



VET STUDENT LOANS DATA COLLECTION REPORTING SCHEDULE

The following reporting schedule applies to the VET Student Loans data collection and should be read in conjunction with the relevant scope documents.

| Submission | Reporting Year | 2019 | 2020 |
|---|----------------|---|-------|
| Certification | | | |
| All student and completions data submissions must be quality checked and confirmed as complete and accurate by the CEO. At the time of reporting, a signed statutory declaration must be lodged in the HELP IT System (HITS) (7 th day of month). | | | |
| VET Course of Study submission | 2019 | Reported prior to the first VET Student submission. | |
| VET Student submission | 2019 | Units of study with census dates occurring in each month must be reported by the 7 th day of the following month. | |
| VET Course Completions submission | 2019 | Courses completed in each month must be reported by the 7 th day of the following month. | |
| VET Unit of Study Completions submission ^(a) | 2019 | | 7-Apr |
| | | | 7-Jul |
| | | | 7-Oct |
| | | | 7-Jan |
| Revisions | All years | All identified revisions and corrections to data must be reported by the 7 th day of the month following identification. | |

^(a) VET Unit of Study Completions

| Units of study with a census date range | Reported no later than |
|---|------------------------|
| 1 January to 31 March | 7 April 2019 |
| 1 April to 30 June | 7 July 2019 |
| 1 July to 30 September | 7 October 2019 |
| 1 October to 31 December | 7 January 2020 |

Any unit of study reported during the year with a status of "*in progress*" must be updated with the *actual outcome as at the end date of the unit*, by the 7th day of the following month.

Publication of VET student and completions data

| Reporting period | Effective date of reporting cut off |
|------------------|-------------------------------------|
| Half year data | 7 July 2019 |
| Full year data | 7 January 2020 |