



Updates for Tertiary Education Providers

Issue No. 8 | July 2017

In this issue

Need to know

1. Upcoming SDR changes
 - Source of funding 31 – “Non-funded confirmed student enrolments” will be required to be reported from August 2017 SDR onwards
 - SDR validations for Annual Maximum Fee Movement will be removed
 - Source of funding 29 – an EFTS forecast for “Maori Pasifika Trades Training Level 3 and 4” will need to be provided with each round from August 2017 SDR onwards
2. SDR Manual and Appendices 2017 version 3.0 will be published soon



Issue No. 8 | July 2017

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.

Upcoming SDR Changes

Source of funding 31 – “Non-funded confirmed student enrolments” will be required to be reported from August 2017 SDR onwards

Source of Funding code 31 - Non-funded confirmed student enrolments enables TEOs to report the confirmed student enrolments from the August 2017 SDR onwards.

- Existing validation 611 is changed
- Existing validation 139 is updated to exclude Source of Funding 31
- New validations 652, 653 are introduced

Note: For the April 2017 SDR TEOs were able to report Source of Funding 31, but it was not compulsory and the validation 652 and 653 were in WARNING mode. For the August 2017 SDR onwards it is compulsory for TEOs to report Source of Funding 31 and validations 652 and 653 will be changed to ERROR.

For more details about the reporting requirements, please refer to the document “Confirmed Student Enrolments - Further information and guidance for implementation” which has been sent out on 4th April 2017 from the TEC Sector Helpdesk.

SDR validations for Annual Maximum Fee Movement will be removed

The policy of the Annual Maximum Fee Movement (AMFM) setting the maximum percentage by which TEOs can increase tuition fees charged to domestic students at SAC-funded courses at levels 3 and above on the NZQF is still in place. TEC has business processes to ensure the fee increase will be continued with AMFM of 2% in 2017. Therefore, the SDR validations for AMFM will be removed.

The validations will be removed are:

- Error** 369: [FEE + CCCOSTS] has exceeded [benchmark level + \$500/EFTS] – fee for post graduate can be increased by up to \$500 per EFTS
- 370: [FEE + CCCOSTS] has increased – the fee for the current year must be kept at or below the benchmark level



Issue No. 8 | July 2017

- 371: [Fee + CCCOSTS] has exceeded AMFM - the fee must decrease by 5% from the benchmark fee, or to the current-year maxima if the difference is less than 5%.
- 372: [FEE + CCCOSTS] is greater than \$500/EFTS – the fee may increase up to \$500 per EFTS
- 373: [FEE + CCCOSTS] is greater than [benchmark level + 2%] – the fee may increase by up to 2% i.e. AMFM (Annual Maximum Fee Movement)
- 377: Exempt Indicator is blank or is not 1 or 2
- 384: There is no benchmark fee for the course

Warning 378: Exempt Indicator is 1 and no exemption has been granted



Issue No. 8 | July 2017

Source of funding 29 – “Maori Pasifika Trades Training Level 3 and 4” will need to be provided an EFTS forecast with each round from August 2017 SDR onwards

If you are delivering SAC EFTS (equivalent full-time student) at Level 3 and above with a source of funding code of ‘01 Student Achievement Component Funding’ and ‘29 Maori Pasifika Trades Training Level 3 and 4’ you need to provide an EFTS forecast with each round from August 2017 SDR onwards.

The STEO Forecast pages will be updated to allow you to provide an EFTS forecast for source of funding codes of ‘01’ and ‘29’ by funding category and course classification combinations for the SDRs submitted August 2017 onwards.

Here are the Forecast pages you will see for SDRs submitted August 2017 onwards:

EFTS Forecast Entry Save Close

Funding Course Classification Funding Category

This year (2017)

January	<input type="text"/>	May	<input type="text"/>	September	<input type="text"/>
February	<input type="text"/>	June	<input type="text"/>	October	<input type="text"/>
March	<input type="text"/>	July	<input type="text"/>	November	<input type="text"/>
April	<input type="text"/>	August	<input type="text"/>	December	<input type="text"/>

One year out (2018)

January	<input type="text"/>	May	<input type="text"/>	September	<input type="text"/>
February	<input type="text"/>	June	<input type="text"/>	October	<input type="text"/>
March	<input type="text"/>	July	<input type="text"/>	November	<input type="text"/>
April	<input type="text"/>	August	<input type="text"/>	December	<input type="text"/>

Two years out (2019)

January - June	<input type="text"/>	July - December	<input type="text"/>
----------------	----------------------	-----------------	----------------------

Three years out (2020)

January - June	<input type="text"/>	July - December	<input type="text"/>
----------------	----------------------	-----------------	----------------------

Four years out (2021)

January - June	<input type="text"/>	July - December	<input type="text"/>
----------------	----------------------	-----------------	----------------------

Save Close

EFTS Forecast Entry (August 2017 SDR onwards)



Issue No. 8 | July 2017

EFTS Forecast Edit page (August 2017 SDR onwards)

The forecast CSV file for SDRs before August 2017 is generated as previously. All forecast entries displayed on the page are exported into a file. Effectively, all forecast entries stored in the forecast table for a given Run Sequence are exported to a CSV file.

The forecast CSV file for SDRs from August 2017 will include the new Funding Source column as the first (on the left) column in the file.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q		
	funding source	course class	funding category	Jan efts	Feb efts	Mar efts	Apr efts	May efts	Jun efts	Jul efts	Aug efts	Sep efts	Oct efts	Nov efts	Dec efts	Out Year	Jan efts	Out Year	Feb efts
1	1	3 A1		0	0	0	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.003	0	0	0	0
2	1	3 A2		0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0138	0.0149	0.0138	0.0138	0.0138	0.0138
3	1	6 B1		0	0	0	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.005	0	0	0	0
4	1	11 C1		0.0064	0.0064	0.0064	0.0065	0	0	0	0	0	0	0	0	0.0064	0.0064	0.0064	0.0064
5	1	13 C1		0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0036	0.0027	0.0027	0.0027	0.0027
6	2	22 Z		0	0	0	0	0	0	0	0	0	0	0.0072	0.0072	0.0072	0	0	0
7	2	22 Z		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	11	22.1 Z		0	0	0	0.002	0.002	0.002	0.002	0.002	0.002	0.002	0.0024	0	0	0	0	0
9	12	23 Z		0	0	0	0.0312	0.0312	0.0312	0.0312	0.0312	0.0312	0.0312	0.0316	0	0	0	0	0
10	13	22 Z		0	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.0027	0.003	0	0	0	0	0.0027
11	14	22 Z		0	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.005	0	0	0	0	0.0045
12	23	22 Z		0	0	0	0	0	0	0	0	0	0	0.0041	0.0041	0	0	0	0
13	23	22.1 Z		0	0	0	0	0	0	0	0	0	0	0.0032	0.0032	0	0	0	0
14	29	5.2 A1		0	0.0036	0.0036	0.0036	0.0036	0.0036	0.0036	0.0036	0.0036	0.004	0	0	0	0	0	0.0036
15	29	6 B1		0	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.0045	0.005	0	0	0	0	0.0045
16	29	18 v5		0	0	0	0	0	0	0	0.0045	0.0045	0.005	0.0025	0.0025	0	0	0	0.0045

EFTS Forecast Export CSV file from August 2017 SDR onwards, opened in Excel



Issue No. 8 | July 2017

The Actual and Forecast EFTS report in the SDR Detailed Summary Report will be updated to include the funding category and course classification combination breakdown for source of funding '01' and '29'. The other sources of funding will have a sub total EFTS by month. The change will be applied to August 2017 SDR onwards

This report will be unchanged for SDRs prior to August 2017.

Here is the Actual and Forecast EFTS report for August 2017 SDR onwards:

ACTUAL AND FORECAST EFTS BY FUNDING SOURCE AND COURSE CLASSIFICATION**

Provider: Design and Arts College of New Zealand L (8658)
Return: End of April 2015 - Students Enrolled in 2015
Date Processed: Tuesday, 10 November 2015
Run Seq: 10075

Funding Source	Course Classification	Funding Category	Jan EFTS	Feb EFTS	Mar EFTS	Apr EFTS	May EFTS	Jun EFTS	Jul EFTS	Aug EFTS	Sep EFTS	Oct EFTS	Nov EFTS	Dec EFTS	Total EFTS
01 Student Achievement Component Funding															
2.0 Architecture; Quantity Surveying															
	B1		0.7846	0.7846	0.8797	0.8797	0.8797	0.8795	0.7009	0.7009	0.7018	0.4204	0.3291	0.0000	7.9409
3.0 Arts; Advanced Studies for Teachers; Health Therapies; Humanities; Languages; Social Sciences															
	A1		3.6297	7.2086	7.2146	7.2146	7.2191	7.1577	3.5799	3.5769	3.4895	3.4664	0.0000	0.0000	53.7570
	A3		3.6297	7.2086	7.2146	7.2146	7.2191	7.1577	3.5799	3.5769	3.4895	3.4664	0.0000	0.0000	53.7570
4.0 Business; Accountancy; Office Systems/Secretarial; Management															
	J1		0.1450	0.1450	0.1482	0.1482	0.1482	0.1430	0.1116	0.1104	0.0748	0.0754	0.0045	0.0000	1.2543
6.0 Computer Science															
	B1		2.8932	2.8890	2.3778	2.3778	2.3793	1.8628	1.8628	1.8572	1.0956	1.0893	0.0000	0.0000	20.6848
	B5		2.8932	2.8890	2.3778	2.3778	2.3793	1.8628	1.8628	1.8572	1.0956	1.0893	0.0000	0.0000	20.6848
12.0 Fine Arts; Design															
	B1		6.7710	6.7710	6.8036	6.8036	6.8095	6.2835	5.1775	5.1783	3.0826	3.0818	0.0000	0.0000	56.7624
14.0 Law															
	J1		0.1041	0.1041	0.1041	0.1041	0.1066	0.0816	0.0816	0.0816	0.0816	0.0822	0.0000	0.0000	0.9316
	Sub Total SoF = 01		20.8505	27.9999	27.1204	27.1204	27.1408	25.4286	16.9570	16.9394	13.1110	12.7712	0.3336	0.0000	215.7728
02 International Fee-Paying Student															
	Sub Total SoF = 02		0.7519	1.2764	1.1073	1.1073	1.1075	0.9230	0.4000	0.4000	0.4000	0.4000	0.0000	0.0000	7.8734
23 ACE (Adult and Community Education)															
	Sub Total SoF = 23		0.1018	0.1018	0.1018	0.1018	0.1018	0.1018	0.1018	0.1018	0.1018	0.1005	0.0000	0.0000	1.0167
29 Maori Pasifika Trades Training Level 3 and 4															
3.0 Arts; Advanced Studies for Teachers; Health Therapies; Humanities; Languages; Social Sciences															
	A1		0.0091	0.0091	0.0091	0.0091	0.0091	0.0091	0.0090	0.0000	0.0000	0.0000	0.0000	0.0000	0.0545
	A3		0.0091	0.0091	0.0091	0.0091	0.0091	0.0090	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0545
4.0 Business; Accountancy; Office Systems/Secretarial; Management															
	J1		0.0024	0.0024	0.0024	0.0024	0.0024	0.0020	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0140
12.0 Fine Arts; Design															
	B1		0.0795	0.0795	0.0795	0.0795	0.0795	0.0790	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.4765
	Sub Total SoF = 29		0.1001	0.1001	0.1001	0.1001	0.1001	0.0990	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.5995
TOTAL Domestic SAC 01 Level 3+ Eligible for Funding EFTS			17.9573	25.1109	24.7426	24.7426	24.7615	23.5658	15.0942	15.0822	12.0154	11.6819	0.3336	0.0000	195.0880
TOTAL International Students that receive SAC 01 Level 3+ at Funding Rate Level 5 EFTS			2.8932	2.8890	2.3778	2.3778	2.3793	1.8628	1.8628	1.8572	1.0956	1.0893	0.0000	0.0000	20.6848
TOTAL Maori Pasifika Trades Training Level 3 and 4 EFTS			0.2019	0.2019	0.2019	0.2019	0.2019	0.2008	0.1018	0.1018	0.1018	0.1005	0.0000	0.0000	1.6162
TOTAL Other than above EFTS			0.7519	1.2764	1.1073	1.1073	1.1075	0.9230	0.4000	0.4000	0.4000	0.4000	0.0000	0.0000	7.8734
Total of all EFTS			21.8043	29.4782	28.4296	28.4296	28.4502	26.5524	17.4588	17.4412	13.6128	13.2717	0.3336	0.0000	225.2624
Jan-Apr Funded EFTS: 103.8988			May-Jul Funded EFTS: 70.0309				Aug-Dec Funded EFTS: 43.4593								

** Figures in this table have been derived from the EFTS_by_month field in the Course Enrolment file

Actual and Forecast EFTS by Funding Source and Course Classification report (August 2017 SDR onwards)

The Forecast EFTS report in the SDR Detailed Summary Report will be updated to include the source of funding '29' from August 2017 SDR onwards.

This report will be unchanged for SDRs prior August 2017.

Here is the Forecast EFTS report for August 2017 SDR onwards:



Issue No. 8 | July 2017

FORECAST EFTS***

Provider: Premier Haringway College (847)
Return: End of July 2017 - Students Enrolled in 2017
Date Processed: Friday, 02 June 2017
Run Seq: 17038

Year	Funding Source	Jan EFTS	Feb EFTS	Mar EFTS	Apr EFTS	May EFTS	Jun EFTS	Jul EFTS	Aug EFTS	Sep EFTS	Oct EFTS	Nov EFTS	Dec EFTS	Total EFTS
2017	01 SAC Level 3+	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0237	0.0237	0.0237	0.0237	0.0237	0.1213
	29 Maori Pasifika Trades Training Level 3 and 4	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0126	0.0126	0.0140	0.0025	0.0025	0.0442
	Total other than above	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0404	0.0404	0.0484	0.0485	0.0145	0.1922
	Total	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0767	0.0767	0.0861	0.0747	0.0435	0.3577
2018	01 SAC Level 3+	0.0229	0.0229	0.0302	0.0237	0.0237	0.0237	0.0237	0.0237	0.0237	0.0237	0.0237	0.0237	0.2913
	29 Maori Pasifika Trades Training Level 3 and 4	0.0000	0.0126	0.0126	0.0126	0.0126	0.0126	0.0126	0.0126	0.0126	0.0140	0.0000	0.0000	0.1148
	Total other than above	0.0000	0.0072	0.0072	0.0404	0.0404	0.0404	0.0404	0.0404	0.0404	0.0484	0.0485	0.0145	0.3682
	Total	0.0229	0.0427	0.0427	0.0632	0.0767	0.0767	0.0767	0.0767	0.0767	0.0861	0.0722	0.0410	0.7743
2019	01 SAC Level 3+	0.00%	11.78%	11.78%	5.72%	6.23%	6.23%	6.23%	6.23%	6.23%	6.23%	6.23%	6.23%	74.55%
	29 Maori Pasifika Trades Training Level 3 and 4	0.0244	0.0244	0.0244	0.0244	0.0244	0.0244	0.0244	0.0242	0.0242	0.0242	0.0242	0.0242	0.2913
	Total other than above	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0086	0.0086	0.0086	0.0086	0.0086	0.1148
	Total	0.0229	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0388	0.0388	0.0388	0.0388	0.0388	0.3682
2020	01 SAC Level 3+	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0716	0.0716	0.0716	0.0716	0.0716	0.7743
	29 Maori Pasifika Trades Training Level 3 and 4	151.02%	34.62%	34.62%	-30.91%	-25.05%	-25.05%	-6.89%	-6.89%	-6.89%	-16.88%	-0.88%	-0.88%	74.55%
	Total other than above	0.0244	0.0244	0.0244	0.0244	0.0244	0.0244	0.0242	0.0242	0.0242	0.0242	0.0242	0.0242	0.2913
	Total	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0086	0.0086	0.0086	0.0086	0.0086	0.0086	0.1148
2021	01 SAC Level 3+	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0388	0.0388	0.0388	0.0388	0.0388	0.3682
	29 Maori Pasifika Trades Training Level 3 and 4	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0716	0.0716	0.0716	0.0716	0.0716	0.7743
	Total other than above	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0086	0.0086	0.0086	0.0086	0.0086	0.0086	0.1148
	Total	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0388	0.0388	0.0388	0.0388	0.0388	0.3682
2022	01 SAC Level 3+	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0716	0.0716	0.0716	0.0716	0.0716	0.7743
	29 Maori Pasifika Trades Training Level 3 and 4	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0105	0.0086	0.0086	0.0086	0.0086	0.0086	0.1148
	Total other than above	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0226	0.0388	0.0388	0.0388	0.0388	0.0388	0.3682
	Total	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0575	0.0716	0.0716	0.0716	0.0716	0.0716	0.7743

Forecast EFTS report (August 2017 SDR onwards)

The STEO User Guide has been updated to provide guidance on how you are to do the Forecast from August 2017 SDR onwards. The STEO User Guide is published on [STEO website](#).



Issue No. 8 | July 2017

SDR Manual and appendices 2017 version 3.0 will be published soon

We are about to publish the SDR Manual and appendices 2017 version 3.0, due in early July. In this version, you will see:

- Validations 652 and 653 are changed to ERROR
- FEE related validations 369-373, 384 and EXEMPT Indicator validations 377 and 378 are removed
- IWI description changes



Issue No. 8 | July 2017

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.