

**Office for
Students**



2019-20 ILR data checking tool:

**2019-20 Graduate Outcomes target list
technical document and algorithms**

Enquiries to ILRData@officeforstudents.org.uk

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Summary

1. This document describes the method used to generate the target list of students to be included in the 2019-20 Graduate Outcomes (GO) survey. Providers should use the target list output as an indication of which students will be surveyed as part of the 2019-20 GO survey. We encourage providers to check the GO target list outputs provided. The final Individualised Learner Record (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 the Higher Education Statistics Agency (HESA) 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.
2. The GO comparison output can be used by higher education providers to review their GO19 target list and verify and correct their 2019-20 individualised student data before signing off the final data with the ESFA.
3. The GO19 comparison is formed of two files. These are:
 - a. GO19 comparison workbook 'GO19_DCT_XXXXXXXX.xlsx' (where XXXXXXXX is the UK Provider Reference Number (UKPRN) for the provider).
 - b. GO19 comparison individualised file 'GO19_DCT_XXXXXXXX_IND.csv'.

Details of how to use individualised files are given on the OfS website at:

www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/.

4. These files can be accessed from the '2019-20 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 2019-20' (available from the ESFA via <https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2019-to-2020>) to hand when using this document.
6. Throughout this document, fields taken from the ILR or derived as part of the target list are shown in capitals using the names given in Tables 1 and 2 respectively.
7. OfS staff will access data relating to GO target lists.

Using the individualised file

8. You should use the individualised file 'GO19_DCT_XXXXXXXX_IND.csv' and comparison workbook 'HES19_DCT_XXXXXXXX.csv' when working through this document. These show the assignment of records to categories by our algorithms and, where applicable, provides 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 before generating the target list. Recognised higher education for OfS funding purposes is defined in Annex B of Higher Education Students Early Statistics survey 2019-20 (HESES19) publication, available at www.officeforstudents.org.uk/publications/heses19/.

Table 1: Fields used to generate the target list

Name	Description	Data set	Column in individualised file*
AIMSEQNUMBER [†]	Learning aim data set sequence	ILR	C
CONTPREFCODE	Contact preference code	ILR	See Table 2
ENG_LEVE	England further education/higher education status	LARS	V
LEARNACTENDDATE	Learning actual end date	ILR	X
LEARNAIMREF [†]	Learning aim reference	ILR	L
LEARNREFNUMBER	Learner reference number	ILR	B
LEARNSTARTDATE	Learning start date	ILR	W
NUMHUS	Learner instance number	ILR	D
OUTCOME	Learning outcome	ILR	Y
PROVSPECLEARNMON [†]	Provider-specified learner data	ILR	See Table 2
PROVSPECLEARNMONOCCUR [†]	The occurrence of provider-specified learner data	ILR	See Table 2

STULOAD	Learner full-time equivalence (FTE)	ILR	U
UKPRN	UK provider reference number	ILR	A
ULN [†]	Unique learner number	ILR	E

* The individualised file GO19_DCT_XXXXXXXX_IND.csv, downloadable from the OfS portal (see www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitting-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

9. Here we give details of the derived fields contained in the individualised file.

Table 2: Derived fields

Field name	Description	Paragraph [†]	Column in individualised file*
CENSUS	December, March, June or September survey indicator	11	T
CONTPREF_RUI1	Contact preference code	12	Z
CONTPREF_RUI2	Contact preference code	12	AA
GOEXCL	Reason for exclusion from 2019-20 GO target list	19-20	M
GOEXCL1 – GOEXCL32	Reason(s) for a learning aim's exclusion	13-18	N-S
GOQAIM	Student is studying a qualification aim eligible for GO	25	AB
OFSQAIM [†]	Allocates aims to broad categories of higher education	24	AC
PROVSPECLEARNMON_A PROVSPECLEARNMON_B	Provider-specified learner data	21	F-G
PROVSPECDELMON_A PROVSPECDELMON_B PROVSPECDELMON_C PROVSPECDELMON_D	Provider-specified learning aim data	22	H-K
TTCID [†]	Student is on an Initial Teacher Training (ITT) course	23	AE

* The individualised file GO19DCT_XXXXXXXXX_IND.csv, downloadable from the OfS portal (see www.officeforstudents.org.uk/data-and-analysis/supplying-data/submitted-data-through-the-ofs-portal/).

† For a full definition of this field please refer to '2019-20 ILR data checking tool: Classifying learning aims technical document' (available via: www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2019-20-ilr-data-checking-tool/).

Students with multiple records

10. 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, the selection method is described in paragraph 19.

CENSUS (Column T)

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

Value	Description	Definition
DEC	December 2020 survey	LEARNACTENDDATE ≥ 1 August 2019 and LEARNACTENDDATE ≤ 31 October 2019
MAR	March 2021 survey	LEARNACTENDDATE ≥ 1 November 2019 and LEARNACTENDDATE ≤ 31 January 2020
JUN	June 2021 survey	LEARNACTENDDATE ≥ 1 February 2020 and LEARNACTENDDATE ≤ 30 April 2020
SEP	September 2021 survey	LEARNACTENDDATE ≥ 1 May 2020 and LEARNACTENDDATE ≤ 31 July 2020
Blank	Otherwise	Otherwise

CONTPREF_RUI1, CONTPREF_RUI2 (Columns Z-AA)

12. 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)

13. 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	OFSFUNDAIM = 0 or OFSQAIM = FE, OTHHE_Q, OTHL4_CC, OTHL4_Q, OTHL4_U, OTHL5_CC, OTHL5_Q, OTHL5_U, OTHL6_CC, OTHL6_Q, OTHL6_U, OTHL7_CC, OTHL7_Q, FDBC
0	Otherwise	Otherwise

GOEXCL2 (Column O)

14. 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)

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

Value	Description	Definition
1	Expected end date not in survey cohort	LEARNACTENDDATE ≤ 31 July 2019 or LEARNACTENDDATE ≥ 1 August 2020 or LEARNACTENDDATE= BLANK
0	Otherwise	Otherwise

GOEXCL8 (Column Q)

16. 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)

17. This field indicates that the student is excluded as they are not to be contacted - learner has died.

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)

18. 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, lowest value of NUMHUS and lowest value of AIMSEQNUMBER.

GOEXCL (Column M)

19. This field indicates whether the student is included in the 2019-20 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

20. GOEXCL is calculated as $(1 \times \text{GOEXCL1}) + (2 \times \text{GOEXCL2}) + (4 \times \text{GOEXCL4}) + (8 \times \text{GOEXCL8}) + (16 \times \text{GOEXCL16}) + (32 \times \text{GOEXCL32})$. 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)

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

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

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

TTCID (Column AE)

23. 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 '2019-20 ILR data checking tool: Classifying learning aims technical document' (available via: www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2019-20-ilr-data-checking-tool/).

OFSQAIM (Column AC)

24. This field allocates aims to broad categories of higher education. For a full definition of this field please refer to '2019-20 ILR data checking tool: Classifying learning aims technical document' (available via: www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2019-20-ilr-data-checking-tool/).

GOQAIM (Column AB)

25. This field indicates whether a student is studying a qualification aim eligible for the Graduate Outcomes survey. If the qualification aim is not eligible then a GOQAIM of 'OTHER' will be used.

Value	Description	Definition
FIRST ENHANCED MASTER	Learner is studying a qualification aim eligible for the Graduate Outcomes survey	GOQAIM=OFSQAIM

<p>HIGHER DIPHE PGCE CERTED FOUDEG FDBC HIGHCERT DTLLS DET PGDIP HNC HND CET PTLLS</p>		
<p>OTHER</p>	<p>Learner is studying a qualification aim that is not eligible for the Graduate Outcomes survey</p>	<p>OFSQAIM not in the list specified above</p>



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