

2009-10 statistics derived from ILR data for the monitoring and allocation of funding in FECs (HEFCE 2011/14)

Appendix 1

HEIFES09 re-creation algorithms

Purpose

1. This appendix describes the methods used to generate the data needed to re-create HEIFES from ILR data. It also describes how to generate the numbers that feed into the grant adjustment reports.
2. This appendix 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 2009/10' (available from the Information Authority) and 'HEIFES09: Higher Education in Further Education: Students Survey 2009-10' (HEFCE 2009/37) to hand when using this appendix. They should also have copies of their college's finalised 2009-10 grant tables.

HEIFES09 re-creation tables

3. The HEIFES09 re-creation tables and HEIFES09 tables can be accessed from the HEFCE extranet. The Excel workbook HEIFER09YYYYYY.xls (where YYYYYY is the provider number (ST_UPIN (L01)) for the college) contains the following worksheets.

Table G Excel workbook 'HEIFES09YYYYYY'

Worksheet*	Title
Coversheet	Title page
Summary	Summary comparison of HEIFES09 and the HEIFES09 re-creation
PRGCMP	Summary comparison of price group activity between HEIFES09 and the HEIFES09 re-creation
Excl	Summary of students excluded from the HEIFES09 re-creation
FTS	HEIFES09 re-creation Table 1: Full-time years of programme of study
SWOUT	HEIFES09 re-creation Table 2: Sandwich year-out years of programme of study
PT	HEIFES09 re-creation Table 3: Part-time years of programme of study and load
FEE	HEIFES09 re-creation Table 4: Home and EC fees
HBK	HEIFES09 re-creation grant adjustments
STD	HEIFES09 re-creation recalculation of standard resource
F09	HEIFES09 re-creation recalculation of assumed fee income

Worksheet*	Title
WP	Re-calculated 2010-11 WP allocation based on FTEs from the HEIFES09 re-creation
TESS	Re-calculated 2010-11 improving retention allocations based on FTEs from the HEIFES09 re-creation
WPTESSFTE	FTEs used for the re-calculated 2010-11 WP and Improving retention allocations
hFTS	HEIFES09 Table 1: Full-time years of programme of study
hSWOUT	HEIFES09 Table 2: Sandwich year-out years of programme of study
hPT	HEIFES09 Table 3: Part-time years of programme of study and load
hFEE	HEIFES09 Table 4: Home and EC fees
hHBK	HEIFES09 grant adjustments
hSTD	HEIFES09 calculation of standard resource
hF09	HEIFES09 calculation of assumed fee income
hWP	2010-11 WP allocation based on assumed FTEs from HEIFES09
hTESS	2010-11 TESS allocations based on assumed FTEs from HEIFES09
hWPTESSFTE	FTEs used for the 2010-11 WP and TESS allocations
Credibility	HEIFES09 credibility sheet
FTSDIFF	Difference between HEIFES09 Table 1 and HEIFES09 re-creation Table 1: Full-time years of programme of study
SWOUTDIFF	Difference between HEIFES09 Table 2 and HEIFES re-creation Table 2: Sandwich year-out years of programme of study
PTDIFF	Difference between HEIFES09 Table 3 and HEIFES09 re-creation Table 3: Part-time years of programme of study and load
FEEDIFF	Difference between HEIFES09 Table 4 and HEIFES09 re-creation Table 4: Home and EC fees

* This worksheet reference corresponds to the spreadsheet tabs.

4. All the information contained in the HEIFES09 re-creation tables can be re-built by categorising and aggregating the data contained in the individualised file which we provide. See paragraph 6 for further details.

5. The 'DIFF' sheets (see items ending in 'DIFF' in Table G) will indicate where differences in cell totals between the HEIFES09 re-creation and HEIFES09 exceed a given threshold. The size of this threshold can be altered by entering the required value where

indicated on the worksheets. These sheets are provided to assist institutions in reconciling differences between HEIFES09 and the HEIFES09 re-creation.

Using the individualised file

6. When working through this appendix it is necessary to use the individualised file, HEIFER09YYYYYY.ind, where YYYYYY is the provider number (ST_UPIN (L01)) for the college. This will show the allocation of students to cells within the tables and, where relevant, details of why they were excluded. Full details of how to access this file are given on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/output/).

ILR fields used in the re-creation

7. Only certain fields, detailed in Table H, were used to generate the HEIFES re-creation.

8. Fields taken from the ILR return or derived as part of the re-creation are shown in capitals using the names given in Table H and I respectively.

Table H Fields used in the HEIFES09 re-creation

Field code	Description	Name	Data set	Column in individualised file*
L01	Contract/allocation provider number	ST_UPIN	Learner	A
L02	Contract/allocation type	ST_ALLNO	Learner	C
L03	Learner reference number	ST_REF	Learner	D
L24	Country of domicile	ST_DOMIC	Learner	BR
L42 [†]	Provider-specified learner data	ST_COLL1/ ST_COLL2	Learner	G H
L45 [†]	Unique learner number	ULN	Learner	CI
L46 [†]	UK Provider Reference Number	UKPRN	Learner	CJ
A05 [†]	Learning aim data set sequence	QA_SEQNO	Learning aim	E
A09 [†]	Learning aim reference	QA_AIM_R	Learning aim	L
A11	Source of funding other than the LSC	QA_FEHE1/ QA_FEHE2	Learning aim	BM BN
A27	Learning start date	QA_ST_DA	Learning aim	BO
A28	Learning planned end date	QA_EXP_E	Learning aim	CT
A31	Learning actual end date	QA_EN_DA	Learning aim	BP
A48 [†]	Provider-specified learning aim data	QA_COLL1/ QA_COLL2	Learning aim	I J
H09	Student instance identifier	HQ_NUMHU	HE	F

H13	Type of programme year	HQ_PYTYP	HE	BF
H14	Mode applicable to HEIFES	HQ_MHESE	HE	BA
H15	Level applicable to HEIFES	HQ_LHESE	HE	AZ
H16	Completion of year of programme of study	HQ_COMPY	HE	AW
H17	Learner FTE	HQ_FTEHE	HE	AY
H18	Year of programme of study	HQ_PROGY	HE	BE
H33, H34, H35	Proportion taught in LDCS_C01-C03 subject	HQ_PERS1, HQ_PERS2, HQ_PERS3	HE	BB BC BD
H42	Special fee indicator	HQ_SPCFE	HE	CP
H44	NHS bursary	HQ_NHSBU	HE	CR
AWARDING_ BODY_CODE	Awarding body code	AWARD_BO	LAD	AO
ENGLAND_ FE_HE_ STATUS_CODE	England FE/HE status	ENG_LEVE	LAD	AR
LDCS_C01 LDCS_C02, LDCS_C03	Learning directory subject classification system codes	LDCS_CO1, LDCS_CO2, LDCS_CO3	LAD	BU BV BW
LEARNING_AIM_ TYPE_ CODE	Learning aim type	QUAL_TYP	LAD	BQ

* The individualised data file, HEIFER09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

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

Linking instances between years

9. We have linked 2009-10 ILR F05 data to 2008-09 ILR F04 data using the fields ST_REF (L03), ST_UPIN (L01), HQ_NUMHU (H09) and ST_ALLNO (L02). This is to help account for definitional differences between ILR and HEIFES data.
10. These data from earlier years will be used to help determine the following:
 - a. Instance attributes for the first countable year for students who are generating two countable years (where one of the countable years is not a foundation degree bridging course).
 - b. FTE and price group distribution for final year students on non-standard years of programme of study.

Description of derived fields for re-creating tables

11. Here we give details of the derived fields in the individualised data file. These fields are used to build on the key dimensions of the HEIFES re-creation tables.

Table I HEIFES re-creation derived fields

Field name	Description	Paragraph	Column in individualised file*
ANNIV	Anniversary of start date in year of programme of study	29	AL
ATT_LINK	Field indicating whether linking was used for course attributes	22	AM
EXCL1 – EXCL64	Fields indicating reason(s) for a learning aim's exclusion	42-48	N-T
FDTEACH	Field indicating student on a foundation degree teaching assistant course	32	CQ
FTEB FTEC FTED FTEMEDIA FTEITT FTEINSET	Proportion of FTE assigned to each price group	39	CC-CH
FTE_CASE	Method used to calculate FTE	26-28	AT
HEFAWARD	Field indicating if the awarding body is recognised according to HEIFES definitions	15	CN
HEFAFEE	Field indicating the assumed fee for the student	51	CU
HEFCOMP	Completion of year of programme of study indicator	41	X
HEFEC	Field indicating home or EC-domiciled students	19	CO
HEFESFTE	HEIFES FTE	31	AB
HEFEXCL	Exclusion reason(s)	49	M
HEFFEELV	Fee level	23	AK
HEFFHC	Field indicating whether the student is included in the estimated FTE students headcount	52	CV
HEFLEVEL	Level of study	18	Z
HEFMODE	Mode of study	17	U
HEFOVER	Primary derived field(s) being overwritten	53	CB
HEFQAIM	Recognised HE qualification aim	16	AV
HEFREG	Column 1 or 2 indicator	40	V

HEFTYPE	Fundability status	20	Y
HQ_FTEHE08	HQ_FTEHE in previous year	25	CS
ILRKEY	Unique learning aim identifier	12	K
LENGTH	Long or standard year length indicator	24	AA
MEDIAB MEDIAC MEDIAD	Proportion of media activity assigned to each price group	36	BG-BI
PRGB PRGC PRGD PRGMEDIA PRGITT PRGINSET	Proportion of countable year in each price group	33-34	AC-AI
PROP	Proportion of FTE allocated to second countable year	30	BJ
SPORTB SPORTC SPORTD	Proportion of sports science activity assigned to each price group	38	CK-CM
STUBID	Unique year of programme of study identifier	13-14	BS

* The individualised data file, HEIFER09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

ILRKEY (Column K)

12. This field uniquely identifies learning aims on the 2009-10 ILR return.

STUBID (Column BS)

13. This field uniquely identifies years of programme of study when used in conjunction with ILRKEY. Where a learning aim generates two years of programme of study within a single year of programme of study we create two records in the individualised file. These records are distinguished using STUBID.

Value	Description
1	First year of programme of study
2	Second year of programme of study
0	One year of programme of study

14. When STUBID = 1 we use 2008-09 ILR F04 data to populate the following fields:

HQ_COMPY (H16)	QUAL_TYP	HQ_PROGY (H18)	HQ_LHESE (H15)
HQ_MHESE (H14)	HQ_SPCFE (H42)	QA_FEHE1-2 (A11A and A11B)	HQ_PYTYP (H13)

HEFAWARD (Column CN)

15. This field indicates if the awarding body is 'recognised' according to HEIFES definitions.

Value	Description	Definition
1	The awarding body* is a recognised one	AWARD_BO = APU, ASTONUNI, BATHSPA, BCUNIV, BIRKBECK, BISHOPG, BNU, BOLTONIN, BRUNEL, BU, CAF, CITY, CU, DMU, DU, EDGEHU, HAUC, HUAVA, HUDDU, HULLU, J9162, J9236, KCL, KINGSTON, LANU, LEEDU, LHU, LJM, LMU, LONDON, LONDONMU, LOUUI, LU, MIDU, MMU, NTU, OBU, OU, PU, RAM, RCA, RCM, ROYAGCOL, SALFU, SBU, SHU, SSU, STAFFU, TVU, UAL, UCANTCC, UCCA, UCLAN, UEA, UEL, UK, UNEWCAST, UNIBRI, UNIEXE, UNORTH, UOB, UOBATH, UOBEDS, UOCHESTR, UOCHICH, UOCUMBRI, UODE, UOG, UOGLOS, UOGREENW, UOH, UOK, UOLE, UOM, UON, UONORTON, UOPLY, UORG, UOS, UOSH, UOST, UOSX, UOSY, UOT, UOW, UOWAR, UOWINCH, UOWR, UOY, UW, UWE, WU, YORKSTJO
0	The awarding body is not a recognised one	Otherwise

* Note that this list does not include Edexcel and the Scottish Qualifications Authority (which are recognised awarding bodies for HNCs and HNDs) and further education colleges with the power to award foundation degrees.

HEFQAIM (Column AV)

16. This field allocates qualification aims to broad recognised HE qualification aims.

Value	Description	Definition
FIRST	First degree	QUAL_TYP = 0394, 1406, 1407, 1408, 1409, 9000, 9002, 9107, E007 and ENG_LEVE = H and HEFAWARD = 1
MASTER	Masters	QUAL_TYP = 0393, 1410, 2001, 9100, 9101, 9109, 9114 and ENG_LEVE = H and HEFAWARD = 1
HIGHER	Higher degree	QUAL_TYP = E008, 1411, 1412 and ENG_LEVE = H and HEFAWARD = 1
DIPHE	DipHE	QUAL_TYP = 9112 and ENG_LEVE = H and HEFAWARD = 1
PGCE	PGCE	QUAL_TYP = 9103 and ENG_LEVE = H and HEFAWARD = 1
CERTED	CertEd	QUAL_TYP = 9111 and ENG_LEVE = H and HEFAWARD = 1

FOUDEG	Foundation degree	QUAL_TYP = 9110 and ENG_LEVE = H and HEFAWARD = 1
FDBC	Foundation degree bridging course	QUAL_TYP = 9113 and ENG_LEVE = H and HEFAWARD = 1
DTLLS	Diploma in teaching in the lifelong learning sector	QUAL_TYP = 1449 and ENG_LEVE = H and HEFAWARD = 1
PGDIP	Postgraduate diploma	QUAL_TYP = 0125, 0126 and ENG_LEVE = H and HEFAWARD = 1
HNC	HNC	QUAL_TYP = 0031 and ENG_LEVE = H and (HEFAWARD = 1 or AWARD_BO = EDEXCEL, SQA)
HND	HND	QUAL_TYP = 0032 and ENG_LEVE = H and (HEFAWARD = 1 or AWARD_BO = EDEXCEL, SQA).
UGOTHER	Other undergraduate	College-specific approvals for inclusion as recognised-HE in HEIFES (undergraduate)
PGOTHER	Other postgraduate	College-specific approvals for inclusion as recognised-HE in HEIFES (postgraduate)
OTHER	Other qualifications	Otherwise

HEFMODE (Column U)

17. This field allocates students to mode of study.

Value	Description	Definition
FTS	Full-time and sandwich	HQ_MHESE (H14) = 01
SWOUT	Sandwich year-out	HQ_MHESE (H14) = 02
PT	Part-time	HQ_MHESE (H14) = 03

HEFLEVEL (Column Z)

18. This field allocates students to level of study.

Value	Description	Definition
FD	Foundation degree	HQ_LHESE (H15) = 10, 11 and HEFQAIM = FOUDEG
UGX	Undergraduate excluding foundation degree	HQ_LHESE (H15) = 10, 11 and HEFQAIM ≠ FOUDEG
PGT	Postgraduate	HQ_LHESE (H15) = 20, 21, 30, 31

HEFEC (Column CO)

19. This field indicates whether a student is home or EC domiciled.

Value	Description	Definition
1	Home or EC domiciled	ST_DOMIC (L24) = AI, AN, AQ, AT, AW, AX, BE, BG, BM, CH, CY, CZ, DE, DK, EE, ES, FI, FK, FO, FR, GB, GF, GI, GL, GP, GR, GS, HU, IC, IE, IO, IS, IT, KY, LI, LT, LU, LV, MQ, MS, MT, NC, NL, NO, PF, PL, PM, PN, PT, RE, RO, SE, SH, SI, SK, TC, TF, VG, WF, XA, XD, XE, XF, XG, XH, XI, XJ, YT
0	Not home or EC domiciled	Otherwise

HEFTYPE (Column Y)

20. This field allocates students to the four categories of fundability and residential status.

Value	Description	Definition
HOMEF	Home and EC HEFCE-funded	(QA_FEHE1 (A11A) = 001 or QA_FEHE2 (A11B) = 001) and HQ_LHESE (H15) ≠ 30, 31
HOMEIF	Home and EC independently funded	(QA_FEHE1 (A11A) = 002 or QA_FEHE2 (A11B) = 002) and HQ_LHESE (H15) ≠ 30, 31
HOMENF	Home and EC non-fundable	((QA_FEHE1 (A11A) ≠ 001, 002 and QA_FEHE2 (A11B) ≠ 001, 002) or HQ_LHESE (H15) = 30, 31) and HEFEC = 1
ISOV	Island and overseas	Otherwise

Second countable years of programme of study

21. Programmes of study that mainly consist of non-standard academic years, but where all activity for a given year of programme of study falls entirely within an academic year, may generate two countable years of programme of study in that academic year.

ATT_LINK (Column AM)

22. This field indicates whether a link has been made to improve our estimate of attributes for the first countable year, when two countable years are generated in the HEIFES re-creation.

Value	Description	Definition
1	Two years of programme of study generated	<u>In data for the current year</u> HQ_PYTYP (H13) = 1 and QA_ST_DA (A27) < 1 August 2009 and QA_EN_DA (A31) < 1 August 2010 and QA_EN_DA (A31) > ANNIV + 14 days <u>In linked data from the previous year</u> HQ_PYTYP (H13) = 2, 3, 4
0	Single year of programme of study generated	Otherwise

HEFFEELV (Column AK)

23. This field contains the level of tuition fee chargeable for the course.

Value	Description	Definition
NHS	NHS-bursaried courses	HQ_NHSBU (H44) = 1 or 2
FDBC	Foundation degree bridging course	HEFQAIM = FDBC and not above
FULL	Regulated full fee	HQ_SPCFE (H42) = 0, 5 and not above
HALF	Regulated half fee	HQ_SPCFE (H42) = 1, 2, 4 or (HEFMODE = PT and HQ_SPCFE (H42) = 9 and PRGITT > 0) and not above
0	Regulated £0 fee students	HQ_SPCFE (H42) = 3 and not above
OTHER	Non-regulated fee	Otherwise

LENGTH (Column AA)

24. This field indicates whether the student is on a standard or long year of programme of study.

Value	Description	Definition
L	Long	HQ_LHESE (H15) = 11, 21, 31
S	Standard	Otherwise

HQ_FTEHE08 (Column CS)

25. This field contains the value of HQ_FTEHE (H17), capped at 100, from the previous year. HQ_FTEHE08 is populated where ATT_LINK = 1 or (HQ_PYTYP (H13) ≠ 1 in 2008-09 and HQ_PYTYP (H13) ≠ 1 and QA_EN_DA (A31) > 31 July 2009 and QA_EN_DA (A31) < 1 August 2010).

FTE_CASE (Column AT)

26. For part-time students on non-standard years of programme of study or when two years of programme of study are generated, the method used to calculate HEFESFTE is dependent on the following factors:

- a. Number of years of programme of study generated in HEIFES09 re-creation.
- b. Whether the year of programme of study is the last or not.

27. This field indicates which method is used to calculate FTE for the year of programme of study.

Value	Description	Definition
0	Standard year of programme of study and one year generated in HEIFES	HQ_PYTYP (H13) = 1 and ATT_LINK = 0
1	Non-standard year of programme of study, one year generated in HEIFES and the programme of study is not in the final year	ATT_LINK = 0 and (QA_EN_DA (A31) = BLANK or QA_EN_DA (A31) > 31 July 2010 or QA_EN_DA (A31) < 1 August 2009) and not above
2	Non-standard year of programme of study, one year generated in HEIFES, and the programme of study is in the final year and started in the previous year	ATT_LINK = 0 and QA_EN_DA (A31) > 31 July 2009 and QA_EN_DA (A31) < 1 August 2010 and QA_ST_DA (A27) > 31 July 2008 and not above
3	Non-standard year of programme of study, one year generated in HEIFES09 and programme of study is in the final year and started before the previous year	ATT_LINK = 0 and QA_EN_DA (A31) > 31 July 2009 and QA_EN_DA (A31) < 1 August 2010 and QA_ST_DA (A27) < 1 August 2008 and not above
<u>Two years generated in HEIFES09 and the programme of study started before the previous year</u>		
4a	First year	ATT_LINK = 1 and STUBID = 1 and QA_ST_DA (A27) > 31 July 2008
4b	Second year	ATT_LINK = 1 and STUBID = 2 and QA_ST_DA (A27) > 31 July 2008
<u>Two years generated in HEIFES09 and the programme of study started before 2008-09</u>		
5a	First year	ATT_LINK = 1 and STUBID = 1 and QA_ST_DA (A27) < 1 August 2008
5b	Second year	ATT_LINK = 1 and STUBID = 2 and QA_ST_DA (A27) < 1 August 2008

28. We do not attempt to link across years to obtain FTE for full-time or sandwich year-out students (HEFMODE = FTS, SWOUT) that do not generate two years of programme of study.

ANNIV (Column AL)

29. This field contains the anniversary of the start date (QA_ST_DA (A27)) during the 2009-10 academic year.

PROP (Column BJ)

30. This field contains the proportion of HQ_FTEHE (H17) that is allocated to the second year of programme of study where two years are generated (ATT_LINK = 1). PROP is calculated as (QA_EN_DA (A31) - ANNIV) / (QA_EN_DA (A31) - 31 July 2009). Where a student does not generate a second countable year (ATT_LINK ≠ 1), then PROP is not calculated.

HEFESFTE (Column AB)

31. This field contains the FTE we assume for the year of programme of study. The table below shows the method of calculating HEFESFTE for different groups of years of programme of study. HEFESFTE is capped at 100.

Value	Definition
100	HEFMODE = FTS
50	HEFMODE = SWOUT
30	HEFQAIM = FDBC
HQ_FTEHE (H17)	FTE_CASE = 0 and not above
HQ_FTEHE (H17)	FTE_CASE = 1 and not above
HQ_FTEHE (H17) + HQ_FTEHE08	FTE_CASE = 2 and not above
HQ_FTEHE08	FTE_CASE = 3 and not above
(HQ_FTEHE (H17) + HQ_FTEHE08) – (HQ_FTEHE (H17) x PROP)	FTE_CASE = 4a
HQ_FTEHE (H17) x PROP	FTE_CASE = 4b
HQ_FTEHE08	FTE_CASE = 5a
HQ_FTEHE (H17) x PROP	FTE_CASE = 5b

FDTEACH (Column CQ)

32. This field identifies students on foundation degrees for teaching assistants awarded as an additional student number bid, or otherwise agreed by HEFCE.

Value	Description	Definition
1	Foundation degree teaching assistant	College-specific algorithm
0	Otherwise	Otherwise

PRGB, PRGC, PRGD, PRGMEDIA, PRGITT, PRGINSET (Columns AC-AI)

33. Price group is assigned by mapping the three Learning Directory Classification System (LDCS) fields, LDCS_CO1 – LDCS_CO3, to price groups as indicated in the table below. For Initial Teacher Training (ITT) and In-Service Education and Training (INSET) students the distribution based upon LDCS codes is not used and all activity is assigned to the ITT and INSET price groups respectively.

34. In some cases the sum of PRGB, PRGC, PRGD, PRGMEDIA may not equal one. In this case we scale them so that their sum is one. Students on a sandwich year-out (HEFMODE = SWOUT) are assigned to price group C, regardless of the relevant LDCS code. Likewise all CertEd, DTLLS and PGCE learner aims (HEFQAIM = CERTED, DTLLS, PGCE) and foundation degrees for teaching assistants (FDTEACH = 1) are assigned to price group C.

Field name	Learndirect code (LDCS_CO1, LDCS_CO2, LDCS_CO3)	Value*
PRGB	M [†] , NL [†] , NM [†] , PB, PC.1, PC.5, PE.6, PE.7, PF.1, PF.2, PG.1, PG.2, QA.3, QH.6, R (except [†] RA.3, RA.5, RA.6, RB, RF.4, RG), S (except [†] SE, SF, SJ.5, SJ.61, SM, SN.4, SP, SQ), TL, TM, VE, VF.4, VG, WA, WC.1, WC.2, WC.3, WC.4, WE, X (except [†] XA.13, XA.32, XD, XE, XF, XN, XS, XQ.45), Y (except [†] YA, YB, YD.3)	sum of HQ_PERSX/100
PRGC	C (except [†] CE, CY.3, CY.4, CY.6, CY.7, CY.8, CY.9, CZ), DC, FN.3, FN.4, FN.5, FN.6, FN.7, FN.9, G [†] , J (except [†] JA.11, JA.22, JA.23, JA.32, JA.33, JA.34, JA.5, JA.7, JA.8, JD, JE), L (except [†] LF, LG), M [†] , N [†] (except [†] NG, NK, NN), P (except [†] PA, PB, PC.1, PC.5, PE.6, PE.7, PF.1, PF.2, PG.1, PG.2), Q (except [†] QA.3, QB, QH, QJ), RA.3, RA.5, RA.6, RB, RF.4, RG, SE.1, SN.4, SQ, T (except [†] TC.44, TC.5, TC.6, TF, TL, TM), VF.1, VF.2, VF.3, VF.5, VF.6, W (except [†] WA, WC.1, WC.2, WC.3, WC.4, WE), XA.13, XA.32, XA, XD, XE, XF, XN, XS, YA, YB, YD.3, Z (except [†] ZX.3, ZX.4, ZX.5)	sum of HQ_PERSX/100
PRGD	A, B, D (except [†] DC), E, F (except [†] FN.3, FN.4, FN.5, FN.6, FN.7, FN.9), G, H, JA.11, JA.22, JA.23, JA.32, JA.33, JA.34, JA.5, JA.7, JA.8, JD, JE, KB, KC, LF, LG, M [†] , NG, NK, NL [†] , NM [†] , NN, PA, QB, QH.1, QH.2, QH.3, QH.4, QH.5, QH.7, QH.8, QH.9, QJ, SE.2, SE.3, SE.4, SE.5, SE.7, SE.8, SE.9, SF, SJ.5, SJ.61, SM, SP, TC.44, TC.5, TC.6, TF, U, V (except [†] VE, VF.1, VF.2, VF.3, VF.4, VF.5, VF.6, VG), XQ.45, ZX.3, ZX.4, ZX.5	sum of HQ_PERSX/100
PRGMEDIA	CE, CY.3, CY.4, CY.6, CY.7, CY.8, CY.9, CZ, K (except [†] KB, KC)	sum of HQ_PERSX/100
PRGITT	College specific	1
PRGINSET	QA_FEHE1 (A11A) = 025 or QA_FEHE2 (A11B) = 025	1

* Where HQ_PERSX is HQ_PERS1 (H33), HQ_PERS2 (H34), HQ_PERS3 (H35).

[†] Including all sub-levels of the hierarchy.

‡ Students on sports science courses with LDCS codes MA to MJ, NL and NM are allocated to price groups B, C or D according to the outcome of the HEFCE review carried out in 2004-05 or as subsequently agreed (see paragraphs 37-38).

Media studies

35. In 2004-05 we reviewed the mapping of the media studies courses (Learndirect codes CE, CY.3, CY.4, CY.6, CY.7, CY.8, CY.9, CZ, K (except KB, KC)) to price groups. As a result, three lists of colleges were drawn up whose provision in this subject area should be allocated to price groups B, C and D respectively. These lists were used in the allocation of students to price groups.

MEDIAB-D (Columns BG-BI)

36. These fields contain the proportion of media activity assigned to price groups B, C and D respectively.

Sports science and leisure

37. In 2004-05 we reviewed the mapping of the sports science and leisure studies courses (Learndirect codes MA to MJ, NL and NM) to price groups. As a result, a list of colleges was drawn up whose provision in this subject area should be allocated to price group C. This list was used in the allocation of students to price groups.

SPORTB-D (Column CK-CM)

38. These fields contain the proportion of sport activity assigned to price groups B, C and D respectively.

FTEB-D, FTEMEDIA, FTEITT and FTEINSET (Columns CC-CH)

39. These fields contain the FTE assigned to each price group. These fields are computed by multiplying the appropriate price group field (PRGB, PRGC, PRGD, PRGMEDIA, PRGITT and PRGINSET) by FTE (HEFESFTE).

HEFREG (Column V)

40. This field assigns students to Column 1 or 2.

Value	Description	Definition
1	Included in Column 1	HQ_PYTYP (H13) = 2, 3, 4, 5 or (HQ_PYTYP (H13) = 1 and ANNIV < 2 November 2009)
2	Included in Column 2	Otherwise

HEFCOMP (Column X)

41. This field assigns students to Column 3 or 4.

Value	Description	Definition
3	Included in Column 3	HQ_COMPY (H16) = 2
4	Included in Column 4	Otherwise

EXCL1 (Column N)

42. Field indicating students excluded due to non-activity in the academic year.

Value	Description	Definition
1	Not active in academic year	QA_EN_DA (A31) < 1 August 2009
0	Active in academic year	Otherwise

EXCL2 (Column O)

43. Field indicating students excluded because they are studying for a non-recognised HE, FE, NVQ or QTS programme of study.

Value	Description	Definition
1	Non-recognised HE, FE, NVQ or QTS qualification aim	HEFQAIM = OTHER
0	Recognised HE qualification aim	Otherwise

EXCL4 (Column P)

44. Field indicating students explicitly excluded by the college as 'Not in HEIFES population'.

Value	Description	Definition
1	Student explicitly excluded from the HEIFES student population	HQ_LHESE (H15) = 99, blank or HQ_MHESE (H14) = 99, blank or HQ_COMPY (H16) = 9, blank
0	Student not explicitly excluded from the HEIFES student population	Otherwise

EXCL8 (Column Q)

45. Field indicating whether a student was excluded due to an FTE of less than 3 per cent.

Value	Description	Definition
1	FTE of less than 3%	HEFESFTE < 3
0	FTE of at least 3%	Otherwise

EXCL16 (Column R)

46. Field indicating students excluded because they are in the first year of a non-standard year of programme of study.

Value	Description	Definition
1	Students in the first year of non-standard years of programme of study	QA_ST_DA (A27) > 31 July 2009 and QA_ST_DA (A27) < 1 August 2010 and HQ_PYTYP (H13) = 2, 3
0	Otherwise	Otherwise

EXCL32 (Column S)

47. Field indicating whether a student was excluded because they withdrew before 2 November 2009.

Value	Description	Definition
1	Early withdrawal	QA_EN_DA (A31) < 2 November 2009 and HQ_COMPY (H16) = 2
0	Otherwise	Otherwise

EXCL64 (Column T)

48. Field indicating whether a student has a mismatch between price group apportioning and Learndirect code fields.

Value	Description	Definition
1	No price group information	PRGB + PRGC + PRGD + PRGMEDIA + PRGINSET + PRGITT = 0 and HEFESFTE \geq 3
0	Otherwise	Otherwise

HEFEXCL (Column M)

49. This field indicates whether the student will be included in Tables 1a, 2 or 3 of the HEFES re-creation. For students excluded from the re-creation, HEFEXCL contains the sum of all applicable values from the table below. Students included in the re-creation have HEFEXCL = 0.

Value	Description	Definition
1	Not active in academic year	EXCL1 = 1
2	Non-recognised HE, FE, NVQ or QTS qualification aim	EXCL2 = 1
4	Student explicitly excluded from the HEIFES student population	EXCL4 = 1
8	FTE of less than 3%	EXCL8 = 1
16	Students in the first year of a non-standard year of programme of study	EXCL16 = 1
32	Early withdrawal	EXCL32 = 1
64	No price group information	EXCL64 = 1
0	Otherwise	None of the above

50. This field contains the exclusion reason(s) for the learning aim. It is computed as $(1 \times \text{EXCL1}) + (2 \times \text{EXCL2}) + \dots + (64 \times \text{EXCL64})$. The reason(s) which contribute to the exclusion of a learning aim can therefore be calculated. For example, if HEFEXCL = 13, by subtracting figures from the above table starting at the bottom, we see that the learning aim has an FTE of less than 3 per cent (EXCL8 = 1), is explicitly excluded from the HEIFES student population (EXCL4 = 1) and is not active in the academic year (EXCL1 = 1).

HEFAFEE (Column CU)

51. This field indicates the assumed fee for the student.

Value	Description	Definition
1285	Full-time undergraduate and postgraduate: full fee	HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF and HEFMODE = FTS and HEFLEVEL = FD, UGX, PGT and HEFFEELV = FULL
642.5	Part-time undergraduate: non-regulated fee	HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF and HEFMODE = PT and HEFLEVEL = FD, UGX and HEFFEELV = OTHER
640	Full-time, sandwich year-out and part-time undergraduate and postgraduate: half fee or Part-time undergraduate and postgraduate: full fee	(HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF) and ((HEFMODE = FTS, SWOUT and HEFLEVEL = FD, UGX, PGT and HEFFEELV = HALF) or (HEFMODE = PT and HEFLEVEL = FD, UGX, PGT and HEFFEELV = FULL, HALF))
3947	Full-time postgraduate: non-regulated fee	HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF and HEFMODE = FTS and HEFLEVEL = PGT and HEFFEELV = OTHER
1973.5	Part-time and sandwich	HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF and

	year-out postgraduate: non-regulated fee	HEFMODE = SWOUT, PT and HEFLEVEL = PGT and HEFFEELV = OTHER
0	Full-time and sandwich year-out undergraduate: zero fee	HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF and HEFMODE = FTS, SWOUT and HEFLEVEL = FD, UGX and HEFFEELV = 0

HEFFHC (Column CV)

52. This field indicates whether the student is included in the estimated FTE students headcount column of the Assumed Fee table (F09 worksheet).

Value	Description	Definition
1	Included in headcount as 1	(HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF) and ((HEFMODE = FTS and HEFLEVEL = FD, UGX and HEFFEELV = FULL, HALF, 0) or (HEFMODE = FTS and HEFLEVEL = PGT and HEFFEELV = FULL, HALF, OTHER))
0.5	Included in headcount as 0.5	(HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF) and ((HEFMODE = SWOUT and HEFLEVEL = FD, UGX and HEFFEELV = HALF, 0) or (HEFMODE = SWOUT and HEFLEVEL = PGT and HEFFEELV = HALF, OTHER) or (HEFMODE = PT and HEFLEVEL = FD, UGX, PGT and HEFFEELV = FULL, HALF, OTHER))
0	Excluded in headcount	Otherwise

HEFOVER (Column CB)

53. This field indicates the primary derived field(s) that have been overwritten for the learning aim. For example, if HEFOVER = 11, by subtracting figures from the following table starting at the bottom, we see that the learning aim has had overrides for HEFCOMP (HEFOVER = 8), HEFMODE (HEFOVER = 2) and HEFEXCL (HEFOVER = 1) applied.

Value	Description
1	Override to HEFEXCL
2	Override to HEFMODE
4	Override to HEFREG
8	Override to HEFCOMP
16	Override to HEFTYPE
32	Overrides to PRGB-PRGINSET
64	Override to LENGTH
128	Override to HEFLEVEL
256	Override to HEFESFTE
512	Override to HEFFEELV
1024	Override to HEFQAIM

HEIFES re-creation funding worksheets and coversheet

54. This section details how HEIFES re-creation data are used to inform the HEIFES re-creation funding worksheets and the cover sheet. It also describes how these data can be rebuilt from the HEIFES re-creation individualised file.

55. More generally, further details on each aspect of the calculation of teaching grant can be found in the 'Annex to funding agreement with further education colleges' and 'Funding agreement with further education colleges' on our web-site under Finance & assurance/Grant announcement/Notification to institutions. The 2009-10 documents can be found in the Archive section at the bottom of the page. In addition, the three worksheets (HBK, STD, and F09) are described in more detail in Appendix 3, 'Guidance on the grant adjustment tables and related worksheets' of HEIFES09 (HEFCE 2009/37).

HEIFES re-creation funding worksheets

56. As part of the HEIFES re-creation we produce the following reports which show the calculation of grant adjustments:

- report on adjustments to grant for 2009-10 using the HEIFES09 re-creation (HBK worksheet)
- recalculation of standard resource for 2009-10 using the HEIFES09 re-creation (STD worksheet)
- recalculation of assumed fee income for 2009-10 using the HEIFES09 re-creation (F09 worksheet)
- re-calculated 2010-11 WP allocations based on FTEs from the HEIFES09 re-creation (WP worksheet)
- re-calculated 2010-11 improving retention allocations based on FTEs from the HEIFES09 re-creation (TESS worksheet).

Further detail on the different FTE that contribute to the re-calculation of 2010-11 WP and improving retention can be found in 'FTEs used for the re-calculated 2010-11 WP and TESS allocations' (WPTESSFTE worksheet).

57. The figures shown in each of the reports are sourced from the HEIFES09 re-creation and the final 2009-10 individual grant tables. We may also use the final 2010-11 individual grant tables for WP and TESS re-calculations.

58. In each of the following sections we detail the elements that are informed by the HEIFES re-creation.

Report on adjustments to grant for 2009-10 using the HEIFES09 re-creation (HBK worksheet)

Funding conditional upon delivery of growth: Actual FTEs (HEFCE-fundable)

59. The students used to derive 'Actual FTEs (HEFCE-fundable)', can be identified by selecting:

HEFCOMP = 4

HEFEXCL = 0

HEFTYPE = HOMEF, HOMEIF.

'Actual FTEs (HEFCE-fundable)' can be found by summing HEFESFTE and dividing by 100 for these students.

Recalculation of standard resource for 2009-10 using the HEIFES09 re-creation (STD worksheet)

2009-10 FTEs from HEIFES09 re-creation

60. '2009-10 FTEs from HEIFES09 re-creation' are identified by summing the FTE of students in each combination of length (LENGTH), level (HEFLEVEL), mode (HEFMODE) and price group. Examples of the assignment to price groups are described below.

Example for price group B

61. To identify HEFCE-funded, long, full-time foundation degree students assigned to price group B, from the individualised file, select:

HEFTYPE = HOMEF,

LENGTH = L,

HEFMODE = FTS,

HEFLEVEL = FD,

HEFCOMP = 4,

HEFEXCL = 0

The number of '2009-10 FTEs from HEIFES re-creation' can be found by adding the following totals and dividing by 100:

- summing the values of FTEB
- multiplying FTEMEDIA by MEDIAB and summing the values.

Example for price group C

62. To identify HEFCE-funded, standard-length year, full-time and sandwich year-out undergraduates excluding foundation degrees assigned to price group C, from the individualised file, select:

HEFTYPE = HOMEF,
LENGTH = S,
HEFMODE = FTS, SWOUT,
HEFLEVEL = UGX,
HEFCOMP = 4,
HEFEXCL = 0.

The number of '2009-10 FTEs from HEIFES re-creation' can be found by adding the following totals and dividing by 100:

- summing the values of FTEC
- multiplying FTEMEDIA and MEDIAC and summing the values.

Example for price group D

63. To identify HEFCE-funded, standard-length year, part-time undergraduates excluding foundation degrees assigned to price group D, from the individualised file, select:

HEFTYPE = HOMEF,
LENGTH = S,
HEFMODE = PT,
HEFLEVEL = UGX,
HEFCOMP = 4,
HEFEXCL = 0.

The number of '2009-10 FTEs from HEIFES09 re-creation' can be found by adding the following totals and dividing by 100:

- summing the values of FTED,
- multiplying FTEMEDIA by MEDIAD and summing the values.

Recalculation of assumed fee income for 2009-10 using the HEIFES09 re-creation (F09 worksheet)

2009-10 Estimated FTE students

64. To identify '2009-10 Estimated FTE students' from the individualised file, sum across HEFFHC for the required level (HEFLEVEL) and mode (HEFMODE). For example, to replicate the '2009-10 Estimated FTE students' in the full-time postgraduate category, select HEFMODE = FTS and HEFLEVEL = PGT and sum HEFFHC. The 'UG' level consists of foundation degrees (HEFLEVEL = FD) and undergraduate excluding foundation degrees (HEFLEVEL = UGX).

Total fee income

65. To calculate 'Total fee income' for each combination of mode and level, sum across HEFAFEE for the required level (HEFLEVEL) and mode (HEFMODE). For example, to replicate the 'Total fee income' in the part-time postgraduate category, select HEFMODE = PT and HEFLEVEL = PGT and sum HEFAFEE. The 'UG' level consists of foundation degrees (HEFLEVEL = FD) and undergraduate excluding foundation degrees (HEFLEVEL = UGX).

2009-10 FTEs from HEIFES09 re-creation

66. The students used to derive '2009-10 FTEs from HEIFES09 re-creation' can be identified for each combination of mode (HEFMODE) and level (HEFLEVEL) by selecting:
HEFCOMP = 4

HEFEXCL = 0

HEFTYPE = HOMEF

'2009-10 FTEs from HEIFES09 re-creation' can be found by summing HEFESFTE and dividing by 100 for these students. This total will match the '2009-10 FTEs from HEIFES re-creation' total on the standard resource table (STD worksheet).

Re-calculated 2010-11 WP allocations based on FTEs from the HEIFES09 re-creation (WP worksheet) and re-calculated 2010-11 improving retention allocations based on FTEs from the HEIFES09 re-creation (TESS worksheet)

67. The following elements are partially informed by the HEIFES re-creation. The WPTCESSFTE worksheet provides the contribution of the HEIFES re-creation to these figures:

- FT + SWOUT UG (inc. FD) base FTEs for 2010-11 (using HEIFES09 re-creation FTEs) plus 2009-10 non-mainstream FTEs (WP and TESS worksheets)
- PT UG (inc. FD) base FTEs for 2010-11 (using HEIFES09 re-creation FTEs) plus 2009-10 non-mainstream FTEs (WP and TESS worksheets)
- base FTEs for 2010-11 (using HEIFES09 re-creation FTEs) plus 2009-10 non-mainstream FTEs (WP worksheet).

FTEs used for the re-calculated 2010-11 WP and TESS allocations (WPTCESSFTE)

HEIFES re-creation FTEs FTS+SWOUT UG

68. The 'HEIFES09 re-creation FTEs: FTS+SWOUT UG' is calculated by selecting:

HEFTYPE = HOMEF

HEFMODE = FTS, SWOUT

HEFCOMP = 4

HEFEXCL = 0

HEFLEVEL=UGX, FD.

Sum HEFESFTE and divide by 100 for these students.

PT UG (inc. FD) base FTEs for 2010-11 (using HEIFES09 re-creation FTEs) plus 2009-10 non-mainstream FTEs (WP and TESS worksheets)

69. The 'HEIFES09 re-creation FTEs' element of this figure for part-time undergraduates is calculated by selecting:

HEFTYPE = HOMEF

HEFMODE = PT

HEFCOMP = 4

HEFEXCL = 0

HEFLEVEL = UGX, FD.

Sum HEFESFTE and divide by 100 for these students.

Base FTEs for 2010-11 (using HEIFES09 re-creation FTEs) plus 2009-10 non-mainstream FTEs (WP worksheet)

70. The 'HEIFES09 re-creation FTEs' element of this figure is calculated by selecting:

HEFTYPE = HOMEF

HEFCOMP = 4

HEFEXCL = 0.

Sum HEFESFTE and divide by 100 for these students. This total will match the '2009-10 FTEs from the 'HEIFES09 re-creation' total on the standard resource table (STD worksheet).

71. For a breakdown of all the different types of FTE that are used in the re-calculated 2010-11 WP/improving retention part of the TESS allocations, see the WPTCESSFTE worksheet in the HEIFER09YYYYYY.xls workbook.

Cover sheet

72. The cover sheet consists of the following comparisons of differences between HEIFES and the HEIFES re-creation (shown in bold):

- total contract range grant adjustments for 2009-10
- percentage of total teaching funding for 2009-10
- total ASN grant adjustments for 2009-10
- total teaching funding grant adjustments 2009-10
- total widening participation (WP) funding for 2010-11
- percentage of the total original 2010-11 WP funding
- total improving retention (IR) element of the teaching enhancement and student success (TESS) allocation 2010-11
- percentage of the total original 2010-11 IR element of the TESS allocation.

The cover sheet also gives the number of students with an undetermined completion status.

Total contract range grant adjustments for 2009-10

73. The difference is calculated by summing the 'Contract range holdback (after efficiency saving)', 'Consolidated 2008-09 contract range holdback recovered by institution (after efficiency saving)' in the HEIFES09 grant adjustments report (hHBK worksheet) and

subtracting from the total of the equivalent amounts in the 'Report on adjustments to grant for 2009-10 using the HEIFES09 re-creation' (HBK worksheet).

Percentage of total teaching funding for 2009-10

74. The difference in total contract range grant adjustments for 2009-10 as a percentage of total teaching funding for 2009-10 is calculated by dividing the difference in 'Total contract range grant adjustments for 2009-10' by the sum of the '2009-10 Total teaching funding (before efficiency saving)' and the '2009-10 Efficiency saving' and taking the absolute value. Both of these later two values can be found in Table A of the final issue of institutions' 2009-10 grant tables.

Total ASN grant adjustments for 2009-10

75. The difference in total ASN grant adjustments for 2009-10 is calculated by summing the 'ASN funding to be held back from institution (after efficiency saving)' and 'ASN funding recovered by institution (after efficiency saving)', and subtracting the sum of the equivalent amounts in the 'Report on adjustments to grant for 2009-10 using the HEIFES09 re-creation' (HBK worksheet).

Total teaching funding grant adjustments 2009-10

76. The difference in total teaching funding grant adjustments 2009-10 is calculated by summing the difference in 'Total contract range grant adjustments for 2009-10', difference in 'Total ASN grant adjustments for 2009-10' and 'difference in total model 2 LLN adjustment 2009-10 (after efficiency saving)'.

Students with undetermined completion status

77. Students with undetermined completion status are all HEFCE-funded students (HEFTYPE = HOMEF) that are included in the HEIFES re-creation (HEFEXCL = 0) with 'year of programme of study not yet completed, but has not failed to complete' (HQ_COMPY (H16) = 3).

Total widening participation (WP) funding for 2010-11

78. The difference is calculated by summing the 'Widening access for people from disadvantaged backgrounds: full-time', 'Widening access for people from disadvantaged backgrounds: part-time', 'Widening access and improving provision for disabled students' amounts in the '2010-11 WP allocations based on FTEs from HEIFES09' report (hWP worksheet), and subtracting from the total of the equivalent amounts in the report on the 'Re-calculated 2010-11 WP allocations based on FTEs from the HEIFES09 re-creation' (WP worksheet).

Percentage of the total original 2010-11 WP funding

79. The difference in the total WP funding for 2010-11 as a percentage of the total original 2010-11 WP funding is calculated by dividing the difference in the 'Total widening participation (WP) funding for 2010-11' by the sum of the 'Widening access for people from disadvantaged backgrounds: full-time', 'Widening access for people from disadvantaged backgrounds: part-time' and 'Widening access and improving provision for disabled students' amounts in the '2010-11 WP allocation based on FTEs from HEIFES09' report (hWP worksheet).

Total improving retention (IR) element of the teaching enhancement and student success (TESS) allocation 2010-11

80. The difference is calculated by summing the 'Improving retention: full-time' and 'Improving retention: part-time' amounts in the '2010-11 improving retention allocation based on FTEs from HEIFES09' report (hTESS worksheet), and subtracting from the total of the equivalent amounts in the report on the re-calculated 2010-11 improving retention allocation based on FTEs from the HEIFES09 re-creation ('TESS worksheet').

Total original 2010-11 IR element of the TESS allocation

81. The difference in the total IR element of the TESS allocation for 2010-11 as a percentage of the total original 2010-11 IR element of the TESS allocation is calculated by dividing the 'difference in the total improving retention (IR) element of the teaching enhancement and student success (TESS) allocation 2010-11' by the sum of the 'Improving retention: full-time' and 'Improving retention: part-time' amounts in the '2010-11 Improving retention allocation based on FTEs from HEIFES09' report (hTESS worksheet).

Appendix 2

Troubleshooting the differences between HEIFES09 and the HEIFES09 re-creation

Purpose

1. This appendix aims to help colleges identify the cause of any discrepancies between their 2009-10 ILR data and HEIFES09 return. It is expected that colleges will have worked through this appendix and consulted the FAQs on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/exercise/ilr0910faqs.htm) before seeking assistance from HEFCE on resolving discrepancies.

Using this appendix

2. Discrepancies between the ILR data and HEIFES09 return are summarised in the 'Summary' table of the HEIFER09XXXX.xls output. This appendix therefore describes how to derive the figures in each grouping of this table. When working through this appendix it is necessary to use the individualised file HEIFER09YYYYYY.ind, where YYYYYY is the provider number (ST_UPIN (L01)) for the college.

3. Figure 1 provides a systematic method for identifying the point at which discrepancies between the returns occur. The subsequent paragraphs give possible causes for each discrepancy. These causes can be grouped into two categories:

- errors in completing specific fields on the 2009-10 ILR return
- problems of fit with the HEIFES09 re-creation algorithms (addressed in Appendix 3).

4. Throughout this appendix, fields taken from the 2009-10 ILR return or derived as part of the re-creation are shown in capitals using the names given in Tables H and I of Appendix 1.

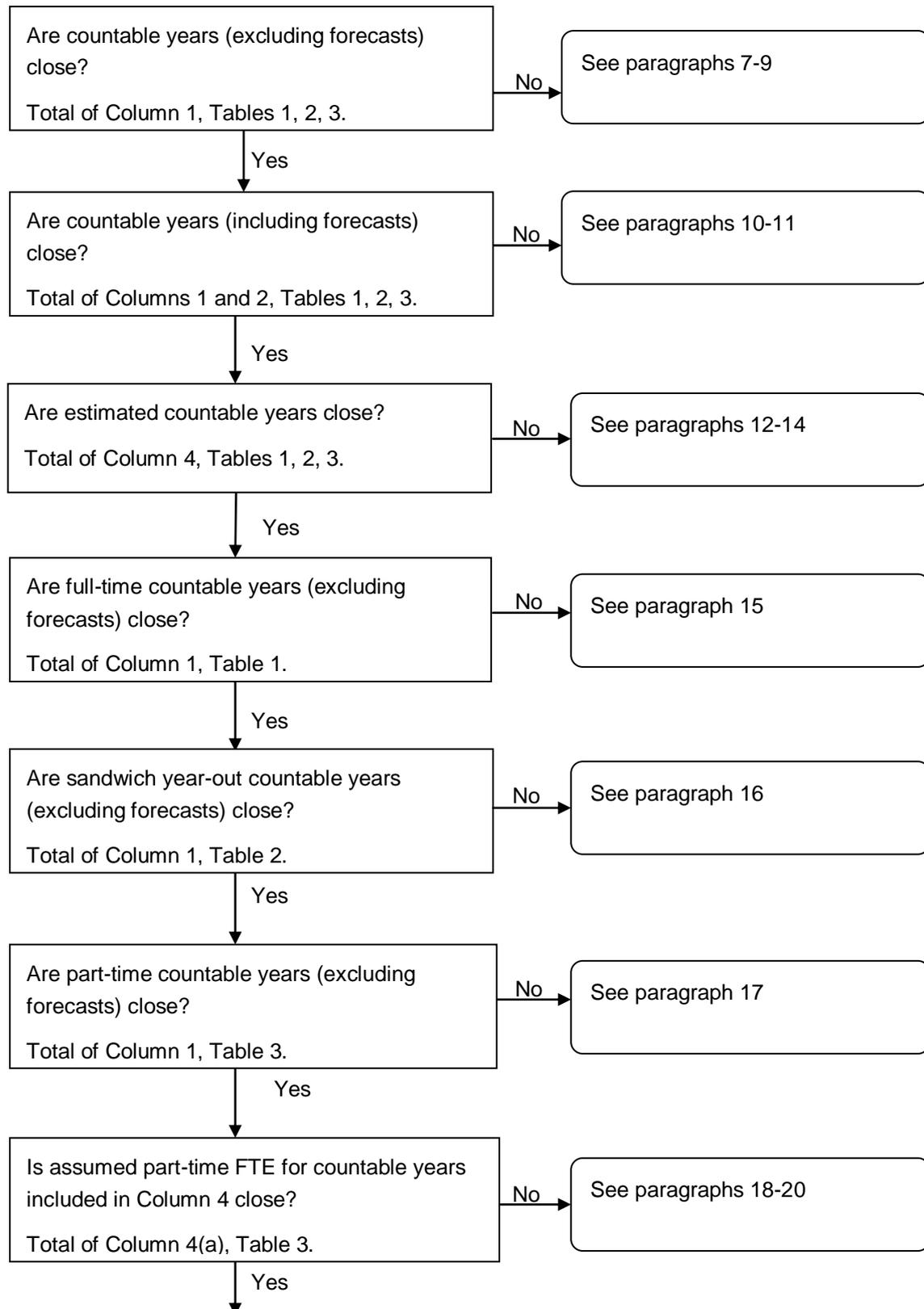
5. Generally, the match between HEIFES09 and 2009-10 ILR data will be exact. However in some areas this may not be the case, owing to estimates made when returning HEIFES and approximations made in the re-creation algorithms (see Appendix 3 for further details). Therefore, when using the diagnostic flowchart in Figure 1 we expect colleges to exercise their own judgement to decide when small differences between the two data sources are not significant. Colleges need to be aware that small differences may accumulate and become significant. When the cause of a significant difference cannot be determined, it may be necessary to backtrack to find the root of the problem.

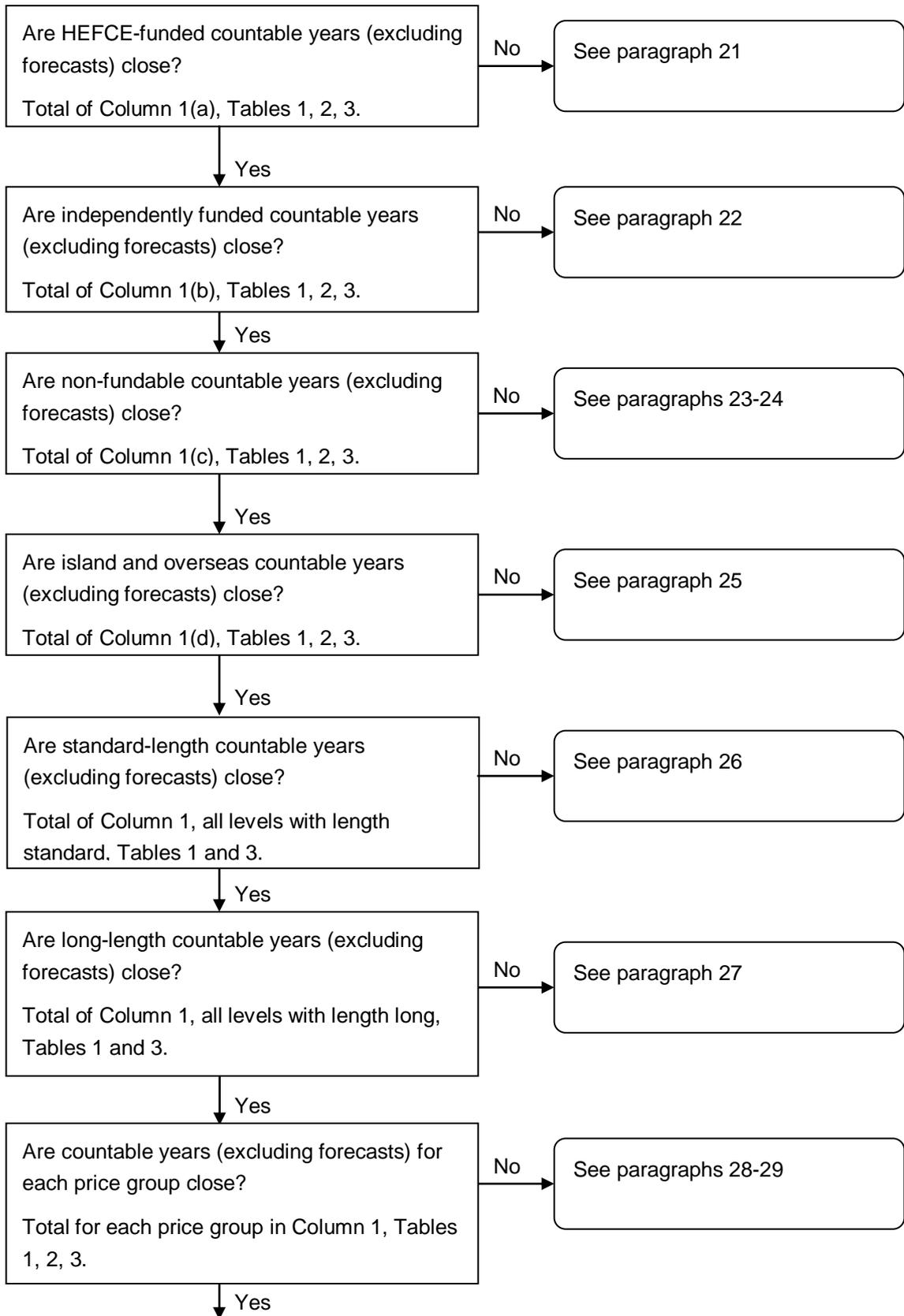
Using the individualised file

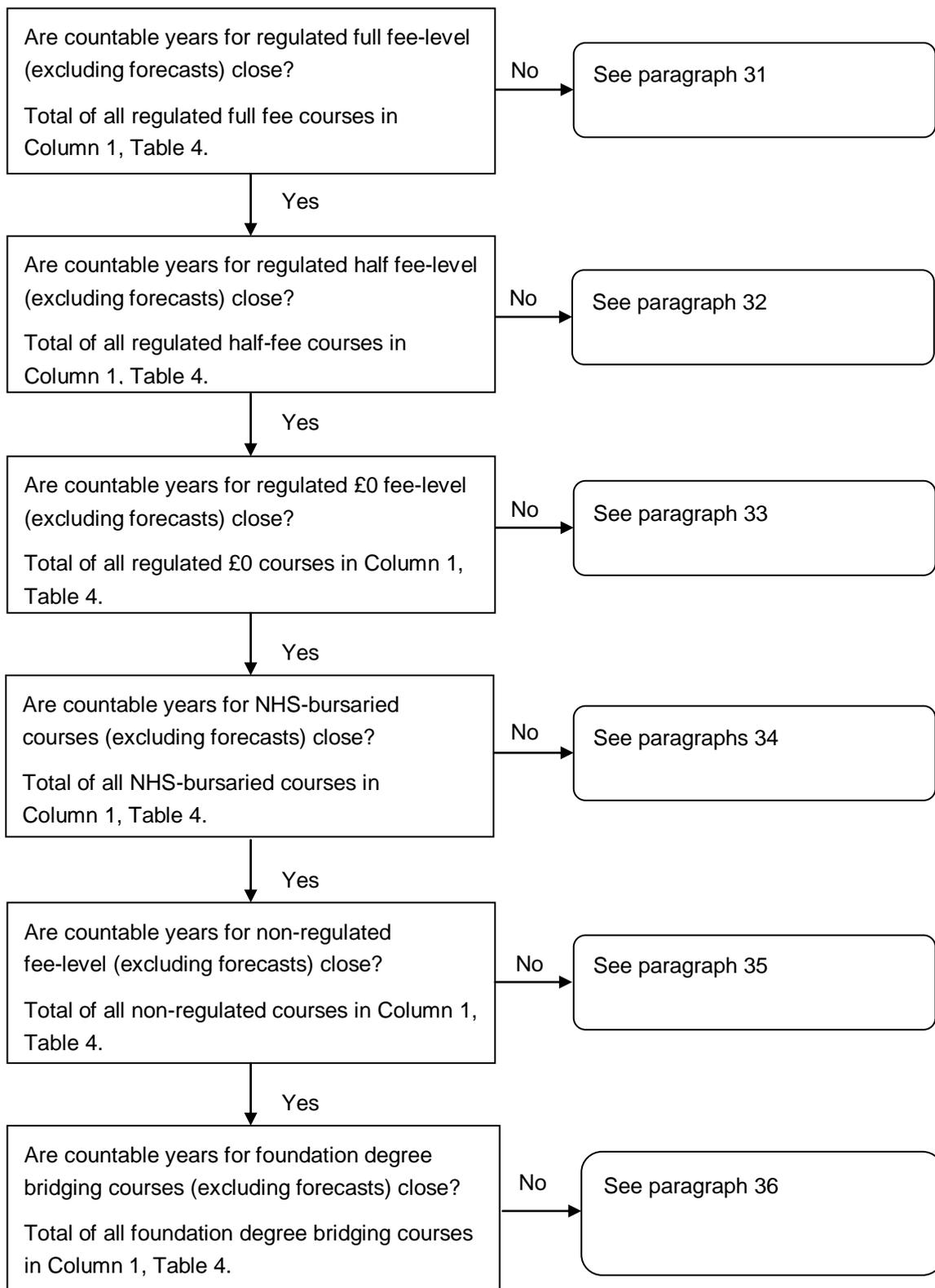
6. When working through this appendix it is necessary to use the individualised file, HEIFER09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN (L01) for the college. The individualised file contains the allocation of students to cells within the HEIFES09 re-creation tables or, where relevant, details of why they were excluded. The guide 'Working with individualised files' on the HEFCE web-site

(www.hefce.ac.uk/learning/datacoll/derived/help/individual/) provides further detail which may assist with the troubleshooting process.

Figure 1 **Diagnostic flowchart**







Countable years (excluding forecasts)

7. To identify countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1. The algorithms for deriving HEFEXCL and HEFREG are given in paragraphs 49 and 40 respectively of Appendix 1.
8. Exceptionally a student generates two countable years of programme of study on the HEIFES return (see paragraph 19, Annex E of 'HEIFES09', HEFCE 2009/37, for details). Students generating multiple years of programme of study are identified by STUBID = 1, 2. The algorithms for deriving STUBID are given in paragraphs 13-14 of Appendix 1.
9. We make an assumption about students that non-complete before 2 November. Details of this assumption are given in paragraphs 14-15 of Appendix 3.

Countable years (including forecasts)

10. To identify countable years (including forecasts) from the individualised file, select HEFEXCL = 0. Forecast countable years are identifiable by HEFREG = 2. The algorithms for deriving HEFEXCL and HEFREG are given in paragraphs 49 and 40 respectively of Appendix 1.
11. Generally we do not expect colleges to return many students in Column 2, however where this is appropriate there may be a small difference as a result of forecasting countable years (Column 2) on HEIFES09.

Estimated countable years

12. To identify assumed countable years from the individualised file, select HEFCOMP = 4 and HEFEXCL = 0. Forecast non-completions are identifiable by HEFEXCL = 0 and HEFCOMP = 3. The algorithms for deriving HEFEXCL and HEFCOMP are given in paragraphs 49 and 41 respectively of Appendix 1.
13. There may be a small variance as a result of forecasting non-completions (Column 3) on HEIFES09.
14. We make an assumption about non-completions. Details of this assumption are given in paragraphs 12-13 of Appendix 3.

Full-time countable years (excluding forecasts)

15. To identify full-time countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFMODE = FTS. The algorithms for deriving HEFEXCL, HEFREG and HEFMODE are given in paragraphs 49, 40 and 17 respectively of Appendix 1.

Sandwich year-out countable years (excluding forecasts)

16. To identify sandwich year-out countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFMODE = SWOUT. The algorithms for deriving HEFEXCL, HEFREG and HEFMODE are given in paragraphs 49, 40 and 17 respectively of Appendix 1.

Part-time countable years (excluding forecasts)

17. To identify part-time countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFMODE = PT. The algorithms for deriving HEFEXCL, HEFREG and HEFMODE are given in paragraphs 49, 40 and 17 respectively of Appendix 1.

Estimated part-time FTE for countable years included in Column 4

18. To identify part-time countable years included in Column 4 from the individualised file, select HEFCOMP = 4 and HEFEXCL = 0 and HEFMODE = PT. To obtain the FTE for these countable years, sum the values of HEFESFTE and divide by 100. The algorithms for deriving HEFCOMP, HEFMODE, and HEFESFTE are given in paragraphs 41, 17 and 31 respectively of Appendix 1.

19. The calculation of HEFESFTE may result in differences between the two data sources for students on non-standard years of programme of study. We make an assumption that years of programme of study are in a steady state. Details of this assumption are given in paragraphs 6-7 of Appendix 3.

20. We make assumptions when identifying ITT and INSET students which may affect the calculation of HEFESFTE. Details of this assumption are given in paragraphs 16-19 of Appendix 3.

HEFCE-funded countable years (excluding forecasts)

21. To identify HEFCE-funded countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFTYPE = HOMEF. The algorithms for deriving HEFEXCL, HEFREG and HEFTYPE are given in paragraphs 49, 40 and 20 respectively of Appendix 1.

Independently funded countable years (excluding forecasts)

22. To identify independently funded countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFTYPE = HOMEIF. The algorithms for deriving HEFEXCL, HEFREG and HEFTYPE are given in paragraphs 49, 40 and 20 respectively of Appendix 1.

Non-fundable countable years (excluding forecasts)

23. To identify non-fundable countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFTYPE = HOMENF. The algorithms for deriving HEFEXCL, HEFREG and HEFTYPE are given in paragraphs 49, 40 and 20 respectively of Appendix 1.

24. We make an assumption about non-fundable students. Details of this assumption are given in paragraphs 8-9 of Appendix 3.

Island and overseas countable years (excluding forecasts)

25. To identify island and overseas countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and HEFTYPE = ISOV. The algorithms for deriving HEFEXCL, HEFREG and HEFTYPE are given in paragraphs 49, 40 and 20 respectively of Appendix 1.

Standard-length countable years (excluding forecasts)

26. To identify standard-length countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and LENGTH = S. The algorithms for deriving HEFEXCL, HEFREG and LENGTH are given in paragraphs 49, 40 and 24 respectively of Appendix 1.

Long-length countable years (excluding forecasts)

27. To identify long-length countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFREG = 1 and LENGTH = L. The algorithms for deriving HEFEXCL, HEFREG and LENGTH are given in paragraphs 49, 40 and 24 respectively of Appendix 1.

Countable years (excluding forecasts) by price group

28. To identify countable years (excluding forecasts) by price group from the individualised file, select HEFEXCL = 0 and HEFREG = 1. To obtain the activity in each price group sum the values of each of the price group fields (PRGB, PRGC, PRGD, PRGMEDIA, PRGITT, PRGINSET). The algorithms for deriving HEFEXCL, HEFREG and price groups are given in paragraphs 49, 40 and 33-34 respectively of Appendix 1.

29. The calculation of PRGB, PRGC, PRGD, PRGMEDIA, PRGITT and PRGINSET may result in differences between the two data sources for students on non-standard years of programme of study. We make an assumption that years of programme of study are in a steady state. Details of this assumption are given in paragraphs 6-7 of Appendix 3.

30. We assume that all CertEds, DTLLSs and PGCEs are ITT courses that do not lead to QTS and as such are assigned to price group C. Details of this assumption is given in paragraphs 16-19 of Appendix 3.

Regulated full fee-level countable years (excluding forecasts)

31. To identify regulated full fee-level countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = FULL. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in paragraphs 49, 20, 40 and 23 respectively of Appendix 1.

Regulated half fee-level countable years (excluding forecasts)

32. To identify regulated half fee-level countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = HALF. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in paragraphs 49, 20, 40 and 23 respectively of Appendix 1.

Regulated £0 fee-level countable years (excluding forecasts)

33. To identify regulated £0 fee-level countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = 0. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in paragraphs 49, 20, 40 and 23 respectively of Appendix 1.

NHS-bursaried courses fee-level countable years (excluding forecasts)

34. To identify regulated NHS-bursaried courses from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = NHS. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in 49, 20, 0 and 23 respectively of Appendix 1.

Non-regulated fee-level countable years (excluding forecasts)

35. To identify non-regulated fee-level countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = OTHER. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in paragraphs 49, 20, 40 and 23 respectively of Appendix 1.

Foundation degree bridging courses countable years (excluding forecasts)

36. To identify foundation degree bridging courses countable years (excluding forecasts) from the individualised file, select HEFEXCL = 0 and HEFTYPE ≠ ISOV and HEFREG = 1 and HEFFEELV = FDBC. The algorithms for deriving HEFEXCL, HEFTYPE, HEFREG and HEFFEELV are given in paragraphs 49, 20, 40 and 23 respectively of Appendix 1.

Appendix 3

Problems of fit with the HEIFES09 re-creation algorithms

Purpose

1. This appendix describes known problems of fit with the re-creation of HEIFES09 when using 2009-10 ILR data.
2. It 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 2009/10' (available from the Information Authority) and 'HEIFES09: Higher Education in Further Education: Students Survey 2009-10' (HEFCE 2009/37) to hand when using this appendix.
3. Throughout this appendix, fields taken from the 2009-10 ILR return or derived as part of the re-creation are shown in capitals using the names given in Tables H and I of Appendix 1 respectively.
4. Where a problem of fit occurs, an override file to rectify the problem of fit may be submitted. We will only apply overrides where we agree that they are appropriate. The override file should only contain changes to primary derived fields. These are fields which are directly used to populate the HEIFES re-creation tables. Further details are provided under each of the following descriptions of problems of fit, and the help guide provided on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/submit/overrides.htm) contains details about the format of the override files and the primary derived fields.

Differences between HEIFES09 and 2009-10 ILR data

5. Some of the data returned in HEIFES09 cannot be re-created exactly using the data supplied to the Data Service. In such cases, reasonable approximations have to be made. Listed below are the specific areas where there may be uncertainty about the correspondence of 2009-10 ILR data to HEIFES09. Where possible, we have indicated the likely effects of the uncertainties.

Description of problems of fit in algorithms

Part-time FTE

6. The calculation of HEFESFTE may result in differences between the two data sources for students on non-standard years of programme of study. This is due to an assumption that years of programme of study are in a steady state. For such students we assume that the FTE reported for the 2008-09 academic year are the same as for the year of programme of study being counted. Where the intensity of the course varies over time, the FTE will not be an accurate reflection of the FTE for the programme of study.

7. For the purposes of the override file, the description should be 'part-time FTE' and the field to be over-written is HEFESFTE (see paragraph 31 of Appendix 1 for a full description of these fields).

Fundability status

8. We assume that students are non-fundable if they are not recorded as HEFCE-funded or independently funded and their domicile is the EU. This assumption means that we may identify island and overseas students as non-fundable. This will not affect funding.

9. For the purposes of the override file, the description should be 'Non-fundable approximation' and the field to be over-written is HEFTYPE (see paragraph 20 of Appendix 1 for a full description of this field).

Two years of programme of study – first countable year

10. In general, data returned on the ILR should reflect the student's status at the end of the academic year; therefore ILR 2009-10 data relate to the second countable year when two years are generated. Where two years of programme of study are generated we have assumed some programme of study attributes from 2008-09 F04 ILR data for the first countable year. See paragraphs 13-14 of Appendix 1 for further information. If the status of the student has changed between the end of 2008-09 and the end of the first countable year, then the values of HQ_COMPY (H16) and HQ_MHESES (H14) may be different across the years.

11. For the purposes of the override file, the description should be 'First countable year (STUBID = 1) – attributes changed' and the fields to be over-written are HEFCOMP and HEFMODE (see paragraphs 41 and 17 respectively of Appendix 1 for a full description of these fields).

Non-completions

12. We make an assumption that all students returned with 'year of programme of study not yet completed, but not failed to complete' (HQ_COMPY (H16) = 3), have completed. Hence the number of non-completions may be understated.

13. For the purposes of the override file, the description should be 'Non-completions – not completed but not failed to complete' and the field to be over-written is HEFCOMP (see paragraph 41 of Appendix 1 for a full description of this field).

Students that non-complete before 2 November but do not leave the college

14. Students on a standard year of programme of study who non-complete before 2 November but do not leave the college are treated as non-completions. They will not be recorded on HEIFES09; however they will appear in Columns 1 and 3 in the HEIFES09 re-

creation. This will not have an effect on funding but will inflate the numbers of students recorded on the re-creation.

15. For the purposes of the override file, the description should be 'Students that non-complete before 2 November but do not leave the college' and the field to be over-written is HEFEXCL with a value of 32 (see paragraph 49 of Appendix 1 for a full description of this field).

ITT and INSET students

16. We assume that all TDA-funded students (QA_FEHE1 (A11A) = 025 or QA_FEHE2 (QA_FEHE2 (A11B) = 025) are assigned to the INSET price group (PRGINSET) rather than the ITT price group (PRGITT). This may overstate the number of students assigned to PRGINSET. Students are assigned to the ITT price group using college-specific algorithms so this should not affect PRGITT.

17. For the purposes of the override file, the description should be 'INSET price group' and the fields to be over-written are PRGB, PRGC, PRGD, PRGMEDIA, PGRITT and PRGINSET (see paragraphs 33-34 of Appendix 1 for a full description of these fields).

18. We assume that all CertEd, DTLLS and PGCE learner aims are courses that do not lead to QTS. Consequently we assign such activity to price group C. This may overstate the number of students assigned to PRGC.

19. For the purposes of the override file, the description should be 'ITT courses that do not lead to QTS' and the fields to be over-written are PRGB, PRGC, PRGD, PRGMEDIA, PGRITT and PRGINSET (see paragraphs 33-34 of Appendix 1 for a full description of these fields).

Appendix 4

CFEE09 re-creation algorithms

Purpose

1. This appendix describes the method used to generate the co-funded employer engagement 2009-10 (CFEE09) re-creation from 2009-10 ILR data. This appendix only applies to colleges that make a CFEE09 return.
2. This appendix is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of the 'Specification of the Individualised Learner Record for 2009/10' (available from the Information Authority) to hand when using this appendix.
3. The algorithms described in this appendix are the same as those in Appendix 1 except for the algorithm to identify co-funded employer engagement students contributing towards an ASN award (see paragraphs 11 and 12 of this appendix).

CFEE09 re-creation tables

4. The CFEE09 re-creation tables and CFEE09 tables can be accessed from the HEFCE extranet. The Excel workbook CFEE09YYYYYY.xls (where YYYYYY is the provider number (ST_UPIN (L01)) for the college) contains the following worksheets.

Table J Excel workbook 'CFEE09YYYYYY'

Worksheet*	Title
Coversheet	Title page
CFEE	CFEE09 re-creation table
hCFEE	CFEE09 table
CFEEDIFF	Difference between CFEE09 and re-created CFEE09

* This worksheet reference corresponds to the spreadsheet tabs.

5. All the information contained in the CFEE09 re creation tables can be re-built by categorising and aggregating the data contained in the individualised file which we provide. See paragraph 7 for further details.
6. The 'CFEEDIFF' sheet (see Table J) will indicate where differences in cell totals between the CFEE09 re-creation and CFEE09 exceed a given threshold. The size of this threshold can be altered by entering the required value where indicated on the worksheet. This sheet is provided to assist institutions in reconciling differences between CFEE09 and CFEE09 re-creation.

Using the individualised file

7. When working through this appendix it is necessary to use the individualised file, CFEE09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN(L01) for the college. Full details of how to access this file are given on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/output/).

ILR fields used to generate the CFEE09 re-creation

8. Only certain ILR fields, detailed in Table K, will be used to generate the CFEE09 re-creation.
9. Throughout this appendix, fields taken from the ILR return or derived as part of the summaries are shown in capitals using the names given in Tables K and L respectively.

Table K Fields used in the CFEE09 re-creation

Field code	Description	Name	Data set	Column in individualised file*
L01	Contract/allocation provider number	ST_UPIN	Learner	A
L02	Contract/allocation type	ST_ALLNO	Learner	C
L03	Learner reference number	ST_REF	Learner	B
L42 [†]	Provider-specified learner data	ST_COLL1/ ST_COLL2	Learner	G H
L45 [†]	Unique learner number	ULN	Learner	K
L46 [†]	UK Provider Reference Number	UKPRN	Learner	L
A05	Sequence number	QA_SEQNO	Learning aim	E
A09	Learning aim reference	QA_AIM_R	Learning aim	F
A48 [†]	Provider-specified learning aim data	QA_COLL1/ QA_COLL2	Learning aim	I J
A46	Indicates participation in programmes or initiatives	QA_GOV11/ QA_GOV12	Learning aim	AF AG
H09	Learner instance number	HQ_NUMHU	HE	D

* The individualised data file CFEE09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

[†] These fields are not used in the co-funded employer engagement summaries but are included in the individualised file to allow easy identification of students.

Description of derived fields

10. Here we give details of the derived fields in the individualised data file. These fields are used to generate the CFEE09 re-creation.

Table L CFEE09 re-creation derived fields

Field name	Description	Paragraph	Column in individualised file*
CFEEEXCL	Field indicating whether the student was included in CFEE09 re-creation	12	P
COFNDSTU	Field indicating whether the student is expected to contribute to a co-funded employer engagement ASN award	11	O
FTEB [†] FTEC [†] FTED [†] FTEMEDIA [†]	Proportion of FTE assigned to each price group	39	AB-AE
HEFCOMP [†]	Completion of year of programme of study indicator	41	T
HEFESFTE [†]	CFEE09 FTE	31	R
HEFEXCL [†]	Exclusion reason(s)	49	S
HEFLEVEL [†]	CFEE09 level of study	188	V
HEFMODE [†]	CFEE09 mode of study	17	U
HEFTYPE [†]	Fundability status	20	Q
ILRKEY [†]	Unique programme of study identifier	12	M
LENGTH [†]	Long or standard year length indicator	24	W
PRGB PRGC PRGD PRGMEDIA PRGITT PRGINSET [†]	Proportion of countable year in each price group	33-34	X-AA, AH-AI
STUBID [†]	Unique countable year of programme identifier	13-14	N

* The individualised data file CFEE09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

[†] The algorithms for deriving these fields are given in Appendix 1. For these algorithms, the paragraph numbers reference Appendix 1.

COFNDSTU (Column O)

11. This field indicates whether the student is expected to contribute to a co-funded employer engagement ASN award.

Value	Description	Definition
1	Student is expected to contribute to a co-funded employer engagement ASN award	(HEFTYPE=HOMENF and (QA_GOV1='107' or QA_GOV2='107')) or college-specific algorithm
0	Otherwise	Otherwise

CFEEEXCL (Column P)

12. This field indicates whether the student is included in the CFEE09 re-creation.

Value	Description	Definition
0	Student is included in the CFEE09 re-creation	COFNDSTU = 1 and HEFCOMP = 4 and HEFEXCL = 0 and HEFTYPE = HOMENF and HEFMODE ≠ SWOUT and PRGITT = 0 and PRGINSET = 0
1	Otherwise	Otherwise

Appendix 5

Troubleshooting the differences between CFEE09 and the CFEE09 re-creation

Purpose

1. This appendix aims to help colleges identify the cause of any discrepancies between their CFEE09 and CFEE09 re-creation. It is expected that colleges will have worked through this appendix and consulted the FAQs on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/exercise/ilr0910faqs.htm) before seeking assistance from HEFCE on resolving discrepancies.

Using this appendix

2. Discrepancies between the ILR data and CFEE09 return are summarised in the 'CFEEDIFF' table of the CFEE09XXXX.xls output. This appendix therefore describes how to derive the figures in each grouping of this table. When working through this appendix it is necessary to use the individualised file CFEE09XXXX.ind, where YYYYYY is the provider number (ST_UPIN (L01)) for the college.

3. Figure 2 provides a systematic method for identifying at what point discrepancies between the returns occur. The subsequent paragraphs give possible causes for each discrepancy. These causes can be grouped into two categories:

- errors in completing specific fields on the 2009-10 ILR return (addressed in this appendix)
 - problems of fit with the CFEE09 re-creation algorithms (addressed in Appendix 6).
- Discrepancies may occur due to errors in the CFEE return. These are not described here.

4. Throughout this appendix, fields taken from the 2009-10 ILR return or derived as part of the re-creation are shown in capitals using the names given in Tables K and L of Appendix 4.

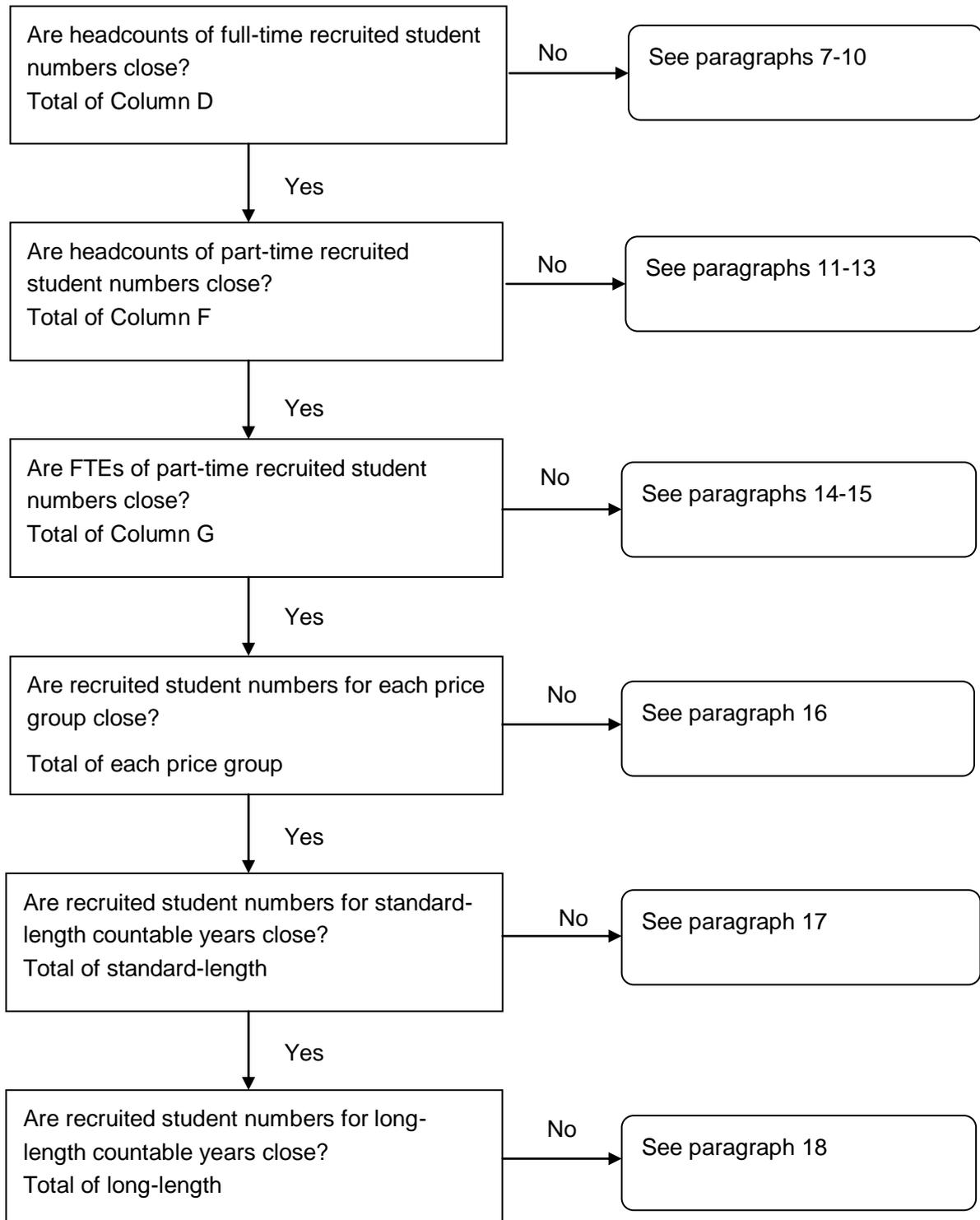
5. Generally the match between CFEE09 and the CFEE09 re-creation will be exact. However in some areas this may not be the case owing to approximations made in the re-creation algorithms (see Appendix 6 for further details). Therefore, when using the diagnostic flowchart in Figure 2 we expect colleges to exercise their own judgement to decide when small differences between the two data sources are not significant. Colleges need to be aware that small differences may accumulate and become significant. When the cause of a significant difference cannot be determined, it may be necessary to backtrack to find the root of the problem.

Using the individualised file

6. When working through this appendix it is necessary to use the individualised file, CFEE09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN(L01) for the college. The individualised file contains the allocation of students to cells within the CFEE09 re-

creation tables or, where relevant, details of why they were excluded. The guide 'Working with individualised files' on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/individual/) provides further detail which may assist with the troubleshooting process.

Figure 2 **Diagnostic flowchart**



Full-time recruited student numbers

7. To identify the headcount of full-time recruited student numbers from the individualised file, select CFEEEXCL = 0 and HEFMODE = FTS. The algorithm for deriving CFEEEXCL can be found in paragraph 12 of Appendix 4 and HEFMODE is given in paragraph 177 of Appendix 1.
8. Exceptionally a student generates two countable years in the CFEE09 return (see paragraph 16, Annex E of 'HEIFES09: Higher Education in Further Education: Students Survey 2009-10', HEFCE 2009/37, for further details). Students generating multiple years of programme of study are identified by STUBID = 1, 2. The algorithms for deriving STUBID are given in paragraphs 13-14 of Appendix 1.
9. We make an assumption about the fundability status of students that are non-fundable. Details of this assumption are given in paragraphs 9-10 of Appendix 6.
10. We make an assumption about the non-completion status of students whose year of programme of study has not yet completed, but has not failed to complete (HQ_COMPY (H16) = 3). Details of this assumption are given in paragraphs 13-14 of Appendix 6.

Headcount of part-time recruited student numbers

11. To identify the headcount of part-time recruited student numbers from the individualised file, select CFEEEXCL = 0 and HEFMODE = PT. The algorithm for deriving CFEEEXCL can be found in paragraph 12 of Appendix 4 and HEFMODE is given in paragraph 177 of Appendix 1.
12. We make an assumption about the fundability status of students that are non-fundable. Details of this assumption are given in paragraphs 9-10 of Appendix 6.
13. We make an assumption about the non-completion status of students whose year of programme of study has not yet completed, but who have not failed to complete (HQ_COMPY (H16) = 3). Details of this assumption are given in paragraphs 13-14 of Appendix 6.

FTE of part-time recruited student numbers

14. To identify part-time recruited student numbers the individualised file, select CFEEEXCL = 0 and HEFMODE = PT. To obtain the FTE for these students sum the values of HEFESFTE and divide by 100. The algorithm for deriving CFEEEXCL is given in paragraph 12 of Appendix 4 and those for HEFMODE and HEFESFTE are given in paragraphs 177 and 31 respectively of Appendix 1.
15. The calculation of HEFESFTE may result in differences between the two data sources for students on non-standard years of instance. We make an assumption that years of

programme of study are in a steady state. Details of this assumption are given in paragraphs 11-12 of Appendix 6.

Recruited student numbers by price group

16. To identify recruited student numbers by price group from the individualised file, select CFEEEXCL = 0. To obtain the proportion of activity in each price group sum the values of each of the price group fields (PRGB, PRGC, PRGD, PRGMEDIA). The algorithms for deriving CFEEEXCL can be found in paragraph 12 of Appendix 4. The price group fields, PRGB-PRMEDIA, are described in paragraphs 33-34 of Appendix 1.

Standard-length countable years

17. To identify recruited students on standard-length countable years from the individualised file, select CFEEEXCL = 0 and LENGTH = S. The algorithm for deriving CFEEEXCL can be found in paragraph 12 of Appendix 4 and LENGTH is given in paragraph 24 of Appendix 1.

Long-length countable years

18. To identify recruited students on long-length countable years from the individualised file, select CFEEEXCL = 0 and LENGTH = L. The algorithm for deriving CFEEEXCL can be found in paragraph 12 of Appendix 4 and LENGTH is given in paragraph 24 of Appendix 1.

Level

19. To identify recruited students from a particular level from the individualised file, select CFEEEXCL = 0 and HEFLEVEL = FD, UGX or PGT. The algorithm for deriving CFEEEXCEL can be found in paragraph 12 of Appendix 4 and HEFLEVEL is given in paragraph 18 of Appendix 1.

Appendix 6

Problems of fit with the CFEE09 re-creation algorithms

Purpose

1. This appendix describes known problems of fit with the CFEE09 re-creation algorithms.
2. It is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of the 'Specification of the Individualised Learner Record for 2009/10' (available from the Information Authority) to hand when using this appendix.
3. Throughout this appendix, fields taken from the ILR 2009-10 return or derived as part of the re-creation are shown in capitals, using the names given in Tables K and L of Appendix 4 respectively.
4. Where a problem of fit occurs, an override file to rectify the problem of fit may be submitted. We will only apply overrides where we agree that they are appropriate. The override file should only contain changes to primary derived fields. Further details are provided under each of the following descriptions of problems of fit, and the help guide on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/submit/overrides.htm) contains details about the format of the override files and the primary derived fields.
5. Primary derived fields are those which are directly used to populate the CFEE re-creation tables. They are listed on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/primary.htm).

Differences between CFEE09 and 2009-10 ILR data

6. Some of the data returned in CFEE09 cannot be re-created exactly using ILR data. In such cases, reasonable approximations have to be made. Listed below are the specific areas where there may be uncertainty about the correspondence of 2009-10 ILR data to CFEE09. Where possible, we have indicated the likely effects of the uncertainties.

Description of problems of fit in algorithms

Part-time FTE and allocation to price groups

7. The calculation of HEFESFTE may result in differences between the two data sources for students on non-standard years of instance. This is due to an assumption that years of programme of study are in a steady state. For such students we assume that the FTE reported for the 2008-09 academic year are the same as for the year of programme of study being counted. Where the intensity of the course varies over time, the FTE will not be an accurate reflection of the FTE for the programme of study.

8. For the purposes of the override file, the description should be 'CFEE - HEFESFTE: part-time FTE' and the field to be over-written is HEFESFTE (see paragraph 31 of Appendix 1 for a full description of this field).

Fundability status

9. We assume that students are non-fundable if they are not recorded as HEFCE-funded or independently funded and their domicile is the EU. This assumption means that we may identify island and overseas students as non-fundable.

10. For the purposes of the override file, the description should be 'CFEE - HEFTYPE: non-fundable approximation' and the field to be over-written is HEFTYPE (see paragraph 20 of Appendix 1 for a full description of this field).

Two years of programme of study – first countable year

11. In general, data returned on the ILR should reflect the student's status at the end of the academic year; therefore ILR 2009-10 data relate to the second countable year when two years are generated. Where two years of programme of study are generated we have assumed some programme of study attributes from 2008-09 F04 ILR data for the first countable year (see paragraphs 13-14 of Appendix 1 for further information). If the status of the student has changed between the end of 2008-09 and the end of the first countable year, then the values of HQ_COMPY (H16) and HQ_MHESES (H14) may be different across the years.

12. For the purposes of the override file, the description should be 'CFEE: First countable year (STUBID = 1) – attributes changed' and the fields to be overwritten are HEFCOMP and HEFMODE (see paragraphs 441 and 17 respectively of Appendix 1 for a full description of these fields).

Non-completions

13. We make an assumption that all students returned as 'year of programme of study not yet completed, but not failed to complete' (HQ_COMPY (H16) = 3), have completed. Hence the number of non-completions may be understated.

14. For the purposes of the override file, the description should be 'CFEE - HEFCOMP: non-completions – not completed but not failed to complete' and the field to be over-written is HEFCOMP (see paragraph 441 of Appendix 1 for a full description of this field).

Appendix 7

Derived statistics that may inform the 2011-12 WP allocations algorithms

Purpose

1. This appendix details the algorithms determining the derived fields from the 2009-10 ILR F05 data which may be used to calculate the 2011-12 WP allocations.
2. The algorithms listed in this appendix are subject to further change, for example following a decision by the board or if an error is identified.
3. This appendix is aimed at readers with in-depth knowledge of the ILR data. Readers are advised to have a copy of the 'Specification of the Individualised Learner Record for 2009/10' (available from the Information Authority) to hand when using this appendix.

2009-10 ILR fields used in the WP derived statistics algorithms

4. Only certain fields, detailed in Table M, will be used to generate the WP allocation fields.
5. Throughout this appendix, fields taken or derived from the ILR return are shown in capitals using the names given in Tables M and N respectively.

Using the individualised file

6. When working through this appendix it is necessary to use the individualised file IHWP09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN (L01) for your college. Details of how to access this file are given on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/output/). The file will show the allocation of students to cells within the tables and, where relevant, details of why they were excluded from the WP populations.

Table M ILR fields which may inform the WP allocations

Field code	Description	Name	Dataset	Column in individualised file*
L01	Provider number	ST_UPIN	Learner	A
L02	Contract/allocation type	ST_ALLNO	Learner	B
L03	Learner reference number	ST_REF	Learner	C
L11	Date of birth	ST_DOB	Learner	O
L17	Home postcode	ST_POSTC	Learner	Q
L24	Country of domicile	ST_DOMIC	Learner	P
L29	Additional learning support	ST_SUPPA	Learner	R

L42	Provider-specified learner data	ST_COLL1/ ST_COLL2	Learner	AN, AO
L45	Unique learner number	ULN	Learner	AL
L46	UK Provider Reference Number	UKPRN	Learner	AM
A05	Learning aim data set sequence	QA_SEQNO	Learning aim	D
A09	Learning aim reference	QA_AIM_R	Learning aim	S
A11	Source of funding other than the LSC (occurs twice)	QA_FEHE1/ QA_FEHE2	Learning aim	K, L
A27	Learning start date	QA_ST_DA	Learning aim	M
A28	Learning planned end date	QA_EXP_E	Learning aim	N
A48	Provider-specified learning aim data	QA_COLL1/Q A_COLL2	Learning aim	I
H09	Student instance identifier	HQ_NUMHU	HE	E
H11	Highest qualification on entry	HQ_QUAL_	HE	I
H13	Type of programme year	HQ_PYTYP	HE	J

* The individualised file IHWP09YYYYYY.ind, downloadable from the HEFCE web-site. (See www.hefce.ac.uk/learning/datacoll/derived/help/output/).

Description of derived fields

7. This section provides details of the derived fields in the individualised data file. These fields may be used in calculating the WP allocations.

Table N Derived fields which may be used to inform the WP allocations

Field name	Description	Paragraph	Column in individualised file*	WP allocation(s) used in ‡
DISALLOC	Field indicating inclusion in numerator of disability allocation proportion	11	U	Dis.
DISPOP	Field indicating inclusion in the denominator of disability allocation proportion	10	T	Dis.
ENTRANT	Field indicating students in their first year of programme of study	12	AC	WA
ENTRYAGE	Student's age on commencement of programme of study	13	AD	WA

EXCLPC	Field indicating whether postcode was excluded from the mapping to Census data	15	AA	WA
HEFCOMP [†]	Completion of year of programme of study indicator	41	AI	WA
HEFESFTE [†]	FTE for the year of programme of study	31	AE	Dis.
HEFEXCL [†]	Reason for exclusion from the HEIFES re-creation	49	H	All
HEFFEELV [†]	Fee level	23	AJ	WA
HEFLEVEL [†]	Level of study	18	AF	All
HEFMODE [†]	Mode of study	17	AG	All
HEFQAIM [†]	Recognised as HE qualification aim	166	AK	All
HEFTYPE [†]	Fundability status	20	AH	All
HIGHQUAL	Field indicating whether or not student has previously obtained their qualification aim or a higher qualification aim	14	AB	WA
ILRKEY [†]	Unique learning aim identifier	12	F	All
PGDSA	Postgraduate DSA eligibility	9	W	Dis.
STUBID [†]	Unique year of programme of study identifier	13-14	G	All
UGDSA	Undergraduate DSA eligibility	8	V	Dis.
WAPOP	Field indicating inclusion in a widening access population	16	Y	WA
WAQUIN	Participation or educational attainment quintile of student in widening access population	17	Z	WA

* The individualised file IHWP09YYYYYY.ind, downloadable from the web. (See www.hefce.ac.uk/learning/datacoll/derived/help/output/).

[†] The algorithms for deriving these fields are given in Appendix 1; the paragraph references refer to this appendix.

[‡] Dis. = Widening access and improving provision for disabled students, WA = Widening access for people from disadvantaged backgrounds .

UGDSA (Column V)

8. The UGDSA field indicates the DSA eligibility status for undergraduates, including students on Postgraduate or Professional Certificates of Education (PGCEs).

Value	Description	Definition
1	Undergraduate eligible for DSA	ST_DOMIC (L24) = XF, XG, XH, XI, XJ, GB and (HEFLEVEL = UGX, FD or HEFQAIM = PGCE) and (HEFMODE = FTS, SWOUT or (HEFMODE = PT and HEFESFTE ≥ 50))
0	Undergraduate ineligible for DSA	Otherwise

PGDSA (Column W)

9. The PGDSA field indicates the DSA eligibility status for postgraduates, excluding students on PGCEs.

Value	Description	Definition
1	Postgraduate eligible for DSA	ST_DOMIC (L24) = XF, XG, XH, XI, XJ, GB and HEFLEVEL = PGT and HEFQAIM ≠ PGCE and QA_FEHE1 (A11A) ≠ 007 and QA_FEHE2 (A11B) ≠ 007 and ((HEFMODE = FTS, SWOUT or (HEFMODE = PT and HEFESFTE ≥ 50))
0	Postgraduate ineligible for DSA	Otherwise

DISPOP (Column T)

10. The DISPOP field indicates whether the student is included in the denominator of the disability allocation proportion.

Value	Description	Definition
1	Included in the denominator of the disability allocation proportion	HEFCOMP = 4 and HEFEXCL = 0 and HEFTYPE = HOMEF, HOMEIF, HOMENF and (UGDSA = 1 or PGDSA = 1)
0	Not included in the denominator of the disability allocation proportion	Otherwise

DISALLOC (Column U)

11. The DISALLOC field indicates whether the student is included in the numerator of the disability allocation proportion.

Value	Description	Definition
1	Included in the numerator of the disability allocation proportion	DISPOP = 1 and ST_SUPPA (L29) = 71
0	Not included in the numerator of the disability allocation proportion	Otherwise

ENTRANT (Column AC)

12. This field identifies students in their first year of programme of study.

Value	Description	Definition
1	Entrant	(HQ_PYTYP (H13) = 1 and QA_ST_DA (A27) ≥ 1 August 2009 and QA_ST_DA (A27) ≤ 31 July 2010) or (HQ_PYTYP (H13) = 2, 4, 5 and QA_ST_DA (A27) ≥ 1 August 2008 and QA_ST_DA (A27) ≤ 31 July 2009)
0	Not an entrant	Otherwise

ENTRYAGE (Column AD)

13. The ENTRYAGE field contains the student's age at the commencement of the programme of study. This is the number of full years between QA_ST_DA (A27) and ST_DOB (L11).

HIGHQUAL (Column AB)

14. The HIGHQUAL field indicates whether or not the student has previously obtained their qualification aim or a higher qualification aim.

Value	Description	Definition
1	Student has not previously obtained their qualification aim or a higher qualification aim	(HQ_QUAL_ (H11) = 23 to 28, 31 and HEFQAIM = FIRST) or (HQ_QUAL_ (H11) = 30 and HEFQAIM = FIRST, FOUDEG) or HQ_QUAL_ (H11) = 21, 22, 29, 37 to 98
0	Student has previously obtained for their qualification aim or a higher qualification aim, or has unknown qualifications	Otherwise

EXCLPC (Column AA)

15. The EXCLPC field indicates whether the student's home postcode (ST_POSTC (L17)) has been excluded from the mapping to 2001 Census ward data. Postcodes are excluded if our analysis indicates they are unsafe for participation measurement (typically institutions such as boarding schools), they are marked as non-geographic postcodes in the ONS National Statistics Postcode Directory, or where no link to 2001 Census ward data is possible.

WAPOP (Column Y)

16. The WAPOP field indicates whether the student is included in either the young, full-time, mature, full-time or part-time widening access allocation population.

Value	Description	Definition
1	Included in young full-time widening access allocation population	EXCLPC = N and ST_DOMIC (L24) = XF, XG, XH, XI, XJ, GB and HEFTYPE = HOMEF and HEFCOMP = 4 and HEFEXCL = 0 and ENTRYAGE < 21 and ENTRANT = 1 and HEFLEVEL = UGX, FD and HEFMODE = FTS
2	Included in mature full-time widening access allocation population	EXCLPC = N and ST_DOMIC (L24) = XF, XG, XH, XI, XJ, GB and HEFTYPE = HOMEF and HEFCOMP = 4 and HEFEXCL = 0 and ENTRYAGE ≥ 21 and ENTRANT = 1 and HEFLEVEL = UGX, FD and HEFMODE = FTS
3	Included in the part-time widening access allocation population	EXCLPC = N and ST_DOMIC (L24) = XF, XG, XH, XI, XJ, GB and HEFTYPE = HOMEF and HEFCOMP = 4 and HEFEXCL = 0 and ENTRANT = 1 and HEFLEVEL = UGX, FD and HEFMODE = PT
0	Not included in a widening access population	Otherwise

WAQUIN (Column Z)

17. The WAQUIN field indicates:
- For students in the young, full-time widening access population (WAPOP = 1): the young higher education participation quintile of the student's 2001 Census ward. Values are 1 to 5, with 1 being the quintile of lowest participation.
 - For students in the mature, full-time widening access population (WAPOP = 2) or part-time widening access population (WAPOP = 3): the educational attainment quintile of the student's 2001 Census ward. Values are 1 to 5, with 1 being the quintile of lowest educational attainment. Note that part-time and mature full-time students who already hold a higher education qualification at the same level as, or higher than, their current qualification aim, or have unknown entry qualifications (HIGHQUAL = 0), are given a quintile value of 5, irrespective of their postcode.

Re-creating the indicative 2011-12 WP allocations using the individualised file

18. This section will enable you to re-create the WP derived statistics shown in the IHWP09YYYYYY.xls workbook.

Widening access for people from disadvantaged backgrounds: full-time

Headcount of young FT UG new entrants in quintile 1 (weight 2)

19. To identify the 'young FT UG new entrants in quintile 1 (weight 2)' from the individualised file select WAQUIN = 1 and WAPOP = 1. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of young FT UG new entrants in quintile 2 (weight 1)

20. To identify the 'young FT UG new entrants in quintile 2 (weight 1)' from the individualised file select WAQUIN = 2 and WAPOP = 1. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of mature FT UG new entrants in quintile 1 (weight 2)

21. To identify the 'mature FT UG new entrants in quintile 1 (weight 2)' from the individualised file select WAQUIN = 1 and WAPOP = 2. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of mature FT UG new entrants in quintile 2 (weight 1)

22. To identify the 'mature FT UG new entrants in quintile 2 (weight 1)' from the individualised file select WAQUIN = 2 and WAPOP = 2. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of FT UG new entrants, all quintiles, all ages

23. To identify the 'FT UG new entrants', all quintiles, all ages from the individualised file, select WAPOP = 1, 2. The algorithm for deriving WAPOP is found in paragraph 16 of this appendix.

Widening access for people from disadvantaged backgrounds: part-time

Headcount of PT UG new entrants in quintile 1 (weight 2)

24. To identify the young 'PT UG new entrants in quintile 1 (weight 2)' from the individualised file select WAQUIN = 1 and WAPOP = 3. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of PT UG new entrants in quintile 2 (weight 1)

25. To identify the young 'PT UG new entrants in quintile 2 (weight 1)' from the individualised file, select WAQUIN = 2 and WAPOP = 3. The algorithms for deriving WAPOP and WAQUIN are found in paragraphs 16 and 17 of this appendix.

Headcount of PT UG new entrants in all quintiles

26. To identify the 'PT UG new entrants in all quintiles' from the individualised file, select WAPOP = 3. The algorithm for deriving WAPOP is found in paragraph 16 of this appendix.

Widening access and improving provision for disabled students

Headcount of home and EC students in receipt of DSA

27. To identify the 'home and EC students in receipt of DSA' from the individualised file select DISALLOC = 1. The algorithm for deriving DISALLOC is found in paragraph 11 of this appendix.

Total (all modes, all levels) student headcount

28. To identify 'total (all modes, all levels) student headcount' from the individualised file select DISPOP = 1. The algorithm for deriving DISPOP is found in paragraph 10 of this appendix.

Appendix 8

Derived statistics that may inform the 2011-12 TESS allocation algorithms

Purpose

1. This appendix details the algorithms determining the derived fields from the 2009-10 ILR F05 data which may be used to calculate the 2011-12 TESS allocation.
2. The algorithms listed in this appendix are subject to further change, for example following a decision by the board or if an error is identified.
3. This appendix is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of the 'Specification of the Individualised Learner Record for 2009/10' (available from the Information Authority) to hand when using this appendix.

2009-10 ILR fields used in the TESS derived statistics algorithms

4. Only certain fields, detailed in Table O will be used to generate the TESS allocation fields. Note that the IHTESS09YYYYYY.xls output will show only indicative outputs for the improving retention element of TESS – this is because improving retention is the only element of TESS which is informed by ILR data.
5. Throughout this appendix, fields taken or derived from the ILR return or derived for the TESS allocations are shown in capitals using the names given in Tables O and P respectively.

Using the individualised file

6. When working through this appendix it is necessary to use the individualised file IHTESS09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN (L01) for your college. Details of how to access this file are given on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/output/). The file will show the allocation of students to cells within the tables and, where relevant, details of why they were excluded from the TESS population.

Table O ILR fields which may inform the TESS allocations

Field code	Description	Name	Dataset	Column in individualised file*
L01	Provider number	ST_UPIN	Learner	A
L02	Contract/allocation type	ST_ALLNO	Learner	B
L03	Learner reference number	ST_REF	Learner	C
L11	Date of birth	ST_DOB	Learner	P
L24	Country of domicile	ST_DOMIC	Learner	Q
L42	Provider-specified learner data	ST_COLL1/ ST_COLL2	Learner	F G
L45	Unique learner number	ULN	Learner	AC
L46	UK Provider Reference Number	UKPRN	Learner	AD
A05	Learning aim data set sequence	QA_SEQNO	Learning aim	D
A09	Learning aim reference	QA_AIM_R	Learning aim	AB
A11	Source of funding other than LSC (occurs twice)	QA_FEHE1/ QA_FEHE2	Learning aim	M N
A27	Learning start date	QA_ST_DA	Learning aim	O
A48	Provider-specified learning aim data	QA_COLL1/ QA_COLL2	Learning aim	H I
H09	Student instance identifier	HQ_NUMHU	HE	E
H11	Highest qualification on entry	HQ_QUAL_	HE	I
H13	Type of instance year	HQ_PYTYP	HE	J
H39	UCAS tariff points	HQ_UCATP	HE	L
H41	UCAS application code	HQ_UCAAC	HE	K

* The individualised data file IHTESS09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

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

Description of derived fields

7. This section provides details of the derived fields in the individualised data file. These fields are used in calculating the TESS allocation.

Table P **Derived fields which may be used to inform the TESS allocation**

Field name	Description	Paragraph	Column in individualised file*
ENTQUAL	Grouping of student's highest qualification on entry	10	Y
ENTRANT	Field indicating students in their first year of programme of study	8	Z
ENTRYAGE	Student's age on commencement of programme of study	9	AA
EQGRP	Entry qualification risk group	12	X
EQPOP	Field indicating inclusion in the full-time improving retention allocation population	11	W
HEFCOMP [†]	Completion of year of programme of study indicator	41	V
HEFEXCL [†]	Reason for exclusion from the HEIFES re-creation	49	H
HEFFEELV [†]	Fee level	23	AE
HEFLEVEL [†]	Level of study	188	R
HEFMODE [†]	Mode of study	177	S
HEFQAIM [†]	Recognised as HE qualification aim	166	T
HEFTYPE [†]	Fundability status	20	U
ILRKEY [†]	Unique learning aim identifier	12	F
STUBID [†]	Unique year of programme of study identifier	13-14	G

* The individualised file IHTESS09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

[†] The algorithms for deriving these fields are given in Appendix 1; the paragraph references refer to this appendix.

ENTRANT (Column Z)

8. This field identifies students in their first year of programme of study.

Value	Description	Definition
1	Entrant	(HQ_PYTYP (H13) = 1 and QA_ST_DA (A27) ≥ 1 August 2009 and QA_ST_DA (A27) ≤ 31 July 2010) or (HQ_PYTYP (H13) = 2, 4, 5 and QA_ST_DA (A27) ≥ 1 August 2008 and QA_ST_DA (A27) ≤ 31 July 2009)
0	Not an entrant	Otherwise

ENTRYAGE (Column AA)

9. The ENTRYAGE field contains the student's age at the commencement of the programme of study. This is the number of years between QA_ST_DA (A27) and ST_DOB (L11).

ENTQUAL (Column Y)

10. The ENTQUAL field contains the group of the student's highest qualification on entry.

Value	Description	Definition
ACCESS	Access course	HQ_QUAL_ (H11) = 44, 45, 48
AH	A-levels and Scottish Highers	HQ_QUAL_ (H11) = 39, 40
BACC	Baccalaureate	HQ_QUAL_ (H11) = 42, 47
BTEC	ONC or OND (including BTEC and SQA equivalents)	HQ_QUAL_ (H11) = 41
DEG	Degree and higher	HQ_QUAL_ (H11) = 01 to 05, 10 to 16
FOU	Foundation course	HQ_QUAL_ (H11) = 29, 43, 72
NONE	No formal qualifications	HQ_QUAL_ (H11) = 92, 93, 98
OHE	Other HE	HQ_QUAL_ (H11) = 21 to 28, 30, 31
OTHER	Other and no formal qualifications	HQ_QUAL_ (H11) = 37, 38, 55, 56, 57, 94, 97
UNKNOWN	Unknown entry qualifications	HQ_QUAL_ (H11) = 99, BLANK

EQPOP (Column W)

11. The EQPOP field indicates whether the student is included in the full-time improving retention allocation population.

Value	Description	Definition
0	Not included in full-time improving retention allocation population	(ENTRYAGE \geq 21 and ENTQUAL = AH and HQ_UCATP (H39) = 0 and HQ_UCAAC (H41) \neq 000000000, BLANK) or HEFCOMP \neq 4 or HEFEXCL \neq 0 or ENTRANT \neq 1 or ST_DOMIC (L24) \neq XF, XG, XH, XI, XJ, GB or HEFTYPE \neq HOMEF, HOMEIF or HEFLEVEL \neq UGX, FD or HEFMODE \neq FTS, SWOUT
1	Included in full-time improving retention allocation population	Otherwise

EQGRP (Column X)

12. The EQGRP field holds the entry-qualification risk group the student was assigned to and is calculated for students in the full-time improving retention population only (EQPOP = 1).

Value	Description	Definition
Y_U	Young, unknown	ENTRYAGE < 21 and (ENTQUAL = UNKNOWN or (ENTQUAL = AH and HQ_UCATP (H39) = 0 and HQ_UCAAC (H41) \neq 000000000, BLANK))
Y_L	Young, low risk	ENTRYAGE < 21 and (ENTQUAL = DEG, BACC or (ENTQUAL = AH and HQ_UCATP (H39) > 260))
Y_M	Young, medium risk	ENTRYAGE < 21 and (ENTQUAL = FOU, OHE or (ENTQUAL = AH and ((160 < HQ_UCATP (H39) \leq 260) or (HQ_UCATP (H39) = 0 and HQ_UCAAC (H41) = 000000000, BLANK))))
Y_H	Young, high risk	ENTRYAGE < 21 and not in Y_U, Y_L or Y_M above
M_U	Mature, unknown	ENTRYAGE \geq 21 and ENTQUAL = UNKNOWN

M_L	Mature, low risk	ENTRYAGE ≥ 21 and (ENTQUAL = DEG or (ENTQUAL = AH and HQ_UCATP (H39) > 320))
M_M	Mature, medium risk	ENTRYAGE ≥ 21 and (ENTQUAL = OHE, FOU, ACCESS or (ENTQUAL = AH and (0 < HQ_UCATP (H39) ≤ 320 or (HQ_UCATP (H39) = 0 and HQ_UCAAC (H41) = 000000000, BLANK))))
M_H	Mature, high risk	ENTRYAGE ≥ 21 and not in M_U, M_L or M_M above

Re-creating the indicative 2011-12 TESS allocations using the individualised file

13. This section will enable you to re-create the TESS derived statistics shown in the IHTESS09YYYYYY.xls workbook. Guidance on using the individualised file can be found on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/individual/).

Improving retention: full-time

Headcount of young FT+SWOUT UG new entrants with unknown entry qualifications (weight 0)

14. To identify 'young FT+SWOUT UG new entrants with unknown entry qualifications (weight 0)' from the individualised file select EQGRP = Y_U. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of young, low-risk FT+SWOUT UG new entrants (weight 0)

15. To identify the 'young, low-risk FT+SWOUT UG new entrants (weight 0)' from the individualised file select EQGRP = Y_L. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of young, medium-risk FT+SWOUT UG new entrants (weight 1)

16. To identify the 'young, medium-risk FT+SWOUT UG new entrants (weight 1)' from the individualised file select EQGRP = Y_M. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of 'young, high-risk FT+SWOUT UG new entrants (weight 1.5)'

17. To identify the 'young, high-risk FT+SWOUT UG new entrants (weight 1.5)' from the individualised file select EQGRP = Y_H. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of mature FT+SWOUT UG new entrants with unknown entry qualifications (weight 0)

18. To identify the 'mature FT+SWOUT UG new entrants with unknown entry qualifications (weight 0)' from the individualised file select EQGRP = M_U. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of mature, low-risk FT+SWOUT UG new entrants (weight 0)

19. To identify the 'mature, low-risk FT+SWOUT UG new entrants (weight 0)' from the individualised file select EQGRP = M_L. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of mature, medium-risk FT+SWOUT UG new entrants (weight 1.5)

20. To identify the 'mature, medium-risk FT+SWOUT UG new entrants (weight 1.5)' from the individualised file select EQGRP = M_M. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Headcount of mature, high-risk FT+SWOUT UG new entrants (weight 2.5)

21. To identify the 'mature, high-risk FT+SWOUT UG new entrants (weight 2.5)' from the individualised file select EQGRP = M_H. The algorithms for deriving EQPOP and EQGRP are found in paragraphs 11 and 12 of this appendix respectively.

Total headcount of FT+SWOUT UG new entrants

22. To identify 'total headcount of FT+SWOUT UG new entrants' from the individualised file and select EQPOP = 1. The algorithm for deriving EQPOP is found in paragraph 11 of this appendix.

Appendix 9

Derived statistics that may inform the 2011-12 partial completion weighting

Purpose

1. This appendix describes the methods that may be used to generate the derived statistics that may inform the 2011-12 partial completion weighting.
2. The algorithms listed in this appendix are subject to further change, for example following a decision by the board or if an error is identified.
3. This appendix is aimed at readers with in-depth knowledge of the data. Readers are advised to have a copy of the 'Specification of the Individualised Learner Record for 2009/10' and 'Specification of the Individualised Learner Record for 2008/09' (available from the Information Authority) to hand when using this appendix.

ILR fields used to generate the partial completion weighting summaries

4. Only certain fields, detailed in Table Q, will be used to generate the partial completion weightings.
5. Fields taken or derived from the ILR data are shown in capitals using the names given in Tables Q and R respectively.

Using the individualised file

6. When working through this appendix it is necessary to use the individualised file PCMP09YYYYYY.ind, where YYYYYY is the provider number ST_UPIN (L01) for the college. The individualised file contains one record for each programme of study recorded on the 2008-09 ILR F04 or 2009-10 ILR F05 returns. Full details of how to access this file are given on the HEFCE web-site (www.hefce.ac.uk/learning/datacoll/derived/help/output/). This will show the allocation of students to cells within the tables and, where relevant, details of why they were excluded.

Table Q ILR fields used for the partial completion weighting derived statistics

Field code	Description	Name	Data set	Column in individualised file*
L01	Contract/allocation provider number	ST_UPIN	Learner	A
L02	Contract/allocation type	ST_ALLNO	Learner	B
L03	Learner reference number	ST_REF	Learner	C

L42	Provider-specified learner data	ST_COLL1/ ST_COLL2	Learner	F, G
L45	Unique learner number	ULN	Learner	CR
L46	UK Provider Reference Number	UKPRN	Learner	CS
A05	Sequence number	QA_SEQNO	Learning aim	D
A09	Learning aim reference	QA_AIM_R	Learning aim	K
A27	Learning start date	QA_ST_DA	Learning aim	See Table R
A31	Learning actual end date	QA_EN_DA	Learning aim	See Table R
A48	Provider-specified learning aim data	QA_COLL1/ QA_COLL2	Learning aim	H I
H09	Learner instance number	HQ_NUMHU	HE	E
H13	Type of programme year	HQ_PYTYP	HE	See Table R
H43	Learner FTE completed	HQ_FTECP	HE	See Table R

* The individualised data file PCMP09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

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

Linking instances between years

7. To track recognised HE learning aims across years, we will link the ILR data between the years of 2008-09 to 2009-10 using the fields ST_REF (L03), ST_UPIN (L01) and HQ_NUMHU (H09). Where we cannot link between years with ST_REF, ST_UPIN and HQ_NUMHU, we will attempt to use ST_REF, ST_UPIN and QA_AIM_R (A09). This linked data is used to determine the following:

- a. Identification of students on non-standard years of programme of study that non-completed in 2008-09 (and potentially can inform the partial completion weighting) and therefore may not be included in the 2009-10 ILR F05 return.
- b. Instance attributes for the first countable year for students who are generating two countable years (where one of the countable years is not a foundation degree bridging course).
- c. FTE for final year students on non-standard years of programme of study.

Description of derived fields for deriving the partial completion weighting

8. Here we give details of the derived fields in the individualised data file. These fields are used to calculate the partial completion weighting.

Table R Partial completion derived fields

Derived field name	Description	Paragraph	Column in individualised file*
ANNIV08	Anniversary of start date in 2008-09 academic year	37	BV
ANNIV09	Anniversary of start date in 2009-10 academic year	38	BW
ATTFTE	Partial completion: FTE for modules attempted	49	CH
ATTFTEB- ATTFTEITT	Partial completion: price group FTE	52	CI-CN
HEFCOMP08	HEIFES08 re-creation completion status	27	BK
HEFCOMP09	HEIFES09 re-creation completion status	28	BL
HEFEXCL08	Reason for exclusion from the HEIFES08 re-creation	54	AQ
HEFEXCL09	Reason for exclusion from the HEIFES09 re-creation	55	AR
HEFFEELV08	HEIFES08 re-creation fee level	21	BM
HEFFEELV09	HEIFES09 re-creation fee level	22	BN
HEFLEVEL08	HEIFES08 re-creation level	12	AS
HEFLEVEL09	HEIFES09 re-creation level	13	AT
HEFMODE08	HEIFES08 re-creation mode of study	9	AU
HEFMODE09	HEIFES09 re-creation mode of study	10	AV
HEFREG08	HEIFES08 re-creation Column 1 or 2 indicator	24	BO
HEFREG09	HEIFES09 re-creation Column 1 or 2 indicator	25	BP
HEFTYPE08	HEIFES08 re-creation fundability status	18	BQ
HEFTYPE09	HEIFES09 re-creation fundability status	19	BR
HQ_PYTYP08	2008-09 type of programme year	32	CB
HQ_PYTYP09	2009-10 type of programme year	33	CC
HQ_FTEHE08	2008-09 learner FTE	41	CD
HQ_FTEHE09	2009-10 learner FTE	42	CE
HQ_FTECP08	2008-09 learner FTE completed	45	CF
HQ_FTECP09	2009-10 learner FTE completed	46	CG
ILRKEY [†]	Unique learning aim identifier	12	J
LENGTH08	HEIFES08 re-creation length	15	AW
LENGTH09	HEIFES09 re-creation length	16	AX

MEDIAB†	Proportion of media activity assigned to price group B	36	CO
MEDIAC†	Proportion of media activity assigned to price group C	36	CP
MEDIAD†	Proportion of media activity assigned to price group D	36	CQ
PCMPCASE	Partial completion: module cases	34	AF
PCMPCOMP	Partial completion: completion status	29	AG
PCMPEXCL	Partial completion: reason for exclusion	64-65	M
PCMPEXCL1 – PCMPEXCL128	Field indicating reason(s) for a student's exclusion from the partial completion population	56-63	AI-AP
PCMPFEELV	Partial completion: fee level	23	AE
PCMPFTE	Partial completion: module FTE completed	47-48	Q
PCMPFTEB, PCMPFTEC, PCMPFTED, PCMPFTEMEDIA, PCMPFTEINSET, PCMPFTEITT	Partial completion: price group FTE	53	X-AC
PCMPLENGTH	Partial completion: length	17	P
PCMPLEVEL	Partial completion: level	14	N
PCMPMODE	Partial completion: mode	11	O
PCMPPRGB, PCMPPRGC, PCMPPRGD, PCMPPRGMEDIA, PCMPPRGINSET, PCMPPRGITT	Partial completion: price group proportions	51	R-W
PCMPPROP08	Proportion of 2008-09 module FTE that contributes toward year of instance	43	BS
PCMPPROP09	Proportion of 2009-10 module FTE that contributes toward year of instance	44	BT
PCMPREG	Partial completion: Column 1 or 2 indicator	26	AH
PCMPTYPE	Partial completion: fundability status	20	AD
PRGB08, PRGC08, PRGD08, PRGMEDIA08, PRGINSET08, PRGITT08	Proportion of countable year in each price group from the HEIFES08 re-creation	30	AY-BD

PRGB09, PRGC09, PRGD09, PRGMEDIA09, PRGINSET09, PRGITT09	Proportion of countable year in each price group from the HEIFES09 re-creation	31	BE-BJ
PROP [†]	Proportion of 2009-10 FTE that should be applied to a second countable year	30	BU
QA_EN_DA08	2008-09 learning end date	39	BZ
QA_EN_DA09	2009-10 learning end date	40	CA
QA_ST_DA08	2008-09 learning start date	35	BX
QA_ST_DA09	2009-10 learning start date	36	BY
STUBID [†]	Unique countable year of instance identifier	13-14	L

* The individualised data file PCMP09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

[†] The algorithms for deriving these fields are given in Appendix 1. For these algorithms, the paragraph numbers reference Appendix 1 and the columns reference the individualised file PCMP09YYYYYY.ind, downloadable from the HEFCE extranet (see www.hefce.ac.uk/learning/datacoll/derived/help/output/).

HEFMODE08 (Column AU)

9. This field contains the student's HEIFES mode from the HEIFES08 re-creation.

HEFMODE09 (Column AV)

10. This field contains the student's HEIFES mode from the HEIFES09 re-creation.

PCMPMODE (Column O)

11. This field indicates the student's mode in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
FTS	Full-time	HEFMODE09 = FTS or (HEFMODE08 = FTS and not included in 2009-10 ILR return)
SWOUT	Sandwich year-out	HEFMODE09 = SWOUT or (HEFMODE08 = SWOUT and not included in 2009-10 ILR return)
PT	Part-time	Otherwise

HEFLEVEL08 (Column AS)

12. This field contains the student's HEIFES level from the HEIFES08 re-creation.

HEFLEVEL09 (Column AT)

13. This field contains the student's HEIFES level from the HEIFES09 re-creation.

PCMPLEVEL (Column N)

14. This field indicates the student's level in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
FD	Foundation degree	HEFLEVEL09 = FD or (HEFLEVEL08 = FD and not included in 2009-10 ILR return)
UGX	Undergraduate (excluding foundation degrees)	HEFLEVEL09 = UGX or (HEFLEVEL08 = UGX and not included in 2009-10 ILR return)
PGT	Postgraduate taught	HEFLEVEL09 = PGT or (HEFLEVEL08 = PGT and not included in 2009-10 ILR return)

LENGTH08 (Column AW)

15. This field contains the student's HEIFES length from the HEIFES08 re-creation.

LENGTH09 (Column AX)

16. This field contains the student's HEIFES length from the HEIFES09 re-creation.

PCMPLENGTH (Column P)

17. This field indicates the student's length in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
S	Standard length	LENGTH09 = S or (LENGTH08 = S and not included in 2009-10 ILR return)
L	Long length	Otherwise

HEFTYPE08 (Column BQ)

18. This field contains the student's HEIFES fundability status from the HEIFES08 re-creation.

HEFTYPE09 (Column BR)

19. This field contains the student's HEIFES fundability status from the HEIFES09 re-creation.

PCMPTYPE (Column AD)

20. This field contains the student fundability status in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
HOMEF	HEFCE-funded	HEFTYPE09 = HOMEF or (HEFTYPE08 = HOMEF and not included in 2009-10 ILR return)
HOMEIF	Independently funded	HEFTYPE09 = HOMEIF or (HEFTYPE08 = HOMEIF and not included in 2009-10 ILR return)
HOMENF	Non-fundable	HEFTYPE09 = HOMENF or (HEFTYPE08 = HOMENF and not included in 2009-10 ILR return)
ISOV	Island and overseas	Otherwise

HEFFEELV08 (Column BM)

21. This field contains the student's HEIFES fee level from the HEIFES08 re-creation.

HEFFEELV09 (Column BN)

22. This field contains the student's HEIFES fee level from the HEIFES09 re-creation.

PCMPFEELV (Column AE)

23. This field contains the student's fee level in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
NHS	NHS-bursaried courses	HEFFEELV09 = NHS or (HEFFEELV08 = NHS and not included in 2009-10 ILR return)
FDBC	Foundation degree bridging course	HEFFEELV09 = FDBC or (HEFFEELV08 = FDBC and not included in 2009-10 ILR return)
FULL	Regulated full fee	HEFFEELV09 = FULL or (HEFFEELV08 = FULL and not included in 2009-10 ILR return)

HALF	Regulated half fee	HEFFEELV09 = HALF or (HEFFEELV08 = HALF and not included in 2009-10 ILR return)
0	Regulated £0 fee	HEFFEELV09 = 0 or (HEFFEELV08 = 0 and not included in 2009-10 ILR return)
OTHER	Non-regulated fee	Otherwise

HEFREG08 (Column BO)

24. This field contains the student's HEIFES Column 1 or 2 indicator from the HEIFES08 re-creation.

HEFREG09 (Column BP)

25. This field contains the student's HEIFES Column 1 or 2 indicator from the HEIFES09 re-creation.

PCMPREG (Column AH)

26. This field indicates whether the student was included in Column 1 or 2 in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
	Column 1	HEFREG09 = 1 or (HEFREG08 = 1 and not included in 2009-10 ILR return)
2	Column 2	Otherwise

HEFCOMP08 (Column BK)

27. This field contains the student's HEIFES completion status from the HEIFES08 re-creation.

HEFCOMP09 (Column BL)

28. This field contains the student's HEIFES completion status from the HEIFES09 re-creation.

PCMPCOMP (Column AG)

29. This field indicates whether the student was a completion in HEIFES09, for students not in HEIFES09 it indicates what their mode would have been had they been in HEIFES09.

Value	Description	Definition
4	HEIFES09 completion	HEFCOMP09 = 4
3	HEIFES09 non-completion	Otherwise

PRGB08, PRGC08, PRGD08, PRGMEDIA08, PRGINSET08, PRGITT08 (Columns AY-BD)

30. These fields contain the student's HEIFES price group proportions from the HEIFES08 re-creation.

PRGB09, PRGC09, PRGD09, PRGMEDIA09, PRGINSET09, PRGITT09 (Columns BE-BJ)

31. These fields contain the student's HEIFES price group proportions from the HEIFES09 re-creation.

HQ_PYTYP08 (Column CB)

32. This field contains the HQ_PYTYP field value for 2008-09.

HQ_PYTYP09 (Column CC)

33. This field contains the HQ_PYTYP field value for 2009-10.

PCMPCASE (Column AF)

34. The table below shows how we identify the different cases for the FTE calculation.

Value	Description	Definition
1	Standard year of programme of study	HQ_PYTYP09 = 1 and STUBID [†] = 0
2	Non-standard year of programme of study and one year of instance in HEIFES09 (regardless of whether a countable year was generated)	HQ_PYTYP08 = 2, 3, 4 and HQ_PYTYP09 = 2, 3, 4, 5, BLANK and STUBID [†] = 0, BLANK
3a	Two years generated: Year 1	STUBID [†] = 1
3b	Two years generated: Year 2	STUBID [†] = 2

[†] See paragraphs 13-14 of Appendix 1.

QA_ST_DA08 (Column BX)

35. This field contains the QA_ST_DA (A27) field value for 2008-09.

QA_ST_DA09 (Column BY)

36. This field contains the QA_ST_DA (A27) field value for 2009-10.

ANNIV08 (Column BV)

37. This is the student's anniversary of their start date (QA_ST_DA08) in 2008-09.

ANNIV09 (Column BW)

38. This is the student's anniversary of their start date (QA_ST_DA09) in 2009-10.

QA_EN_DA08 (Column BZ)

39. This field contains the QA_EN_DA (A31) field value for 2008-09.

QA_EN_DA09 (Column CA)

40. This field contains the QA_EN_DA (A31) field value for 2009-10.

HQ_FTEHE08 (Column CD)

41. This field contains the HQ_FTEHE (H17) field value for 2008-09. HQ_FTEHE08 is populated where ATT_LINK = 1 or (HQ_PYTYP (H13) ≠ 1 in 2008-09 and HQ_PYTYP (H13) ≠ 1 and QA_EN_DA (A31) > 31 July 2009 and QA_EN_DA (A31) < 1 August 2010).

HQ_FTEHE09 (Column CE)

42. This field contains the HQ_FTEHE (H17) field value for 2009-10.

PCMPPROP08 (Column BS)

43. This field contains the proportion of 2008-09 FTE that contributes toward the year of programme of study. The value of PCMPPROP08 will be $(31 \text{ July } 2009 - \text{ANNIV08}) / 365$. For students that start their programme of study in 2008-09 ($\text{QA_ST_DA08} > 31 \text{ July } 2008$ and $\text{QA_ST_DA08} < 1 \text{ August } 2009$) PCMPPROP08 is set to 1. If the student withdraws from the year of instance before 1 August 2009 then the value of PCMPPROP08 will be $(\text{QA_EN_DA08} - \text{ANNIV08}) / (\text{QA_EN_DA08} - 31 \text{ July } 2008)$.

PCMPPROP09 (Column BT)

44. This field contains the proportion of 2009-10 FTE that contributes toward the year of programme of study. The value of PCMPPROP09 will be $(\text{ANNIV09} - 31 \text{ July } 2009) / 365$. For students that end their programme of study in 2009-10 ($\text{QA_EN_DA09} > 31 \text{ July } 2009$ and $\text{QA_EN_DA09} < 1 \text{ August } 2010$) PCMPPROP09 is set to 1. If the student withdraws after the anniversary of the commencement date ($\text{QA_EN_DA09} > \text{ANNIV09}$), the value of PCMPPROP09 will be $(\text{ANNIV09} - 31 \text{ July } 2009) / (\text{QA_EN_DA09} - 31 \text{ July } 2009)$.

HQ_FTECP08 (Column CF)

45. This field contains the HQ_FTECP (H43) field value for 2008-09.

HQ_FTECP09 (Column CG)

46. This field contains the HQ_FTECP (H43) field value for 2009-10.

PCMPFTE (Column Q)

47. This field contains the FTE for completed modules.

PCMPCASE	Value
1	HQ_FTECP09
2	$(HQ_FTECP09 \times PCMPPROP09) + (HQ_FTECP08 \times PCMPPROP08)$
3a	$(HQ_FTECP09 \times (1 - PROP^\dagger)) + (HQ_FTECP08 \times PCMPPROP08)$
3b	$HQ_FTECP09 \times PROP^\dagger$

[†] See paragraph 30 of Appendix 1.

48. PCMPFTE is capped at 50 for all sandwich year-out students (PCMPMODE = SWOUT). PCMPFTE is capped at 100 for all full-time or part-time students (PCMPMODE = FTS, PT).

ATTFTE (Column CH)

49. This field contains the FTE for attempted modules.

PCMPCASE	Value
1	HQ_FTEHE09
2	$(HQ_FTEHE09 \times PCMPPROP09) + (HQ_FTEHE08 \times PCMPPROP08)$
3a	$(HQ_FTEHE09 \times (1 - PROP^\dagger)) + (HQ_FTEHE08 \times PCMPPROP08)$
3b	$HQ_FTEHE09 \times PROP^\dagger$

[†] See paragraph 30 of Appendix 1.

50. ATTFTE is capped at 50 for all sandwich year-out students (PCMPMODE = SWOUT). ATTFTE is capped at 100 for all full-time or part-time students (PCMPMODE = FTS, PT).

PCMPPRGB, PCMPPRGC, PCMPPRGD, PCMPPRGMEDIA, PCMPPRGINSET, PCMPPRGITT (Columns R-W)

51. These fields indicate the proportion of activity in each price group in HEIFES09 (regardless of whether a countable year was generated).

Field name	Definition	Value of field
PCMPPRGB	PRGB09 > 0	PRGB09
PCMPPRGB	PRGB08 > 0 and not included in 2009-10 ILR return	PRGB08
PCMPPRGC	PRGC09 > 0	PRGC09
PCMPPRGC	PRGC08 > 0 and not included in 2009-10 ILR return	PRGC08
PCMPPRGD	PRGD09 > 0	PRGD09
PCMPPRGD	PRGD08 > 0 and not included in 2009-10 ILR return	PRGD08
PCMPPRGMEDIA	PRGMEDIA09 > 0	PRGMEDIA09
PCMPPRGMEDIA	PRGMEDIA08 > 0 and not included in 2009-10 ILR return	PRGMEDIA08
PCMPPRGITT	PRGITT09 = 1	1
PCMPPRGITT	PRGITT08 =1 and not included in 2009-10 ILR return	1
PCMPPRGINSET	PRGINSET09 =1	1
PCMPPRGINSET	PRGINSET08 =1 and not included in 2009-10 ILR return	1

ATTFTEB, ATTFTEC, ATTFTEB, ATTFTEB, ATTFTEB, ATTFTEB, ATTFTEB (Columns CI-CN)

52. These fields contain the FTE of attempted modules assigned to each price group. ATTFTEB, ATTFTEC, ATTFTEB, ATTFTEB, ATTFTEB, ATTFTEB contain the sum of the corresponding price group fields (PCMPPRGB, PCMPPRGC, PCMPPRGD, PCMPPRGMEDIA, PCMPPRGINSET, PCMPPRGITT) each multiplied by ATTFTE.

PCMPFTEB, PCMPFTEC, PCMPFTEB, PCMPFTEB, PCMPFTEB, PCMPFTEB (Columns X-AC)

53. These fields contain the FTE of completed modules assigned to each price group. PCMPFTEB, PCMPFTEC, PCMPFTEB, PCMPFTEB, PCMPFTEB, PCMPFTEB contain the sum of the corresponding price group fields (PCMPPRGB, PCMPPRGC, PCMPPRGD, PCMPPRGMEDIA, PCMPPRGITT, PCMPPRGINSET) each multiplied by PCMPFTE.

HEFEXCL08 (Column AQ)

54. This is the student's HEIFES exclusion status from the HEIFES08 re-creation.

HEFEXCL09 (Column AR)

55. This is the student's HEIFES exclusion status from the HEIFES09 re-creation.

PCMPEXCL1 (Column AI)

56. This field indicates whether the student was in the HEIFES09 population.

Value	Description	Definition
1	Student not in HEIFES09 population	(HEFEXCL08 [†] = 2, 4 and HQ_PYTYP08 = 2, 3, 4, 5) or HEFEXCL09 [†] = 2, 4
0	Otherwise	Otherwise

[†] See note under PCMPEXCL table (paragraph 64-65).

PCMPEXCL2 (Column AJ)

57. This field indicates whether the student left before 1 August 2008.

Value	Description	Definition
1	Left before 1 August 2008	HEFEXCL08 [†] = 1
0	Otherwise	Otherwise

[†] See note under PCMPEXCL table (paragraph 64-65).

PCMPEXCL4 (Column AK)

58. This field indicates whether the student was on a course that generally consists of non-standard years of programme of study that is in the first year of programme of study.

Value	Description	Definition
1	Students on non-standard years of programme of study in first year of programme of study	HEFEXCL09 [†] = 16
0	Otherwise	Otherwise

[†] See note under PCMPEXCL table (paragraph 64-65).

PCMPEXCL8 (Column AL)

59. This field indicates that the student has no price group information.

Value	Description	Definition
1	No price group information	PCMPPRGB + PCMPPRGC + PCMPPRGD + PCMPPRGMEDIA + PCMPPRGINSET + PCMPPRGITT = 0
0	Otherwise	Otherwise

PCMPEXCL16 (Column AM)

60. This field indicates that the student was on a standard academic year in 2008-09 but not returned on the 2009-10 ILR return.

Value	Description	Definition
1	Standard year of programme of study in HEIFES08 and not included in the 2009-10 ILR return	HQ_PYTYP08 = 1 and not included in 2009-10 ILR return
0	Otherwise	Otherwise

PCMPEXCL32 (Column AN)

61. This field indicates that the student completed in HEIFES09.

Value	Description	Definition
1	Student completed on HEIFES09	PCMPCOMP = 4
0	Otherwise	Otherwise

PCMPEXCL64 (Column AO)

62. This field indicates whether the student non-completed the year of programme of study and completed less than 0.16 of an FTE.

Value	Description	Definition
1	Completed FTE less than 0.16	PCMPFTE < 16.6 and PCMPCOMP = 3
0	Otherwise	Otherwise

PCMPEXCL128 (Column AP)

63. This field indicates whether the student was on a non-standard year of programme of study in the 2008-09 academic year that would not generate a countable year in HEIFES09.

Value	Description	Definition
1	Student on a non-standard year of programme of study that would not generate a countable year in HEIFES09	HQ_PYTYP08 = 2, 3, 4, 5 and QA_EN_DA08 < ANNIV08
0	Otherwise	Otherwise

PCMPEXCL (Column M)

64. This field indicates whether the student is included in the population that is used to inform the 2011-12 partial completion weighting. For students excluded from the population, PCMPEXCL contains the sum of all applicable values from the table below. Students included in the population have PCMPEXCL = 0.

Value	Description	Definition
1	Not in HEIFES09 population	PCMPEXCL1 = 1
2	Left before 1 August 2008	PCMPEXCL2 = 1
4	Students on non-standard years of programme of study in first year of programme of study	PCMPEXCL4 = 1
8	No price group information	PCMPEXCL8 = 1
16	Standard year of programme of study in HEIFES08 and not included in the 2009-10 ILR return	PCMPEXCL16 = 1
32	Completion on HEIFES09	PCMPEXCL32 = 1
64	Completed FTE (for non-completing student) is less than 0.16	PCMPEXCL64 = 1
128	Student on a non-standard year of programme of study (in 2008-09 ILR return) that would not generate a countable year in HEIFES09	PCMPEXCL128 = 1
0	Otherwise	None of the above

† Students will be excluded from the partial completion population if they meet any of the HEIFES re-creation exclusion reasons (HEFEXCL08 or HEFEXCL09) listed. This does not necessarily mean that the student's total HEFEXCL value will match the values listed in the algorithm. For example a student with HEFEXCL08 = 33 (that is, HEIFES exclusion reasons 1 and 32) would be excluded from the partial completion weighting population for reason 2 (PCMPEXCL = 2) because we can determine from their HEFEXCL08 value that they left before 1 August 2008 (that is, HEFEXCL08 = 1).

65. The value in PCMPEXCL will be the sum of all applicable codes for a student. For example, if PCMPEXCL = 129, then subtracting figures from the above table starting at the bottom, we see that the student is on a non-standard year of programme of study (in 2008-09 ILR return) that would not generate a countable year in HEIFES09 (PCMPEXCL = 128) and not in the HEIFES09 population (PCMPEXCL = 1).

Partial completion funding worksheets

66. The partial completion weighting is derived from the following statistics that are included on the PCMP worksheet:

- 2009-10 total mainstream teaching grant plus 2009-10 mainstream grant adjustment and 2009-10 miscellaneous grant adjustments

- 2009-10 base price
- recalculated 2009-10 standard resource based on 2009-10 ILR data (see worksheet STD)
- 2009-10 FTEs weighted by price group (see worksheet STD)
- recalculated 2009-10 assumed fees based on 2009-10 ILR data (see worksheet F09)
- 2009-10 additional standard resource associated with partial completions using 2009-10 ILR student data (see worksheet STDPC)
- 2009-10 additional fee income associated with partial completions for attempted modules based on 2009-10 ILR data (see worksheet F09PC).

2009-10 total mainstream teaching grant plus 2009-10 mainstream grant adjustment and 2009-10 miscellaneous grant adjustments

67. This is calculated as the sum of the 2009-10 mainstream teaching grant (cell C9 on Table C of the 2010-11 grant tables) and the 2009-10 efficiency saving relating to mainstream teaching grant (cell C10 on Table C of the 2010-11 grant tables) and the 2009-10 mainstream grant adjustment (after 2009-10 efficiency saving) (cell C11 on Table C of the 2010-11 grant tables) and the 2009-10 miscellaneous grant adjustments (cell C13 on Table C of the 2010-11 grant tables).

2009-10 base price

68. The 2009-10 base price of £3,947 is used in the calculations.

Recalculated 2009-10 standard resource based on 2009-10 ILR data (STD worksheet)

69. For instructions on how we recalculate the 2009-10 standard resource see paragraphs 60-63 of Appendix 1.

2009-10 FTEs weighted by price group and other columns (STD worksheet)

70. We weight FTEs by price group, to reflect the additional costs involved in teaching some subjects. We also apply a London weighting to courses. Details of how these weightings are calculated can be found in the March 2009 'Technical guidance for further education colleges' provided at www.hefce.ac.uk/finance/recurrent/2009/default.asp?o=1.

71. The base price (a basic amount of resource for a full-time student) is calculated by dividing all the money available to fund teaching (HEFCE grant plus assumed tuition fees) by the total number of weighted FTE students in the whole sector. The base price for 2009-10 is £3,947. More information can be found in the publication 'Funding higher education in England' (HEFCE 2010/24).

Recalculated 2009-10 assumed fees based on 2009-10 ILR data (F09 worksheet)

72. For instructions on how we recalculate the assumed fees see paragraphs 64-66 of Appendix 1.

2009-10 additional standard resource associated with partial completions using 2009-10 ILR data (STDPC worksheet)

73. We calculate the 2009-10 standard resource on the STDPC worksheet using:

- 2009-10 partial completion FTEs
- 2009-10 partial completion FTEs weighted by price group
- London weighting
- total weighted FTE students
- base price.

2009-10 partial completion FTEs

74. '2009-10 partial completion FTEs' are identified using the individualised file PCMP09YYYYYY.ind by summing the FTE of students in each combination of length (PCMPLENGTH), level (PCMPLEVEL), mode (PCMPMODE) and price group. Examples of the assignment to price groups are described below.

Example from price group B

75. To identify HEFCE-funded, long, full-time foundation degree students assigned to price group B, from the individualised file select:

PCMPTYPE = HOMEF

PCMPLENGTH = L

PCMPMODE = FTS

PCMPLEVEL = FD

PCMPEXCL = 0

PCMPFTEB > 0 or PCMPFTEMEDIA > 0.

The '2009-10 partial completion FTEs' can be found by adding the following totals and dividing by 100:

- summing the values of PCMPFTEB and dividing by 100
- multiplying PCMPFTEMEDIA by MEDIAB and summing the values.

Example from price group C

76. To identify HEFCE-funded, long, full-time and sandwich year-out undergraduates excluding foundation degrees assigned to price group C, from the individualised file select:

PCMPTYPE = HOMEF

PCMPLENGTH = L

PCMPMODE = FTS, SWOUT

PCMPLEVEL = UGX

PCMPEXCL = 0

PCMPFTEC > 0 or PCMPFTEMEDIA > 0.

The '2009-10 partial completion FTEs' can be found by adding the following totals and dividing by 100:

- summing the values of PCMPFTEC
- multiplying PCMPFTEMEDIA by MEDIAC and summing the values.

Example from price group D

77. To identify HEFCE-funded, standard-length, full-time foundation degree students assigned to price group D, from the individualised file select:

PCMPYTYPE = HOMEF

PCMPLENGTH = S

PCMPMODE = FTS

PCMPLEVEL = FD

PCMPPEXCL = 0

PCMPFTED > 0 or PCMPFTEMEDIA > 0.

The '2009-10 partial completion FTEs' can be found by adding the following totals and dividing by 100:

- summing the values of PCMPFTED
- multiplying PCMPFTEMEDIA by MEDIAD and summing the values.

2009-10 partial completion FTEs weighted by price group and other columns

78. We weight partial completion FTEs by price group, to reflect the additional costs involved in teaching some subjects. We also apply a London weighting to courses. Details of how these weightings are calculated can be found in the March 2009 'Technical guidance for further education colleges' provided at www.hefce.ac.uk/finance/recurrent/2009/default.asp?o=1.

79. The base price is calculated by dividing all the money available to fund teaching (HEFCE grant plus assumed tuition fees) by the total number of weighted FTE students in the whole sector. The base price for 2009-10 is £3,947. More information can be found in the publication 'Funding higher education in England' (HEFCE 2010/24).

2009-10 additional fee income associated with partial completions for attempted modules based on 2009-10 ILR data (see F09PC worksheet)

80. We calculate the assumed fee income associated with partial completions for 2009-10 using:

- 2009-10 partial completion FTEs for attempted modules
- assumed fee income per partial completion FTE (refer to the fee table on our web-site)
- 2009-10 assumed fees (fee x the partial completion FTE for attempted modules).

2009-10 partial completion FTEs for attempted modules

81. The students used to derive '2009-10 partial completion FTEs for attempted modules' can be identified for each combination of mode (PCMPMODE) and level (PCMPLEVEL) by

selecting PCMP09YYYYYY.ind. 'Fee per partial completion FTE' can be found by summing ATTFTE and dividing by 100 for these students.

2009-10 Assumed fees (fee x the partial completion FTE for attempted modules)

82. We calculate '2009-10 Assumed fees (fee x the partial completion FTE for attempted modules)' for each combination of mode and level by multiplying 'Fee per partial completion' by '2009-10 partial completion FTEs'.

Calculating the partial completion weighting

83. The formula that is used to calculate the partial completion weighting can be found on the PCMP worksheet of the PCMP09YYYYYY.xls workbook.

Exclusions

84. The PCMP09YYYYYY worksheet provides further information about the numbers of students that are excluded from the partial completion calculations for various different reasons using the exclusion fields PCMP09YYYYYY1 – PCMP09YYYYYY128 that can be found in the PCMP09YYYYYY.ind file.