



# Updates for Tertiary Education Providers

Issue No. 10 | February 2018

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### Need to know

#### Purpose of this update

You are getting this update because you are one of the tertiary education organisations (TEOs) who submit an SDR to the Ministry of Education. If you do not wish to receive these updates, please contact [service.desk@education.govt.nz](mailto:service.desk@education.govt.nz).

#### SDR changes in April 2018 Return

##### *Flat fee component levy \$185 will be removed from EEL Invoice from April 2018 SDR onwards*

The Flat fee component levy \$185 is charged once a year and it is paid with the April levy by 30 May.

Due to legislation change, the Flat fee component levy is already removed from 30 May 2017. Hence the EEL Invoice will need to be amended.

However, as Flat fee component levy for 2017 which is due to be paid by 30 May 2017 has already occurred and paid by the providers. So, for year 2017, the Ministry of Education will refund the \$185 manually. The providers who have paid the flat fee component will be contacted by Ministry of Education shortly.

This change is to remove the Flat Fee Component of Levy on EEL Invoice for April 2018 SDR onwards.

##### *Source of Funding codes 35 and 36 are required to be reported from the April 2018 SDR onwards*

Source of Funding codes 35 and 36 will enable TEOs to differentiate delivery between 23 – Adult and Community Education in TEIs (ACE in TEIs), 35 – Emergency Management – Adult and Community Education (EM ACE), and 36 – Search and Rescue – Adult and Community Education (SAR ACE).

TEOs are required to report EM ACE and SAR ACE using these new Source of Funding codes from April 2018 SDR onwards.

In November, SMS vendors have been contacted in terms of the new source of funding codes, and the technical specification has also been published on the [STEO website](#).

#### SDR upcoming changes

##### *Gender D/Diverse will be introduced into SDR for 2019*

Gender D/Diverse, previously referred as Gender X will be introduced into SDR for 2019, we will ensure more details will be communicated to the education sectors at appropriate time.



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### SDR Manual and appendices 2018 version 1.0 is published

The SDR Manual and appendices 2018 version 1.0 is published to [STEO website](#). The major changes in this version are:

- New source of funding codes 35 and 36



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### General Information

There are a number of useful information documents published on the STEO website.

**SDR Manual** - <http://services.education.govt.nz/steo/sdr/sdr-manuals/>

Other User Guides and the Generic Enrolment Form - <http://services.education.govt.nz/steo/sdr/sdr-other-user-guides-and-forms/>

Instructions on how to download qualifications and courses from Which Course Where - <http://services.education.govt.nz/steo/sdr/which-course-where/>

### Contact Us

If you have any questions please feel free to contact the Education Service Desk:

Email: [service.desk@education.govt.nz](mailto:service.desk@education.govt.nz) or phone: 0800 422 599.