

SDR

File and Field Specifications

For

Managed Apprenticeship

2016

Version 2.0

Date: 18 May 2016

Contents

Background.....	3
Changes	3
Period effective	3
Changes to the File Specifications – Course Enrolment File [COUR].....	3
File Specifications – Course Enrolment File [COUR].....	4

Background

Government education agencies require ongoing data recording of Managed Apprenticeships programmes to analyse provision and provide policy advice. The most efficient and transparent method of collection is through the SDR.

To determine this information, it has been decided to add a new field MANAAPPR to the Course Enrolment (COUR) file.

Changes

Period effective

The changes are effective from August 2016 SDR onwards.

Changes to the File Specifications – Course Enrolment File [COUR]

- Column 74 becomes Field 2.13.1
- Field Name = MANAAPPR
- Field Title = Managed Apprenticeship
- Field Length = 1

File Specifications – Course Enrolment File [COUR]

Field No	Field Name	Field Title	Field Length	File Position	Student Types	Page No.
2.1	<u>INSTIT</u>	Provider Code	4	1-4	B,C,D	
2.2	<u>ID</u>	Student Identification Code	10	5-14	B,C,D	
2.3	<u>QUAL</u>	Qualification Code	6	15-20	B,C,D	
2.4	<u>COURSE</u>	Course Code	20	21-40	B,C,D	
2.5	<u>CRS_SRT</u>	Course Start Date	8	41-48	B,C,D	
2.6	<u>CRS_END</u>	Course End Date	8	49-56	B,C,D	
2.7	<u>CRS_WTD</u>	Student's Course Withdrawal Date	8	57-64	B,C,D	
2.8	<u>ASSIST</u>	Category of Fees Assessment for International Students for each enrolment	2	65-66	D	
2.9	<u>ATTEND</u>	Intramural/Extramural Attendance	1	67	B,C,D	
2.10	<u>CRS_SITE</u>	Course Delivery Site	2	68-69	B,C,D	
2.11	<u>FUNDING</u>	Source of Funding	2	70-71	B,C,D	
2.12	<u>RESIDENCY</u>	Residential Status	1	72	B,C,D	
2.13	<u>AUS_RESIDENCY</u>	Australian Residential Status	1	73	B,C,D	
2.13.1	<u>MANAAPPR</u>	Managed Apprenticeship	1	74	D	
2.14	<u>CATEGORY</u>	Funding Category	2	75-76	B,C,D	
2.15	<u>CLASS</u>	Course Classification	4	77-80	B,C,D	
2.16	<u>NZSCED</u>	NZSCED Field of Study	6	81-86	B,C,D	
2.17	<u>FACTOR</u>	Course EFTS Factor	6	87-92	B,C,D	
2.18	<u>EFTS_MTH</u>	EFTS by Month	84	93-176	B,C,D	
2.19	<u>NSN</u>	National Student Number	10	177-186	B,C,D	

Notes: A student enrolled in two or more courses will have two or more records in the Course Enrolment file, but only one record in the Student file.

Validation Errors:

310 Record not in correct format

Field Name	MANAAPPR	Field Number 2.13.1
-------------------	-----------------	----------------------------

Field Title Managed Apprenticeship

Description This field contains a one character code to identify if the student is enrolled as a Managed Apprentice. The course enrolment must be part of a wider programme of study that meets the Managed Apprenticeships criteria. Each course enrolment in a Managed Apprenticeship programme should be indicated as such.

Reason for Field This field is used to determine whether a student is engaged in a Managed Apprenticeship programme. The definition applies to each course enrolled where the overall programme of study meets the following criteria :

- the overall programme of study leads to a national qualification at Level 4, consisting 120 or more credits
- apprentice is enrolled at a polytechnic, institute of technology, wananga or private training establishment
- study is funded through the student achievement component
- the students are in work and training in a field that applies to their employment
- training is governed by a tripartite training agreement between the institution, the apprentice and the employer
- ITOs have little or no involvement in training administration.

Field Specifications

File	Course Enrolment
Length	1
Type	Character
Justification	n/a
Fill Character	N
Record Position	74
Type of Students	D
Preceding Field	AUS_RESIDENCY
Following Field	CATEGORY

Classification

Code Meaning

- Y Enrolment is part of a Managed Apprenticeship programme
- N Enrolment is not part of a Managed Apprenticeship programme

Validation Logic

Applies To: Type D students

Error

- 643 MANAAPPR is invalid for University
- 644 MANAAPPR is other than Y or N
- 645 MANAAPPR is Y and FUNDING is not 01, 02 or 03
- 646 MANAAPPR is Y and ASSIST is 12
- 647 MANAAPPR is Y and Attend is not 1
- 648 MANAAPPR is Y and NZQF of the qualification is less than 4
- 649 MANAAPPR is Y and both Provider Credits/Points and NQF Credits of the qualification are less than 120

Data Collection Student application/enrolment form.

- Field History**
- 2016 August – Field was introduced
 - 2016 August – Validations 643, 644, 645, 646, 647, 648, 649 were introduced