COMPSTATUS = 4 <sup>3</sup> and
		WITHDRAWREASON = 40 and LEARNACTENDDATE = 1 August 20YY
		LEANNACTENDUATE - TAUgust 2011
0	Included	Otherwise

# QCEXCL8\_YY

24. This field identifies the higher education records in the 20YY-YY+1 data.

Value	Description	Definition
0	Included – learning aim is at higher education level	LEARNAIMREF ≠ ZPROG001 and NOTIONALNVQLEVELV2 = (4, 5, 6, 7, 8, H)
1	Excluded	Otherwise

## QCEXCL16\_20

25. This field identifies records in the 2020-21 data where the learner has withdrawn from the learning aim. Applied to the 2020-21 data only.

Value	Description	Definition
1	Excluded	WITHDRAWREASON20 ≠ 0
0	Included	Otherwise

#### **QCEXCLYY**

26. This field indicates whether the record will be included in the population for building the summary tables in the quality control workbook. QCEXCLYY is the sum of all applicable values from the table below.

Value	Description	Definition
1	Record from 20YY-YY+1 that starts after academic year 20YY-YY+1	QCEXCL1_YY = 1
2	Record from 20YY-YY+1 that ends before academic year 20YY-YY+1	QCEXCL2_YY = 1
4	Record closed to correct LEARNPLANENDDATE	QCEXCL4_YY = 1
8	Record is not of higher education	QCEXCL8_YY = 1
16	Learner has withdrawn from learning. For 2020-21 data only	QCEXCL16_20 = 1
0	Otherwise	None of the above

27. This field contains the exclusion reason(s) for the record. It is calculated as (1 × QCEXCL1\_YY) + (2 × QCEXCL2\_YY) +(4 × QCEXCL4\_YY) +...

<sup>&</sup>lt;sup>3</sup> ILR records returned to the ESFA with COMPSTATUS = 3 and WITHDRAWREASON = 40 will have the value of COMPSTATUS changed to 4 by the ESFA. This change is replicated by the OfS.

## LEARNDELFAM\_SOF1

28. This field contains the value of LEARNDELFAMCODE where LEARNDELFAMTYPE = SOF.

#### **QCHEENTITYFLAG**

29. This field identifies those records in the 2021-22 ILR data for which the Learning Delivery HE entity is mandatory. Providers should refer to the 'ILR Specification 2021 to 2022 Validation Rules' for the full Education and Skills Funding Agency (ESFA) validation rules (<a href="https://guidance.submit-learner-data.service.gov.uk/21-22/ilr/appendices">https://guidance.submit-learner-data.service.gov.uk/21-22/ilr/appendices</a>).

Value	Description	Definition
1	Learning aim is OfS funded.	QCSOURCE21 = 1 and LEARNDELFAM_SOF1 = 1 and FUNDMODEL = 99
1	Provider is registered with the OfS and the learning aim is:  • Funded by 16-19 funding (FundModel 25), adult skills funding (FundModel 35) or is not funded by the ESFA (FundModel 99)  • Level 4 or above in the LARS data Not part of an apprenticeship	Provider is registered with the OfS and QCSOURCE21 = 1 and FUNDMODEL = (25, 35, 99) and NOTIONALNVQLEVELV2 = (4, 5, 6, 7, 8, H) and PROGTYPE ≠ (2, 3, 20, 21, 22, 23, 25)
1	Provider is registered with the OfS and the learning aim is part of a higher apprenticeship programme (ProgType 20-23, 25) and is identified as prescribed HE in the LARS database (using the EnglPrscID field)	Provider is registered with the OfS and QCSOURCE21 = 1 and PROGTYPE = (20, 21, 22, 23, 25) and ENGLPRSCID = (1, 2)
0	2021-22 records for which the Learning Delivery HE entity is not mandatory.	QCSOURCE21 = 1 and not above

#### **QCHEENTITYPOP**

30. This field identifies records in the 2021-22 ILR data where there is evidence that data has been returned on the Learning Delivery HE entity, based on the completion of one or more of the mandatory Learning Delivery HE entity fields.

Value	Description	Definition
1	Data has been returned on the Learning	QCSOURCE21 = 1 and
	Delivery HE entity	(TYPEYR ≠ BLANK or
		MODESTUD ≠ BLANK or
		FUNDLEV ≠ BLANK or
		FUNDCOMP ≠ BLANK or
		YEARSTU ≠ BLANK or
		MSTUFEE ≠ BLANK or
		SPECFEE ≠ BLANK)
0	Otherwise	Otherwise

#### QCPOP21

31. This field identifies the population from the 2021-22 ILR data on which most of the quality control checks will be focused.

Value	Description	Definition
1	Population from the 2021-22 ILR data for	QCSOURCE21 = 1 and
	most quality control checks	QCEXCL21 = 0 and
		QCHEENTITYPOP = 1
0	Otherwise	Otherwise

#### **QCMODE**

32. This field identifies the mode of study for Table 3 of the ILR quality control data summary workbook.

Value	Description	Definition
APPR	Apprenticeship	QCSOURCE21 = 1 and
		PROGTYPE = (2, 3, 20, 21, 22, 23, 25)
FT	Full-time (including sandwich year out),	QCSOURCE21 = 1 and
	excluding apprenticeships	MODESTUD = (1, 2) and not above
PT	Part-time, excluding apprenticeships	QCSOURCE21 = 1 and not above

#### **QCENDDATE**

33. This field holds the last day of study in the 2021-22 academic year, to be used in calculating the number of days studied in the 2021-22 academic year (QCAYDAYSSTUDIED) and for checking that the year of study field in the 2021-22 data has been correctly incremented (QCYEARSTUERR).

Value	Description	Definition
LEARNACTENDDATE	LEARNACTENDDATE field completed	QCSOURCE21 = 1 and LEARNACTENDDATE ≠ BLANK
31 JULY 2022	LEARNACTENDDATE field has not been completed	QCSOURCE21 = 1 and not above

#### **QCAYDAYSSTUDIED**

- 34. This field determines the number of days studied in the 2021-22 academic year, calculated as the number of days between:
  - a. LEARNSTARTDATE or 1 August 2021, whichever is later, and
  - b. QCENDDATE
- 35. This field is only calculated for the 2021-22 ILR data (QCSOURCE21 = 1).

#### QCJACS1-3

36. This field shows the full four-digit Joint Academic Coding System (JACS) code that has been mapped to fields LDCS\_CO1 to 3 respectively. Mapping is only applied to non-blank

LDCS\_COX fields. For details of this mapping, see the 'LDCS to JACS lookup' document on the OfS website, which was updated in March 2022 (<a href="www.officeforstudents.org.uk/data-and-analysis/institutional-performance-measures/technical-documentation/">www.officeforstudents.org.uk/data-and-analysis/institutional-performance-measures/technical-documentation/</a>). Only calculated for the 2021-22 data (QCSOURCE21 = 1).

#### **QCCAH3\_1-3**

37. This field shows which of the Common Aggregation Hierarchy level 3 (CAH3) codes has been mapped to fields QCJACS1 to 3 respectively, using the current version of the Common Aggregation Hierarchy. Mapping is only applied to non-blank QCJACS fields. Where we cannot map to a subject, we set QCCAH3\_X to CAH23-01-01. The mapping of JACS codes to the CAH3 codes can be found on the HESA website (https://www.hesa.ac.uk/support/documentation/hecos).

# Derived fields used in continuity checks

#### **QCLINKED**

38. This field identifies those records that have been successfully linked between the 2020-21 and 2021-22 ILR data, following the method described in 'Linking between years.'

Value	Description
1	The record has been linked between the 2020-21 and 2021-22 ILR data
0	Otherwise

#### **QCLINKCAT**

39. This field categorises records in terms of how many non-excluded records with a matching set of LEARNREFNUMBER, LEARNAIMREF and LEARNSTARTDATE are found in each year of data. It can be used to help identify the linking approach taken for that particular record.

Value	Description
Α	No match was made for this record
В	One record in 2021-22 with one match in 2020-21
С	One record in 2021-22 with multiple matches in 2020-21
D	One record in 2020-21 with multiple matches in 2021-22
E	Multiple matching records in both years of data
BLANK	Record is excluded from the linking process

#### QCDEDUP20

40. This field is used to de-duplicate the 2020-21 ILR data in the case that a single record in 2020-21 has been linked to multiple matching rows in the 2021-22 ILR data. Filtering to QCDEDUP20 = '1' will ensure that only one instance of each 2020-21 ILR record is selected.

Value	Description
1	The 2020-21 record is unique, or this is the first instance of a non-unique record
0	This record is a duplicate copy

#### **AIMSEQNUMBER20**

41. This field contains the aim sequence number (AIMSEQNUMBER) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### **COMPSTATUS20**

42. This field contains the completion status (COMPSTATUS) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### LEARNACTENDDATE20

43. This field contains the learning actual end date (LEARNACTENDDATE) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### **LEARNSTARTDATE20**

44. This field contains the learning start date (LEARNSTARTDATE) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### **NOTIONAL NVQLEVELV2 20**

45. This field contains the Notional NVQ level version 2 (NOTIONALNVQLEVELV2) for 2020-21. This is obtained using the linking method described 'Linking between years.'

#### **OUTCOME20**

46. This field contains the learning outcome for the learning aim (OUTCOME) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### **UKPRN20**

47. This field contains the UKPRN for 2020-21. This is obtained using the linking method described in 'Linking between years.' UKPRN and UKPRN20 will differ where providers have been involved in a merger or de-merger.

#### WITHDRAWREASON20

48. This field contains the withdrawal reason (WITHDRAWREASON) FOR 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### YEARSTU20

49. This field contains the year of student on this instance (YEARSTU) for 2020-21. This is obtained using the linking method described in 'Linking between years.'

#### **QCOMITTED**

50. This field identifies 2020-21 records where the learner was recorded as continuing or intending to continue the learning aim, but no non-excluded record of the same learning aim has been found in the 2021-22 data for that learner.

Value	Description	Definition
1	Learners recorded as continuing or intending to continue in 2020-21, but the learner has not returned on the same aim in 2021-22	QCSOURCE20 = 1 and QCEXCL20 = 0 and COMPSTATUS20 = 1 and

Value	Description	Definition
		QCLINKED = 0 and
		QCLINKCAT ≠ (C, E)
0	Otherwise	Otherwise

#### **QCYEARSTUERR**

51. This field identifies 2021-22 records where the year of study (YEARSTU) field may be incorrect. It highlights records where the learner has continued on active study between 2020-21 and 2021-22, but the year of study has not been incremented as expected.

Value	Description	Definition
1	The record is linked between 2020-21 and 2021-22. The year of study has not been incremented as expected.	QCPOP21 = 1 and QCLINKED = 1 and COMPSTATUS20 = 1 and YEARSTU = YEARSTU20 and QCENDDDATE > (ANNIV + 14)
0	Otherwise	Otherwise

#### **QCDUPOUTCOME**

52. This field identifies learners that ended their study in 2020-21 and achieved their learning aim, but are returned as achieving the same learning aim in 2021-22 with a different end date.

Value	Description	Definition
1	Learner ended their study in 2020-21 and achieved their learning aim, but is returned as achieving the same aim in 2021-22 with a different end date	QCPOP21 = 1 and QCLINKED = 1 and OUTCOME20 = (1, 8) and OUTCOME = 1 and LEARNACTENDDATE20 ≠ LEARNACTENDDATE
0	Otherwise	Otherwise

# **Rebuild instructions**

- 53. The individualised file, QC21\_AAA\_XXXXXXXX\_IND.csv, can be used to interrogate the data and our calculation of derived fields by filtering to certain groups of records. Full details of how to access and use an individualised file are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualisedfiles/).
- 54. The following instructions assume the user has the individualised file open in Microsoft Excel.
- 55. To apply filters to the column headings, highlight the headings. From the 'DATA' tab in the toolbar, select 'Filter'.
- 56. The figures in Tables 1 to 6 and Table 8 of the ILR quality control summary workbook, QC21\_AAA\_XXXXXXXX.xlsx, can be rebuilt by following the rebuild algorithm tables provided in the workbook. These specify which filters need to be applied to the individualised data to find the relevant records. For example, to rebuild the number of full-time records in Table 3: HE records by mode of study, the column QCPOP21 should be filtered to 1 and the column QCMODE to 'FT.'
- 57. Table 7, the summary of higher education learning aims, is focused on course subject information. Only higher education courses with non-excluded learners in the 2021-22 ILR data will be included in the table. The courses included in the table can be found by filtering to QCPOP21 = 1. Each course will have up to three rows in Table 7, depending on the number of LDCS codes it has.

