



Updates for Tertiary Education Providers

Issue No. 11 | June 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.

SDR changes in August 2018 Return

Introducing two new fields

Fees free eligible indicator field (*Fees_free_eligible*) and Total fee for domestic student field (*Total_fee*) will be added to SDR Student file [STUD] by August 2018 SDR

Fees free eligible

Adding a fees free indicator as part of the SDR Student File, will allow the Ministry of Education (MoE) to use SDR data to monitor outcomes of the fees-free policy.

*Fees free eligible indicator field (*Fees_free_eligible*)*

This field records the Y/N/U at the extraction date of the SDR return.

- 'Yes' (Y) if a student is fees free eligible, or
- 'No' (N) if a student is not fees free eligible, or
- 'Unknown' (U) if a student's eligibility is unknown

If you are not delivering fees free eligible courses, please report 'N' for the fees free eligible indicator.

Note: The student eligibility data is supplied by the TEC.

Total fee

Having the total fee for each student allows the MoE to undertake policy modelling on the wider tertiary funding system (including the introduction of additional years of fees free).



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Total fee for domestic student field (Total_fee)

This field collects fee data for all domestic students returned in the SDR. The total fee for an individual student is a sum of the following three components that a domestic student is charged for the whole year.

It is made up of tuition fees, compulsory course cost fees, and student services fees and any other compulsory fees. It is GST inclusive.

What you need to do

In response to sector feedback (and given the short notice for changes) the Ministry of Education (MoE) has decided data for the '**Fees Free eligible indicator field**' and '**Total fee for domestic student field**' will remain as optional for August and will not become compulsory for December.

- In the August 2018 SDR, the validations for these fields will remain in '**WARNING**' mode.
- In the December 2018 SDR, the validations for these fields will not become **ERROR**. But if you could submit the data for the December SDR, please do so.
- In the April 2019 SDR, the validations for these fields will be in '**ERROR**' mode, you must provide this data from April 2019 SDR onwards.

We have also contacted your SMS vendors to make the relevant changes in their systems to support the collection of these two fields. You **must** provide this data by April 2019 SDR.

SDR File and Field Specifications is published on the STEO website

Refer to the document SDR File and Field Specifications for Total_fee, Fees_free_eligible on the [STEO website](#).

SDR changes in April 2019 Return

Addition of gender diverse/D in Gender field by April 2019 SDR

Background and context



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A change will be made to the gender field in the SDR for April 2019 to record students who identify as gender diverse.

Gender D (Diverse) will be introduced to the SDR for April 2019. This change is in line with Statistics New Zealand standard for gender identity.

Note: Please contact your SMS vendor if you may wish to report Gender D when enrolling 2019 students before the 2019 study year starts. For 2018 reporting, the Gender options will remain Male and Female.

We need you to know

- **How the change will work.** Gender D will be added to GENDER field in the SDR Student File.
The validation to check if the Gender record in SDR matches the Gender record in NSI will be bypassed if Gender D is submitted to the SDR.
- The 2019 Generic enrolment form will be updated for this gender addition.
- **No need for verification.** Gender is whatever the student identifies as, and may change over time. This means it doesn't need to be verified and doesn't need to align with what has been recorded on documents such as their birth certificate or passport.

Updated iwi codes will be available by April 2019 SDR

Following Statistics New Zealand changes, and in response to requests from the public to allow more detailed reporting, we are updating the list of iwi available for use.

The move includes 35 new iwi codes, and some corrections to iwi names and reclassifications of existing iwi codes.

For full details of the change, download the list from the [STEO website](#).

Note: Please contact your SMS vendor if you may wish to report new iwi codes when enrolling 2019 students before the 2019 study year starts. For 2018 reporting, the iwi list in the 2018 SDR Appendices – Appendix 4 is still applicable.

What you need to do

The updated iwi codes will be available in the SDR from April 2019 onwards. We have also contacted your SMS vendors to make the relevant changes in their systems to support these iwi changes.

The iwi in 2018 SDR Appendices – Appendix 4 is still applicable for 2018. We will publish the 2019 SDR Appendices with the updated iwi by due course.



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Other changes coming for 2019

We are looking to make changes in 2019 to the Qualification and Course registers. Our intent is to enhance the registers so you can change fees and add new courses in advance of the year they apply to. We will provide further details to you by August 2018.

SDR Manual and appendices 2018 version 2.0 will be published in July

The SDR Manual and appendices 2018 version 2.0 will be published to [STEO website](#). The major changes in this version are:

- Introducing two new fields to SDR Student File [STUD]

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 or phone: 0800 422 599.