

Appendix 4: Comparison tables

1. This appendix describes the content of the comparison tables on the 'Comparison 1' (Tables A to D), 'Comparison 2' (Tables E to H) and 'Comparison 3' (Table I and J) worksheets of the HESES19 workbook, and lists the criteria that determine cell highlighting in these tables.
2. A cell will be highlighted when it contains a value that has passed a pre-determined threshold set by the OfS. If the cause of cell highlighting cannot be identified, providers should email us for guidance at heses@officeforstudents.org.uk.
3. The highlighting built into the comparison tables is intended to help providers check data prior to submission by identifying values that are unusual or unexpected. As well as querying any values identified by the comparison tables, we may also query other significant changes or inconsistencies.
4. The results from the comparison tables are summarised on the 'Information' worksheet. Where a submitted workbook has a value highlighted in a comparison table, providers must explain why the associated data is credible. Such explanations are part of the submission process and should be emailed to dataverification@officeforstudents.org.uk by noon on the date of the submission deadline to inform the subsequent data verification process.
5. As we release updates to the workbook during the submission period, additional highlighting may appear. Please ensure that you review your HESES19 return after each update. See Appendix 1 for information regarding updates to the workbook.
6. Once the submission deadline has passed, the results from the comparison tables and any explanations given by the provider will be used by OfS staff to assess whether the data is reasonable. Providers may be asked to provide additional information, or to correct data, in response to this assessment during the data verification period. 'Completing the HESES19 workbook' document¹ provides more information on the data verification process.
7. The HESES19 workbook also includes a series of validation checks and credibility checks which help to ensure that incorrect data is not submitted. The validation checks are described in Appendix 2 and the credibility checks are described in Appendix 3.

Data sources

8. The comparison tables summarise data from several sources. For further education colleges, sixth forms and academies these are:
 - **HEIFES17:** This data is taken from the HEIFES17 workbook submitted at the start of the 2017-18 academic year.
 - **2017-18 ILR:** This data is available in the latest HEIFES17 comparison workbook 'HEF17_HXXXXXXXXX.xlsx', where XXXXXXXXX is the UK Provider Reference Number (UKPRN) for your provider.

¹ Available at www.officeforstudents.org.uk/data-and-analysis/data-collection/heses/.

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- **HEIFES18:** This data is taken from the HEIFES18 workbook submitted at the start of the 2018-19 academic year. If this data is not available, this column will be greyed out and no comparisons will be made.
- **2018-19 ILR:** This is 2018-19 data processed by the 2018-19 ILR data checking tool, where available; if the data is not available, this column will be greyed out and no comparisons will be made.
- **HESES19:** This data is taken from the relevant tables of the HESES19 workbook.

For all other providers these are:

- **HESES17:** This data is taken from the relevant HESES17 workbook submitted at the start of the 2017-18 academic year.
- **2017-18 HESA:** This data is available in the latest HESES18 comparison workbook 'HES17_HXXXXXXXXX.xlsx', where XXXXXXXXX is the UK Provider Reference Number (UKPRN) for your provider.
- **HESES18:** This data is taken from the relevant HESES18 workbook submitted at the start of the 2018-19 academic year. If the data is not available, this column will be greyed out and no comparisons will be made.
- **2018-19 HESA:** This is 2018-19 data processed by the 2018-19 HESA Student data checking tool, where available; if the data is not available, this column will be greyed out and no comparisons will be made.
- **HESES19:** This data is taken from the relevant tables of the HESES19 workbook.

For the purpose of the workbook, previous years' data will be shown using the headings HESA/ILR and HESES/HEIFES.

Cell highlighting

9. Each comparison table description in this appendix includes a table which provides information on cell highlighting. For each comparison, this table describes: the data compared; the criteria for highlighting; and the columns that are highlighted when the criteria are met.
10. The colour of the cell in the third column reflects the colour of the highlighting in the comparison table. Yellow highlighting indicates a substantial change between HESES18 and HESES19 (if HESES/HEIFES18 data is available for further education colleges, sixth form and academies this will be the HEIFES18 data), and orange highlighting indicates a substantial change between 2018-19 HESA/ILR and HESES19 (if 2018-19 HESA/ILR data is available). Where there are substantial changes for both comparisons, the cell will be highlighted orange. Highlighting may also appear as a result of comparisons with data from other sources.

Table A: Total countable years of instance split by fundability status in 2017-18, 2018-19 and 2019-20

11. This table summarises the following information from Tables 1, 2 and 3 and splits the years of instance and FTEs in Table A by fundability status (Fundable; Non fundable; Island and overseas).

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- a. Total countable years of instance, from Columns 1 and 2;
- b. Total estimated completed years of instance, from Column 4;
- c. Total estimated FTE, from Column 4a (Column 4a = Column 4 for Table 1, Column 4a = 0.5 × Column 4 for Table 2 and Column 4a = Column 4a for Table 3).

12. Data is summarised for: 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

13. The table shows the proportion (as a percentage) of the total which is contributed by each fundability status, and the change in proportion (i.e. the percentage point difference) between:

- a. HESES/HEIFES18 and 2018-19 HESA/ILR;
- b. HESES/HEIFES18 and HESES19;
- c. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change in proportion of more than 4 percentage points and values differ by more than 5	Change in proportion between HESES/HEIFES18 and HESES19
	HESES19 = 0 and HESES/HEIFES18 > 5 , or vice versa	HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change in proportion of more than 4 percentage points and values differ by more than 5	Change in proportion between 2018-19 HESA/ILR and HESES19
	HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR and HESES19

14. Percentage changes are shown between the Totals for:

- a. 2017-18 HESA/ILR and 2018-19 HESA/ILR;
- b. HESES/HEIFES18 and HESES19;
- c. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change of more than 10% and values differ by more than 50	Percentage change between HESES/HEIFES18 and HESES19
	Change of more than 50% and values differ by more than 10	Percentage change between HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change of more than 10% and values differ by more than 50	Percentage change between 2018-19 HESA/ILR and HESES19
	Change of more than 50% and values differ by more than 10	Percentage change between 2018-19 HESA/ILR and HESES19

Table B: Fundable FTEs split by mode in 2017-18, 2018-19 and 2019-20

15. This table splits the fundable FTEs by mode (Full-time; Sandwich year out; Part-time).

16. Data is summarised for: 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

17. Percentage changes are shown between:

- a. 2017-18 HESA/ILR and 2018-19 HESA/ILR;
- b. HESES/HEIFES18 and HESES19;
- c. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Full-time: Change of more than 10% and values differ by more than 50	Percentage change between HESES/HEIFES18 and HESES19
	Sandwich year out and part-time: Change of more than 20% and values differ by more than 50	Percentage change between HESES/HEIFES18 and HESES19
	All modes: Change of more than 50% and values differ by more than 10	Percentage change between HESES/HEIFES18 and HESES19
	All modes: HESES19 = 0 and HESES/HEIFES18 > 5 , or vice versa	HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Full-time: Change of more than 10% and values differ by more than 50	Percentage change between 2018-19 HESA/ILR and HESES19
	Sandwich year out and part-time: Change of more than 20% and values differ by more than 50	Percentage change between 2018-19 HESA/ILR and HESES19
	All modes: Change of more than 50% and values differ by more than 10	Percentage change between 2018-19 HESA/ILR and HESES19
	All modes: HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR and HESES19

Table C: Fundable FTEs split by level in 2017-18, 2018-19 and 2019-20

18. This table splits the fundable FTEs by level (UG; PGT (UG fee); PGT (Masters' loan); PGT (Other)).

19. Data is summarised for: 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

20. Percentage changes are shown between:

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- a. 2017-18 HESA/ILR and 2018-19 HESA/ILR;
- b. HESES/HEIFES18 and HESES19;
- c. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change of more than 10% and values differ by more than 100	Percentage change between HESES/HEIFES18 and HESES19
	Change of more than 50% and values differ by more than 20	Percentage change between HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change of more than 10% and values differ by more than 100	Percentage change between 2018-19 HESA/ILR and HESES19
	Change of more than 50% and values differ by more than 20	Percentage change between 2018-19 HESA/ILR and HESES19

Table D: Fundable FTEs split by price group in 2017-18, 2018-19 and 2019-20

21. This table splits the fundable FTEs by price group (A; B; C1; C2; D).

22. Data is summarised for: 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

23. The table shows the proportion (as a percentage) of the total FTE which is contributed by each price group, and the change in proportion (i.e. the percentage point difference) between:

- a. HESES/HEIFES18 and HESES19;
- b. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change in proportion of more than 10 percentage points and values differ by more than 10	Change in proportion between HESES/HEIFES18 and HESES19
	Change in proportion of more than 3 percentage points and values differ by more than 250	Change in proportion between HESES/HEIFES18 and HESES19
	HESES19 = 0 and HESES/HEIFES18 > 5 , or vice versa	HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change in proportion of more than 10 percentage points and values differ by more than 10	Change in proportion between 2018-19 HESA/ILR and HESES19
	Change in proportion of more than 3 percentage point and values differ by more than 250	Change in proportion between 2018-19 HESA/ILR and HESES19
	HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR and HESES19

Table E: Percentage of fundable non-completions

24. The data in this table is sourced from 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.
25. The table summarises the following information from Tables 1 and 3, split by mode (Full-time; Part-time) and level (UG; PGT, i.e. the sum of PGT (UG fee), PGT (Masters' loan) and PGT (Other)):
- Countable years of instance, from Columns 1 and 2;
 - Forecast of years of instance not completed, from Column 3.
26. The table shows the percentage of non-completions for each source of data, and the difference in percentage of non-completions between:
- 2017-18 HESA/ILR and HESES19;
 - HESES/HEIFES18 and HESES19;
 - 2018-19 HESA/ILR and HESES19.
27. For 2017-18 HESA/ILR and 2018-19 HESA/ILR, the number of students assigned a FUNDCOMP value of 3 in the HESES/HEIFES17 comparison and the HESES/HEIFES18 comparison are displayed. This shows the number of students who have an unknown completion status.

Data compared	Criteria	Columns highlighted
HESES19 vs. 2017-18 HESA/ILR	Change in percentage of non-completions of more than 3 percentage points and HESES19 Columns 1+2 \geq 50	Percentage point difference between 2017-18 HESA/ILR and HESES19
HESES19 vs. HESES/HEIFES18	Change in percentage of non-completions of more than 3 percentage points and HESES19 Columns 1+2 \geq 50	Percentage point difference between HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change in percentage of non-completions of more than 3 percentage points and HESES19 Columns 1+2 \geq 50	Percentage point difference between 2018-19 HESA/ILR and HESES19

Table F: Proportion of fundable FTEs recorded as long

28. The data in this table is sourced from HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.
29. The table summarises the following information from Tables 1 and 3, split by price group (A; B; C1; C2; D), mode (Full-time; Part-time) and level (UG; PGT, i.e. the sum of PGT (UG fee), PGT (Masters' loan) and PGT (Other)):
- Total fundable FTE, from Column 4 of Table 1 or Column 4a of Table 3;
 - Fundable FTE for long years of instance, from Column 4 of Table 1 or Column 4a of Table 3.

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30. The table shows the proportion (as a percentage) of the total FTE which is contributed by long years of instance, and the change in proportion (i.e. the percentage point difference) between:

- a. HESES/HEIFES18 and HESES19;
- b. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change in proportion of more than 5 percentage points and long FTEs differ by more than 10	Percentage point difference between HESES/HEIFES18 and HESES19
	HESES19 long FTEs = 0 and HESES/HEIFES18 long FTEs > 5 , or vice versa	HESES/HEIFES18 long FTEs and HESES19 long FTEs
HESES19 vs. 2018-19 HESA/ILR	Change in proportion of more than 5 percentage points and long FTEs differ by more than 10	Percentage point difference between 2018-19 HESA/ILR and HESES19
	HESES19 long FTEs = 0 and 2018-19 HESA/ILR long FTEs > 5 , or vice versa	2018-19 HESA/ILR long FTEs and HESES19 long FTEs

Table G: Home and EU undergraduate years abroad

31. The data in this table is sourced from 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

32. The table summarises the following information from Table 4, split by type of year abroad (Outgoing Erasmus+ year abroad; Outgoing year abroad outside the Erasmus+ programme), fundability status (Fundable; Non-fundable) and mode (Full-time; Sandwich year out):

- a. Countable years of instance, from Columns 1 and 2.

33. Percentage changes are shown between:

- a. 2017-18 HESA/ILR and 2018-19 HESA/ILR;
- b. HESES/HEIFES18 and HESES19;
- c. 2018-19 HESA/ILR and HESES19.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change of more than 20% and values differ by more than 15	Percentage change between HESES/HEIFES18 and HESES19
	HESES19 = 0 and HESES/HEIFES18 > 5 , or vice versa	HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change of more than 20% and values differ by more than 15	Percentage change between 2018-19 HESA/ILR and HESES19
	HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR and HESES19

Table H: Proportion of new entrants

34. The data in this table is sourced from HESES/HEIFES17, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.
35. The table summarises the following information from Table 5, split by mode (Full-time and sandwich year out; Part-time), level (UG; PGT, i.e. the sum of PGT (UG fee), PGT (Masters' loan) and PGT (Other)) and domicile (Home and EU, i.e. fundable and non-fundable; Island and overseas):
- a. Countable years of instance, from Section A, Columns 1 and 2 (Column 1 for HESES/HEIFES17);
 - b. New entrants, from Section B (Column 2 for HESES/HEIFES17).
36. The table shows the proportion (as a percentage) of the years of instance which is contributed by new entrants.
37. Percentage differences between counts of years of instance and between counts of new entrants are shown for:
- a. HESES/HEIFES18 and HESES19;
 - b. 2018-19 HESA/ILR and HESES19.
38. The table also shows changes in the proportion of new entrants (i.e. the percentage point difference) between these pairs of data sources.

Data compared	Criteria	Columns highlighted
HESES19 vs. HESES/HEIFES18	Change in proportion of more than 10 percentage points and new entrants differ by more than 20	Percentage point difference between HESES/HEIFES18 and HESES19 proportions
	Change in new entrants of more than 10% and new entrants differ by more than 20	Percentage difference between HESES/HEIFES18 and HESES19 new entrants
	HESES19 new entrants = 0 and HESES/HEIFES18 new entrants > 5 , or vice versa	HESES/HEIFES18 and HESES19
HESES19 vs. 2018-19 HESA/ILR	Change in proportion of more than 10 percentage points and new entrants differ by more than 20	Percentage point difference between 2018-19 HESA/ILR and HESES19 proportions
	Change in new entrants of more than 10% and new entrants differ by more than 20	Percentage difference between 2018-19 HESA/ILR and HESES19 new entrants
	HESES19 new entrants = 0 and 2018-19 HESA/ILR new entrants > 5 , or vice versa	2018-19 HESA/ILR and HESES19

Table I: Starter FTEs on pre-registration nursing, midwifery and allied health profession courses

39. The data in this table is sourced from 2017-18 HESA/ILR, HESES/HEIFES18, 2018-19 HESA/ILR and HESES19.

40. The table summarises the FTEs from Tables 6a, 6b and 6c (HESES18 Table 7a, 7b and 7c for 2017-18 HESA and HEIFES18 Table 7 for ILR data) for each profession and level (UG; PGT).

41. For the 2017-18 and 2018-19 HESA/ILR data, PGT is the sum of the PGT (Masters' loan) and PGT (Other) FTEs. For HESES19, it is the sum of the PGT (UG fee) FTEs.

42. For each profession and level, the table shows the sum of the fundable and non-fundable FTEs for:

- a. Full-time starters in 2017-18
- b. Part-time starters in 2017-18
- c. Full-time starters in 2018-19
- d. Part-time starters in 2018-19
- e. Full-time starters in 2019-20
- f. Part-time starters in 2019-20

43. Percentage differences are shown between:

- a. HESES18 starters in 2018-19 and HESES19 Starters in 2019-20
- b. 2018-19 HESA/ILR starters in 2018-19 and HESES19 Starters in 2019-20

Data compared	Criteria	Columns highlighted
HESES/HEIFES18 starters in 2018-19 vs. HESES19 starters in 2019-20	Change of more than 10% and values differ by more than 20	Percentage point difference between HESES/HEIFES18 starters in 2018-19 and HESES19 starters in 2019-20
	HESES19 = 0 and HESES/HEIFES18 > 5 , or vice versa	HESES/HEIFES Starters in 2018-19 and HESES19 Starters in 2019-20
2018-19 HESA/ILR starters in 2018-19 vs. HESES19 starters in 2019-20	Change of more than 10% and values differ by more than 20	Percentage point difference between 2018-19 HESA/ILR Starters in 2018-19 and HESES19 Starters in 2019-20
	HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR Starters in 2018-19 and HESES19 Starters in 2019-20

Table J: Total FTEs on pre-registration nursing, midwifery and allied health profession courses

44. The data in this table is sourced from 2017-18 HESA/ILR, 2018-19 HESA/ILR and HESES19.

45. The table summarises the FTEs from Tables 6a, 6b and 6c (HESES18 Table 7a, 7b and 7c for 2017-18 HESA and HEIFES18 Table 7 for ILR data) for each profession and level (UG; PGT).

46. For the 2017-18 and 2018-19 HESA/ILR data, PGT is the sum of the PGT (Masters' loan) and PGT (Other) FTEs. For HESES19, it is the sum of the PGT (UG fee) FTEs.

47. For each profession and level, the table shows the sum of the fundable and non-fundable FTEs for:

- a. Full-time and sandwich year out total FTE
- b. Part-time total FTE

48. Percentage differences are shown between:

- a. Total FTEs in 2017-18 HESA/ILR and HESES19
- b. Total FTEs in 2018-19 HESA/ILR and HESES19

Data compared	Criteria	Columns highlighted
2017-18 HESA/ILR vs. HESES19	Change of more than 20% and values differ by more than 30	Percentage point difference between 2017-18 HESA/ILR and HESES19
	HESES19 = 0 and 2017-18 HESA/ILR > 5 , or vice versa	2017-18 HESA/ILR and HESES19
2018-19 HESA/ILR vs. HESES19	Change of more than 20% and values differ by more than 30	Percentage point difference between 2018-19 HESA/ILR and HESES19
	HESES19 = 0 and 2018-19 HESA/ILR > 5 , or vice versa	2018-19 HESA/ILR and HESES19