



HIGHER EDUCATION SUPPORT ACT 2003

Notice under subsection 19-70(1)

I, David de Carvalho, Division Head, Higher Education Group, Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE) and a delegate of the Minister for Tertiary Education under paragraph 238-5(1)(b) of the *Higher Education Support Act 2003* (HESA) for the purposes of subsection 19-70(1) of HESA:

1. Require you to give to me data for the 2014 Higher Education Data Collection, the requirements for which are set out in the *2014 Higher Education Data Requirements and Change Control document*. All 2014 reporting requirements can be accessed at:

Higher Education Student Data Collection <http://heimshelp.deewr.gov.au/sites/heimshelp/Resources/Pages/HE-Student-Data-Collection>

Higher Education Staff Data Collection <http://heimshelp.deewr.gov.au/sites/heimshelp/Resources/Pages/HE-Staff-Data-Collection>

University Applications and Offers Data Collection <http://heimshelp.deewr.gov.au/sites/heimshelp/Resources/Pages/Apps-Offers-Data-Collection>

2. Under subsection 19-70(2) of HESA, I approve the form in which you must give all the data required by this Notice to me as electronic data files which must be lodged by you via the following department submission methods:
 - the Higher Education Client Assistance Tool (HEPCAT);
 - a web service channel; and/or
 - the department web browser.

The documents for the above-mentioned submission methods are available for download at: <http://heimshelp.deewr.gov.au/sites/heimshelp/support/pages/system-requirements>

The documents are also available in hard copy by phoning HEIMS Data Collections on (02) 6240 7487 or emailing heims.datacollections@deewr.gov.au

You must check for any changes which may, from time to time, be made to the requirements for the data. All changes to the requirements for the data for the Higher Education Data Collection will be noted in the *2014 Higher Education Data Requirements and Change Control document*. A summary of the changes will also be included in the HEIMS Data Collections Newsletters available for download at <http://heimshelp.deewr.gov.au/sites/heimshelp/news/pages/heimshelp-news>.

David de Carvalho

27 March 2013