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Education & Skills  
Funding Agency

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We've announced the dates of the 11th annual [National Apprenticeship Week \(NAW\)](#). NAW 2018 will run from 5 to 9 March 2018.

## 1. Individualised Learner Record (ILR) - R14 hard close

### Action

It's critical that you make [any amendments](#) to your 2016 to 17 ILR data before the hard close at 6pm on

Thursday, 19 October. After this date you will not be able to fix any data lock issues from your 2016 to 17 ILR return and will not receive payment for this activity.

For further information please refer to the [apprenticeship technical funding guide](#) and [ILR guides and templates for 2016 to 2017](#).

If you or your employer has issues regarding data lock errors contact the helpdesk: By phone: 08000 150 600 By email: [helpdesk@manage-apprenticeships.service.gov.uk](mailto:helpdesk@manage-apprenticeships.service.gov.uk)

## 2. Qualification Achievement Rates (QAR) dataset production specification documents for 2016 to 2017

### Action

We have published the [QAR dataset production specification documents for 2016 to 2017](#).

These documents should be read alongside the [business rules](#) which explain the methodology for calculating qualification achievement rates for 2016 to 2017.

Please ensure any amendments to your 2016 to 2017 ILR data are made before the ILR hard close on Thursday, 19 October as we use this data to calculate provider [Qualification Achievement Rates](#) and [Minimum Standards](#).

## 3. Exceptional Learning Support 2016 to 2017

### Action

You must complete the Exceptional Learning Support Cost form to submit final costs for the 2016 to 2017 funding year. This is for each learner whose learning support costs exceeded £19,000.

Please email the completed form to [Exceptional Learning Support team](#) by Tuesday, 24 October.

## 4. Funding claims 2016 to 2017 guidance – final claims

### Action

Your 2016 to 2017 final claim form will be available on [the Hub](#) from 1pm Friday, 20 October and will close at 5pm Wednesday, 25 October. Once you've submitted your final funding claim on the Hub, there will be an additional 3 working days to digitally sign your claim. The claim needs to be signed digitally on the [Skills Funding Service](#) by 5pm Monday, 30 October by your principal/CEO or a delegated authority.

We have published the guidance about the [funding claims 2016 to 2017](#) and a [user guide](#) to help you complete the digital form.

For further information or related queries, please email the [service desk](#).

## 5. Feedback on withdrawal of frameworks

### Information

There is one week left to [give us your feedback](#) on the 5th batch of frameworks, open until 6pm on Wednesday 18 October.

We asked for feedback on the 4th batch of frameworks to be withdrawn earlier in the year and recently delayed the announcement of this process. We will announce the outcomes of both batches next year. The date for those we intend to withdraw to new starts will be no earlier than 1 January 2019.

For further information, refer to the [removal of apprenticeship frameworks page](#) on GOV.UK or contact the [service desk](#).

## 6. Financial assurance: monitoring the funding rules 2017 to 2018

### Information

We have published the [funding rules monitoring plan for the funding year 2017 to 2018](#). This covers adult education budget (AEB) delivery, Advanced learner loans, and all apprenticeships (frameworks and standards).

The plan includes the funding rules we will monitor for each area and the new monitoring reports we will publish on the Hub following the R03 ILR submission in 2017 to 2018.

We have also published a [letter from Dawn Ward](#), Chair of our Data and Management Information Advisory Group (DMIAG). The letter outlines the importance of providing correct data.

For further information, please contact your Business Operations provider manager.

## 7. Adult Education Budget webinars

### Information

Slides are available for the bite-sized webinars we held during September which focused on the following areas:

- [legal entitlement/local offer/eligibility](#)
- [traineeships](#)
- [English/maths/ESOL](#)
- [rates and funding approach](#)

We have also produced a [narrated presentation](#) on the 2017 to 18 Adult Education Budget funding rules.

If you have any queries, please email the [service desk](#), or telephone: 0370 2670001.

## 8. Advanced Learner Loans funding and performance management rules version 2

### Information

We have produced a [narrated presentation](#) to support the 2017 to 2018 Advanced Learner Loans funding and performance management rules version 2.

If you have any queries please email [advancedlearnerloans@education.gov.uk](mailto:advancedlearnerloans@education.gov.uk).

## 9. FE Choices employer satisfaction survey 2016 to 2017

### Information

The employer satisfaction survey for 2016 to 2017 ran from 27 March to 21 July 2017.

Providers can now access their final indicative report, before publication of the data in mid-October. Verbatim comments from providers' employer customers are also available from the [Provider Extranet](#).

We encourage you to download and save your reports for future reference.

For further information, please email the [service desk](#).

## 10. Choices at 16 questionnaire

### Information

With the introduction of T-levels on the way, this is a good time to look at how students make their post-16 choices and consider how best DfE services can support their decision making.

Our [short survey](#) will help us understand your views on students entering 16+ education and making career choices. We will also use this questionnaire to recruit the user base for follow-up research e.g. phone interviews.

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