

Annex D: Student numbers for the current year 2020/21 and student number forecasts for the period 2021/22 to 2024/25

- 1 In general, the definitions contained in circular [W20/37HE](#), *Higher Education Students Early Statistics Survey 2020/21* (HESES20) should be used in compiling the student forecast information required by this circular in Annex E Tables SPF1 to SPF3.
- 2 The exception to this is where the forecast requires data to be returned by funding and residential status. The categories in Annex D of the HESES20 circular, 'home and EU' and 'Island and overseas' have been amended to "home and eligible EU" and "Island, overseas and non-eligible EU" respectively. To reflect these changes in category, Annex D of HESES20 has been rewritten and the new criteria for these categories can be found from paragraph 15 below.
- 3 All numbers returned in Tables SPF1, SPF2 and SPF3 of this survey should represent counts of completed registrations and not full-time equivalents (FTEs). Sandwich year out registrations should be counted as 1.
- 4 Both current year and forecasts of student registrations should correspond to assumed registrations that complete the year of study, that is, after account has been taken of non-completions. Full-time HEFCW fundable numbers can be returned as partial non-completions (as defined in HESES20 Annex H, paragraph 15). The adjustment applies only to full-time taught courses; no adjustment should be made for research or part-time enrolments.
- 5 Student number forecasts to be recorded in SPF3 are those that sit outside of the HESES population, however the HESES20 definitions should still be used to define mode of study for the purpose of this table. The HESA Aggregate Offshore Record guidance for 2020/21 should be used when compiling forecast data to be returned in SPF3 for students outside of the HESES20 population who are studying in the EU or overseas (non-EU). If HEIs have other students that are outside the HESES20 population, these should be returned in the 'Other Students' category. An overseas student (paragraph 25 below) who is franchised to an institution in the UK but outside of Wales (HESES20 Annex C, paragraph 19), should be returned in SPF1 as franchised out – Island, overseas and non-eligible EU, and not included in SPF3 as they should be counted in the HESES population.
- 6 If students are not returned on any of the HESA records they should not be returned in SPF 1-3. Further information can be found in HESES20 Annex H and Annex J.

- 7 Assumptions should be consistent with those presented in **Annex A** of this circular, and any other relevant assumptions used in the preparation of the financial forecasts.

Contents of the return

- 8 Each institution will be sent an email with an Excel workbook attached containing six worksheets for completion which correspond to the tables shown in Annex E, and the fee income forecast tables to be returned for Annexes C1a, C1d and C2. Annex C1 and C2 tables are included in the same workbook to enable credibility checks comparing student numbers with fee income to be calculated. Further information on Annex C1 and C2 tables can be found in the section

Part 1 - Financial forecasts for the period 2020/21 to 2024/25

(paragraphs 5 to 7 of the main circular body). A coordinated response to include both Annexes C1 and C2 and Annex E is requested to enable the credibility checks to be carried out. Each file includes a four-character prefix identifying the institution. The file ****_AnnexCandE.xlsx contains the following worksheets:

Annex C1a Analysis of fee income of home and eligible EU domiciled students. Included here is fee income attributable to the full-time and sandwich undergraduate and PGCE (QTS) registrations (excluding NHS/HEIW) returned in SPF2. In addition, fee income attributable to part-time undergraduate and full and part-time postgraduate (combined taught and research) registrations (excluding NHS/HEIW) returned on table SPF2 is requested. A credibility check has been introduced to the right hand side of the table to show an average fee per registration to aid checking and form the basis of any assumptions we make on your data.

Annex C1d Analysis of fee income of Island, overseas and non-eligible EU domiciled students. Included here is fee income attributable to the full-time and sandwich undergraduate and PGCE registrations (excluding NHS/HEIW) returned in SPF2. In addition, fee income attributable to part-time undergraduate and full and part-time postgraduate (combined taught and research) registrations (excluding NHS/HEIW) returned on table SPF2 is requested. A credibility check has been introduced to the right hand side of the table to show an average fee per registration to aid checking and form the basis of any assumptions we make on your data.

Annex C2 Analysis of fee income of students studying outside the UK. Included here is fee income attributable to the relevant full-time and sandwich and part-time registrations returned in SPF3. The income associated with students studying outside the UK is split into EU and overseas (non-EU). Note that this refers to the location of study and not fundability status i.e this remains unchanged from the forecast returns last year. A credibility check has been

introduced to the right hand side of the table to show an average fee per registration to aid checking and form the basis of any assumptions we make on your data.

- SPF1** Current year registrations for 2020/21 and forecast completed student registrations for the period 2021/22 - 2024/25, for all modes of study, levels of study and funding categories. Forecasts of franchised out students should be counted at the franchisor institution. Guidance about franchised out provision can be found in HESES20, Annex C. The information should be returned using the same definitions as those used to complete Table 1 of HESES20 aside from the way in which “home and eligible EU” is identified, which is described from paragraph 15 below.
- SPF2** Current year home and eligible EU fundable and non-fundable, and Island, overseas and non-eligible EU completed registrations for 2020/21 and forecast home and eligible EU fundable and non-fundable, and Island, overseas and non-eligible EU completed student registrations for the period 2021/22 - 2024/25 for full-time and sandwich undergraduate and PGCE (QTS) registrations, part-time undergraduate registrations, and full-time and part-time postgraduate registrations. Registrations should be split by residential status (home and eligible EU; Island, overseas and non-eligible EU). Registrations should be split between whether they are a new entrant or continuing student at the institution. Figures should be consistent with corresponding financial data returned in Annexes C1a and C1d. Credibility checks have been included in Annexes C1a and C1d that calculate the average fee per registration based on figures returned on SPF2 so should be checked and commented on where necessary, they may be queried further where meaningful comparisons cannot be made.
- SPF3** Current year registrations for 2020/21 and forecast completed student registrations for the period 2021/22 - 2024/25 for students studying outside the UK who sit outside of the HESES20 population split by EU and overseas (non-EU) and an ‘Other Students’ category. This is grouped by location of study and not by fundability status. HESES20 definitions should be used in compiling the data by mode of study. Where data are returned in the ‘Other Students’ category, commentary should be included in the text box provided in SPF3 to provide us with further information on these students.

Summary Summary of HESES 2020/21 data for comparison/information. It is acknowledged that this is less immediately comparable to the forecast due to the amendment to the residential status categories described below from paragraph 15.

Further notes on completion of the tables

- 9 Students studying wholly outside the UK who are either registered with the reporting institution or who are studying for an award of the reporting institution should not be included in SPF1-2. Similarly, students taught as part of collaborative arrangements with institutions or organisations in or outside of Wales, not owned by the Welsh HEI, that are not franchising arrangements, and are not included in the HESES20 population or returned on the HESA student record should not be included in SPF1-2. For institutions that have such arrangements, current year 2020/21 and forecasts for these students covering the period 2021/22 to 2024/25 should be returned in SPF3 with accompanying commentary where necessary.
- 10 Students who are overseas who are franchised to an institution in the UK but outside of Wales, should be returned in SPF1 as franchised out – Island, overseas and non-eligible EU, and not included in SPF3 as they should be counted in the HESES population.
- 11 HEFCW funds PGR selectively. Only home and eligible EU students in Units of Assessment (UoAs) included in the calculation of QR funding for 2020/21 should be included in the counts of fundable postgraduate research registrations returned against the postgraduate mode of study. The UoAs included in the QR funding model for 2020/21 are identified in HEFCW circular [W20/20HE Funding Allocations 2020/21](#). The UoAs to be included in 2021/22 QR funding will be the same as those included in 2020/21, so 2020/21 funding outcomes can be used for the purpose of forecasting.
- 12 Note that the tables contain formulae to sum row and column totals. Formulae in these rows should not be adjusted, however if you find any errors, please contact forecasts@hefcw.ac.uk for a new set of tables to be issued.

Validation and credibility checks of the data

- 13 Validation checks have been built into Tables SPF1-3, to the right of the tables. Institutions should ensure these validation checks have been passed before returning the data to us.
- 14 Annexes C1a, C1d and C2 tables are also included in the workbook and include credibility checks to the right of the tables that compare student numbers with fee income to ensure that no errors are made in the fee income and student forecast tables. Information on completion of Annex C can be found in the section **Part 1 - Financial forecasts for the period 2020/21 to 2024/25** (paragraphs 5 to 7 of the main circular body). Institutions should highlight any reasons which may produce unexpected results in these checks.

Changes to Residential and Fundability Status definitions

- 15 Now that the UK has left the EU, the residential and funding status categories have been amended for this forecast request. The same amendments will follow in the HESES 2021/22 return to be issued later this year. The changes are:
 - a. “Home and EU” has changed to “Home and eligible EU”
 - b. “Island and overseas” has changed to “Island, overseas and non-eligible EU”
- 16 What follows below is the draft replacement for HESES Annex D, that describes the criteria to be used for each of the above two groups.

Definition of residential and funding status

Home and eligible EU students

- 17 Home and eligible EU students are those domiciled in the UK, those domiciled in the EU who are eligible to be treated as home students, and those who are otherwise entitled to pay home fees. For EU students this will be those continuing students who started before 1 August 2021, who were previously treated as home students, plus any new entrants starting on or after 1 August 2021 who are entitled to pay home fees as defined in the recent legislation. Those who are otherwise entitled to pay home fees will include EEA and Swiss nationals who meet the requirements of the regulations. Students that are entitled to pay home fees are defined in the Education (Fees and Awards) (Wales) Regulations 2007 (SI 2007 No. 2310) as amended. The amendments relating to the changes for EU and other students starting on or after 1 August 2021 can be found in the Education (Student Finance) (Miscellaneous Amendments) (Wales) (EU Exit) Regulations 2021 (SI 2021 No. 481).

- 18 We would also like to draw your attention to the Student Finance Wales information notice SFWIN 02/2021 concerning the home fee paying status of refugees, and notices SFWIN 01/2021 and SFWIN 03/2021 which deal with the change in home fee paying status for EU and other categories of entrants starting on or after 1 August 2021. The Student Finance Wales notices can be found at: [Information Notices - Policy information - Student Finance Wales, Practitioners](#).
- 19 The above regulations and amendments can be found on the National Archives UK legislation website, www.legislation.gov.uk, under 'Browse Legislation', 'Wales'.
- 20 Where reference is made to total home and eligible EU students, this relates to the sum of those fundable and non-fundable as defined in paragraphs 7 and 8 below. 'HEFCW funding' referred to below does not include funding for special initiatives or schemes even if the funding is administered and paid to providers by HEFCW.
- 21 In referring to funding for a student place below, we mean funding for course costs that are not covered by the tuition fee. For the purposes of the guidance below, bodies such as Welsh Government, Health Education and Improvement Wales (HEIW), NHS and the Home Office, where providing funding for places on a course that is run to train people that work in that body and the whole course or a large proportion of the course is funded by the body, would be considered to be a public body and not an employer. If an individual were to be employed by a body that would be considered a public body, and the body were to pay for the individual's place on a course then it would be considered to be the employer and the place would be considered to be funded by the student's employer. For home and eligible EU FT UG/PGCE students, the source of the tuition fee payment is also taken into account when determining fundability status (see paragraph 8e below).
- 22 In following the guidance in this annex, providers should take note of the guidance relating to changes in delivery method because of the pandemic, outlined in Annex C, paragraphs 2 to 4, A reference grid which provides a look up to help categorise students by fundability status is at Annex O.

Eligible for HEFCW funding – home and eligible EU fundable

- 23 Home and eligible EU students are eligible for HEFCW funding unless their place is considered ineligible as described in paragraph 8 below. Where a course is self-financing (i.e. the course is financed by a particular employer or organisation) but open (i.e. other candidates who are suitably qualified may be enrolled), then any additional students that the finance does not cover may be returned as eligible for HEFCW funding.

Ineligible for HEFCW funding – home and eligible EU non-fundable

- 24 Home and eligible EU students ineligible for HEFCW funding are those who may pay a home fee but whose place is not considered eligible for any available HEFCW funding (for example, per capita funding). Students should be considered non-fundable where any of the following apply:

Based on location of the student:

- a) The student is based at a campus outside Wales within the UK or is distance learning outside Wales within the UK, and the student is not Welsh domiciled, unless HEFCW has agreed that the students are fundable;
- b) The student is part of a franchise based outside Wales within the UK, or a franchise with a non-publicly funded institution, unless the student is Welsh domiciled and HEFCW has agreed that the provision is fundable;

Based on the funding source or the responsible body:

- c) The student place is on a self-financing course that is closed, i.e. the course is not open to any suitably qualified candidate, for example, courses specifically for particular employers;
- d) The student place is funded through the continuation of European funding or replacements for such funding, for example, the Knowledge Economy Skills Scholarships which are part of the Higher Skills Wales programme;
- e) Funding for the student place, or for FT UG/PGCE students, the tuition fee, is paid from a public source and not directly by the student (via loan/grant or, for example, themselves, their employer or other private source such as a parent or sponsor). For example, Welsh Government, HEIW, NHS, Home Office;
- f) For part-time and PGT students, if the student place is funded from private sources such as a parent or sponsor;
- g) Funding for the student place is provided through a specific HEFCW scheme, for example, the degree apprenticeship scheme;
- h) The place is the responsibility of a public body other than HEFCW, e.g. Welsh Government for ITE (QTS) entrants from 2019/20 or HEIW for nursing students. For places on courses where the responsible body is HEIW, but the student is not eligible for bursary funding because they have not committed to

working in Wales for two years following completion of their course, then the student can be counted as fundable.

Based on alignment with research funding criteria:

- i) The students are postgraduate research students who are not in 2014 REF units of assessment (UoAs) included in the QR funding model for 2021/22. These are those UoAs that have at least 3 classified FTE Category A staff and meet a combined volume and quality threshold. Details of the UoAs included in the QR funding model for each institution can be found in Annex A of HEFCW circular [W21/15HE](#) 'HEFCW's Funding Allocations 2021/22';

Based on other criteria:

- j) The student is studying on a course at a directly funded but not regulated FEI that is not listed in its agreed portfolio with HEFCW and the course is a specifically designated course.

Island, overseas and non-eligible EU students

- 25 Island and overseas students are those domiciled outside the UK or EU, or resident in the Channel Islands or the Isle of Man, who are not entitled to pay a home fee. Non-eligible EU students are those domiciled in the EU who are not eligible to pay home fees. This will include the majority of EU students that started on or after 1 August 2021.