

Office for
Students



2019-20 ILR data checking tool: Quality control data summary

**Technical algorithms and rebuild
instructions**

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Summary

1. This document describes the quality control data summary files generated by the 2019-20 Individualised Learner Record (ILR) data checking tool and the algorithms used to generate the data summary tables. Throughout the document, fields taken or derived from the ILR are shown in capitals
2. The quality control data summary is formed of two files. These are:
 - a. The quality control data summary workbook 'QC19_DCT_100XXXXX.xlsx'.
 - b. The quality control data individualised file 'QC19_DCT_100XXXXX_IND.csv'.
3. 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 made available.
4. The algorithms applied to the ILR data to create the figures in the quality control (QC) workbook are provided within this document. It also includes the instructions that allow providers to rebuild the quality control data summary tables from the individualised file provided. 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 to 2020' to hand when using this document.¹
5. The quality control data summary identifies fields taken from the ILR that are used across the Office for Students in the construction of analytical measures. These are fields that classify a student's background or other characteristics for use in quality and institutional performance measures. Some fields are also used to assign students to groups used when performing regulatory and funding calculations.
6. This document lists the fields used to build the data summary tables, which are either taken directly from the ILR return or derived from them. Some of the derived fields used within this output are also used in the construction of OfS institutional performance measures² and are prefixed with 'IP'. The algorithms used to derive these fields are documented in the institutional performance measures core algorithms document (available on the OfS website via www.officeforstudents.org.uk/data-and-analysis/institutional-performance-measures/technical-documentation/). The remaining derived fields that do not feature within the core algorithms document are described here. In addition, the field APPRDISABLE is used in the construction of algorithms for analysing apprenticeship data. The algorithm for deriving this fields is given in the derived fields section of the '2019-20 ILR data checking tool: Higher education level apprenticeship data summary' (available via: www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2019-20-ilr-data-checking-tool/).
7. This data summary is provided to help identify potential errors and reduce the numbers of key fields within ILR data that have unknown values, issues with continuity, issues with credibility, or have student characteristics unpopulated, all of which will affect our uses of the data.

¹ Available from the Education and Skills Funding Agency via <https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2019-to-2020>

² See www.officeforstudents.org.uk/data-and-analysis/institutional-performance-measures/

Figures from 2018-19 ILR have been re-calculated using the 2019-20 algorithms described in this and associated documents, and are included in the workbook file to illustrate year on year changes in absolute numbers and proportions.

- This document also contains a description of the algorithms used to create the entry population (see paragraphs 36-40) on the Discover Uni website, our new resource for supporting prospective student decision making which replaces Unistats. Along with the other student characteristic information described below, you can use the Discover Uni population marker and the algorithms provided to preview a close approximation of the entry metric for any relevant courses submitted. These markers have been included in this output to reduce the number of different outputs created for each provider.

Quality control (QC) data summary workbook

- The quality control workbook can be accessed from the OfS portal³. The Excel workbook QC19_DCT_100XXXXX.xlsx (where 100XXXXX is the UK Provider Reference Number (UKPRN) for the provider) contains the following worksheets:

Table 1: Excel workbook ‘QC19_DCT_100XXXXX.xlsx’

Worksheet*	Title
Coversheet	Title page
Unknown	Summary of records where key fields result in unknown values
Demographics – Student	Student headcounts for a series of cross-sections relating to student characteristics
Demographics – course	Student headcount for a series of cross-sections relating to courses
Demographics - Unistats	Student headcounts for each Unistats-eligible course
Demographics - Providers	Student headcounts for each teaching provider
Credibility	Summary of records relating to potentially incorrect patterns within this year’s data
Continuity	Student headcounts relating to potentially incorrect patterns between this year’s data and last year’s data

* This worksheet reference corresponds to the spreadsheet tabs.

³ Full details of how to access this file are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/)

Using the individualised file

10. Full details about accessing the individual file can be found on the OfS website⁴. When working through this document it is necessary to use the individualised file, QC19_DCT_100XXXXX_IND.csv, where 100XXXXX is the UKPRN for the provider. This will show the allocation of students to cells within the tables in the summary workbook (QC_DCT_100XXXXX.xlsx). Fields prefixed with 'IP', 'QC' or 'OFS' are derived, all others are taken directly from the Individualised Learner Record (ILR) or Learning Aim Reference Service (LARS).
11. The individualised files each contain one record for each instance of higher education level study in a subject area in the latest academic year. For example, a student who is studying for a first degree in biology in 2019-20 will have one record for that instance and will count as one full-person equivalent (FPE = 100; a headcount measure). A student who is studying a joint course first degree with equal proportions of mathematics and physics in 2019-20 will have two records for that instance; one for each subject area, with each assigned an FPE of 50 (their single headcount for the instance being apportioned across the subject areas according to the proportion of the course that relates to each subject they are studying).

ILR fields used in the quality control tables

12. Only certain fields, detailed in Table 2, were used to generate the quality control figures. Fields taken from the ILR return or derived as part of the comparison tables are shown in capitals using the names given in Tables 2 and 3 respectively.

⁴ Full details of how to access this file are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/)

Table 2: Fields used in the quality control tables

Name	Description	Dataset
AIMSEQNUMBER	Learning aim data set sequence	ILR
DATEOFBIRTH	Date of birth	ILR
DOMICILE	Country of domicile	ILR
ETHNICITY	Ethnicity	ILR
GROSSFEE	Gross tuition fee	ILR
HEPOSTCODE	Higher education centre location postcode	ILR
LDCS_CO1, LDCS_CO2, LDCS_CO3	Learning directory classification system codes	LARS
LEARNACTENDDATE	Learning actual end date	ILR
LEARNAIMREF	Learning aim reference	ILR
LEARNAIMREFTITLE	Learning aim reference title	LARS
LEARNFAM_DLA	Learner is in receipt of Disabled Students' Allowances	ILR
LEARNPLANENDDATE	Learning end date	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 of study	ILR
NETFEE	Net tuition fee	ILR
NUMHUS [†]	Student instance identifier	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-CO3 subject	ILR
PCOLAB	Percentage not taught by this institution	ILR
POSTCODEPRIOR	Postcode prior to enrolment	ILR
QUAL_TIT	Learning aim title	LARS
QUAL_TYP	Learning aim type	LARS
QUALENT3	Qualification on entry	ILR
SEC	Socioeconomic indicator	ILR
SOC2000	Occupation code	ILR
SSN	Student Support Number	ILR
STULOAD	Student instance full-time equivalence (FTE)	ILR
TYPEYR	Type of instance year	ILR
UCASAPPID	UCAS application code	ILR
UKPRN	UK provider reference number	ILR
ULN [†]	Unique learner number	ILR

Name	Description	Dataset
WITHDRAWREASON	Withdrawal reason	ILR
YEARSTU	Year of student on this instance	ILR

† These fields are not used in the quality control calculations but are included in the individualised file to allow easy identification of students.

Derived fields used to create quality control tables

13. Here we give details of the derived fields in the individualised file. These fields are used to build the key dimensions of the quality control tables.

Table 3: Quality control derived fields

Derived field name	Description	Paragraph
APPRDISABLE	Disability	N/A
IPAGEBAND	Age band	N/A
IPDISABLETYPE	Disability type	N/A
IPETHNIC	Ethnicity	N/A
IPFPE	Full person equivalent	N/A
IPMODE	Mode of study	N/A
IPSBJ_CA2	Common Aggregation Hierarchy 2 (CAH2) subject code	N/A
IPSBJ_CA3	Common Aggregation Hierarchy 3 (CAH3) subject code	N/A
OFSQAIM†	Recognised higher education qualification aim	N/A
QCAYDAYSSTUDIED	Number of days studied within academic year	15
QCDEGCLASS	Degree classification	20
QCDEGCLASSPOP	Inclusion in population for degree classification	19
QCDOM	Domicile	21
QCDSA	Disabled Students' Allowances	22
QCENDDATE	End date	14
QCENTQUALGRP	Highest qualification on entry	23
QCINVALID_LDCS	Flag for invalid Learn Direct code	25
QCINVALID_LDCSLEN	Flag for Learn Direct code length one	27
QCLDCS	Learn Direct codes	24
QCLEVEL	Level of study, broad categories	17
QCLEVEL_DETAIL	Level of study	16
QCOMMITTED	Flag for omitted student instances	28
QCPCOLAB_FLAG	Flag for PCOLAB missing or less than five	29
QCPOSTCODE	Postcode prior to enrolment	30
QCTOPLEVEL	Level of study, broadest categories	18
QCUNBALANCED_FPE	Course FPE percentages do not sum to 100	31
QCUNMATCHED_LDCS_PC	Flag for unmatched LDCS percentage	33
QCYEARSTUINCR	Flag for year of study incrementing	35

† 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-ilor-data-checking-tool/).

QCENDDATE

14. This field derives an end date matching to the LEARNACTENDDATE or setting as the maximum end date of 31 July 2020.

QCAYDAYSSTUDIED

15. This field determines the number of days studied in the 2019-20 academic year, calculated as the numbers of days between QCENDDATE and either 1 August 2019 or LEARNSTARTDATE, whichever is latest.

QCLEVEL_DETAIL

16. This field classifies qualification aims into specific levels of study.

Value	Description	Definition
HNC	HNC	OFSQAIM = HNC
HND	HND	OFSQAIM = HND
FOU	Foundation degree	OFSQAIM = FOUDEG
UGDIP	Undergraduate diploma	OFSQAIM = DIPHE, DTLLS, DET
FDBC	Foundation degree bridging course	OFSQAIM = FDBC
OUG	Other undergraduate	OFSQAIM = CERTED, UNICERT, CET, CTLLS, PTLLS, HIGHCERT, OTHL4_Q, OTHL4_CC, OTHL4_U, OTHL5_Q, OTHL5_CC, OTHL5_U, OTHL6_Q, OTHL6_CC, OTHL6_U, OTHHE_Q, OTHHE_CC, OTHHE_U
DEG	First degree	OFSQAIM = FIRST
INTM	Integrated masters	OFSQAIM = ENHANCED
PGCE	PGCE	OFSQAIM = PGCE
OPGT	Other postgraduate taught	OFSQAIM = PGDIP, PGCERT, OTHL7_Q, OTHL7_CC, OTHL7_U, OTHL8_Q, OTHL8_CC, OTHL8_U
PGTM	Postgraduate taught masters	OFSQAIM = MASTER
PHD	PhD and MPhil	OFSQAIM = HIGHER
OTHER	Further education	OFSQAIM = FE

QCLEVEL

17. This field classifies qualification aims into broad levels of study.

Value	Description	Definition
OUG	Other undergraduate	QCLEVEL_DETAIL = OUG, FOU, HND, HNC, UGDIP, FDBC and not above
DEG	First degree	QCLEVEL_DETAIL = DEG, INTM and not above
PG	Postgraduate	QCLEVEL_DETAIL = PHD, PGTM, PGCE, OPGT and not above
OTHER	Other	Otherwise

QCTOPLEVEL

18. This field classifies qualification aims into the broadest levels of study.

Value	Description	Definition
UG	Undergraduate	QCLEVEL = OUG or DEG
PG	Postgraduate	QCLEVEL = PG
OTHER	Other	Otherwise

QCDEGLASSPOP

19. This field indicates whether a student is a first degree qualifier.

Value	Description	Definition
1	In the population	QCLEVEL = DEG and OUTCOME = 1
0	Not in the population	Otherwise

QCDEGCLASS

20. This field indicates the degree classification awarded to first degree students.

Value	Description	Definition
FIRST	First class honours degree	QCDEGCLASSPOP = 1 and OUTGRADE = FI
2_1	Upper second class honours degree	QCDEGCLASSPOP = 1 and OUTGRADE = SU
DIST	Distinction	QCDEGCLASSPOP = 1 and OUTGRADE = DS, DS*
MER	Merit	QCDEGCLASSPOP = 1 and OUTGRADE = ME
PASS	Pass	QCDEGCLASSPOP = 1 and OUTGRADE = PA
OTH_HONOURS	Other classifications of honours degree	QCDEGCLASSPOP = 1 and OUTGRADE = SL, SE, TH, FO
UNCLASS	Unclassified awards after following an honours degree	QCDEGCLASSPOP = 1 and OUTGRADE ≠ BLANK and not above
UNKNOWN	Unknown classification	QCDEGCLASSPOP = 1 and OUTGRADE = BLANK and not above

QCDDOM

21. This field indicates whether the student is domiciled in the UK, other EU countries or elsewhere.

Value	Description	Definition
E	England	DOMICILE = XF or (DOMICILE = XJ, XK, GB and (POSTCODEPRIOR is in England or POSTCODEPRIOR = BLANK or POSTCODEPRIOR begins ZZ))
OUK	UK, except England	DOMICILE = XG, XH, XI, XJ, XK, GB and not above
OEU	Other EU	DOMICILE = AI, AN, AQ, AT, AW, AX, BE, BG, BL, BM, BQ, CH, CW, CY, CZ, DE, DK, EE, ES, EU, FI, FK, FO, FR, GF, GI, GL, GP, GR, GS, HR, HU, IC, IE, IO, IS, IT, KY, LI, LT, LU, LV, MF, MQ, MS, MT, NC, NL, NO, PF, PL, PM, PN, PT, RE, RO, SE, SH, SI, SK, SX, TC, TF, VG, WF, XA, XD, XE, YT
UNKNOWN	Unknown domicile	DOMICILE = ZZ, BLANK
OTHER	Not EU	Otherwise

QCDSA

22. This field indicates whether the student is in receipt of Disabled Students' Allowances (DSA).

Value	Description	Definition
Y	The student is in receipt of DSA	LEARNFAM_DLA = 1
N	The student is not in receipt of DSA	Otherwise

QCENTQUALGRP

23. This field contains the broad grouping of the student's highest qualification on entry.

Value	Description	Definition
HEPG	Higher education: Postgraduate level	QUALENT3 = DUK, DZZ, D80, M41, M44, M71, M80, M90, MUK, MZZ, H71
HEFD	Higher education: First degree level	QUALENT3 = M2X, H11, HUK, HZZ, JUK
HEOUG	Higher education: Other undergraduate level	QUALENT3 = H80, J10, J20, J30, J48, J80, C20, C30, C44, C80, C90
BACC	Baccalaureate	QUALENT3 = P62, P63
LEV3	Other Level 3 qualifications	QUALENT3* = P (excluding P62, P63)
FOUND	Foundation course	QUALENT3 = J49
ACCESS	Access course	QUALENT3 = X00, X01
NONE	No formal qualifications	QUALENT3 = X02, X03, X05
OTHERS	Other qualifications (unknown level, or below Level 3)	QUALENT3* = Q, R, X04
UNKNOWN	Unknown qualifications	Otherwise

* The first character of QUALENT3 is used.

QCLDCS

24. This field shows the Learn Direct codes that have been assigned to the student's programme of study. This directly maps from LDCS_CO1, LDCS_CO2, and LDCS_CO3.

QCINVALID_LDCS

25. This field indicates whether any of the Learn Direct codes assigned to the student's programme of study are missing, not recognised or correspond to a generic Joint Academic Coding of Subjects (JACS) code.

Value	Description	Definition
1	LDCS code is missing, not recognised or generic	QCLDCS = BLANK or IPJACS in (Y000, BLANK)
0	Otherwise	Otherwise

26. Note: If one record in the individualised file has QCINVALID_LDCS = 1, then all other subject areas with the same learning aim and learner will also have QCINVALID_LDCS = 1. This is to ensure that the student headcounts shown in the data summary tables correspond to whole numbers of students.

QCINVALID_LDCSLEN

27. This field indicates whether any of the Learn Direct codes assigned to the student's programme of study are of length one.

Value	Description	Definition
1	LDCS code is length 1	LDCS_CO1-3 is length 1
0	Otherwise	Otherwise

QCOMMITTED

28. This field indicates whether the row in the individualised file (QC19_DCT_100XXXXX_IND.csv) is a higher education student from 2018-19, not recorded as finishing and not present in the 2019-20 dataset.

Value	Description	Definition
1	Omitted from 2019-20 data	LEARNACTENDDATE is missing in the 2018-19 data and the student instance (LEARNREFNUMBER, LEARNAIMREF) is missing in the 2019-20 data
0	Otherwise	Otherwise

QCPCOLAB_FLAG

29. This field shows whether a student that is being taught at a partner organisation has spent less than five percent of the year being taught at an institution other than the returning provider.

Value	Description	Definition
1	PARTNERUKPRN is returned with PCOLAB less than 5	PARTNERUKPRN not in (0, BLANK) and PCOLAB < 5
0	Otherwise	Otherwise

QCPOSTCODE

30. This field shows the postcode prior to enrolment.

Value	Description	Definition
UNKNOWN	Unknown postcode	POSTCODEPRIOR = BLANK or (POSTCODEPRIOR = ZZ999ZZ and QCDOM = OUK, E)
KNOWN	Known postcode	Otherwise

QCUNBALANCED_FPE

31. This field indicates whether the taught percentages assigned to the subject areas of study for a student sum to one hundred percent.

Value	Description	Definition
1	The taught percentages for a student do not sum to 100%	(PCFLDCS + PCSLDCS + PCTLDCS) not in range 99.5 to 100.5
0	Otherwise	Otherwise

32. Note: If one record in the individualised file has QCUNBALANCED_FPE = 1, then all other subject areas with the same learning aim and learner will also have QCUNBALANCED_FPE = 1. This is to ensure that the student headcounts shown in the data summary tables correspond to whole numbers of students.

QCUNMATCHED_LDSC_PC

33. This field indicates whether any of the Learn Direct codes assigned to the student's programme of study are missing a corresponding taught percentage, or vice-versa.

Value	Description	Definition
1	An LDSC code is returned without a taught percentage, or a taught percentage is returned without an LDSC code	(QCLDSC = BLANK and IPFPE > 0) or (QCLDSC ≠ BLANK and IPFPE = BLANK)
0	Otherwise	Otherwise

34. Note: If one record in the individualised file has QCUNMATCHED_LDSC_PC = 1, then all other subject areas with the same learning aim and learner will also have QCUNMATCHED_LDSC_PC = 1. This is to ensure that the student headcounts shown in the data summary tables correspond to whole numbers of students.

QCYEARSTUINCR

35. This field indicates whether the year of study for higher education students has incremented.

Value	Description	Definition
1	The year of study increments	YEARSTU in the 2019-20 data is one more than the YEARSTU in the 2018-19 data for the same student instance (LEARNREFNUMBER, LEARNAIMREF), where LEARNACTENDDATE is missing in the 2018-19 data and LEARNACTENDDATE is either missing in the 2019-20 data or greater than or equal to the anniversary of the LEARNSTARTDATE.
0	The year of study does not increment	Otherwise

Discover Uni

Description of derived fields used in Discover Uni metrics

36. Discover Uni is the name of our new resource to support prospective student decision making which has replaced Unistats. For consistency with previous years we have continued to label the variables 'UNISTATS_'. Here we give details of two derived fields in the individualised file.⁵ These fields are used to build the key dimensions of the Discover Uni tables.

Table 4: Quality control derived fields

Derived field name	Description	Paragraph
UNISTATS_FYEAR	Student in first year of study	39
UNISTATS_ENTPOP	Student is included in Unistats entry population	40

37. Below you will find a description of the algorithm used to create the population for the entry population (UNISTATS_ENTPOP) metric used on the Discover Uni website. Along with the other student characteristic information described above, you can use these population markers and the algorithms provided to preview a close approximation of this metric for any relevant courses submitted. The entry population can be used with QCENTQUALGRP to create the mix of entry qualifications for a course. You can also use the IPSBJ_CAH1/2/3 fields to see which subject areas your courses could aggregate with on Discover Uni using the Common Aggregation Hierarchy subject groupings.

38. The population markers have been included in the individualised file named QC19_DCT_100XXXXX_IND.csv (where 100XXXXX is your provider's UKPRN) which can be found in your results package to allow you to examine how our algorithms would apply to the data you have submitted.⁶

⁵ The individualised file, QC19_DCT_100XXXXX_IND.csv, downloadable from the OfS portal (see www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/).

⁶ Full details of how to access this file are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/).

UNISTATS_FYEAR

39. This field indicates whether the student is in the first year of their learning aim.

Value	Description	Definition
1	Student is in the first year of their learning aim	LEARNSTARTDATE > 31 July 2019 and LEARNSTARTDATE < 1 August 2020
0	Otherwise	Otherwise

UNISTATS_ENTPOP

40. This field indicates whether the student is included in the Unistats entry population.

Value	Description	Definition
1	Student is in the entry table	QCLEVEL ≠ (OTHER, PG) and QCLEVEL_DETAIL ≠ HNC and UNISTATS_FYEAR = 1 and STULOAD ≠ BLANK
0	Otherwise	Otherwise

Quality control data summary: rebuild instructions

41. The following sections of this document detail how to rebuild the populations of students found in the tables of the quality control data summary workbook (as listed in Table 1) using the associated individualised files.⁷

- a. Workbook file named 'QC19_DCT_100XXXXX.xlsx' and the individualised file named 'QC19_DCT_100XXXXX_IND.csv', where 100XXXXX is your provider's UKPRN.

Coversheet

42. The coversheet shows how many data verification queries (DVQs) have been raised for each type of check in the quality control output.

- a. Note: The demographics checks will always show 1, asking that you confirm that the numbers look accurate.

Demographics sheets

43. To rebuild the FPE in the demographics quality control summary tables, apply the following filters to the individualised files:

- a. Restrict the data to 2019-20 students, by applying the filter QCOMMITTED = BLANK.
- b. Constrain to the mode of study:
 - i. Full-time: IPMODE = FT.
 - ii. Part-time: IPMODE = PT.
- c. For all demographics tables, excluding the Level of Study table within Demographics – Course, filter to the level of study:
 - i. Undergraduate: QCTOPLEVEL = UG.
 - ii. Postgraduate: QCTOPLEVEL = PG.
- d. Then filter to the rebuild variable(s) listed in the table header of the summary workbook.
 - i. Note that in the Demographics – Providers sheet the lead provider's PARTNERUKPRN = 0.
- e. Once all the required filters have been applied the headcount is returned by summing the values in the IPFPE column and dividing by 100.

⁷ Full details of how to access the quality control data summary tables and associated individualised files are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/).

Other sheets

44. To rebuild the FPE in the Unknown, Credibility and Continuity Quality Control summary tables, apply the following filters to the individualised files:
 - a. Restrict the data to 2019-20 students, by applying the filter QCOMMITTED = BLANK.
 - b. Then filter to the rebuild algorithm listed in the table row of the summary workbook.
 - c. Once all the required filters have been applied the headcount is returned by summing the values in the IPFPE column and dividing by 100.
 - d. To calculate the percentage that the records represent, divide the sum of IPFPE after filtering by the sum of IPFPE before filtering.
45. To rebuild the number of records for the failed continuity check, clear all filters and restrict to QCOMMITTED = 1. This will show the LEARNREFNUMBER and the LEARNAIMREF for each omitted student instance.



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www.nationalarchives.gov.uk/doc/open-government-licence/version/3/