## Principles for populating TCSI with historical HEIMS data

1. Only active values will be populated. Dump (non active) values such as 'not a commencing student' or 'does not have a disability' will not be transferred.

2. All historical data will continue to be accessible

3. TCSI will not be populated with pre-2020 course completions data. The rationale for this is that the current reporting method does not directly link a course completion record to a course enrolment record. This has meant that there is insfficient data in some cases to accurately replicate a completion record. The full history of completions data willcontinue to be accessible.

| DATA GROUPS | PREPOPULATED | RULES | ADDITIONAL INFORMATION |
|---|---|---|---|
| **COURSES OF STUDY** | | | |
| **COURSE OF STUDY PACKET** (generates UID3) | **YES** | All non-deleted  courses of study (2005-2019) | Transferred CoS (E533) value |
| E533 Course of study code | | Non-award course, cross institutional and OUA studies will be alloocated the E533 value based on the E310 CoS type.<br>Providers may update the Cos name and/or code in TCSI if required using TCSI revision processes. | 41 =  X-PROV UG |
| E394 Course of study name | Reported value | | 42 = X-PROV PG |
| E310 Course of study type | | | 50 = NON AWARD |
| E350 Course of study load | | | 60 = OUA UG |
| E455 Combined course of study indicator | | | 61= OUA PG |

| DATA GROUPS | PREPOPULATED | RULES | ADDITIONAL INFORMATION |
|---|---|---|---|
| **COURSES** | | | |
| **COURSE PACKET** (generates UID5) | **YES** | All non-deleted  courses (2005-2019) | |
| E307 Course code | Reported value | | |
| E308 Course name | | If more than one name has been reported the latest value is used | |
| E596 Standard course duration | New element | | |
| E609 Course effective from date | | Populated using 1 January of the first year the course was submitted | |
| E610 Course effective to date | NO | N/A - Providers may choose to provide an end date for these reference data. But there is no requirement to do so. | |
| ⏲ Course field of education extension: | **YES** | Fields of education is a mandatory field. Separate FOE values will be created if there has been a change in values over time.<br><br>The effective from date is the date a value is reported. | There must always be a valid FOE value for a course. |
| E461 Field of education code | Reported value | | |
| E462 Field of education supplementary code | | | The effective to date is system generated, using the date before the new FOE commencement date. |
| E609 Field of education effective from date | | | |
| ⏲ Special interest course extension: | **YES** | Populated when special interest course type has a value that is not '00'. | There can be gaps in the special interest course records i.e.If a course is reported without a special course type value for a year, this field will be Null. |
| E312 special course type | | Separate special interest course records are created for each E312 change. | |
| E609 Special interest course effective from date | | The effective from date is 1 January of the first year a value is reported. | |
| E610 Special interest course effective to date | Conditional | The effective to date  is 31 December of the last year a value other than '00' was reported. | |

## STUDENTS GROUP

| | | | |
|---|---|---|---|
| **STUDENT PACKET** (generates UID8) | **YES** | TCSI prepopulated with all student data (2005-current year) | |
| E313 Student identification code | Reported value | | |
| E314 Date of birth | | | |
| E402 Student family name | | | |
| E403 Student given name first | | | |
| E404 Student given name others | | | |
| E410 Residential address street | | | |
| E469 Residential address suburb | | | |
| E470 Residential address state | | | |
| E658 Residential address country code | | Uses code 1101 if address is in Australia | Field is blank if address is not Australian Revisions must use new codes |
| E320 Residential address postcode | Reported value | Uses value for the last reporting period in which the student incurred load | |
| E416 Tax File Number | | | |
| E488 CHESSN | | Master CHESSN | |
| E584 Unique Student Identifier | | N/A | |
| E315 Gender code | | | |
| E316 Aboriginal and Torres Strait Islander code | | Populated with last reported ATSI value stored in HEIMS | |
| E346 Country of birth code | | Reported value for Australia will be transformed to new value 1101 as per 2020 element specifications | |
| E347 Year of arrival in Australia | | | |
| E348 Language spoken at home code | | | |
| E572 Year left school | | | |
| E612 Level left school | | Level is derived from existing E572 which recorded year of Year 12 completion | |
| E661 Term address country code | | Derived from E319 | |
| E319 Term address postcode | | Value for the last reporting period in which the student incurred load | |
| ⏱⇄ Disability extension: | **YES** | The value reported for a student at the last reporting period in which the student incurred load, transformed into E615 code values. | Revise pre-2020 diability records using use new E615 code values. |
|    E615 Disability code | | | |
|    E609 Disability effective from date | | 1 Janurary of the first year a value was submitted in a enrolment file. | |
|    E610 Disability effective to date | NO | N/A for data migration | |
| ⏱ Citizenship extension: | **YES** | Prepopulated with all reported values over time. There must be a continuous value for this field - a unit must aways be linked to a citizenship status. | Citizenship history is required to support revisions and entitlement calculations. If more than value has been reported for different records with the same census/incural date, the value linked to the load record will be used. Follow-up of contradictory values reported by a single provider. |
|    E358 Citizen resident code | | | |
|    E609 Citizenship effective from date | | The date a new citizenship value is reported. The effective to value is generated using the date immediately before the new citizenship value. | |
| ⊠ First reported address extension (for revisions only): | **YES** | First address fields are populated with the original address details reported by the provider with the student's first enrolment. Where no data exists, these fields will be NULL. | These new elements would only be used to correct an error to the original address. Current address (E410, E469, E470, E658, E320) details are updated as new data is reported. 2014 was the first year HEIMS stored the first reported address as well as current address details |
|    E787 First residential address street | | | |
|    E789 First residential address suburb | | | |
|    E791 First residential address state | | | |
|    E659 First residential address country code | | | |
|    E790 First residential address postcode | | | |

## COMMONWEALTH SCHOLARSHIPS

| | | | |
|---|---|---|---|
| **COMMONWEALTH SCHOLARSHIP PACKET** (generates UID12) | **YES** | Only non-deleted 2019 Commonwealth Scholarships. | |
| E415 Reporting year | | | Commonwealth Scholarships reported prior to 2019 will not be transferred. |
| E666 Reporting period | | | |
| E526 Cwlth scholarship status code | | | |
| E538 Cwlth scholarship termination reason code | | | |
| E545 Cwlth scholarship type | | | |
| E598 Cwlth scholarship amount | New element | | |

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| COURSE ADMISSIONS | | | |
|---|---|---|---|
| **COURSE ADMISSION PACKET** (generates UID15) | **YES** | All course admissions will be transferred | |
| E534 Course of study commencement date | YES | | |
| E330 Type of attendance code | YES | Populated for HDR students only | |
| E632 Australian Tertiary Admission Rank | | Replaces 369 - not populated with existing values | |
| E605 Selection rank | New elements | | |
| E620 Highest attainment code | | Replaces 493 - not populated with existing values | |
| E599 Course outcome code | | | |
| E592 Course outcome date | | | |
| E591 HDR thesis submission date | YES | | |
| E594 HDR primary field of research code | | Populated with 2019 values | 2019 is the first year of reporting field of research values. These are collected |
| E595 HDR secondary field of research code | | Populated with 2019 values | manually (spreadsheets) in September 2019 |
| ⇄ Basis for admission extension: | **YES** | Only basis for admission with values greater than '01' | |
| E327 Basis for admission code | | | |
| ⇄ Course prior credit extension: | **YES** | | |
| E560 Credit used value | | Prepopulated with the aggregated credit value for a course admission | Credit history is not transferred |
| E561 Credit basis code | | Uses the last reported credit basis | |
| E566 Credit provider code | | Uses the last reported provider code | |
| ⇄ Specialisation extension: | **NO** | | |
| E463 Specialisation code | NO | | |
| ⌚⇄ HDR end-user engagement extension: | **YES** | HDR end-user engagements will be transferred to ITSP. | |
| E593 HDR end user engagement code | | | |
| E609 HDR end user engagement effective from date | | First date of first reporting period | |
| E610 HDR end user engagement effective to date | | Last date of last reporting period | Can revise and add additional HDR end user engagements if required |
| ⌚⇄ Scholarship extension: | **YES** | Research Training Program values only | The code 08 is end dated 31 December 2019. Not applicable from 2020. |
| E487 Scholarship type | | RTP values from 2017 - first year of reporting for this progam | |
| E609 Scholarship effective from date | YES | The commencement date of the first reporting period | |
| E610 Scholarship effective to date | YES | The end date of the last day of reporting period (if applicable) | |
| ⌚ RTP stipend amount extension: | **NO** | | |
| E623 RTP stipend amount | New element | | |
| E415 Reporting year | NO | | |

| UNITS OF STUDY | | | | |
|---|---|---|---|---|
| **UNIT OF STUDY PACKET** (generates UID7) | **YES** | TCSI will be prepopulated with all unit of study data. | |
| E354 Unit of study code | Reported value | Each unit of study code must have a unique code. | |
| E464 Discipline code | | If a unit has been reported with more than one discipline code over time , a new unit will be created for each discipline code | The effective from date = the first census date. The effective to date = the day before the census date for the new discipline code |
| E551 Summer and winter school code | | | |
| E337 Work experience in Industry code | | | |
| E622 Unit of study year long indicator | New element | | |
| E609 Unit of study effective from date | | Uses the census date for the first reported unit of study | |
| E610 Unit of study effective to date | | N/A | |

| UNIT ENROLMENTS | | | | |
|---|---|---|---|---|
| **UNIT ENROLMENT PACKET** (generates UID16) | **YES** | TCSI will be prepopulated with all unit enrolment data. | Includes active, deleted, remitted, invalidated & adjusted records. |
| E489 Unit of study census date | Reported value | | |
| E600 Unit of study commencement date | New element | | |
| E355 Unit of study status code | Reported value | | |
| E601 Unit of study outcome date | New elements | | |
| E619 Course assurance indicator | | | |
| E577 Recognition of prior learning code | Reported values | | |
| E329 Mode of attendance code | | | |
| E490 Student status code | | | |
| E446 Remission Reason Code | | Populated with all remissions due to special circumstances (E446 = 01) | Deleted records (E446 = 4) are flagged as deleted |
| E339 EFTSL | | | |
| E384 Amount charged | | | |
| E381 Amount paid upfront | | | |
| E529 Loan fee | | | |
| E558 HELP loan amount | | | |
| ⇉ AOU extension: (only for providers using AOUs): | | | |
|    E333 Academic organisational unit code | | | |
|    E339 EFTSL | | | |
|    E384 Amount charged | | | |
|    E381 Amount paid upfront | | | |
|    E529 Loan fee | | | |
|    E558 HELP loan amount | | | |

| SA-HELP LOANS GROUP | | | | |
|---|---|---|---|---|
| **SA-HELP LOAN PACKET** (generates UID21) | **YES** | | |
| E527 HELP debt incurral date | Reported values | All SA-HELP data (2012 to current) will be transferred to ITSP<br><br>This includes active, deleted and invalidated records. | SA HELP records will be linked to the reported course |
| E490 Student status code | | | |
| E384 Amount charged | | | |
| E381 Amount paid upfront | | | |
| E558 HELP loan amount | | | |

| OS-HELP LOANS GROUP | | | | |
|---|---|---|---|---|
| **OS-HELP LOAN PACKET** (generates UID21) | **YES** | | |
| E527 HELP debt incurral date | Reported values | All OS-HELP data (2005 to current) will be prepopulated.<br><br>This includes active, deleted, invalidated and adjusted records. | OS- HELP records will be linked to the reported course |
| E490 Student status code | | | |
| E528 OS-HELP Payment Amount | | | |
| E529 Loan Fee | | | |
| E521 OS-HELP study period commencement date | | | |
| E553 OS-HELP primary study country code | | | |
| E554 OS-HELP secondary study country code | | | |
| E583 OS-HELP language commencement date | | | |
| E582 OS-HELP language code | | | |

**The following data groups will not be prepopulated with pre-2020 data.**

**EXIT AWARDS GROUP**

| EXIT AWARDS PACKET (generates UID46) |
| --- |
| E307 Course code |
| E599 Course outcome code |
| E592 Course outcome date |

**AGGREGATED AWARDS GROUP**

| AGGREGATED AWARDS PACKET (generates UID47) |
| --- |
| E534 Course of study commencement date |
| E599 Course outcome code |
| E592 Course outcome date |
| E591 HDR thesis submission date |
| E329 Mode of attendance code |
| E330 Type of attendance code |
| ⇒ Specialisation extension: |
|     E463 Specialisation code |

**CAMPUSES GROUP**

| CAMPUS PACKET (generates UID2) |
| --- |
| E525 Campus suburb |
| E644 Campus country code |
| E559 Campus postcode |
| E609 Campus effective from date |
| E610 Campus effective to date |

**COURSE ON CAMPUS PACKET (generates UID4)**

| E597 CRICOS code |
| --- |
| E569 Campus operation type |
| E570 Principal mode of offshore delivery code |
| E571 Offshore delivery code |
| E609 Course on campus effective from date |
| E610 Course on campus effective to date |
| 🕐⇒ Campus course fees extension: |
|     E536 Course fees code |
|     E495 Indicative student contribution CSP |
|     E496 Indicative tuition fee domestic fee-paying |
|     E609 Campus course fee effective from date |
| ⇒ TAC Offer extension: |
|     E557 TAC offer code |

**FULL-TIME STAFF GROUP**

| FULL-TIME STAFF PACKET (generates UID26) |
| --- |
| E401 Person identification code |
| E314 Date of birth |
| E315 Gender code |
| E316 Aboriginal and Torres Strait Islander code |
| E346 Country of birth code |
| E348 Language spoken at home code |
| E501 Highest qualification code |
| E502 Highest qualification place code |
| 🕐⇒ Work classifications extension: |
|     E415 Reporting year |
|     E505 Appointment term |
|     E506 Work contract code |
|     E507 Current duties term |
|     E408 Staff work level code |
|     E510 Organisational unit code |
|     E511 Work sector code |
|     E412 Function code |
|     E513 Full-time equivalence at reference date |
|     E423 Full-time equivalent annual salary current duties |

**CASUAL STAFF ACTUALS GROUP**

| CASUAL STAFF ACTUALS PACKET (generates UID28) |
| --- |
| E415 Reporting year |
| E514 Actual full-time equivalence prior year |
| E315 Gender code |
| E509 Current duties classification group code |
| E510 Organisational unit code |
| E511 Work sector code |
| E412 Function code |

**CASUAL STAFF ESTIMATES GROUP**

| CASUAL STAFF ESTIMATES PACKET (generates UID29) |
| --- |
| E415 Reporting year |
| E515 Estimated casual full-time equivalent reference year |

**The following data groups will not be prepopulated with pre-2020 data.**

| APPLICATIONS GROUP |
|---|
| **COURSE APPLICATION PACKET** (generates UID23) |
| E700 Application identification code |
| E415 Reporting year |
| E701 Application status code |
| E402 Student family name |
| E403 Student given name first |
| E404 Student given name others |
| E410 Residential address street |
| E469 Residential address suburb |
| E320 Residential address postcode |
| E658 Residential address country code |
| E470 Residential address state |
| E314 Date of birth |
| E315 Gender code |
| E316 Aboriginal and Torres Strait Islander code |
| E348 Language spoken at home code |
| E347 Year of arrival in Australia |
| E358 Citizen resident code |
| E702 Australian year 12 results type code |
| E710 International Baccalaureate aggregate score |
| E632 Australian Tertiary Admission Rank |
| E620 Highest attainment code |
| E730 Prior postgrad code |
| E669 Prior postgrad year |
| E731 Prior degree code |
| E670 Prior degree year |
| E732 Prior HEP sub-degree code |
| E671 Prior HEP sub-degree year |
| E733 Prior VET sub-degree code |
| E672 Prior VET sub-degree year |
| E734 Prior VET award code |
| E673 Prior VET award year |
| E735 Prior RTO secondary code |
| E674 Prior RTO secondary year |
| E736 Prior secondary school code |
| E675 Prior secondary school year |
| E737 Prior other qualification code |
| E676 Prior other qualification year |
| E488 CHESSN |

| PREFERENCES GROUP |
|---|
| **COURSE PREFERENCES PACKET** (generates UID25) |
| ⇉ Course preference extension: |
|    E713 Preference ordinal position |
|    E306 Provider code |
|    E310 Course of study type |
|    E461 Field of education code |
|    E462 Field of education supplementary code |
|    E644 Campus country code |
|    E559 Campus postcode |
|    E724 Sector Code |
|    E709 Intake year |
|    E744 Intake month |
|    E329 Mode of attendance code |

| OFFERS GROUP |
|---|
| **COURSE OFFERS PACKET** (generates UID24) |
| ⇉ Course offer extension: |
|    E713 Preference ordinal position |
|    E306 Provider code |
|    E310 Course of study type |
|    E461 Field of education code |
|    E462 Field of education supplementary code |
|    E644 Campus country code |
|    E559 Campus postcode |
|    E724 Sector Code |
|    E709 Intake year |
|    E744 Intake month |
|    E329 Mode of attendance code |
|    E705 Date offered |
|    E723 Offer response code |
| ⇉ Basis for admission extension: |
|     E327 Basis for admission code |