



VET Information Standard



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Document information

Related publications

Some elements have been taken from the following Australian Bureau of Statistics (ABS) publications and will be subject to their copyright conditions (see

<<https://www.abs.gov.au/website-privacy-copyright-and-disclaimer#copyright-and-creative-commons>>):

- Occupation Standard Classification for Australia (OSCA), 2024, version 1.0
- Australian Standard Classification of Education (ASCED), 2001
- Australian Standard Classification of Languages (ASCL), 2025
- Country of Birth Standard, 2016
- Language Standards, 2016
- Standard Australian Classification of Countries (SACC), 2016
- Standards for Labour Force Statistics, 2018
- Standard for Sex and Gender Variables, 2020
- Indigenous Status Standard, 2014, version 1.5.

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Support

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Introduction

Overview

The Australian Vocational Education and Training (VET) Information Standard is a national framework for the collection and reporting of information on VET provider training activity in Australia.

The VET Information Standard outlines elements that registered training organisations (RTOs) are required to provide; these are based on the application of Australian Government laws and/or contracted arrangements with state training authorities (STAs) or Commonwealth agencies.

The VET Information Standard applies to RTOs that are either:

- regulated by the National VET Regulator, the Australian Skills Quality Authority (ASQA) or
- registered and regulated by the Victorian Registration and Qualifications Authority (VRQA) or the Training Accreditation Council (TAC) in Western Australia, based on relevant state legislation that requires the data provision obligations.

Reporting obligations

The National Vocational Education and Training Regulator (Data Provision Requirements) Instrument 2020(Cth) specifies the obligations of RTOs to provide accurate and complete VET data; the reporting pathways and timeframes; and the requirement for RTOs to use a VET Data System to collect and provide this data.

The Data Provision Requirements (DPRs) reference the VET Information Standard as the document that specifies the required data and the format for its submission. RTOs are required to provide training activity data that is compliant with the relevant details, as outlined in the VET Information Standard.

The DPRs cover RTO-reporting obligations for both national elements and any jurisdiction-specific elements, where the data will be provided through the National VET Data System (NVDS). These elements are identified in this document as ‘Part A’ elements; refer to [Appendix A](#) for a complete list.

Jurisdictions may also have RTO-reporting obligations that are based on contractual or other arrangements but which will not be provided through the NVDS. These elements are identified in this document as ‘Part B’ elements.

Some elements are identified as both ‘Part A’ and ‘Part B’ elements and, in this instance, RTOs will be required to provide these elements to both the NVDS and the relevant state or territory.

How to use this document

The VET Information Standard contains the national and jurisdiction-specific elements and their associated specifications to support the complete and accurate provision of VET data.

This document is separated into two parts:

Section 1 – Information elements and specifications:

Information elements are elements that are collected by RTOs in relation to the VET training activity for each student and include:

- national elements and supporting specifications that must be collected and provided for each individual student record; and
- jurisdiction-specific elements and supporting specifications required to be collected and provided for each individual student record within the identified jurisdiction(s).

Each information element specifies whether the element is applicable for RTOs nationally and/or is required for RTOs providing training activity in one or more identified jurisdictions.

A diagram illustrating how information elements relate to each other, and the context in which each element is collected, is included in this section.

Intended audience

RTOs STAs VET regulators Software developers Commonwealth government

Section 2 – Technical elements and specifications:

Technical elements are the elements not collected by an RTO but which must be provided by their student management system to support the provision of information elements and to ensure that student records are complete and provided in the correct structure and format.

A diagram illustrating how technical elements relate to information elements, and the structure in which each element should be provided, is included in this section.

Intended audience

RTOs STAs Software developers

Transactional reporting

RTOs have an obligation to provide VET training activity data within certain timeframes, as outlined in the DPRs and/or in contractual arrangements with jurisdictions, and this data may be provided either progressively during, or at the end of, the reporting period.

Transactional reporting is defined as a series of transactions occurring during a student's training lifecycle. These are outlined in the *Student status* information element and must be provided by RTOs each time they occur, or change, for each student enrolment within a reporting period.

If multiple transactions occur in the same reporting period, then each transaction must be provided in that reporting period. These multiple transactions may also be provided either progressively within a reporting period or together at the end of the reporting period.

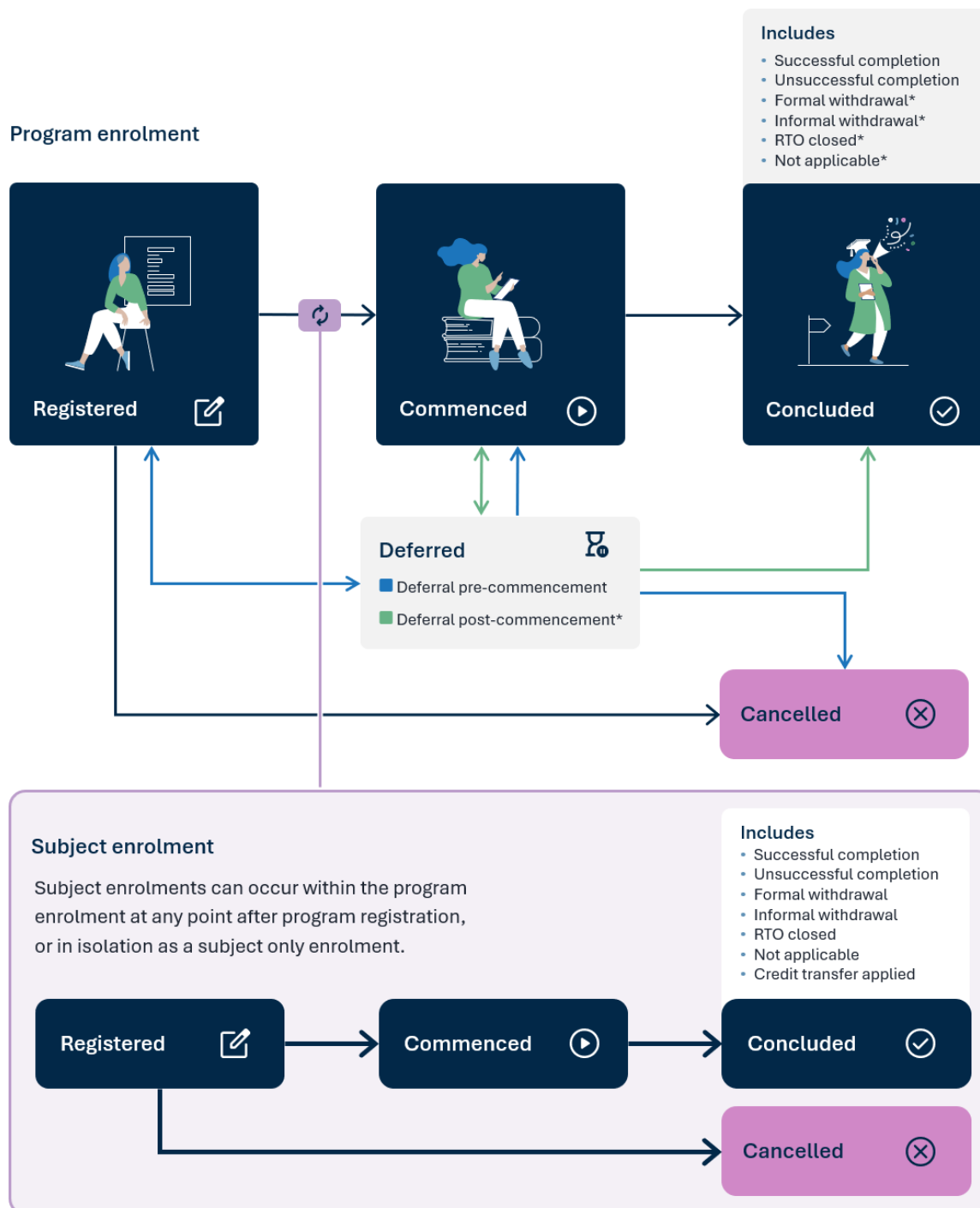
Diagram 1 provides an illustrative view of how student enrolments transition through each *Student status*.

Appendix B outlines the complete list of VET training activity data that RTOs must provide for each *Student status* and which are relevant to transactional reporting.

Reporting changes to previously submitted records

Any previously provided information that has subsequently changed or requires correction must be provided by the RTO. This is necessary to maintain the accuracy and completeness of the student records. Each change or correction must be provided either progressively during a reporting period or together at the end of the reporting period.

Diagram 1 | Student status enrolment transition



* Valid Student status reasons for transitions from Student status 'Deferred' to 'Concluded'



SECTION 1

Information elements and specifications

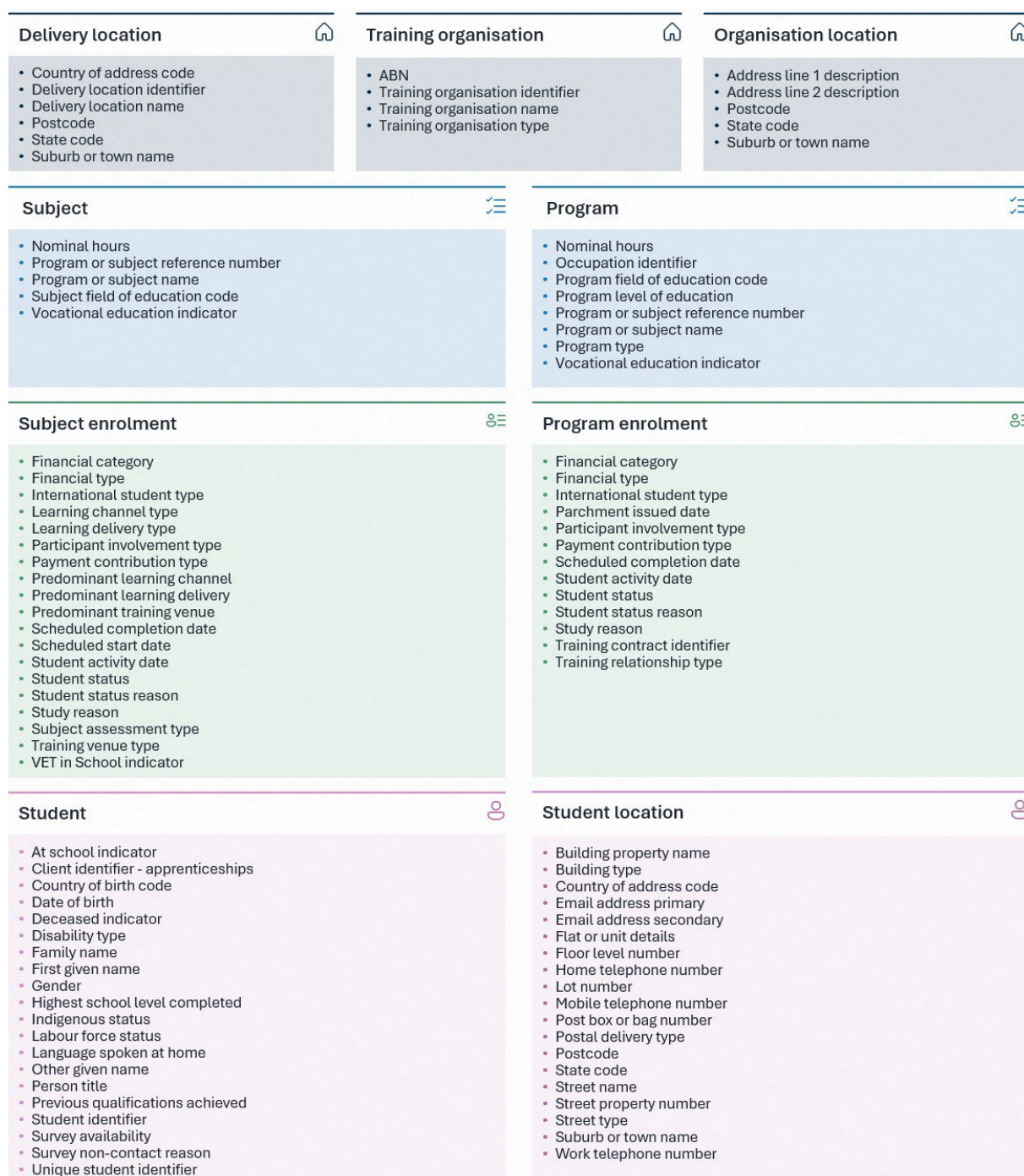
Context

Information elements in context

Diagram 2 represents the information elements defined in the VET Information Standard that are collected by RTOs. These elements are grouped to illustrate their business context, including their relationships to other elements.

This diagram is intended to provide guidance on the data required in the VET Information Standard and support the complete and accurate provision of VET activity data.

Diagram 2 | Information elements context diagram



Information elements

The information elements in this section are to be collected and provided under national requirements and/or those of the identified jurisdiction(s). Each information element contains a specification that describes the content, format and any rules and conditions associated with the data required to be provided.

Table 1 illustrates how information elements are presented in this document and includes a description of each component of these elements. The sections highlighted in green relate to the technical components of information elements.

Information elements are to be provided with other elements to support transactional reporting. Appendix B describes the student statuses applying under the VET Information Standard, along with the specific information elements required for each *Student status*.

Table 1 | Element example (technical components highlighted)

Element name	Business name of the element	Element ID	Element identifier
Technical name	Technical name for the element		
Definition	Defines the element		
Context	Defines the use of the element and why it is necessary to collect this information		
Jurisdiction	Identifies whether this is a national and/or jurisdiction-specific element		
Reporting obligations	Defines the reporting obligation of the element by using the following terminology: Part A; Part B; or Part A and Part B		
Classification	Identifies whether the element has classifications	Used for USI transcript	Identifies whether the element is used for USI transcript
Classification name	Description	Value	
Name of classification	Defines the classification name, type and structure	Identifies the value for each classification	
Data grouping/s	Identifies which data groups the element belongs to		
Guidelines			
Details any additional information for using the element			
Business rules and corrective actions			
Describes the requirements for reporting the data accurately in the field. Also recommends corrective actions in case of validation errors			
Technical information	Type	Numeric, alphanumeric or date	Length
			Represents field length – If blank, see classification value

ABN

TECHNICAL NAME

trainingOrganisationABN

ELEMENT ID

DESH0001

DEFINITION

A unique 11-digit identifier used to identify businesses and other entities operating in Australia.

CONTEXT

It uniquely identifies an organisation by using a number assigned by the Australian Business Register (ABR).

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

For national use: *ABN* is mandatory for all Australian non-registered training organisations acting as third-party providers of training or assessment.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00001	When reporting <i>ABN</i> for a third-party in a program enrolment, <i>ABN</i> must be in a valid format, as prescribed by the ABR.	The <i>ABN</i> must be in a valid format, as prescribed by the ABR. Update with the correct <i>ABN</i> .	National	Program enrolment
BRDE00029	Third-party training organisation <i>ABN</i> must match the valid format of an <i>ABN</i> as issued by the ABR.	The <i>ABN</i> for a third-party training organisation must be in a valid format as prescribed by the ABR. Update with the correct <i>ABN</i> .	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00202	Only one instance of <i>ABN</i> must be reported against a third-party service provider for a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00203	Only one instance of <i>ABN</i> must be reported against a third-party service provider for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
11	Alphanumeric	Not applicable

Address line 1 description

TECHNICAL NAME

addressLine1Description

ELEMENT ID

DELN0001

DEFINITION

The first line of an address and provides a valid street number and name (including floor and building name if relevant) or post office box information.

CONTEXT

It is used in conjunction with other address details to collect physical location or postal address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Training organisation

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00001	<i>Address line 1 description</i> must be provided when <i>training organisation identifier</i> is not on Training.gov.au.	The head office description (address line 1) was not provided for a training organisation that is not listed on Training.gov.au. <i>Add the Address line 1 description.</i>	National	Training organisation
BRDG00204	Only one instance of <i>Address line 1 description</i> must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
50	Alphanumeric	Not applicable

Address line 2 description

TECHNICAL NAME

addressLine2Description

ELEMENT ID

DELN0002

DEFINITION

The second line of an address and provides a continuation of the valid name and number of the street (including floor and business name if relevant) or post office box information.

CONTEXT

It is used in conjunction with other address details to collect physical location or postal address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Training organisation

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00205	Only one instance of <i>Address line 2 description</i> must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
50	Alphanumeric	Not applicable

At school indicator

TECHNICAL NAME

atSchoolIndicator

ELEMENT ID

DESH0024

DEFINITION

Identifies whether the student is at school.

CONTEXT

It is used to ascertain if a student is at school or not.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No, not enrolled in school	Indicates that an individual is not currently enrolled in secondary or senior secondary school.	No, not enrolled in school
Yes, enrolled in school	Indicates that an individual is currently enrolled in secondary or senior secondary school.	Yes, enrolled in school

GROUPING/S

Student

GUIDELINES

Required for each student reported in this grouping.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00021	Warning: if <i>highest school level completed</i> is 'did not go to school', then <i>at school indicator</i> should be 'no, not enrolled in school'.	The <i>At school indicator</i> must be 'no, not enrolled in school' when the <i>highest school level completed</i> is 'did not go to school' for this student enrolment record. Update the <i>At school indicator</i> if the student did not attend school. Alternatively, correct the <i>highest school level completed</i> field.	National	Student
BRDG00281	Only one instance of <i>At school indicator</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00061	Current calendar year training activity contains too many student records where the student is aged under 15 years old and the <i>At school indicator</i> is showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records where the student is aged under 15 years and showing a blank secondary school value. Review all student records where the student is under 15 years of age, and where the <i>At school indicator</i> field is blank and update these accordingly.	National	Student
BRDQ00134	The most recent data submission identified that the proportion of VET Information Standard student records by <i>At school indicator</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records provided by <i>At school indicator</i> , for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS student records for the same period last year. Please contact NCVER Client Support to discuss.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00152	The most recent data submission identified that the proportion of student records by <i>At school indicator</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records by <i>At school indicator</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Building property name

TECHNICAL NAME

buildingPropertyName

ELEMENT ID

DELN0006

DEFINITION

The name commonly used for an address site, including the name of a building, homestead, complex, community, agricultural property, park or unbounded site.

CONTEXT

It is the name used, along with other address details, to collect physical address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00206	Only one instance of <i>Building property name</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00207	Only one instance of <i>Building property name</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00212	Only one instance of <i>Building property name</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
50	Alphanumeric	Not applicable

Building type

TECHNICAL NAME

buildingType

ELEMENT ID

DELN0005

DEFINITION

Helps to distinguish distinct sections or units within a building or sub-complex.

CONTEXT

It is used in conjunction with other address details to collect physical location or postal address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Building type should be used when the address is part of a building and the street name and number alone do not provide sufficient detailed address information. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00208	When postcode is not blank, <i>Building type</i> should be populated when flat or unit details is populated.	Student address must have a <i>Building type</i> when <i>flat or unit details</i> and <i>postcode</i> are provided. Ensure <i>Building type</i> and <i>flat or unit details</i> are correctly populated.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00209	Only one instance of <i>Building type</i> may be reported for a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00210	Only one instance of <i>Building type</i> may be reported for a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00211	Only one instance of <i>Building type</i> may be reported for a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Client identifier - apprenticeships

TECHNICAL NAME

clientIdentifierApprenticeships

ELEMENT ID

DESH0030_03

DEFINITION

Identifies a student with an apprenticeship/traineeship training contract.

CONTEXT

This is assigned when the apprenticeship/traineeship training contract is registered as a means of uniquely identifying the student for record-keeping purposes.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

For National VET Provider Collection only: this is only used if training activity in a subject relates to a client undertaking an apprenticeship or traineeship under a registered apprenticeship/traineeship training contract. This identifier can be sourced from the registering state/territory training authority. The *Client identifier - apprenticeships* should be the same across data-collection periods except when it has not been reported previously. If it is known that the client is an apprentice or trainee and the correct client identifier is not known, this field may be blank and *training relationship type* can be reported as 'enrolment in a traineeship' and 'enrolment in an apprenticeship'. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00002	When provided, <i>Client identifier - apprenticeships</i> must contain at least one number.	<i>Client identifier - apprenticeships</i> must include at least one numeric character. Update the field with the accurate identifier.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00004	A student reported with a <i>Client identifier - apprenticeships</i> is encountered, the student must have had at least one associated program enrolment with a training contract identifier in a previous or current submission.	The student has been reported with a <i>Client identifier - apprenticeships</i> , but without a program enrolment record that includes a <i>training contract identifier</i> . Add a <i>training contract identifier</i> to the program enrolment record or update the <i>Client identifier - apprenticeships</i> if this was provided in error.	National	Student
BRDG00050	<i>Client identifier - apprenticeships</i> is mandatory for a student with a program enrolment with a student status of 'concluded' and <i>training relationship type</i> is 'enrolment in an apprenticeship' or 'enrolment in a traineeship'.	A student who is enrolled in a traineeship or apprenticeship must have a <i>Client identifier - apprenticeships</i> if their program enrolment record has a student status of 'concluded'. Provide the relevant client identifier or correct the program enrolment <i>training relationship type</i> if the student is not a trainee or apprentice.	National	Student
BRDG00213	Only one instance of <i>Client identifier - apprenticeships</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00124	The most recent data submission has identified that the proportion of VET Information Standard student records with a blank <i>Client identifier - apprenticeship</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records with a blank <i>Client identifier - apprenticeship</i> for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS student records provided for the same reporting period last year. Please contact NCVET Client Support to discuss.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00148	The most recent data submission has identified that the proportion of student records with a blank <i>Client identifier - apprenticeship</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records with a <i>Client identifier - apprenticeship</i> field for students who have commenced or concluded training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
10	Alphanumeric	Not applicable

Country of address code

TECHNICAL NAME

countryOfAddressCode

ELEMENT ID

DELN0032_02

DEFINITION

Specifies whether country refers to country of an address.

CONTEXT

It provides context to the *Country of address code* when more than one *Country of address code* has been provided.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A four-digit code sourced from the Australian Bureau of Statistics.	Valid country code

GROUPING/S

Delivery location, Student

GUIDELINES

The *Country of address* must be included in the data where a student has provided their *Country of address* on their enrolment form. It is used in conjunction with other address details to collect address information. For a training organisation this is mandatory as part of the delivery location.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00033	<i>Country of address code</i> must be a valid 4-digit value from the country reference list, that is, not 0000.	The delivery location country code is an invalid value. Update the country code to a valid value.	National	Delivery Location

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00034	If not blank', <i>Country of address code</i> must be a valid 4-digit value from the country reference list.	The student <i>Country of address code</i> is an invalid value. Update the country code to a valid value.	National	Student
BRDG00005	<i>Country of address code</i> is mandatory for each delivery location.	The <i>Country of address code</i> has not been provided for the delivery location. Update the country code.	National	Delivery location
BRDG00023	When a student has a permanent address with a <i>Country of address code</i> that shows the student permanently resides outside Australia, at least one subject enrolment or program enrolment should have a populated <i>international student type</i> code.	A student with a permanent residential address outside Australia must have at least one program or subject enrolment record with an <i>international student type</i> . Update the student's permanent residential address if it was incorrectly recorded. Alternatively, ensure that the program and subject enrolment records record an <i>international student type</i> .	National	Student
BRDG00111	When <i>international student type</i> is reported and any data have been reported for a student's permanent address, <i>Country of address code</i> for the permanent address must be populated.	The country of the student's permanent address has not been provided and is required for international onshore or offshore students where permanent address details are provided. Update the student's permanent address details.	National	Student
BRDG00125	The provided student term address must be within Australia unless the most recent subject enrolment has an <i>international student type</i> of international offshore.	The student's term address must be in Australia unless the student is classified as international offshore. Update the student's term address to an Australian address or correct the <i>international student type</i> if incorrect.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00214	Only one instance of <i>Country of address code</i> must be reported against a delivery location.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Delivery location
BRDG00215	Only one instance of <i>Country of address code</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00216	Only one instance of <i>Country of address code</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. This information is required to be supplied by the SMS.	National	Student
BRDG00217	Only one instance of <i>Country of address code</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Country of birth code

TECHNICAL NAME

countryOfBirthCode

ELEMENT ID

DELN0032_01

DEFINITION

Specifies whether country refers to *Country of birth*.

CONTEXT

Provides context to *Country of birth code* when more than one *Country of birth code* has been provided.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A four-digit code sourced from the Australian Bureau of Statistics.	Valid country code

GROUPING/S

Student

GUIDELINES

The *Country of birth* must be included in the data where a student has provided their *Country of birth* on their enrolment form. It is used in conjunction with other birth details to collect birth information.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00037	<i>Country of birth</i> code must be a valid 4-digit value from the country reference list.	The <i>Country of birth</i> code for the student enrolment record is an invalid value. Update the <i>Country of birth</i> to a valid value.	National	Student
BRDG00115	Warning: when a student's Indigenous status code is reported as 'Torres Strait Islander', 'Aboriginal AND Torres Strait Islander', or 'Aboriginal', <i>Country of birth</i> codes should be '1100' '1101', '1102', '1603', or '1199'.	The combination of indigenous status and <i>Country of birth</i> are invalid. Correct the relevant information for this student enrolment record.	National	Student
BRDG00218	Only one instance of <i>Country of birth</i> code must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00005	Current calendar year training activity contains too many student records with <i>Country of birth</i> showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank <i>Country of birth</i> value. Review all student records where the <i>Country of birth</i> field is recorded as blank and update these accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Date of birth

TECHNICAL NAME

dateOfBirth

ELEMENT ID

DESH0002

DEFINITION

Specifies the specific day, month and year on which an individual was born.

CONTEXT

It is utilised to calculate the student's age and is used in the analysis of student characteristics.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

The *Date of birth* should be checked against the student's personal identification by the training organisation for complete and correct data and must be included in the data where the student has provided their *Date of birth* on their enrolment form.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00221	Only one instance of <i>Date of birth</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00006	Current calendar year training activity contains too many student records with <i>Date of birth</i> value that is either blank or identical to that of other students.	Data submitted in the current calendar year contains too many student records showing a <i>Date of birth</i> value that is blank or identical to that of other students. Review all student records where the <i>Date of birth</i> field is recorded as blank or identical to other students and update these accordingly.	National	Student
BRDQ00126	The most recent data submission has identified that the proportion of VET Information Standard student records submitted by age group (based on <i>Date of birth</i>) with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records by age group (based on <i>Date of birth</i>) for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS student records for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student
BRDQ00144	The most recent data submission has identified that the proportion of student records by age group with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records by age group for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Date	Not applicable

Deceased indicator

TECHNICAL NAME

deceasedIndicator

ELEMENT ID

DESH0006

DEFINITION

Specifies that a student is deceased.

CONTEXT

It is used to advise that a student has become deceased over the course of their training. It also ensures that the student is not contacted any further and is used to close off any open training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	The person is not deceased.	No
Yes	The person is deceased.	Yes

GROUPING/S

Student

GUIDELINES

Deceased indicator is only expected to be reported by an RTO in the instance that a student is deceased. Where it is not reported, the student management system should automatically set a student's deceased status to 'not deceased'.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00004	<i>Deceased indicator</i> is mandatory for a student.	The <i>Deceased indicator</i> for this student's enrolment record is blank and must have a 'yes' or 'no' response. Update the <i>Deceased indicator</i> for this student enrolment record.	National	Student
BRDG00008	All program and subject enrolments for a deceased student must have a <i>student status</i> of 'concluded' or 'cancelled'.	All program and subject enrolment records must be recorded as either 'concluded' or 'cancelled' when a student is identified as deceased. Update the program enrolment and all subject enrolment records to 'concluded' or 'cancelled'. Alternatively, if the student has been recorded as deceased in error, update the student's <i>Deceased indicator</i> .	National	Student
BRDG00112	When a student is reported as deceased, then all subject enrolments with a <i>student status</i> of 'concluded' with a <i>student activity date</i> on or after the date the <i>Deceased indicator</i> was reported must have a <i>student status reason</i> of 'not applicable'.	Subject enrolment records must be concluded with the <i>student status reason</i> of 'not applicable' when a student is recorded as deceased. Update the <i>Deceased indicator</i> if this has been incorrectly applied. Alternatively, update all subject enrolment records.	National	Student
BRDG00222	Only one instance of <i>Deceased indicator</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Delivery location identifier

TECHNICAL NAME

deliveryLocationIdentifier

ELEMENT ID

DELN0012

DEFINITION

Is a unique code that identifies a training organisation's delivery location. This code is assigned by the training organisation unless advised by the state training authority.

CONTEXT

It is used for identifying the physical delivery locations of a training organisation.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Delivery location

GUIDELINES

The identifier, along with the delivery location, is determined by the training organisation and is typically up to ten alphanumeric characters. It should represent a meaningful code for the organisation. The delivery locations; where the training occurs, should be identified consistently. For instance, annexes or different floors at the same address are considered the same training delivery location. The identifier must be consistent across all collections and represent the coordination point for online, correspondence, and on the road, for example, a trainer visiting several workplaces to deliver training. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00005	A <i>Delivery location UID</i> must have a <i>Delivery location identifier</i> .	The delivery location must have a <i>Delivery location identifier</i> . Update the delivery location to provide this identifier.	National	Delivery location

TECHNICAL INFORMATION

Length	Type	Permitted value
10	Alphanumeric	Not applicable

Delivery location name

TECHNICAL NAME

deliveryLocationName

ELEMENT ID

DELN0011

DEFINITION

The name created and/or assigned by the training organisation for one of its delivery locations.

CONTEXT

It is used for identifying the physical delivery locations of a training organisation.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Delivery location

GUIDELINES

Training organisations create the name and identifier for a delivery location based on their administrative preferences. Delivery locations are where training occurs, and their names should provide meaningful location information, like 'Ravier Institute, Knoalla Campus' or 'Bathurst Park'. Use discretion when identifying specific delivery locations for instance, two annexes of an institute or different floors in the same building at the same street address should be considered the same training delivery location. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00008	A delivery location must have a <i>Delivery location name</i> .	The delivery location must have a <i>Delivery location name</i> . Update the delivery location to provide a <i>Delivery location name</i> .	National	Delivery location

TECHNICAL INFORMATION

Length	Type	Permitted value
100	Alphanumeric	Not applicable

Disability type

TECHNICAL NAME

disabilityType

ELEMENT ID

DESH0007

DEFINITION

Uniquely identifies the type(s) of disability, impairment or long-term condition that a student reports.

CONTEXT

It is used in the analysis of students with disabilities when measuring activity, outputs and participation in the VET sector.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Acquired brain injury	It is the injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment (Ministerial Implementation Committee on Head Injury 1995).	Acquired brain injury
Autism	It is used to describe pervasive developmental disorders involving disturbances in cognition, interpersonal communication, social interactions and behaviour (in particular obsessive, ritualistic, stereotyped and rigid behaviours). This may include Asperger's syndrome and Pervasive Developmental Delay.	Autism

Classification name	Description	Value
Deafblind (dual sensory)	It refers to dual sensory impairments which result in severe restrictions in communication, and participation in community life. Deaf/blindness is not just vision impairment with a hearing loss, but is a unique disability of its own requiring distinct communication and teaching practices.	Deafblind dual sensory
Hearing/deaf	It is used to refer to a person who has an acquired mild, moderate or even severe hearing loss after learning to speak, who communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.	Hearing/deaf
Intellectual (including Down syndrome)	There is diversity in the underlying concepts, definitions and classifications of intellectual disability adopted in Australia. In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.	Intellectual
Specific learning/Attention deficit disorder (ADD) (other than intellectual)	This is a general term that refers to a diverse group of disorders manifested by significant difficulties in developing listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur at any time during a person's life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability. (Note, this is a definition proposed by the United States National Joint Committee for Learning Disabilities (NJCLD), which in recent years has become widely accepted to describe learning disabilities).	Learning
Medical condition	It is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable but may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation.	Medical condition
Neurological (including epilepsy and Alzheimer's disease)	It is relevant to impairments of the nervous system occurring after birth, including epilepsy and organic dementias (for example, Alzheimer's disease), as well as conditions such as multiple sclerosis and Parkinsons disease.	Neurological

Classification name	Description	Value
No, I do not have a disability	The person does not have a disability.	No disability
Other	A disability, impairment or long-term condition that is not suitably described by one or several disability types in combination.	Other
Physical	It affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed from birth or may be the result of an accident, illness, or injury suffered later in life.	Physical
Prefer not to specify	Prefer not to specify	Prefer not to specify
Psychiatric	Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.	Psychiatric
Speech	It encompasses speech loss, impairment and/or difficulty in being understood.	Speech
Vision	It is a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of age, disease, illness or injury.	Vision

GROUPING/S

Student

GUIDELINES

The definitions of the disabilities should be made available in full, as an attachment, to students when they are handed an enrolment form, or be available online if the enrolment form is completed via a website. Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision addressed by wearing glasses or lenses. When a student has provided a *Disability type* code/s on their student enrolment form, *Disability type* is mandatory data.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00016	When <i>Disability type</i> is reported as 'no, I do not have a disability', then there cannot be any other <i>Disability types</i> reported for the student.	The student is recorded as not having a disability; however, <i>Disability types</i> have also been selected. Update the <i>Disability types</i> on the student's enrolment record.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00008	Current calendar year training activity contains too many student records with <i>Disability type</i> showing as a blank or not specified, value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank, or not specified, disability value. Review all student records where the disability field is recorded as blank or not specified and update these accordingly.	National	Student
BRDQ00136	The most recent data submission has identified that the proportion of VET Information Standard student records with a disability in combination with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records provided with a disability for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS student records provided for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student
BRDQ00154	The most recent data submission has identified that the proportion of student records with a disability in combination with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records with a disability for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Email address primary

TECHNICAL NAME

emailAddressPrimary

ELEMENT ID

DELN0009

DEFINITION

A primary address used for sending and receiving mail associated with an electronic contact method, such as an email address.

CONTEXT

It can be used to contact an individual electronically.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

A generic email address should not be used unless it is the only means to contact the appropriate person via email. Text before the '@' symbol identifies the name of the mailbox (often a username) and the text following the '@' symbol identifies the domain name. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00017	Student's <i>Email address primary</i> is mandatory when <i>survey availability</i> is 'available'.	The student's primary email address is required when the <i>survey availability</i> is set to available. Update the student enrolment record to provide the primary email address.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00224	Only one instance of <i>Email address primary</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00332	<i>Email address primary</i> cannot be longer than 80 characters.	The <i>Email address primary</i> has too many characters. Update the email address to be 80 characters or fewer.	National	Student
BRDQ00015	Current calendar year training activity contains too many student records with <i>Email address primary</i> value that is either blank or identical to that of other students.	Data submitted in the current calendar year contains a high proportion of student records showing an <i>Email address primary</i> value that is blank or identical to that of other students. Review all student records where the <i>Email address primary</i> field is recorded as blank or identical to other students and update these accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
80	Alphanumeric	Not applicable

Email address secondary

TECHNICAL NAME

emailAddressSecondary

ELEMENT ID

DELN0033

DEFINITION

A secondary address used for sending and receiving mail associated with an electronic contact method, such as an email address.

CONTEXT

It can be used as an alternative way to contact an individual electronically.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

An alternative generic email address should not be used unless it is the only means to contact the appropriate person via email. Text before the '@' symbol identifies the name of the mailbox (often a username) and the text following the '@' symbol identifies the domain name. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00223	Only one instance of <i>Email address secondary</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00333	<i>Email address secondary</i> cannot be longer than 80 characters.	The <i>Email address secondary</i> has too many characters. Update the email address to be 80 characters or fewer.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
80	Alphanumeric	Not applicable

Family name

TECHNICAL NAME

familyName

ELEMENT ID

DESH0009

DEFINITION

The part of an individual's full name that indicates the family or lineage to which they belong. It is also referred to as the 'last name' or 'surname'.

CONTEXT

A *Family name* is used for addressing correspondence. Additionally, a de-identified version of a student's *Family name*, together with *first given name* and *other given name* where provided, is used to uniquely identify the individual in NCVER's data collection.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Where a student has ticked 'single name only', either a '*first given name*' or '*Family name*' may be reported at submission. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00009	<i>Family name</i> must not contain words 'deceased', 'N/A', 'NULL', 'do not mail', 'do not use', and it should not contain the characters '%', '@', '#', '\$', or '*'.	The <i>Family name</i> contains words and characters that are not permitted. Update the student's <i>Family name</i> .	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00010	Either <i>Family name</i> or <i>first given name</i> must be populated.	A student's enrolment record must include either or both a <i>first given name</i> or <i>Family name</i> . Update the student's name details accordingly.	National	Student
BRDG00225	Only one instance of <i>Family name</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
40	Alphanumeric	Not applicable

Financial category

TECHNICAL NAME

financialCategory

ELEMENT ID

DERP0025

DEFINITION

Classifies data into broad financial categories related to training activities and the way they are funded.

CONTEXT

It is used to track how much money is being spent on subsidies for training, and where that money is going. This information can be utilised to ensure that subsidies are being used effectively and efficiently.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

Y

CLASSIFICATION/S

Classification name	Description	Value
Subsidy - Commonwealth specific funding program	Subsidy - Commonwealth specific funding program	Cwth specific program
Subsidy - Commonwealth and state general purpose recurrent	Subsidy - Commonwealth and state general purpose recurrent	Cwth state gen recurrent
Subsidy - State/territory specific funding program	Subsidy - State/territory specific funding program	State/territory specific

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Financial category identifies instances where one or more, government agencies have provided subsidy funding for training providers as a contribution to the cost of provision of a subject or program of study. Financial data associated with the enrolment can be reported at the program or the subject level. Financial data can be reported at any lifecycle state of the enrolment.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00018	<i>Financial category</i> is mandatory for a program when <i>financial type</i> is reported.	This rule will be triggered by the API validation service. The field is required. This information is required to be supplied by the SMS.	National	Program enrolment
BRDG00019	When a program's <i>Financial category</i> contains the word 'subsidy', then the student's <i>international student type</i> must not be 'international offshore'.	A <i>Financial category</i> that includes 'subsidy' for a program enrolment record cannot have an international offshore student. Update the <i>Financial category</i> or correct the <i>international student type</i> .	National	Program enrolment
BRDG00020	A subject's <i>Financial category</i> is mandatory if <i>financial type</i> is reported.	This rule will be triggered by the API validation service. The field is required. This information is required to be supplied by the SMS.	National	Subject enrolment
BRDG00051	Transitional rule: a program enrolment cannot contain a populated <i>Financial category</i> . This is a transitional rule to facilitate the capture of non-funded/subsidised training into STARS for the first release.	Government-funded program enrolment activity is unable to be submitted to NCVET at this time. Submit this program enrolment to the relevant state training authority. Alternatively, correct the <i>Financial category</i> if the enrolment is not government-funded activity.	National	Program enrolment
BRDG00132	Transitional rule: a subject enrolment cannot contain a populated <i>Financial category</i> . This is a transitional rule to facilitate the capture of non-funded/subsidised training into STARS for the first release.	This subject enrolment record is showing as funded, but funded activity cannot be provided in the VET Information Standard at this time. Remove this record from your VET Information Standard submission and provide to your funding jurisdiction in AVETMISS format.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00116	The most recent data submission has identified that the proportion of subject enrolment records by <i>Financial category</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of subject enrolment records by <i>Financial category</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment
BRDQ00160	The most recent data submission identified that the proportion of VET Information Standard subject enrolment records by <i>Financial category</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS subject enrolment records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard subject enrolment records provided by <i>Financial category</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS subject enrolment records for the same period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Financial type

TECHNICAL NAME

financialType

ELEMENT ID

DERP0027

DEFINITION

Classifies the different types of *Financial type* codes related to training activities.

CONTEXT

It allows reporting of subsidy types at a granular level, where applicable.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A funding program code generated by governments.	Valid financial type

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Financial data associated with the enrolment can be reported at the program or the subject level. Financial data can be reported at any lifecycle state of the enrolment. Leading/trailing spaces are not permitted.

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

First given name

TECHNICAL NAME

firstGivenName

ELEMENT ID

DESH0010

DEFINITION

The initial part of an individual's full name, typically used to identify a person on a personal and individual level. It is also referred to as the 'first name' or 'given name'.

CONTEXT

A *First given name* is used for addressing correspondence. Additionally, a de-identified version of a student's *First given name*, together with *family name* and *other given name* where provided, is used to uniquely identify the individual in NCVER's data collection.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

If the student has only one name they may submit it as either a *First given name* or *family name* as deemed appropriate. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00011	<i>First given name</i> it must not contain words 'deceased', 'N/A', 'NULL', 'do not mail', 'do not use', and it should not contain the characters '%', '@', '#', '\$', or '*'.	The <i>First given name</i> contains words and characters that are not permitted. Update the student's <i>First given name</i> . If the student has no <i>First given name</i> , leave this value empty.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00226	<i>First given name</i> must not be blank if <i>other given name</i> is populated.	When the student's other given name is populated, the <i>First given name</i> cannot be blank. Update the student's name.	National	Student
BRDG00227	Only one instance of <i>First given name</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
40	Alphanumeric	Not applicable

Flat or unit details

TECHNICAL NAME

flatOrUnitDetails

ELEMENT ID

DELN0004

DEFINITION

A distinct and recognisable section within a building complex, identified by its unique number or an identifier differentiating it from others. This identification can be illustrated by numerals, alphabetic characters, or a combination of both.

CONTEXT

Flat or unit details are used along with other address details to gather physical address information. These details should be used when the address is part of a building where the street name and number are insufficient to provide comprehensive address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Flat or unit details should be used when the address is part of a building where the street name and number alone do not provide sufficient detailed address information. *Flat or unit details* typically contain: type of flat or unit address, for example, the apartment, unit, level number of the flat or unit address. *Flat or unit details* may contain multiple address details for flat or unit. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00228	Only one instance of <i>Flat or unit details</i> may be reported for a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00229	Only one instance of <i>Flat or unit details</i> may be reported for a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00230	Only one instance of <i>Flat or unit details</i> may be reported for a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
30	Alphanumeric	Not applicable

Floor level number

TECHNICAL NAME

floorLevelNumber

ELEMENT ID

DELN0010

DEFINITION

Refers to the specific number that represents the position of a particular floor within a building or structure.

CONTEXT

It is used alongside other address details to gather information about the physical or postal location.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00231	Only one instance of <i>Floor level number</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00232	Only one instance of <i>Floor level number</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00233	Only one instance of <i>Floor level number</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Gender

TECHNICAL NAME

gender

ELEMENT ID

DESH0011

DEFINITION

Refers to the categorisation of individuals based on their gender identity.

CONTEXT

It is used for examining data in the analysis of student characteristics.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
I use a different term	Persons who describe their gender as a term other than man/male, woman/female or non-binary.	Different term
Female/woman	Persons who describe their gender as woman or female.	Female, Woman
Male/man	Persons who describe their gender as man or male.	Male, Man
Non-binary	Persons who describe their gender as non-binary.	Non-binary
Prefer not to answer	Persons who prefer not to respond on how they describe their gender.	Prefer not to answer

GROUPING/S

Student

GUIDELINES

Gender is mandatory data and must be included where the student has provided their gender preference on their enrolment form.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00234	Only one instance of <i>Gender</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00009	Current calendar year training activity contains too many students with <i>Gender</i> showing as a blank, or prefer not to answer, value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank or a 'prefer not to answer' <i>Gender</i> value. Review all student records where the <i>Gender</i> field is recorded as blank or 'prefer not to answer' and update these accordingly.	National	Student
BRDQ00128	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Gender</i> group with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Gender</i> group for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS student records provided for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Highest school level completed

TECHNICAL NAME

highestSchoolLevelCompleted

ELEMENT ID

DESH0014

DEFINITION

Specifies the highest educational level of school a student has successfully completed.

CONTEXT

It is used for identifying the highest level of schooling a student has successfully completed.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Did not go to school	Did not go to school	Did not go to school
Completed Year 10	Completed Year 10	Yr 10
Completed Year 11	Completed Year 11	Yr 11
Completed Year 12	Completed Year 12	Yr 12
Year 8 or below	Year 8 or below	Yr 8 or below
Completed Year 9	Completed Year 9	Yr 9

GROUPING/S

Student

GUIDELINES

It is expected that students provide the highest school level they have successfully completed.

For example;

If a student is currently enrolled in year 12, their *Highest school level completed* is year 11.

If the student is no longer enrolled at school and did not successfully pass year 12, their *Highest school level completed* is year 11.

For students schooled overseas, report the nearest Australian equivalent.

The *Highest school level completed* code must be reported if the student has provided this information on their enrolment form.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00235	Only one instance of <i>Highest school level completed</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00010	Current calendar year training activity contains too many student records with <i>Highest school level completed</i> showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank <i>Highest school level completed</i> value. Review all student records where the <i>Highest school level completed</i> is recorded as blank and update these accordingly.	National	Student
BRDQ00130	The most recent data submission has identified that the proportion of VET Information Standard student records by Highest completed school level with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Highest school level completed</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS student records for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00142	The most recent data submission has identified that the proportion of student records by <i>Highest school level completed</i> with the student status of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records by <i>Highest school level completed</i>, for students who have 'commenced' or 'concluded' training, has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Home telephone number

TECHNICAL NAME

homeTelephoneNumber

ELEMENT ID

DELN0031_01

DEFINITION

Identifies the contact telephone number of an individual's home.

CONTEXT

It can be used to contact an individual on a home number.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00012	Warning: <i>Home telephone number</i> must be a valid format of an Australian mobile or landline phone number.	The <i>Home telephone number</i> must be in a valid format for an Australian mobile or landline phone number. Update the student enrolment record with the correct format.	National	Student
BRDG00236	Only one instance of <i>Home telephone number</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
20	Alphanumeric	Not applicable

Indigenous status

TECHNICAL NAME

indigenousStatus

ELEMENT ID

DESH0015

DEFINITION

Indicates an individual who self-identifies as being of Australian Aboriginal and/or Torres Strait Islander descent.

CONTEXT

It holds significance for various purposes, including policy development, planning, service delivery, and as valuable information for broader research and discussions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Aboriginal	Aboriginal	Aboriginal
Aboriginal AND Torres Strait Islander	Aboriginal AND Torres Strait Islander	Aboriginal and TSI
Neither Aboriginal nor Torres Strait Islander	Neither Aboriginal nor Torres Strait Islander	Not Aboriginal or TSI
Torres Strait Islander	Torres Strait Islander	Torres Strait Islander

GROUPING/S

Student

GUIDELINES

The VET Information Standard enrolment form questions are designed to comply with Indigenous Status Standard, ABS, 2014, Version 1.5. *Indigenous status* code is mandatory data and must be included where the student has provided their Indigenous status on their enrolment form.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00237	Only one instance of <i>Indigenous status</i> must be reported a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00011	Current calendar year training activity contains too many student records with <i>Indigenous status</i> showing as a blank value.	Data submitted in the current calendar year contains too many student records showing a blank <i>Indigenous status</i> value. Review all student records where the <i>Indigenous status</i> is recorded as blank and update these accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

International student type

TECHNICAL NAME

internationalStudentType

ELEMENT ID

DERP0014

DEFINITION

Indicates whether an international student is pursuing their training in Australia or from a location outside of Australia.

CONTEXT

It helps to distinguish between international students studying within Australia (onshore) and those studying from a location outside Australia (offshore).

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
International offshore	An international student undertaking education and training residing in an overseas country.	International offshore
International onshore	An international student undertaking education and training who temporarily resides in Australia and holds a student visa or temporary residency permit.	International onshore

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

International student type records whether an international student is undertaking their training from a location in Australia or overseas.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00238	Only one instance of <i>International student type</i> must be reported against a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00239	Only one instance of <i>International student type</i> must be reported against a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Labour force status

TECHNICAL NAME

labourForceStatus

ELEMENT ID

DESH0016

DEFINITION

Describes a student's employment status.

CONTEXT

It is used in analyses to provide insights for policy development and broader research purposes.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Employed: unpaid worker in a family business	Employed: unpaid worker in a family business	Emp - unpaid family bus
Full-time employee	Full-time employed (35 hours or more per week)	FT employee
Not employed - not seeking employment	Not employed - not seeking employment	Not emp not seeking
Part-time employee	Part-time employed (fewer than 35 hours per week)	PT employee
Self-employed - employing others	Self-employed - employing others	Self-emp emp other
Self-employed - not employing others	Self-employed - not employing others	Self-emp not emp other
Unemployed - seeking full-time work	Unemployed - seeking full-time work	Unemployed - seeking FT
Unemployed - seeking part-time work	Unemployed - seeking part-time work	Unemployed - seeking PT

GROUPING/S

Student

GUIDELINES

Responses relating to *Labour force status* rely on the student's own perception of their labour force activities. For employment such as casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether the student is working full-time (35 hours or more per week) or part-time employed (fewer than 35 hours per week). *Labour force status* must be reported if the student has provided this information on their enrolment form. This classification is based on the Standards for Labour Force Statistics, ABS, 2018.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00240	Only one instance of <i>Labour force status</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00132	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Labour force status</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Labour force status</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS student records provided for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student
BRDQ00150	The most recent data submission identified that the proportion of student records by <i>Labour force status</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records by <i>Labour force status</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Language spoken at home

TECHNICAL NAME

languageSpokenAtHome

ELEMENT ID

DESH0020_01

DEFINITION

Uniquely identifies the main language other than English spoken at home by the individual.

CONTEXT

It may be used in analyses for equity and access purposes.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

If more than one language other than English is spoken at home, choose the predominant language other than English. VET Information Standard enrolment form questions are designed to comply with the Language Standards, ABS, 2025.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00241	Only one instance of language code spoken at home must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00345	Language code must be a valid value from the language reference list.	The language code for this student enrolment record is an invalid value. Update the language code to a valid value.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Learning channel type

TECHNICAL NAME

learningChannelType

ELEMENT ID

DERP0015

DEFINITION

Identifies whether training is delivered in a face-to-face or remote manner.

CONTEXT

It is used to analyse the diverse approaches students undertake when engaging in their training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Face-to-face	Where the course content and learning material is taught in person to a group of students.	Face-to-face
Remote (online)	Where the student and the educator are not physically present in a traditional classroom environment.	Remote (online)

GROUPING/S

Subject enrolment

GUIDELINES

Learning channel type is used with learning delivery type and training venue type to report the enrolment's delivery mode. Two modes are collected for a specific student's enrolment: face-to-face learning (in-person instruction to a group) and remote learning (online instruction with no physical presence). Additional details can be found on the VET Information Standard website.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00135	When the <i>Learning channel type</i> for a subject enrolment is face-to-face, one of the training venue types relating to student learning locations on the enrolment must be one of: on site facility off site facility or workplace.	The combination of training venue and learning channel is invalid for this subject enrolment record. Update the training venue with a valid value.	National	Subject enrolment
BRDG00136	When a subject enrolment is reported as 'commenced', then the <i>Learning channel type</i> for the delivery of the training must also be reported.	A learning channel must be provided for a subject enrolment record with a status of 'commenced'. Add the learning channel to this subject enrolment record.	National	Subject enrolment
BRDG00148	When the reported training venue type is 'other (undefined)' for the student's learning location in the subject enrolment, then at least one of the reported <i>Learning channel type</i> values provided for the subject enrolment must include 'remote (online)'.	The combination of training venue and learning channel is invalid for the student's learning location in this subject enrolment record. Update the <i>Learning channel type</i> with a valid value. If the <i>training venue type</i> is incorrect, update this value.	National	Subject enrolment
BRDG00242	<i>Learning channel type</i> is required when predominant learning channel is submitted.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Learning delivery type

TECHNICAL NAME

learningDeliveryType

ELEMENT ID

DERP0016

DEFINITION

Identifies whether training is delivered in a directed or self-paced manner.

CONTEXT

It is used for the analysis of training delivery methods.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Directed	A model of teaching where the educator identifies the objectives, teaching content and learning activities to be developed by the student.	Directed
Self-paced	A student-centered approach to training and development, which also provides learners with all the tools and resources they need to learn at their own pace.	Self-paced

GROUPING/S

Subject enrolment

GUIDELINES

The *Learning delivery type* is used, along with the *learning channel type* and training venue type, to document the enrolment delivery and mode/s. Two modes are collected for a specific student's enrolment: directed, where the educator guides the learning process; and self-paced, allowing students to learn at their own pace with resources provided. Additional details can be found on the VET Information Standard website.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00024	When <i>Learning delivery type</i> is provided, then a valid predominant learning delivery indicator must be provided alongside it.	At least one predominant <i>Learning delivery type</i> must be provided when one or more <i>learning delivery types</i> are selected. Update the subject enrolment record with a predominant <i>Learning delivery type</i> .	National	Subject enrolment
BRDG00138	When a subject enrolment student status of 'commenced' is reported, there must be a <i>Learning delivery type</i> provided.	A <i>Learning delivery type</i> must be provided for a subject enrolment record with a status of 'commenced'. Add the <i>Learning delivery type</i> to this subject enrolment record.	National	Subject enrolment
BRDG00243	<i>Learning delivery type</i> is required when predominant learning delivery is submitted.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Lot number

TECHNICAL NAME

lotNumber

ELEMENT ID

DELN0015

DEFINITION

An identifier for a property where street numbering is unavailable.

CONTEXT

It is utilised, along with other address details, to gather information regarding physical or postal locations.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00245	Warning: If a <i>Lot number</i> is provided, then both <i>flat or unit details</i> AND <i>street property numbers</i> should be blank.	A <i>Lot number</i> is not permitted when a <i>street property number</i> and <i>flat or unit details</i> have also been provided. Update the address details with the correct information.	National	Student
BRDG00246	Only one instance of <i>Lot number</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00247	Only one instance of <i>Lot number</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00248	Only one instance of <i>Lot number</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Mobile telephone number

TECHNICAL NAME

mobileTelephoneNumber

ELEMENT ID

DELN0031_02

DEFINITION

Identifies the contact telephone number of an individual's personal use.

CONTEXT

It can be used to contact an individual on a mobile number.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00013	Warning: When provided, a student's ' <i>Mobile telephone number</i> ' should be a valid format of an Australian mobile number.	The <i>Mobile telephone number</i> must be in a valid format for an Australian mobile phone number. Update the student enrolment record with the correct format.	National	Student
BRDG00249	Only one instance of <i>Mobile telephone number</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
20	Alphanumeric	Not applicable

Nominal hours

TECHNICAL NAME

nominalHours

ELEMENT ID

DEPR0005

DEFINITION

A numerical value attributed to a program or subject. These hours roughly estimate the expected amount of supervised training required to complete the training and assessment activities.

CONTEXT

It is used to assess training activity based on the anticipated hours of supervised training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program, Subject

GUIDELINES

Nominal hours anticipate structured supervised training and assessment, excluding prerequisites. They assume a typical classroom-based delivery and assessment strategy, even for online subjects. *Nominal hours* exclude non-supervised components such as work experience, fieldwork, work placement, or private study. If a program or subject consists solely of such components, the *Nominal hours* value is '0'. These hours are typically specified in curriculum documentation or implementation guides associated with national training packages.

Round fractional hours to the nearest whole number, resolving exact half-hours by rounding up. For ranges, use the midpoint rounded up to the nearest integer. *Nominal hours* represent the whole program or subject, regardless of the delivery period.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00025	A subject's <i>Nominal hours</i> cannot be over 1500.	<i>Nominal hours</i> of more than 1500 have been provided for the subject enrolment record. Correct the number of <i>Nominal hours</i> for this subject enrolment.	National	Subject
BRDG00026	<i>Nominal hours</i> is mandatory for a program.	<i>Nominal hours</i> for the program enrolment record are mandatory but have not been provided. Update the program enrolment record with the <i>Nominal hours</i> .	National	Program
BRDG00027	<i>Nominal hours</i> is mandatory for a subject if not listed in NCVER's list of agreed hours.	Each subject enrolment record must have <i>Nominal hours</i> recorded. Update the subject enrolment record with the <i>Nominal hours</i> .	National	Subject
BRDG00089	A program's <i>Nominal hours</i> cannot be over 6000.	<i>Nominal hours</i> of more than 6000 have been provided for the program enrolment record. Correct the <i>Nominal hours</i> for this program enrolment record.	National	Program
BRDG00090	Warning: a program's <i>Nominal hours</i> should be fewer than 3000.	<i>Nominal hours</i> of more than 3000 have been provided for the program enrolment record. Correct the <i>Nominal hours</i> for this program enrolment record.	National	Program
BRDG00250	Only one instance of <i>Nominal hours</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00251	Only one instance of <i>Nominal hours</i> must be reported against a subject.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject
BRDG00336	<i>Nominal hours</i> cannot be different for programs with the same <i>program or subject reference number</i> .	Programs with the same program reference number cannot have different <i>Nominal hours</i> . Update the <i>Nominal hours</i> or correct the program reference number.	National	Program
BRDG00337	<i>Nominal hours</i> cannot be different for subjects with the same <i>program or subject reference number</i> .	Subjects with the same subject reference number cannot have different <i>Nominal hours</i> . Update the <i>Nominal hours</i> or correct the subject reference number.	National	Subject
BRDQ00012	The most recent data submission contains too many subjects where the <i>Nominal hours</i> are greater than 400. This excludes subjects where higher <i>Nominal hours</i> are permitted.	The most recent data submission contains too many subjects where the <i>Nominal hours</i> are greater than 400. Review all subject records where the <i>Nominal hours</i> are listed as greater than 400 and update these accordingly.	National	Subject

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00013	Current calendar year training activity contains too many individual students with total <i>Nominal hours</i> exceeding 1500 hours. The rule applies to subject enrolment records with a <i>student status</i> of 'commenced' or 'concluded' but excludes those records with credit transfer applied or where the training relationship type is 'superseded by'.	Data submitted in the current calendar year contains a high proportion of individual student records where the total <i>Nominal hours</i> exceeds 1500 for the calendar year. Review all subject enrolment records for each relevant student to ensure they accurately reflect actual training activity and update these records accordingly.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Numeric	Not applicable

Occupation identifier

TECHNICAL NAME

occupationIdentifier

ELEMENT ID

DEPR0001

DEFINITION

Occupation identifier code uniquely identifies the type of occupation that may be expected for those undertaking a program of study. The classification is based on the Occupation Standard Classification for Australia (OSCA), 2024 version 1.0.

CONTEXT

Occupation identifier is used to profile programs by occupational areas.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A six-digit code sourced from the Australian Bureau of Statistics.	1-899999
GEN19	Occupational with non-specific general education.	GEN19
GEN20	Non-industry but with specific training.	GEN20
NONVET	Non-VET course with no occupational outcome.	NONVET

GROUPING/S

Program

GUIDELINES

Occupation identifier is the most likely occupational outcome that the program of study is designed to provide. *Occupation identifier* must represent the primary (or most significant) occupation type to which the program of study relates if a program of study can be classified to more than one *Occupation identifier*. The *Occupation identifier* must be consistent with the skill level of the qualification or course. A code with a comparable OSCA skill level from the same occupation group may be selected as appropriate. Occupation has five levels, and codes are preferably allocated to the full 6-digit occupation code (121131) in order to describe an individual occupation but can be allocated at a higher level where necessary. For the complete list of up-to-date OSCA codes and their

descriptions, refer to the ABS website. A valid list of *Occupation identifier* codes is available on the VET Information Standard website. Note that if submitting a program listed on the National Training Register, this data is being supplemented with data provided by ABS.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00014	When <i>Occupation identifier</i> is submitted, it must be with a valid value from the <i>Occupation identifier</i> reference table.	The <i>Occupation identifier</i> provided is invalid. Update the <i>Occupation identifier</i> with a valid value.	National	Program
BRDG00028	The program's <i>Occupation identifier</i> must not be NONVET when the program's vocational education indicator is 'yes'.	The program <i>Occupation identifier</i> cannot be 'NONVET' when the program vocational education indicator is 'yes'. Update the program <i>Occupation identifier</i> . Alternatively, correct the program vocational indicator if this is incorrect.	National	Program
BRDG00029	<i>Occupation identifier</i> must not be blank if the <i>program or subject reference number</i> is not on Training.gov.au's list of programs or specialisations.	If the program or subject reference number is not listed on Training.gov.au, the program <i>Occupation identifier</i> must be provided. Update the program <i>Occupation identifier</i> .	National	Program
BRDG00099	The program's <i>Occupation identifier</i> must be NONVET when the program's <i>vocational education indicator</i> is 'no'.	This program enrolment record is identified as non-vocational education. In this instance the program <i>Occupation identifier</i> must be 'NONVET'. Update the program <i>Occupational identifier</i> or modify the program vocational education indicator.	National	Program
BRDG00252	Only one instance of <i>Occupation identifier</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

TECHNICAL INFORMATION

Length	Type	Permitted value
50	Alphanumeric	Not applicable

Other given name

TECHNICAL NAME

otherGivenName

ELEMENT ID

DESH0019

DEFINITION

The middle part of an individual's full name. It is also referred to as the 'second name' or 'middle name'.

CONTEXT

An *Other given name* is used for addressing correspondence, when provided. Additionally, a de-identified version of a student's *Other given name*, together with *family name* and *first given name* where provided, is used to uniquely identify the individual in NCVER's data collection.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00015	<i>Other given name</i> must not contain words 'deceased', 'N/A', 'NULL', 'do not mail', 'do not use', and it should not contain the characters '%', '@', '#', '\$', or '*'.	The <i>Other given name</i> contains words and characters that are not permitted. Update the student's <i>Other given name</i> . If the student has no <i>Other given name</i> , leave this value empty.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00253	Only one instance of <i>Other given name</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
40	Alphanumeric	Not applicable

Parchment issued date

TECHNICAL NAME

parchmentIssuedDate

ELEMENT ID

DERP0020

DEFINITION

A date when a student is initially granted a certificate or statement of attainment upon successfully completing a recognised qualification, course, or skill set.

CONTEXT

It relates to the date of a certificate or initial issue of a statement of attainment, excluding any subsequent reissue dates. The issued date is utilised for tracking outputs in the VET system.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment

GUIDELINES

The *Parchment issue date* is expected to be provided when the enrolment has a lifecycle state of 'concluded'.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00254	Only one instance of <i>Parchment issued date</i> must be reported against a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00331	<i>Parchment issued date</i> cannot be reported unless <i>student status</i> is 'concluded'.	The <i>Parchment issued date</i> cannot be accepted for this program enrolment record until the <i>student status</i> is 'concluded'. Update the <i>student status</i> or remove the <i>Parchment issued date</i> .	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Date	Not applicable

Participant involvement type

TECHNICAL NAME

participantInvolvementType

ELEMENT ID

DERP0039

DEFINITION

Identifies the type of relationship a person or organisation has to an enrolment.

CONTEXT

It is used for when third-party arrangements for training and assessment are executed.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Provider of assessment	An organisation delivering assessment, whether or not they are the enrolling/issuing RTO.	Provider of assessment
Provider of training	An organisation delivering training, whether or not they are the enrolling/issuing RTO.	Provider of training

GROUPING/S

Program enrolment, Subject enrolment, Training organisation

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00255	Only one instance of <i>Participant involvement type</i> must be reported against a third-party service provider for a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00256	<i>Participant involvement type</i> is required when <i>training organisation identifier</i> , <i>training organisation name</i> or <i>ABN</i> is submitted for a third-party service provider.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program enrolment
BRDG00257	Only one instance of <i>Participant involvement type</i> must be reported against a third-party service provider for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00258	<i>Participant involvement type</i> is required when <i>training organisation identifier</i> , <i>training organisation name</i> or <i>ABN</i> is submitted for a third-party service provider.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Payment contribution type

TECHNICAL NAME

paymentContributionType

ELEMENT ID

DERP0011

DEFINITION

Identifies the organisation responsible for contributing to student fee payments.

CONTEXT

It enables the reporting of detailed fee information and helps in understanding payment arrangements at a more specific level.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Revenue earned from another training organisation	Identifies when revenue earned from another training organisation is being used to contribute to the payment of student fees.	Revenue from another TO

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Required when funding for training has been provided via revenue from another training organisation.

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Person title

TECHNICAL NAME

personTitle

ELEMENT ID

DESH0021

DEFINITION

A formal title used to address an individual for correspondence.

CONTEXT

It is a prefix added to a person's name and is often used in formal and professional communication.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Where *Person title* has been supplied on the enrolment form, this information must be reported at submission. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00259	Only one instance of <i>Person title</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
4	Alphanumeric	Not applicable

Post box or bag number

TECHNICAL NAME

postBoxOrBagNumber

ELEMENT ID

DELN0018

DEFINITION

To identify the specific postal address number where mail is delivered to a box, bag, or rural mailbox.

CONTEXT

It is used in conjunction with other address details to gather postal address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Post box or bag number should be provided on data submitted where student status is 'registered' and is applicable for all student status. Post office box or bag number must contain sufficient detail for postal delivery, for example, PO Box 88, RMB 123 or CARE PO. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00260	Only one instance of <i>Post box or bag number</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00334	<i>Post box or bag number</i> cannot be longer than 22 characters.	The <i>Post box or bag number</i> has too many characters. Update the <i>Post box or bag number</i> with the correct value.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
22	Alphanumeric	Not applicable

Postal delivery type

TECHNICAL NAME

postalDeliveryType

ELEMENT ID

DELN0019

DEFINITION

A property address used for communication purposes.

CONTEXT

It is an address used to identify where they would like to receive communication.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Care of Post Office	Care of Post Office	Care of Post Office
Community mail agent	Community mail agent	Community mail agent
Community mail bag	Community mail bag	Community mail bag
Community postal agent	Community postal agent	Community postal agent
GPO Box	GPO Box	General Post Office Box
Locked bag	Locked bag	Locked bag
Mail Service	Mail Service	Mail service
PO Box	PO Box	Post Office Box
Private bag	Private bag	Private bag
Roadside delivery	Roadside delivery	Roadside delivery
Roadside mail box/bag	Roadside mail box/bag	Roadside mail box/bag

Classification name	Description	Value
Roadside mail service	Roadside mail service	Roadside mail service

GROUPING/S

Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00261	Only one instance of <i>Postal delivery type</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Postcode

TECHNICAL NAME

postcode

ELEMENT ID

DELN0020

DEFINITION

A numerical code assigned to specific geographic areas or locations within a country to facilitate the sorting and delivery of mail assigned by Australia Post.

CONTEXT

It is used in conjunction with other address details to collect address information.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A four-digit code sourced from Australia Post.	0200-9999

GROUPING/S

Delivery location, Student, Training organisation

GUIDELINES

The current list of Australia Post Postcodes can be sourced from the Australia Post website. The file from the Australia Post website lists three Australia Post postcode variables under the heading Category; namely, delivery area, large volume receiver (LVR) and post office boxes. These categories may be used to cross-classify residential (delivery area), LVR and post office box with postcode.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00010	When a combination of <i>Postcode</i> and <i>state code</i> is reported for a delivery location the combination must match that specified by Australia Post, unless state code is 'other overseas'.	The <i>Postcode</i> and state combination recorded for the delivery location is invalid. Correct the <i>Postcode</i> and/or state to ensure they are valid.	National	Delivery location
BRDG00015	When a <i>Postcode</i> has been provided for delivery location, suburb name and <i>Postcode</i> must match a combination specified by Australia Post, unless country code is not in Australia.	The <i>Postcode</i> and suburb name combination recorded for the delivery location is invalid. Correct the <i>Postcode</i> and/or suburb name to ensure they are valid.	National	Delivery location
BRDG00022	Warning: an International offshore student must not be reported with a permanent residential address with an Australian Postcode.	An international offshore student cannot have a permanent residential address in Australia. Update the student's permanent residential address or correct the <i>international student type</i> .	National	Student
BRDG00032	Student postcode must be with a classification from reference table, 'Postcode mapping', unless country code for the address is not Australia.	The student's <i>Postcode</i> is not valid for an address within Australia. Correct the <i>Postcode</i> for this student enrolment record.	National	Student
BRDG00174	When state code is not 'other (overseas)', the <i>Postcode</i> and <i>suburb or town name</i> combination for each reported student address must match that listed by Australia Post.	The <i>Postcode</i> and suburb combination for the student's address is invalid. Update the relevant value to ensure it is valid.	National	Student
BRDG00182	Each provided training delivery where the country code is in Australia or Australian territories must have one <i>Postcode</i> value.	A valid <i>Postcode</i> is required for training delivered in Australia. Update the <i>Postcode</i> for this delivery location where the country is either Australia or an Australian territory.	National	Delivery location

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00183	The <i>Postcode</i> and <i>suburb or town name</i> combination for each training organisation head office address must match that listed by Australia Post.	The <i>Postcode</i> and suburb combination for the training organisation's head office address is invalid. Update the relevant value to ensure it is valid.	National	Training organisation
BRDG00194	<i>Postcode</i> must be provided when training organisation identifier is not on Training.gov.au.	The <i>training organisation identifier</i> for this training organisation record is not listed on Training.gov.au and a valid <i>Postcode</i> for the training organisation has not been provided. Add a valid Postcode.	National	Training organisation
BRDG00262	Only one instance of <i>Postcode</i> may be reported against a delivery location.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Delivery location
BRDG00263	Only one instance of <i>Postcode</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00264	Only one instance of <i>Postcode</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00265	Only one instance of <i>Postcode</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00266	Only one instance of <i>Postcode</i> must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation
BRDQ00014	Current calendar year training activity contains too many student records with term address <i>Postcode</i> showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank term address <i>Postcode</i> value. Review all student records where the term address <i>Postcode</i> field is recorded as blank and update these accordingly.	National	Student
BRDQ00103	Current calendar year training activity contains too many student records with term address showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank term address value. Review all student records where the term address field is recorded as blank and update these accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Predominant learning channel

TECHNICAL NAME

predominantLearningChannel

ELEMENT ID

DERP0017

DEFINITION

An identifier of the primary or most significant type of learning channel used for subject delivery.

CONTEXT

It is used to assess training activity based on the modes of learning channels.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	The reported learning channel is not the predominant one for the reported subject.	No
Yes	The reported learning channel is the predominant one for the reported subject.	Yes

GROUPING/S

Subject enrolment

GUIDELINES

Where more than one learning channel is reported for an enrolment, the *Predominant learning channel* indicator of 'yes' should only be valid for one learning channel. A value of 'yes' can be used where more than one learning channel is reported and both are utilised equally.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00033	<i>Predominant learning channel</i> indicator must be reported for each <i>learning channel type</i> code.	At least one <i>Predominant learning channel</i> must be provided when one or more learning channels are selected. Update the student enrolment record with a <i>Predominant learning channel</i> .	National	Subject enrolment
BRDG00267	Only one instance of <i>Predominant learning channel</i> must be reported once per learning channel.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00330	At least one <i>Predominant learning channel</i> for a subject enrolment must be 'yes'.	At least one learning channel for this subject enrolment record must have a <i>Predominant learning channel</i> set to 'yes'. Update the <i>Predominant learning channel</i> .	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Predominant learning delivery

TECHNICAL NAME

predominantLearningDelivery

ELEMENT ID

DERP0018

DEFINITION

Identifies the primary mode of delivery for a subject.

CONTEXT

It is used for analysing training activity based on the modes of learning delivery.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	The reported <i>learning delivery type</i> is not the predominant one for the reported subject.	No
Yes	The reported <i>learning delivery type</i> is the predominant one for the reported subject.	Yes

GROUPING/S

Subject enrolment

GUIDELINES

Where there is more than one learning delivery reported for an enrolment, the *Predominant learning delivery* indicator of 'yes' should only be valid for one learning delivery. A value of 'yes' can be used where more than one delivery is reported and are both utilised equally.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00268	Only one instance of <i>Predominant learning delivery</i> must be reported against a learning delivery type.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00363	At least one <i>Predominant learning delivery</i> for a subject enrolment must be 'yes'.	At least one learning type for this subject enrolment record must have a <i>Predominant learning delivery</i> set to 'yes'. Update the <i>Predominant learning delivery</i> .	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Predominant training venue

TECHNICAL NAME

predominantTrainingVenue

ELEMENT ID

DELN0021

DEFINITION

Identifies the venue where training is primarily delivered.

CONTEXT

It is used to analyse training activity based on where delivery is taking place.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	The reported venue type is not the predominant one for the reported training activity.	No
Yes	The reported venue type is the predominant one for the reported training activity.	Yes

GROUPING/S

Subject enrolment

GUIDELINES

Where more than one training venue is reported, the *Predominant training venue* indicator value of 'yes' is valid for one venue only. A value of 'yes' can be used if more than one training venue is reported and are equally predominant.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00035	<i>Predominant training venue</i> is mandatory for each location usage type reported in a subject enrolment.	At least one <i>Predominant training venue</i> must be provided for this subject enrolment record combination of delivery location and location usage type. Update the subject enrolment record with a <i>Predominant training venue</i> .	National	Subject enrolment
BRDG00340	Where multiple subject enrolment locations have been reported in a subject enrolment, only one can have a <i>Predominant training venue</i> of 'yes'.	This subject enrolment record has multiple subject enrolment locations with a <i>Predominant training venue</i> of 'yes'. Correct the subject enrolment locations so that only one has a <i>Predominant training venue</i> as 'yes'.	National	Subject enrolment
BRDG00344	Only one instance of <i>Predominant training venue</i> must be reported against a set of subject enrolment location details.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00364	At least one <i>Predominant training venue</i> for a subject enrolment must be 'yes'.	At least one <i>training venue type</i> for this subject enrolment record must have a <i>Predominant training venue</i> set to 'yes'. Update the <i>Predominant training venue</i> .	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Previous qualifications achieved

TECHNICAL NAME

previousQualificationsAchieved

ELEMENT ID

DESH0008

DEFINITION

Identifies the level of educational achievement successfully completed by a student in the VET or university sectors.

CONTEXT

It is used for identifying students with prior learning when measuring activity, outputs and participation in the VET sector.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Advanced diploma or associate degree level	Advanced diploma or associate degree level	Adv dip or assoc degree
Bachelor degree or higher degree level (defined for AVETMISS use only)	Bachelor degree or higher degree level (defined for AVETMISS use only)	Bach deg or higher deg
Certificate I	Certificate I	Cert I
Certificate II	Certificate II	Cert II
Certificate III	Certificate III	Cert III
Certificate IV	Certificate IV	Cert IV
Diploma level	Diploma level	Diploma
Miscellaneous education	Miscellaneous education	Misc educ

Classification name	Description	Value
No, a prior educational achievement has not been successfully completed	No, a prior educational achievement has not been successfully completed	No

GROUPING/S

Student

GUIDELINES

Based on the Australian Standard Classification of Education (ASCED), this classification excludes senior and junior secondary education (Year 12, Year 11, and Year 10). Matriculation/Year 12 in the TAFE sector is not counted as prior educational achievement here. Educational achievement type code is mandatory data, and must be included for each prior educational achievement for each reported student where the student has provided their previous qualifications on their enrolment form. This classification is based on a subset of ASCED, ABS, 2001.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00037	When student is aged 10 years or younger, then the <i>Previous qualifications achieved</i> may only be 'miscellaneous education' or 'No, a prior educational achievement has not been successfully completed'.	The <i>Previous qualification achieved</i> is invalid for a student aged 10 years or younger. Update the student's <i>Previous qualification achieved</i> . Alternatively, update the student's age if this is incorrect.	National	Student
BRDQ00138	The most recent data submission has identified that the proportion of VET Information Standard student records by <i>Previous qualification achieved</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records provided by <i>Previous qualification achieved</i> for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS student records provided for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00156	The most recent data submission identified that the proportion of students by previous qualification achieved with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records by previous qualification achieved with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Program field of education code

TECHNICAL NAME

programFieldOfEducationCode

ELEMENT ID

DEPR0004

DEFINITION

An identifier of the subject matter that constitutes the primary focus of the skills and knowledge acquired in a qualification, course or skill set.

CONTEXT

It enables the analysis of data based on subject matter and can be utilised to identify specific areas for targeted funding.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A field of education sourced from the Australian Bureau of Statistics.	Valid FoE code

GROUPING/S

Program

GUIDELINES

All programs not on the National Training Register must be assigned a field of education code. Note that if submitting a program that is listed on the National Training Register, this data is being supplemented with data provided by Training.gov.au.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00036	When not blank, program field of education must be a valid 4-digit value from the program field of education reference list.	The field of education for this program enrolment record is an invalid value. Update the field of education to a valid value.	National	Program
BRDG00084	<i>Program field of education code</i> must not be blank if the program's <i>program or subject reference number</i> is not on Training.gov.au's list of programs or program specialisations.	The program reference number is not listed on Training.gov.au, and the field of education for this program enrolment record has not been provided. Update the program enrolment record with the field of education.	National	Program
BRDG00269	Only one instance of <i>Program field of education code</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Program level of education

TECHNICAL NAME

programLevelOfEducation

ELEMENT ID

DEPR0003

DEFINITION

Identifies the ASCED levels of education associated with a program of study.

CONTEXT

It identifies the number of students in a level of education.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Advanced diploma	Advanced diploma provides a specialised knowledge base with depth in some areas and wide-ranging, highly specialised technical, creative or conceptual skills.	Adv dip
Associate degree	Associate degree provides a specialised knowledge base with depth in some areas. Programs at this level generally parallel a bachelor degree programs in the same or a closely related field.	Assoc deg
Bachelor degree (honours)	Bachelor degree (honours) provides an extended study of a systematic and coherent body of knowledge in a specialised field, the underlying principles and concepts, and the associated communication, problem-solving and research skills.	Bach deg (honours)
Bachelor degree (pass)	Bachelor degree (pass) provides an introduction to a systematic and coherent broad body of knowledge, the underlying principles and concepts, and the associated communication and problem-solving skills.	Bach deg (pass)

Classification name	Description	Value
Bridging and enabling courses not identifiable by level	Bridging and enabling courses not identifiable by level includes all bridging and enabling courses that are not identifiable by level.	Bridging and enabling
Certificate I	Certificate I provides basic knowledge in a narrow range of areas and develops the ability to perform a defined range of routine and predictable activities.	Cert I
Certificate II	Certificate II provides basic operational knowledge in a moderate range of areas and develops the ability to apply a defined range of skills in contexts where the choice of actions required is usually clear and there is limited complexity in the range of options.	Cert II
Certificate III	Certificate III provides a broad knowledge base and develops the ability to apply well developed skills across a broad range of activities in a variety of contexts most of which are complex and non-routine and where some discretion and judgement is required.	Cert III
Certificate IV	Certificate IV provides a broad knowledge and skills base, incorporates some theoretical concepts and develops the ability to apply the knowledge and skills to a wide variety of contexts with depth in some areas.	Cert IV
Diploma	Diploma provides a broad knowledge and skills base, incorporating theoretical concepts, with substantial depth in some areas.	Dip
Education not elsewhere classified	Education, n.e.c. includes all education, that is deliberate, along with systematic activities designed to meet learning needs, not elsewhere classified.	Edu not elsewhere clsfd
Graduate certificate	Graduate certificate provides graduate specialisation within a systematic and coherent body of knowledge, and develops or broadens vocational knowledge and skills in a new or existing field of professional study.	Grad cert
Graduate diploma	Graduate diploma provides extended graduate specialisation within a systematic and coherent body of knowledge, and develops or broadens vocational knowledge and skills in a new or existing field of professional study.	Grad dip
Other non-award courses	Other non-award courses are non-award courses other than non-award courses in higher education.	Other non-award
Statement of attainment not identifiable by level	Statements of attainment not identifiable by level includes all statements of attainment that are not identifiable by level.	Stmnt of attainment

Classification name	Description	Value
Vocational degree	The purpose of the vocational degree qualification type is to qualify individuals who apply a broad and coherent body of technical and theoretical knowledge, and relevant technical skills, to undertake professional work and to act as a pathway for further learning.	Vocational degree
Year 10	Year 10 develops knowledge of specific subjects by expanding on Year 9 education. It also provides a foundation for lifelong learning by preparing students for further study and enabling them to acquire the work-related skills necessary for entry to the workforce.	Yr 10
Year 11	Year 11 provides the basis for further study in both higher education and vocational education and training and for entry to the workforce. Year 11 is the first year of a two-year program usually needed to complete senior secondary education.	Yr 11
Year 12	Year 12 provides the basis for further study in both higher education and vocational education and training and for entry to the workforce. Year 12 marks the completion of secondary education.	Yr 12

GROUPING/S

Program

GUIDELINES

The *Program level of education* is based on the ASCED level of education. ASCED has a three-tiered hierarchical structure: broad fields, narrow fields and detailed fields. Where a qualification is specified in a national training package, the *Program level of education* must be consistent with the Australian Qualifications Framework (AQF) level embedded in the training package qualification code listed on the National Training Register. Note that if submitting a program that is listed on the National Training Register, this data is being supplemented with data provided by ABS.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00085	<i>Program level of education</i> must not be blank if the program or subject reference number is not on Training.gov.au's list of programs or program specialisations OR where the <i>program or subject reference number</i> is on Training.gov.au's list of programs or program specialisations, it does not have a corresponding <i>Program level of education</i> list in the reference data.	The program is not listed on Training.gov.au and the level of education for this program enrolment record has not been provided. Update the program enrolment record with the level of education.	National	Program
BRDG00086	When program type is 'other course' then <i>Program level of education</i> must be one of 'year 12', 'year 11', 'year 10', 'other non-award courses', 'statement of attainment not identifiable by level', 'bridging and enabling courses not identifiable by level', or 'education not elsewhere classified'.	The program enrolment record does not have a valid level of education where the program type is recorded as 'other course'.	National	Program
BRDG00087	When program type is 'higher-level qualification-self-accrediting authority' <i>Program level of education</i> must be one of 'diploma', 'associate degree', 'advanced diploma', 'vocational degree', 'bachelor degree (pass)', 'bachelor degree (honours)', 'graduate certificate' or 'graduate diploma'.	The level of education is not valid for this program type. Update the level of education for the program enrolment record.	National	Program
BRDG00270	Only one instance of <i>Program level of education</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Program or subject name

TECHNICAL NAME

programOrSubjectName

ELEMENT ID

DEPR0009

DEFINITION

The full name of the program, including specialisation, or subject of study.

CONTEXT

It offers descriptive information about the program or subject.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

Y

GROUPING/S

Program, Subject

GUIDELINES

When reporting subjects, it is advisable for training organisations to keep the subject name for data-management purposes and only report activity to the appropriate version delivered. Program or subject names should follow the following hierarchy: if it is a subject or program from a nationally accredited source, use the name from Training.gov.au; for locally developed programs, use the training organisation subject or program; for locally developed training products use a name that clearly reflects the subject matter, such as 'Basic numeracy 1', instead of 'C100MOD007'. Note that if submitting a product that is listed on the National Training Register, this data is being supplemented with data provided by Training.gov.au. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00038	The Program or subject name must not be blank if the <i>program or subject reference number</i> is not on Training.gov.au's list of programs and specialisations.	The name of the program must be supplied when the program is not listed on Training.gov.au. Update the student's enrolment record to include the program name. Alternatively, correct the program reference number provided.	National	Program
BRDG00039	A <i>Program or subject name</i> for a subject must be supplied when <i>program or subject reference number</i> is not on Training.gov.au.	The name of the subject must be supplied when the subject is not listed on Training.gov.au. Update the student's enrolment record to include the subject name. Alternatively, correct the subject reference number provided.	National	Subject
BRDG00271	Only one instance of a <i>Program or subject name</i> must be reported against a subject.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject
BRDG00272	Only one instance of a <i>Program or subject name</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

TECHNICAL INFORMATION

Length	Type	Permitted value
100	Alphanumeric	Not applicable

Program or subject reference number

TECHNICAL NAME

programOrSubjectReferenceNumber

ELEMENT ID

DEPR0011

DEFINITION

Uniquely identifies a program (qualification, course or skill set/structured study where associated subjects are grouped together), specialisations (stream, or pathway within a program), or a subject (a specific unit of competency in a national training package or a nationally accredited course unit or a training organisation module).

CONTEXT

It enables the analysis of data based on programs or subjects.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

Y

GROUPING/S

Program, Subject

GUIDELINES

Where the program or subject is part of a training package qualification, training package skill set or national course, the *Program or subject reference number* must be the valid national code listed on the National Training Register. Programs or subjects that are not nationally recognised must not match any identifier code for any current or superseded/obsolete nationally recognised programs or subjects listed on Training.gov.au. Where the training is a specialisation, the specialisation code should be placed in this field.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00016	<i>A Program or subject reference number</i> must be reported for every subject.	A subject reference number must be provided with every subject enrolment record. Update the subject enrolment record with a valid subject reference number.	National	Subject
BRDG00040	If <i>Program or subject reference number</i> for a program or specialisation is on Training.gov.au, the <i>training organisation identifier</i> must also be listed on Training.gov.au.	The <i>training organisation identifier</i> provided for this program enrolment record is expected to be, but is not, listed on Training.gov.au. Update the program reference number provided.	National	Program
BRDG00044	<i>A Program or subject reference number</i> is mandatory for all programs.	The program reference number for this program enrolment record has not been provided. Update the program enrolment record.	National	Program
BRDG00093	Warning: when a program's <i>Program or subject reference number</i> is on Training.gov.au's it must be currently or previously listed on Training.gov.au's scope table for the training organisation.	This program enrolment record lists a program that does not appear on the scope of this training organisation on Training.gov.au. Update the program reference number if incorrect.	National	Program
BRDG00096	<i>A Program or subject reference number</i> must not match a subject identifier on Training.gov.au's list of subjects. Where the <i>Program or subject reference number</i> is a specialisation, this check runs against the parent program identifier of the specialisation.	This program enrolment record contains a program reference number that is invalid as it incorrectly matches a subject reference number. Update the program reference number.	National	Program

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00169	Warning: when a <i>Program or subject reference number</i> is on Training.gov.au, it must be or have previously been, listed on Training.gov.au's scope table for the training organisation.	The <i>Program or subject reference number</i> has not been part of the training organisation's approved scope on Training.gov.au. Update the program or subject enrolment to ensure the training organisation is scoped to deliver the training.	National	Subject
BRDG00171	A <i>Program or subject reference number</i> must not appear or match any program identifier on Training.gov.au's list of programs.	The subject enrolment record's subject reference number is invalid as it matches the program identifier on Training.gov.au. Update the subject reference number.	National	Subject
BRDG00191	When <i>training organisation identifier</i> is not on Training.gov.au, the <i>Program or subject reference number</i> reported for a subject cannot be on Training.gov.au	The <i>training organisation identifier</i> for this subject enrolment record is not listed on Training.gov.au (TGA) but the subject reference number is on TGA. Update the subject reference number to one not listed on TGA or update the <i>training organisation identifier</i> if it is incorrect.	National	Subject
BRDG00273	Only one instance of <i>Program or subject reference number</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program
BRDG00274	Only one instance of <i>Program or subject reference number</i> must be reported against a subject.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00366	The program's <i>Program or subject reference number</i> must be a valid value on the program reference list.	The program's <i>Program or subject reference number</i> does not exist as a valid value. Correct the reference number. Alternatively, if this is for funded non-recognised training, remove this record from your VET Information Standard submission and provide to your funding jurisdiction in AVETMISS format.	National	Program
BRDG00367	The subject's <i>Program or subject reference number</i> must be a valid value on the subject reference list.	The subject's <i>Program or subject reference number</i> does not exist as a valid value. Correct the reference number. Alternatively, if this is for funded non-recognised training, remove this record from your VET Information Standard submission and provide to your funding jurisdiction in AVETMISS format.	National	Subject

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Program type

TECHNICAL NAME

programType

ELEMENT ID

DEPR0015

DEFINITION

Specifies the qualification, course, or skill set by its level of recognition in the VET sector, including its non-VET type, if applicable.

CONTEXT

It allows an analysis of qualifications, courses, or skill sets by categorising them according to recognition and accreditation.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Higher-level qualification - self-accrediting authority	A qualification accredited by state or territory government accreditation authorities or higher education institutions with self-accrediting authority in line with the protocols for higher education approval processes. The level of education for these qualifications must be in the range of 211 Graduate diploma to 421 Diploma.	Higher qual self acc
Jurisdictionally recognised program	A cluster of units delivered as a program/skill set which has been recognised by a state or territory training authority.	Jurisdictional rec prog
Nationally accredited qualification	Specified in a national training package and must only be used for a nationally accredited program of study which is designed to lead to a qualification specified in an endorsed national training package.	Nat accredited qual

Classification name	Description	Value
Nationally recognised course - self-managed accreditation	Other than a qualification specified in a national training package must only be used for a nationally recognised accredited course endorsed by state or territory recognition authorities or registered training organisations with delegated authority to self-manage accreditation.	Nat course self man acc
Nationally recognised skill set	Specified in a national training package and must only be used for a skill set endorsed in a training package.	Nat rec skill set
Other program	Used for a local program which does not fit into of the recognised categories. It is usually developed by training organisations or developed by industry, enterprise, community education or professional bodies to meet an identified training need. This includes skill sets that are not nationally recognised.	Other program

GROUPING/S

Program

GUIDELINES

A skill set is defined as a single unit or combinations of units that link to a licence or regulatory requirement or are defined by industry need. The *Program type* Jurisdictionally recognised program/skill set must meet this definition to be used.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00045	<i>Program type</i> code is mandatory data, and must be included when <i>program or subject reference number</i> is not on Training.gov.au's list of programs and specialisations.	The <i>Program type</i> must be supplied when the program is not listed on Training.gov.au. Update the student's enrolment record to include the type of program. Alternatively, update the <i>program or subject reference number</i> provided.	National	Program
BRDG00097	<i>Program type</i> codes 'nationally accredited qualification', 'nationally recognised course - self-managed accreditation', or 'nationally recognised skill set' can only be reported by training organisations with a <i>training organisation identifier</i> on Training.gov.au.	This program enrolment record is for accredited training with a training organisation not listed on Training.gov.au. Update the <i>Program type</i> .	National	Program

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00098	Warning: when program's vocational education indicator is 'no', the <i>Program type</i> code cannot be 'higher level qualification-self-accrediting authority'.	The combination of <i>vocational education indicator</i> and <i>Program type</i> is invalid for this program enrolment record. Update the relevant field.	National	Program
BRDG00275	Only one instance of <i>Program type</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Scheduled completion date

TECHNICAL NAME

scheduledCompletionDate

ELEMENT ID

DERP0036

DEFINITION

The intended end date associated with the reported training.

CONTEXT

It is used for resource and funding forecasts and can also be utilised retrospectively to analyse variations from the actual dates of activity.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Scheduled completion date is determined by the proposed end-of-training activity date for an individual student. It should reflect the date on which a student completes all training where reported for a program, and training and assessment where reported for a subject. Avoid defaulting it to the last date of the calendar or academic year. If assessment activities, such as assignments, continue after tuition, report the proposed date of the final assignment assessment. Note, *Scheduled completion date* does not need updating once the client is in a state of completed. Where a student is enrolled in an assessment-only subject the last proposed end-of-assessment date should be provided.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00020	<i>Scheduled completion date</i> is mandatory for a program enrolment.	The <i>Scheduled completion date</i> has not been provided for the program enrolment record. Update the record with the relevant date.	National	Program enrolment
BRDG00142	Any reported student subject enrolment must report a <i>Scheduled completion date</i> .	The <i>Scheduled completion date</i> has not been provided for the subject enrolment record. Update the record with the relevant date.	National	Subject enrolment
BRDG00143	A subject enrolment's <i>Scheduled completion date</i> must not be more than 5 years later than the <i>scheduled start date</i> .	The <i>scheduled end date</i> for the subject enrolment record is more than five years after the <i>scheduled start date</i> . Update the scheduled start or end dates as appropriate.	National	Subject enrolment
BRDG00277	Only one instance of <i>Scheduled completion date</i> must be reported against a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00278	Only one instance of <i>Scheduled completion date</i> must be reported against a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00059	The most recent data submission contains too many subject enrolment records with the same <i>Scheduled completion date</i> .	The most recent data submission contains a high proportion of subject enrolment records with the same <i>Scheduled completion date</i> . Review and update all relevant subject enrolment records so that the <i>Scheduled completion date</i> accurately reflects what is expected.	National	Subject enrolment
BRDQ00113	Data submitted in the current calendar year contains too many program enrolment records for students who have not yet commenced or who have deferred training where the <i>Scheduled completion date</i> has passed and where training activity is expected but has not been supplied. The rule applies to all records with a student activity date on, or after, 1 January for the current calendar year's data.	Data submitted in the current calendar year contains a high proportion of program enrolment records for students who have not yet commenced or who have deferred training and where the <i>Scheduled completion date</i> has passed. Review all program enrolment records where the <i>Scheduled completion date</i> has passed and update accordingly.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Date	Not applicable

Scheduled start date

TECHNICAL NAME

scheduledStartDate

ELEMENT ID

DERP0037

DEFINITION

The intended commencement date associated with the reported training.

CONTEXT

It is used for resource and funding forecasts, and is also used retrospectively to analyse divergences from the dates when the activity actually took place.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject enrolment

GUIDELINES

Scheduled start date represents the proposed commencement of training activity for a single enrolment. It may differ from student enrolment to student enrolment and should not be automatically set to generic dates.

Scheduled start date does not need updating once the client is in a state of 'commenced'. A program's *Scheduled start date* is sourced from the earliest *Scheduled start date* of its associated subject enrolments.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00144	For any reported student subject enrolment, there must be a <i>Scheduled start date</i> reported.	This subject enrolment record has not provided the <i>Scheduled start date</i> . Add the <i>Scheduled start date</i> .	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00280	Only one instance of <i>Scheduled start date</i> must be reported against a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDQ00060	The most recent data submission contains too many subject enrolments with the same <i>Scheduled start date</i> .	The most recent data submission contains a high proportion of subject enrolment records with the same <i>Scheduled start date</i> . Review and update all relevant subject enrolment records so that the <i>Scheduled start date</i> accurately reflects what is expected.	National	Subject enrolment
BRDQ00112	The most recent data submission contains too many subject enrolment records where the student has commenced their training in a subject and where the <i>Scheduled start date</i> is after the date the training commenced.	The most recent data submission contains a high proportion of subject enrolment records where the student has commenced their training in a subject and the <i>Scheduled start date</i> is after the date the training commenced. Review all subject enrolment records where the <i>Scheduled start date</i> is after the date the training commenced and update any records accordingly.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Date	Not applicable

State code

TECHNICAL NAME

stateCode

ELEMENT ID

DELN0025

DEFINITION

Specifies the state or territory of a physical or postal address, including both domestic and international locations.

CONTEXT

It is used to analyse the information based on state and territory divisions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Australian Capital Territory	Australian Capital Territory	ACT
New South Wales	New South Wales	NSW
Northern Territory	Northern Territory	NT
Other Australian territories or dependencies	Other Australian territories or dependencies	Other Australia
Other (overseas but not an Australian territory or dependency)	Other (overseas but not an Australian territory or dependency)	Other overseas
Queensland	Queensland	QLD
South Australia	South Australia	SA
Tasmania	Tasmania	TAS
Victoria	Victoria	VIC

Classification name	Description	Value
Western Australia	Western Australia	WA

GROUPING/S

Delivery location, Student, Training organisation

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00012	When a delivery location has a <i>State code</i> of 'other overseas', then any subject enrolments cannot have a <i>financial category</i> containing the word 'subsidy'.	A <i>financial category</i> that includes 'subsidy' is not valid for subject enrolment records that are linked to a delivery location with a <i>State code</i> of 'other overseas'. Update the <i>financial category</i> or correct the <i>State code</i> .	National	Delivery location
BRDG00013	<i>State code</i> is mandatory for a subject's delivery location.	The <i>State code</i> is missing and must be provided for a subject enrolment record delivery location. Provide a valid <i>State code</i> .	National	Delivery location
BRDG00014	<i>State code</i> for a delivery location must be 'other overseas' if the country code is not Australia.	The state and country code combination is not valid for the delivery location. If the delivery location is overseas, the <i>State code</i> must be 'other overseas'. Update the <i>State code</i> or correct the country code if the delivery location is within Australia.	National	Delivery location
BRDG00105	<i>State code</i> is mandatory when reporting a postal address.	A <i>State code</i> must be provided for the postal address. Update the student enrolment record.	National	Student
BRDG00185	A <i>postcode</i> and <i>State code</i> combination reported for a training organisation's head office location must match the combination specified by Australia Post.	The <i>postcode</i> and suburb for a training organisation's head office address is invalid. Update the relevant value to ensure it is valid.	National	Training organisation

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00186	A <i>State code</i> reported for a training organisation's head office location cannot be 'other overseas'.	The head office <i>State code</i> provided for the training organisation on this training organisation record is invalid as it is overseas. Update the head office State code.	National	Training organisation
BRDG00187	<i>State code</i> is mandatory to report for a training organisation's head office location if <i>training organisation identifier</i> is not on Training.gov.au.	The <i>training organisation identifier</i> for this training organisation record is not listed on Training.gov.au and the <i>State code</i> has not been provided. Add the <i>State code</i> .	National	Training organisation
BRDG00282	If <i>country of address code</i> is 1100, 1101, 1102 or 1199, then <i>State code</i> should not be 'other (overseas)'.	The <i>State code</i> cannot be 'other (overseas)' when the student's address is listed as Australia. Update either the state or <i>country of address code</i> .	National	Student
BRDG00283	Only one instance of <i>State code</i> must be reported against a delivery location.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Delivery location
BRDG00284	Only one instance of <i>State code</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00285	Only one instance of <i>State code</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00286	Only one instance of <i>State code</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00287	Only one instance of <i>State code</i> must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Street name

TECHNICAL NAME

streetName

ELEMENT ID

DELN0026

DEFINITION

Identifies the name for the given address site.

CONTEXT

It is used in conjunction with other address details to gather information about the physical location.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Address *street name* can contain a combination of the following components: *Street name* - the name assigned to the street; *street type* - the type assigned to the street, for example, road, court, street, highway street suffix additional information to define the street, such as direction.

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00106	For each reported student address, when <i>street property number</i> has been populated for student address, then <i>Street name</i> should not be blank.	A <i>Street name</i> must be provided where a street property number is recorded for a student's address. Provide the <i>Street name</i> or update the <i>street property number</i> if it was provided in error.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00289	Only one instance of <i>Street name</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00290	Only one instance of <i>Street name</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00291	Only one instance of <i>Street name</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
70	Alphanumeric	Not applicable

Street property number

TECHNICAL NAME

streetPropertyNumber

ELEMENT ID

DELN0027

DEFINITION

Identifies the number of a property situated in a street.

CONTEXT

It is used in conjunction with additional address details to collect information regarding a physical address.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Address street number can contain a single street or road number or a range of street or road numbers. The range should be separated by a hyphen, for example 5-9. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00107	Warning: when <i>street name</i> is provided for a student address, the <i>Street property number</i> field or <i>lot numbers</i> should also be provided.	A <i>Street property number</i> or lot number must be provided where a <i>street name</i> is recorded for a student's address. Provide the <i>Street property number</i> or <i>lot number</i> .	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00288	Only one instance of <i>Street property number</i> must be reported on a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00292	Only one instance of <i>Street property number</i> must be reported on a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00293	Only one instance of <i>Street property number</i> must be reported on a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
15	Alphanumeric	Not applicable

Street type

TECHNICAL NAME

streetType

ELEMENT ID

DELN0028

DEFINITION

Identifies the type of street and forms part of a fully structured address.

CONTEXT

Along with additional address details, it is used to gather information on physical or postal address location.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00294	Only one instance of <i>Street type</i> must be reported on a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00295	Only one instance of <i>Street type</i> must be reported on a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00296	Only one instance of <i>Street type</i> must be reported on a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Student activity date

TECHNICAL NAME

studentActivityDate

ELEMENT ID

DERP0030

DEFINITION

Specifies the date on which a student enters the student status for the reported training.

CONTEXT

It is used for monitoring the duration spent by a student in a particular training state and is cross-referenced with the reported scheduled dates.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

Y

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Student activity date is the date the *student status* occurred. The *student status* of 'registered' refers to when the student is enrolled into one or more classes, not necessarily when data is entered into the student management system. The *student status* of 'commenced', relates to when the proposed training activity begins. For online training, the date for 'commenced' marks the date when materials are accessed, rather than when they become available. For assessment-only students, the assessment start date for the *Student activity date* for 'commenced' should be used. In clustered delivery training, the *Student activity date* for 'commenced' occurs when the proposed activities began for the specific subjects taught together. When reporting the *Student activity date* for 'concluded' where attached to a *student status* reason 'formal withdrawal' or 'informal withdrawal', the actual date the student stopped participating should be applied as opposed to the date the trainer determines that the student has withdrawn.

The valid combinations of reporting *student status*, *student status reason* and *student activity dates* are available in the student state transitions table.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00003	<i>Date of birth</i> must show that a client was aged between of 10 and 99 at the time of the last reported <i>Student activity date</i> for this subject enrolment.	The student for this program enrolment record is under 10 or over 99 years of age. Correct the <i>date of birth</i> for this student.	National	Subject enrolment
BRDG00042	Warning: when a program enrolment with a <i>program or subject reference number</i> that is on Training.gov.au's list of programs or subjects, and has a <i>student status</i> of 'commenced', the corresponding <i>Student activity date</i> must be within the period listed on Training.gov.au which shows the dates an RTO had a program (or parent program of the reported specialisation) on its' scope.	This program enrolment record contains a program that is not listed as being part of the training organisation's scope of registration on Training.gov.au at the time the enrolment commenced. Correct the program reference number or update the <i>Student activity date</i> if this is incorrect.	National	Program enrolment
BRDG00049	A program enrolment activity cannot have a <i>Student activity date</i> in the future. The activity date cannot be later than today's date.	The <i>Student activity date</i> for a program enrolment record cannot be in the future. Update the <i>Student activity date</i> with a valid date.	National	Program enrolment
BRDG00052	A program enrolment in a state of 'registered' must have it's <i>Student activity date</i> matching the earliest Registered <i>Student activity date</i> for it's associated subjects.	The <i>Student activity date</i> for the program enrolment record's registration does not match the date for the earliest subject enrolment registration for this program. Correct the <i>Student activity dates</i> where appropriate.	National	Program enrolment
BRDG00056	A program enrolment must have a <i>Student activity date</i> for each <i>student status</i> .	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00108	<i>Student activity date</i> is mandatory for each <i>student status</i> for a subject enrolment.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment
BRDG00109	If a subject enrolment is marked as 'RTO closed', it's <i>Student activity date</i> for concluded must match the corresponding program concluded date.	This concluded subject enrolment record has a <i>Student activity date</i> that does not match the concluded program enrolment <i>Student activity date</i> , and the data advises that the training organisation is closed. Update the relevant <i>Student activity date</i> or change the <i>student status reason</i> for the subject enrolment record if this is incorrect.	National	Subject enrolment
BRDG00116	A program enrolment in a state of commenced must have its <i>Student activity date</i> matching the earliest commenced <i>Student activity date</i> of its associated subjects.	This program enrolment record's 'commenced' <i>Student activity date</i> is later than one or more associated subject enrolment records with a status of 'commenced' or 'concluded'. Update the relevant subject enrolment record <i>student status</i> and/or <i>Student activity date</i> where these are incorrect. Alternatively, update the program enrolment record <i>Student activity date</i> .	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00146	Warning: when a subject enrolment has a <i>student status</i> of 'commenced', the corresponding <i>Student activity date</i> should fall within the scope period listed on Training.gov.au for the training organisation and <i>program or subject reference number</i> combination.	This subject enrolment record lists a <i>Student activity date</i> that is later than the time listed for the training organisation's scope of delivery on Training.gov.au. Confirm that the <i>Student activity date</i> is within the approved delivery scope period on TGA. Update the <i>Student activity date</i> if it is incorrect.	National	Subject enrolment
BRDG00147	The <i>Student activity date</i> in a subject enrolment activity cannot be in the future.	The <i>Student activity date</i> for this subject enrolment record cannot be in the future. Correct the <i>Student activity date</i> .	National	Subject enrolment
BRDG00220	<i>Date of birth</i> must show that a client was between the ages of 10 and 99 at the time of the last reported <i>Student activity date</i> for a this program enrolment.	The <i>Date of birth</i> provided indicates that the student is under 10 or over 99 years of age. Update the student's <i>Date of birth</i> to correctly reflect the student's age, or contact NCVER's Client Support if the student is legitimately not between the ages of 10 and 99.	National	Program enrolment
BRDG00276	Only one instance of <i>Student activity date</i> must be reported against each <i>student status</i> in a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00297	Only one instance of <i>Student activity date</i> must be reported against each <i>student status</i> for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00298	The <i>Student activity date</i> for a program enrolment with a <i>student status</i> of concluded must not be earlier than any <i>Student activity dates</i> for the subject enrolments that constitute the program enrolment.	The concluded <i>Student activity date</i> for this program enrolment record is before the associated subject enrolment <i>Student activity dates</i> . Update the <i>Student activity dates</i> for the relevant program or subject enrolment records.	National	Program enrolment
BRDQ00007	The most recent data submission contains too many program completion records in the current calendar year where no related subject completion records have been submitted in the same year.	The most recent data submission contains a high proportion of program completion records for the current calendar year where no corresponding subject completion records have been submitted within the same year. Review all program completion records and update relevant subject or program enrolment completion dates accordingly.	National	Program enrolment
BRDQ00073	The most recent data submission contains too many subject enrolments with the same <i>Student activity date</i> .	The most recent data submission contains a high proportion of subject enrolment records with the same <i>Student activity date</i> . Review and update all relevant subject enrolment records so that the <i>Student activity date</i> accurately reflects what is expected.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00088	The most recent data submission contains a number of program and subject enrolment records that were expected to be provided in a previous data submission, but were not supplied.	The most recent data submission contains a number of training activity records that were provided outside the required submission timeframes. Review data collection and submission practices to ensure ongoing compliance with the Data Provision Requirements.	National	Program enrolment, Student, Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Date	Not applicable

Student identifier

TECHNICAL NAME

studentIdentifier

ELEMENT ID

DESH0030_02

DEFINITION

Assigned by the training organisation and uniquely distinguishes an individual in a training organisation.

CONTEXT

It is used for an analysis of a student's educational attainment while protecting a student's privacy.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Student

GUIDELINES

A *Student identifier* is assigned by the training organisation as a means of uniquely identifying the student for record-keeping purposes. Training organisations are required to use the same *Student identifier* for an individual and not generate a different *Student identifier* every time an individual re-enrols. The *Student identifier* must be unique to the student and remain the same across all years and across all the subjects and programs undertaken by that individual. A *Student identifier* will usually be the student's internal student number. Note that *unique student identifier* number is not to be assigned to the student as the *Student identifier*. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00113	<i>Student identifier</i> is mandatory when reporting a student.	A <i>Student identifier</i> is mandatory and has not been provided. Update the <i>Student identifier</i> for this student enrolment record.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00114	A student's <i>Student identifier</i> cannot be identical to their <i>unique student identifier</i> .	A <i>Student identifier</i> and <i>unique student identifier</i> (USI) cannot be identical. Correct the relevant information for this student enrolment record.	National	Student
BRDG00299	Only one instance of <i>Student identifier</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
10	Alphanumeric	Not applicable

Student status

TECHNICAL NAME

studentStatus

ELEMENT ID

DERP0033

DEFINITION

Indicates the current stage of a student within their training.

CONTEXT

It is used for monitoring a student's progress throughout their training, serving as a metric for enrolment, participation, and completion rates.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

Y

CLASSIFICATION/S

Classification name	Description	Value
Cancelled	Indicates that a student has cancelled their enrolment before participation began.	Cancelled
Commenced	Indicates that a student has participated in a learning activity and/or assessment.	Commenced
Concluded	Indicates that a student is no longer engaging in the learning activity associated with the enrolment/placement and is not expected to again.	Concluded
Deferred	Indicates that a student has deferred their training, with the intention of returning to complete.	Deferred
Registered	Indicates that a student has signed up to training and is enrolled in one or more classes, but has not yet started participating.	Registered

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

When reporting subject and program enrolments: a Student's status should be marked as 'commenced' when they have actually begun to participate in learning activities/assessment, as opposed to when a class/term cohort begins. A Student's status should be marked as 'deferred' if the student has temporarily stopped participating in learning and upon returning, is expected to continue in the same enrolment, as opposed to ceasing this enrolment to be enrolled in another. Following a period of 'deferred', a Student's status should be updated to either 'commenced' or 'concluded', as appropriate, based on their progress. The valid combinations of reporting *Student status*, *student status reason* and student activity are available in the student state transitions table.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00064	A program enrolment with a <i>Student status</i> of 'concluded' must have all the subject enrolments that constitute the program enrolment with a <i>Student status</i> of 'concluded' or 'cancelled'.	This program enrolment record is 'concluded' but there are subject enrolment records that remain active. Update the program enrolment record if one or more subject enrolment records have not been 'concluded' or 'cancelled'. Alternatively, update the subject enrolment records to ensure that all subjects are 'concluded' or 'cancelled'.	National	Program enrolment
BRDG00068	A program enrolment must have a <i>Student status</i> reported against it.	The program enrolment record must include a <i>Student status</i> . Update the program enrolment record with the appropriate details.	National	Program enrolment
BRDG00118	If a subject enrolment's latest <i>Student status</i> is 'commenced', the parent program enrolment must not have a <i>Student status</i> of 'deferred'.	This program enrolment record has a 'deferred' <i>Student status</i> but the subject enrolment record has a 'commenced' <i>Student status</i> . Update the program enrolment <i>Student status</i> if the status should not be 'deferred' or correct the subject enrolment record to 'concluded' <i>Student status</i> with a 'formal withdrawal' <i>student status reason</i> .	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00128	A subject enrolment with a <i>Student status</i> of 'commenced' must also have the parent program enrolment listed with a <i>Student status</i> of 'commenced'.	This subject enrolment record must have an associated program enrolment record with a commenced <i>Student status</i> . Update the <i>Student status</i> for the subject or program enrolment record as appropriate.	National	Subject enrolment
BRDG00153	<i>Student status</i> value of 'deferred' is invalid for a subject enrolment.	The <i>Student status</i> value of 'deferred' is invalid for a subject enrolment record. Update the <i>Student status</i> .	National	Subject enrolment
BRDG00155	A subject enrolment must have a <i>Student status</i> .	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment
BRDG00300	<i>Student status</i> , <i>student status reason</i> and <i>student activity date</i> must be a valid sequence as per the program state transition table.	The combination of <i>Student status</i> , <i>student status reason</i> and <i>student activity date</i> are invalid for this program enrolment record. Update the relevant value to ensure it is correct.	National	Program enrolment
BRDG00303	<i>Student status</i> , <i>student status reason</i> and <i>student activity date</i> must be a valid sequence as per the subject state transition table.	The combination of <i>Student status</i> , <i>student status reason</i> and <i>student activity date</i> are invalid for this subject enrolment record. Update the relevant value to ensure it is correct.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Student status reason

TECHNICAL NAME

studentStatusReason

ELEMENT ID

DERP0032

DEFINITION

Highlights the reason for a student being in a specific status during their training.

CONTEXT

It is used to understand the factors influencing enrolment and completion rates.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

Y

CLASSIFICATION/S

Classification name	Description	Value
Credit transfer applied	Indicates that a training credit has been applied for a subject previously completed by a student and includes application for mutual recognition granted.	Credit transfer applied
Deferral post-commencement	Indicates that a student has deferred their training post commencement, with the intention of returning to complete.	Deferral post
Deferral pre-commencement	Indicates that a student has deferred their training prior to commencement, with the intention of returning to complete.	Deferral pre
Formal withdrawal	Indicates that a student has engaged in some learning activity, and has then notified the training organisation of their withdrawal before completing all of the assessment criteria.	Formal withdrawal
Informal withdrawal	Indicates that a student has engaged in some learning activity and then ceased attending or submitting assessments (i.e. discontinues) without notifying the training organisation.	Informal withdrawal
Not applicable	Used only when a student has become deceased.	Not applicable
RTO closed	It is used only when a RTO has closed.	RTO closed

Classification name	Description	Value
Successful completion	Verifies that a student has been assessed and satisfies all of the requirements for the item of training.	Successful completion
Unsuccessful completion	Verifies that a student has attempted all of the requirements for the assessment and has been assessed as not competent, or as not satisfying one or more of the requirements for the item of training.	Unsuccessful completion

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Not all student statuses in various states require a reported reason. Valid values for subject and program enrolments are: successful completion- student meets all requirements of training; unsuccessful completion -student fails one or more requirements in training assessment; formal withdrawal - student notifies withdrawal before completing all assessment criteria; informal withdrawal - student discontinues without notifying the training organisation; RTO closed - reported when the training organisation ceases operations during ongoing training.

This is reported instead of 'formal withdrawal' or 'informal withdrawal' to reflect circumstances beyond the student's control. For subject enrolments, the various statuses are: recognition of prior learning (for *student status* 'commenced') - assessing existing competencies acquired through formal, non-formal or informal learning; credit transfer applied - administrative process exempting students from unit enrolment, based on previously completed subjects. Where training organisations have been approved by the SA Department to do so, a *Student status reason* of 'waiting third-party assessment' can be reported in this field for payment purposes. The valid combinations of reporting *student status*, *Student status reason* and *student activity dates* are available in the student state transitions table.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00066	When a program enrolment has been reported with a <i>Student status reason</i> of 'RTO closed', there cannot be a new subsequent program enrolment reported with the same <i>training organisation identifier</i> , and a later <i>student activity date</i> .	This program enrolment record involves a training organisation that has previously been reported as being closed. Correct the details on this record to ensure that the training is being delivered by an active training organisation.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00072	If a program enrolment <i>student status</i> is 'concluded', then a valid <i>Student status reason</i> is required, unless the program enrolment is marked as superseded by another program enrolment.	This program enrolment record is 'concluded' but no <i>Student status reason</i> has been provided. Update the <i>Student status reason</i> or correct the student status if this is incorrect. If the program enrolment has been superseded by another program enrolment, ensure the two enrolments have been linked and both records provided to NCVER.	National	Program enrolment
BRDG00073	'Not applicable' is only permitted as a <i>Student status reason</i> when the program enrolment <i>student status</i> is 'concluded' and student is deceased.	The 'not applicable' <i>Student status reason</i> can only be selected when the student is deceased and the program enrolment record <i>student status</i> is 'concluded'. Correct the <i>Student status reason</i> or update the <i>deceased indicator</i> with the correct value.	National	Program enrolment
BRDG00120	If a subject enrolment is marked as 'RTO closed', its corresponding program enrolment must also be marked with the same <i>Student status reason</i> if the concluded date is the same as the subject enrolment conclusion.	The program enrolment record must have a <i>Student status reason</i> as 'RTO closed' when a subject enrolment record has this <i>Student status reason</i> and where the program concluded date matches the subject concluded date. Update the program enrolment record <i>Student status reason</i>.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00121	If a program enrolment is marked as 'RTO closed', all corresponding subject enrolments must also be marked with the same <i>Student status reason</i> if the concluded date is the same as the program enrolment conclusion.	The subject enrolment record must have a <i>Student status reason</i> as 'RTO closed' when a program enrolment record has this <i>Student status reason</i> and where the subject concluded date matches the program concluded date. Update the subject enrolment record <i>Student status reason</i> .	National	Program enrolment
BRDG00154	When a subject enrolment has been reported with a <i>Student status reason</i> of 'RTO closed', there cannot be a new subsequent subject enrolment reported with the same <i>training organisation identifier</i> , <i>student UID</i> , and a later <i>student activity date</i> .	This subject enrolment record has been provided after a previously provided record indicates that the training organisation has closed. Update this student's subject enrolment record, otherwise contact NCVER Client Support for assistance.	National	Subject enrolment
BRDG00160	<i>Student status reason</i> may only be 'Not Applicable' if the student is deceased.	The 'not applicable' <i>Student status reason</i> can only be selected for the subject enrolment record when the student is deceased. Correct the <i>Student status reason</i> or update the <i>deceased indicator</i> with the correct value.	National	Subject enrolment
BRDG00161	<i>Student status reason</i> must be reported against <i>student status</i> of 'concluded', unless the subject enrolment is listed as superseded by another subject enrolment.	The <i>Student status reason</i> has not been provided for a 'concluded' <i>student status</i> where the subject enrolment record has not been superseded by another subject enrolment record. Add the <i>Student status reason</i> . If the subject enrolment record has been superseded, ensure that the superseding enrolment is linked to the superseded enrolment and both enrolments have been provided.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00301	Only one instance of <i>Student status reason</i> must be reported against a <i>student status</i> in a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00302	Only one instance of <i>Student status reason</i> must be reported against each <i>student status</i> for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDQ00114	The most recent data submission has identified that the proportion of subject enrolment records by <i>Student status reason</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of subject enrolment records by <i>Student status reason</i> for students who have commenced or concluded training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment
BRDQ00158	The most recent data submission has identified that the proportion of VET Information Standard subject enrolment records by <i>Student status reason</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS subject enrolment records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard subject enrolment records by <i>Student status reason</i> for students who have 'commenced' or 'concluded' training has changed more than expected when compared with the proportion of AVETMISS subject enrolment records for the same period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Study reason

TECHNICAL NAME

studyReason

ELEMENT ID

DERP0041

DEFINITION

Identifies the student's reason for study.

CONTEXT

It is used to assist in the analysis of a student's motivation and intention for engaging in training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Get a better job or promotion	Get a better job or promotion	Better job or promotion
Develop existing business	Develop existing business	Dev existing business
Different career	Different career	Different career
Extra skills for my job	Extra skills for my job	Extra skills for my job
Get into another course of study	Get into another course of study	Get into another course
Other reasons	Other reasons	Other reason
For personal interest or self-development	For personal interest or self-development	Personal int or self-dev
Requirement of my job	Requirement of my job	Requirement of my job

Classification name	Description	Value
Skills for community/voluntary work	Skills for community/voluntary work	Skills for comm/vol work
Points/credits towards my senior secondary certificate of education	Points/credits towards my senior secondary certificate of education	Sr Sec Sch Cert credit
Start my own business	Start my own business	Start my own business
Get a job	Get a job	To get a job

GROUPING/S

Program enrolment, Subject enrolment

GUIDELINES

Study reason must be provided when the student has provided this information on their enrolment form.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00304	Only one instance of <i>Study reason</i> must be reported against a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00305	Only one instance of <i>Study reason</i> must be reported against a Subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Subject assessment type

TECHNICAL NAME

subjectAssessmentType

ELEMENT ID

DERP0042

DEFINITION

Outlines the method of assessment that a student will undergo as part of their training.

CONTEXT

It is used to identify instances where standard assessment procedures have not been used.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

Y

CLASSIFICATION/S

Classification name	Description	Value
Non-assessable	Indicates when training activity in a program is designed so that the student is not required to undertake an assessment or the student has elected by agreement with the training organisation at enrolment not to be assessed.	Non-assessable
Not applicable - administrative	A system generated value in presence of a credit transfer applied value reported under student status reason.	Not applicable - admin
Recognition of prior learning	A process that assesses the competency of an individual; the competence may have been acquired through formal, non-formal (such as previously unrecognised skills and knowledge), or informal learning.	Rec prior learning
Standard	The default identifier for when the student is not undertaking one of the other available options for any subject assessment type code.	Standard

GROUPING/S

Subject enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00126	<i>Subject assessment type</i> is mandatory for a subject enrolment when <i>student status</i> is 'commenced'.	This subject enrolment record has a <i>student status</i> of 'commenced' but no subject assessment has been provided. Add the subject assessment or update the <i>student status</i> if this is incorrect.	National	Subject enrolment
BRDG00306	Only one instance of <i>Subject assessment type</i> must be reported against a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDQ00081	Current calendar year training activity contains too many subject enrolment records reported with recognition of prior learning (RPL). The rule applies to subject enrolments with a <i>student activity date</i> on, or after, 1 January.	Data submitted in the current calendar year contains a high proportion of subject enrolment records with recognition of prior learning (RPL). Review all student subject enrolment records where RPL was recorded in a previous reporting period for the current calendar year and update any records accordingly.	National	Subject enrolment
BRDQ00082	Training activity from prior calendar years contains too many subject enrolment records reported with recognition of prior learning (RPL). The rule applies to subject enrolments with a <i>student activity date</i> before 1 January.	Data submitted in a prior calendar year contains a high proportion of subject enrolment records with recognition of prior learning (RPL). Review all student subject enrolment records where RPL was recorded in a previous calendar year and update any records accordingly.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Subject field of education code

TECHNICAL NAME

subjectFieldOfEducationCode

ELEMENT ID

DEPR0002

DEFINITION

Categorises the subject matter covered by a unit of competency, accredited unit or module.

CONTEXT

It is utilised to ascertain the specific subject matter covered in a particular area of study. This code is used in the analysis of training outputs by providing detailed information about the field of education.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A field of education sourced from the Australian Bureau of Statistics.	Valid FoE code

GROUPING/S

Subject

GUIDELINES

The *Subject field of education code* is allocated according to the content of the unit of competency, accredited unit or module by determining the broad field, followed by the narrow field and, finally, the detailed field. If the field of education code for nationally registered subject cannot be sourced from Training.gov.au, use the ABS website for a complete list of available field of education codes with descriptions. Note that if submitting a subject that is listed on the National Training Register, this data is being supplemented with data provided by Training.gov.au. Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00035	When not blank, <i>Subject field of education code</i> must be a valid 6-digit value from the subject field of education reference list.	The field of education for this subject enrolment record is an invalid value. Update the field of education to a valid value.	National	Subject
BRDG00167	<i>Subject field of education code</i> must not be blank if the subject's <i>program or subject reference number</i> is not on Training.gov.au.	The subject reference number is not listed on Training.gov.au, and the field of education for this subject enrolment record has not been provided. Update the subject enrolment record with the field of education.	National	Subject
BRDG00307	Only one instance of <i>Subject field of education code</i> must be reported against a subject.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Suburb or town name

TECHNICAL NAME

suburbOrTownName

ELEMENT ID

DELN0029

DEFINITION

A specific name of a suburb, locality, or town within a geographic location.

CONTEXT

It is used in conjunction with other address details, to gather information about the location.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Valid values	A <i>Suburb or town name</i> sourced from the Australia Post. Valid suburb or town	

GROUPING/S

Delivery location, Student, Training organisation

GUIDELINES

Leading/trailing spaces are not permitted.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00030	It is mandatory for a training delivery location to include the <i>Suburb or town name</i> .	The training delivery location provided is missing the suburb/town name. Add the suburb/town name to the delivery location for this student record.	National	Delivery location

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00188	<i>Suburb or town name</i> is mandatory to report for a training organisation's head office location if <i>training organisation identifier</i> is not on Training.gov.au.	The <i>training organisation identifier</i> for this training organisation record is not listed on Training.gov.au and the suburb of the head office address has not been provided. Add the <i>Suburb or town name</i> .	National	Training organisation
BRDG00189	A <i>Suburb or town name</i> reported for a training organisation's head office location must be a valid Australia post value.	The suburb/town name for this training organisation record is invalid. Update the record with the correct details.	National	Training organisation
BRDG00308	Only one instance of suburb name must be reported against a delivery location.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Delivery location
BRDG00309	Only one instance of Suburb name must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation
BRDG00310	Only one instance of <i>Suburb or town name</i> must be reported against a student's permanent address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDG00311	Only one instance of <i>Suburb or town name</i> must be reported against a student's postal address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00312	Only one instance of <i>Suburb or town name</i> must be reported against a student's term address.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00103	Current calendar year training activity contains too many student records with term address showing as a blank value.	Data submitted in the current calendar year contains a high proportion of student records showing a blank term address value. Review all student records where the term address field is recorded as blank and update these accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
100	Alphanumeric	Not applicable

Survey availability

TECHNICAL NAME

surveyAvailability

ELEMENT ID

DESH0037

DEFINITION

Specifies the availability of a student to be contacted for a survey.

CONTEXT

It is used to identify whether a student is available to complete a survey.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Available	Indicates that a student can be contacted for the Student Outcomes Survey.	Available
Not available	Indicates that a students cannot to be contacted for the Student Outcomes Survey.	Not available

GROUPING/S

Student

GUIDELINES

Survey availability should automatically be set to 'not available' by a student management system when international student type is 'international offshore'.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00175	<i>Survey availability</i> must be reported for each student.	The student enrolment record has not provided the <i>Survey availability</i> . Update the student enrolment record with this information.	National	Student
BRDG00176	If student is aged under 15 at the end of the collection period, <i>Survey availability</i> must be 'not available' with a survey non-contact reason code of 'minor'.	This student enrolment record has an invalid <i>Survey availability</i> and survey non-completion reason combination for a student aged under 15 years. If the student is aged more than 15 years, correct their <i>date of birth</i> , otherwise update the <i>Survey availability</i> to 'not available' and set the survey non-completion reason to 'minor'.	National	Student
BRDG00177	If student has a <i>deceased indicator</i> of 'deceased', <i>Survey availability</i> must be 'not available'.	This <i>Survey availability</i> must be set to 'not available' for this student who is recorded as deceased. Update the <i>Survey availability</i> or correct the deceased indicator.	National	Student
BRDG00313	Only one instance of <i>Survey availability</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Survey non-contact reason

TECHNICAL NAME

surveyNonContactReason

ELEMENT ID

DESH0035

DEFINITION

A list comprised of possible reasons for excluding a student from communication.

CONTEXT

It is used to determine why a student cannot be contacted.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Correctional facility	Correctional facility	Correctional facility
Excluded	Excluded	Excluded
Invalid address or itinerant student	Invalid address or itinerant student	Invalid addr itinerant
Minor	Minor	Minor

GROUPING/S

Student

GUIDELINES

The classification value 'excluded' should only be used if the student (or parent/guardian) objects to being surveyed or requests that address information be withheld. RTOs are not required to ask students whether they fall into this category; that is, use the code only when the information is volunteered.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00178	When a student has a <i>survey availability</i> of 'not available' for a survey, they must have a valid <i>Survey non-contact reason</i> , unless they have an international student status of international offshore or a <i>deceased indicator</i> of 'yes'.	The <i>Survey non-contact reason</i> for this student enrolment record cannot be blank when the survey availability specifies 'not available'. Add the <i>Survey non-contact reason</i> or change the survey availability if incorrect. Alternatively, if this is an international offshore student, correct the international student type.	National	Student
BRDG00314	Only one instance of <i>Survey non-contact</i> reason must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Training contract identifier

TECHNICAL NAME

trainingContractIdentifier

ELEMENT ID

DESH0028_01

DEFINITION

This identifier uniquely identifies an apprentice or trainee training contract registered with a training authority. A training contract is a contractual agreement between a student and an employer and indicates the terms of experiential training the student is to undertake.

CONTEXT

This is required to uniquely identify a training contract.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment

GUIDELINES

This is only used where the training activity in a subject (unit of competency or module) relates to a client undertaking an apprenticeship or traineeship under a registered apprenticeship/traineeship training contract. This is assigned when the apprenticeship/traineeship training contract is registered as a means of identifying the apprenticeship/traineeship training contract. This identifier can be sourced from the registering state/territory training authority. This forms a dual key with the client identifier apprenticeships.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00003	When <i>Training contract identifier</i> is reported, then the program's <i>program or subject reference number</i> must appear on Training.gov.au's list of programs or specialisations.	A valid program reference number must be provided if a student has a <i>Training contract identifier</i> recorded. Update the program enrolment record with a program reference number that is listed on Training.gov.au.	National	Program enrolment
BRDG00181	<i>Training contract identifier</i> is mandatory when <i>training relationship type</i> equals 'enrolment in a traineeship' or 'enrolment in an apprenticeship' once the program enrolment's <i>student status</i> is 'concluded'.	This 'concluded' traineeship/apprenticeship program enrolment record has not provided a <i>Training contract identifier</i> . Add the <i>Training contract identifier</i> or correct the <i>training relationship type</i> .	National	Program enrolment
BRDG00195	<i>Training contract identifier</i> must contain at least one number.	This program enrolment record is associated with a training contract and therefore at least one number must be provided in the <i>Training contract identifier</i> . Update the student enrolment record with the correct <i>Training contract identifier</i> .	National	Program enrolment
BRDG00315	Only one instance of <i>Training contract identifier</i> must be reported for an apprenticeship or traineeship.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00335	<i>Training contract identifier</i> cannot be longer than 10 characters.	The <i>Training contract identifier</i> has too many characters. Update the <i>Training contract identifier</i> with the correct value.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00120	The most recent data submission has identified that the proportion of program enrolment records with a blank <i>Training contract identifier</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of program enrolment records with a blank <i>Training contract identifier</i> for students who have commenced or concluded training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Program enrolment

BRDQ00164	The most recent data submission has identified that the proportion of VET Information Standard program enrolment records with a blank <i>Training contract identifier</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS program enrolment records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard program enrolment records with a blank <i>Training contract identifier</i> for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS program records for the same period last year. Please contact NCVER Client Support to discuss.	National	Program enrolment
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TECHNICAL INFORMATION

Length	Type	Permitted value
10	Alphanumeric	Not applicable

Training organisation identifier

TECHNICAL NAME

trainingOrganisationIdentifier

ELEMENT ID

DESH0030_01

DEFINITION

A unique code used to identify a training organisation. This is used for the primary training organisation, as well as for third-party organisations providing training and assessment for an enrolment.

CONTEXT

It is used to identify training organisations that deliver vocational education and training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

Y

GROUPING/S

Program enrolment, Subject enrolment, Training organisation

GUIDELINES

Only registered training organisations can provide nationally recognised training. A *Training organisation identifier* is usually assigned by a registration body (ASQA, TAC, VRQA) to a training organisation at the time of registration. The code is listed on the National Training Register (Training.gov.au). It is recommended that Training organisation identifiers for non-registered training organisations include the training organisation's name or part of the name, up to 10 characters long (for example, AutoTrain, Artscraft1). *Training organisation identifier* applies to both primary and third-party training organisations. Note that if a *Training organisation identifier* is listed on the National Training Register, other element data will be supplemented by Training.gov.au. If RTOs are using the National VET Data System, their information will be captured during the login process.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00179	When reporting information about a third-party organisation in a subject enrolment, one of the following must be provided: a third-party <i>Training organisation identifier</i> that can be found on Training.gov.au; a third-party training organisation <i>ABN</i> or a third-party training organisation name.	This subject enrolment record has not provided the valid third-party organisation identifier. Update with the correct identifier.	National	Subject enrolment
BRDG00180	When reporting information about a third-party organisation in a program enrolment, one of the following must be provided: a third-party <i>Training organisation identifier</i> that can be found on Training.gov.au; a third-party training organisation <i>ABN</i> or a third-party training organisation name.	This program enrolment record has not provided the valid third-party enrolment identifier. Update with the correct identifier.	National	Program enrolment
BRDG00190	<i>Training organisation identifier</i> must be provided for all training organisations.	The <i>Training organisation identifier</i> for this training organisation record has not been provided. Add the <i>Training organisation identifier</i> .	National	Training organisation
BRDG00317	Only one instance of <i>Training organisation identifier</i> must be reported against a third-party service provider for a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00318	Only one instance of <i>Training organisation identifier</i> must be reported against a third-party service provider for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00319	Only one instance of <i>Training organisation identifier</i> must be reported for a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
25	Alphanumeric	Not applicable

Training organisation name

TECHNICAL NAME

trainingOrganisationName

ELEMENT ID

DESH0033_01

DEFINITION

The registered name of a training organisation.

CONTEXT

This is used to identify registered and non-registered training organisations.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

Y

GROUPING/S

Program enrolment, Subject enrolment, Training organisation

GUIDELINES

This will generally be the name under which a training organisation is registered or operates as a legal entity. *Training organisation name* applies to both primary and third-party training organisations. Note that if a *training organisation identifier* is listed on the National Training Register, this data is being supplemented with data provided by Training.gov.au. If RTOs are using the National VET Data System, their information will be captured during the login process.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00193	<i>Training organisation name</i> is mandatory when <i>training organisation identifier</i> is not on Training.gov.au.	The <i>training organisation identifier</i> for this training organisation record is not listed on Training.gov.au and the <i>Training organisation name</i> has not been provided. Add the <i>Training organisation name</i> .	National	Training organisation

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00316	Only one instance of <i>Training organisation name</i> must be reported against a third-party service provider for a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDG00320	Only one instance of <i>Training organisation name</i> must be reported against a third-party service provider for a program enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00321	Only one instance of <i>Training organisation name</i> must be reported for a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
100	Alphanumeric	Not applicable

Training organisation type

TECHNICAL NAME

trainingOrganisationType

ELEMENT ID

DESH0041

DEFINITION

Classifies a provider of training services.

CONTEXT

It is used for reporting student participation, based on the type of educational institution. It is employed for analysing educational participation on a regional level and for specific groups.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
School - Catholic	School - Catholic	Cath sch
Community-based adult education provider	Community-based adult education provider	Comm-based AEP
Equipment and/or product manufacturer or supplier	Equipment and/or product manufacturer or supplier	Equip/prod manuf or supp
Enterprise - government	Enterprise - government	Govt enterprise
School - government	School - government	Govt sch
University - government	University - government	Govt uni
School - independent	School - independent	Indep sch
Industry association	Industry association	Industry assn
University - non-government Catholic	University - non-government Catholic	Non-gov Cath uni

Classification name	Description	Value
University - non-government Independent	University - non-government Independent	Non-gov Indep uni
Enterprise - non-government	Enterprise - non-government	Non-govt enterprise
Other - not elsewhere classified	Other - not elsewhere classified	Other
Privately operated registered training organisation	Privately operated registered training organisation	Priv operated reg trg
Professional association	Professional association	Prof assn
Technical and further education institute or similar public institutions	Technical and further education institute or similar public institutions	TAFE

GROUPING/S

Training organisation

GUIDELINES

School: a parliament-recognised institution providing preschool, primary, or secondary education, including compulsory and non-compulsory stages, led by a principal.

TAFE or similar public institutions: publicly funded technical and further education (TAFE) institutes or similar entities, typically offering vocational training.

University: higher education institutions established or recognised under state or territory legislation, with examples including government and non-government universities.

Enterprise: registered to provide nationally accredited training to employees or cadets, categorised as government or non-government enterprises.

Community-based adult education: non-profit organisations focusing on adult education, delivering courses on various subjects.

Other: private training providers, for example, private education centres, professional associations, industry associations, equipment manufacturers, and other miscellaneous training organisations not otherwise classified. Note that if a *training organisation identifier* is listed on the National Training Register, this data is being supplemented with data provided by Training.gov.au. If RTOs are using the National VET Data system, their information will be captured during the login process.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00192	<i>Training organisation type</i> is mandatory when <i>training organisation identifier</i> is not on Training.gov.au.	The <i>training organisation identifier</i> for this training organisation record is not listed on Training.gov.au and the <i>Training organisation type</i> has not been provided. Add the <i>Training organisation type</i> .	National	Training organisation
BRDG00322	Only one instance of <i>Training organisation type</i> must be reported against a training organisation.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Training organisation

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Training relationship type

TECHNICAL NAME

trainingRelationshipType

ELEMENT ID

DERP0034

DEFINITION

Indicates the type of training being reported; only captures enrolment in a traineeship and/or apprenticeship.

CONTEXT

It is used to establish connections between various training components, show student progressions, and categorise types of training.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Enrolment in an apprenticeship	Indicates that a reported enrolment is being undertaken as part of an apprenticeship.	Enrol in apprenticeship
Enrolment in a traineeship	Indicates that a reported enrolment is being undertaken as part of a traineeship.	Enrol in traineeship

GROUPING/S

Program enrolment

GUIDELINES

Required to be reported in the following scenario: a *Training relationship type* of 'enrolment in an apprenticeship' or 'enrolment in a traineeship'.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00323	Only one instance of <i>Training relationship type</i> must be reported against an apprenticeship or traineeship.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program enrolment
BRDG00324	<i>Training relationship type</i> is required when <i>training contract identifier</i> is part of the submission.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program enrolment
BRDQ00001	Current calendar year training activity contains too many apprenticeship or traineeship program enrolment records with a <i>student status</i> is 'commenced' or 'concluded' where the required <i>training contract identifier</i> information has not been completely supplied. The rule applies to all program enrolments where the <i>Training relationship type</i> is 'enrolment in an apprenticeship' or 'enrolment in a traineeship' the <i>student status</i> is 'commenced' or 'concluded'; one or more of the following elements has not been provided (<i>client identifier - apprenticeships, training contract identifier, program or subject reference number</i>) and the <i>student activity date</i> is on, or after, 1 January for the current calendar year's data.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records where training activity has occurred in the current calendar year and the <i>student status</i> is 'commenced' or 'concluded' but lacks the complete set of <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments where students have either commenced or concluded an apprenticeship or traineeship contain all the required national <i>training contract identifiers</i> .	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00002	The most recent data submission has identified too many apprenticeship or traineeship program enrolment records relating to a prior calendar year with a <i>student status</i> of 'commenced' or 'concluded' where the training contract identifier information has not been completely supplied. The rule applies to all program enrolments where the <i>Training relationship type</i> is 'enrolment in an apprenticeship' or 'enrolment in a traineeship'; the <i>student status</i> is 'commenced' or 'concluded'; one or more of the following elements has not been provided (<i>client identifier - apprenticeships, training contract identifier, program or subject reference number</i>); and the <i>student activity date</i> is before 1 January.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records where training activity has occurred in a prior calendar year and the <i>student status</i> is 'commenced' or 'concluded' but lacks the complete set of <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments where students have either commenced or concluded an apprenticeship or traineeship have all the required national <i>training contract identifiers</i>.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00003	The most recent data submission contains too many apprenticeship or traineeship program enrolment records with a <i>student status</i> of 'commenced' or 'concluded' where the <i>training contract identifier</i> information does not match a valid training contract in the National Apprenticeship Collection. The rule applies to all program enrolment records where the <i>Training relationship type</i> is 'enrolment in an apprenticeship or enrolment in a traineeship' with the <i>student status</i> is 'commenced' or 'concluded'; the combination of <i>client identifier - apprenticeships, training contract identifier</i>, and program or subject reference number has been reported but does not match a valid training contract; and the student activity date is on, or after, 1 January for the current calendar year's data.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records that lack matching <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments where students have either commenced or concluded an apprenticeship or traineeship contain all required national training contract identifiers.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00004	The most recent data submission contains too many apprenticeship or traineeship program enrolment records from a prior calendar year data submission with a <i>student status</i> of 'commenced' or 'concluded' where the <i>training contract identifier</i> information does not match a valid training contract in the National Apprenticeship Collection. The rule applies to all program enrolment records where the <i>Training relationship type</i> is 'enrolment in an apprenticeship or enrolment in a traineeship'; the <i>student status</i> is 'commenced' or 'concluded'; the combination of <i>client identifier</i> - <i>apprenticeships</i>, <i>training contract identifier</i>, and program or subject reference number have been reported but does not match a valid training contract; and the <i>student activity date</i> is before 1 January.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records for a prior calendar year but lacks the matching training contract identifier information. Review and update all relevant records to ensure that program enrolments where students have either commenced or concluded an apprenticeship or traineeship contain all the required national training contract identifiers.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00099	Current calendar year training activity contains too many apprenticeship or traineeship program enrolments records with a <i>student status</i> of 'registered' where the required <i>training contract identifier</i> information has not been completely supplied. The rule applies to all program enrolment records where the <i>Training relationship type</i> is 'enrolment in an apprenticeship' or 'enrolment in a traineeship'; the <i>student status</i> is 'registered'; one or more of the following elements has not been provided (<i>client identifier - apprenticeships, training contract identifier, program or subject reference number</i>); and the <i>student activity date</i> is on, or after, 1 January for the current calendar year's data.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records where the <i>student status</i> is 'registered' in the current calendar year but lacks the complete set of <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments, where students are registered but have not yet commenced in either an apprenticeship or traineeship contain all the required national training contract identifiers.	National	Program enrolment
BRDQ00100	The most recent data submission has identified too many apprenticeship or traineeship program enrolments from a prior calendar year with a <i>student status</i> of 'registered' where the <i>training contract identifier</i> information has not been completely supplied. The rule applies to all program enrolments where the <i>Training relationship type</i> is 'enrolment in an apprenticeship' or 'enrolment in a traineeship'; the <i>student status</i> is 'registered'; one or more of the following elements has not been provided (<i>client identifier - apprenticeships, training contract identifier, program or subject reference number</i>); and the <i>student activity date</i> is before 1 January.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolments where the <i>student status</i> is 'registered' for a prior calendar year but lacks the complete set of <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments where students are registered but have not yet commenced in either an apprenticeship or traineeship contains all the required national training contract identifiers.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00101	The most recent data submission contains too many apprenticeship or traineeship program enrolment records with a <i>student status</i> of 'registered' where the training contract identifier information does not match a valid training contract in the National Apprenticeship Collection. The rule applies to all program enrolment records where the <i>Training relationship type</i> is 'enrolment in an apprenticeship or enrolment in a traineeship'; the <i>student status</i> is 'registered'; the combination of <i>client identifier - apprenticeships</i>, <i>training contract identifier</i>, and program or subject reference number have been reported but do not match a valid training contract; and the <i>student activity date</i> is on, or after, 1 January for the current calendar year's data.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolments where the <i>student status</i> is 'registered' but lacks the matching <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments, where students are registered but have not yet commenced in either an apprenticeship or traineeship contain all required national training contract identifiers.	National	Program enrolment
BRDQ00102	The most recent data submission contains too many apprenticeship or traineeship program enrolments records for a prior calendar year with a <i>student status</i> of 'registered' where the <i>training contract identifier</i> information does not match a valid training contract in the National Apprenticeship Collection. The rule applies to all program enrolment records where the <i>Training relationship type</i> is 'enrolment in an apprenticeship or enrolment in a traineeship'; the <i>student status</i> is 'registered'; the combination of <i>client identifier - apprenticeships</i>, <i>training contract identifier</i>, and <i>program or subject reference number</i> has been reported but does not match a valid training contract and the <i>student activity date</i> is before 1 January.	The most recent data submission contains a high proportion of traineeship or apprenticeship program enrolment records for a prior calendar year where the <i>student status</i> is 'registered' but lacks the matching <i>training contract identifier</i> information. Review and update all relevant records to ensure that program enrolments in which students are registered but have not yet commenced in either an apprenticeship or traineeship contain all required national training contract identifiers.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Training venue type

TECHNICAL NAME

trainingVenueType

ELEMENT ID

DELN0017

DEFINITION

Specifies the type of site where a student is attending or undertaking training, or where a trainer is conducting training.

CONTEXT

It is used to analyse interactions with various training venues.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Not applicable	Used when no training occurs against an enrolment e.g. credit transfer or RPL.	Not applicable
Off site location	A specific location a student needs to attend for the purposes of training that is not the training organisation premises.	Off site location
On site facility	A location belonging to the training organisation where a subject or program is conducted.	On site facility
Other (undefined)	An undefined location of the student or trainer's choice.	Other (undefined)
Workplace	A student's workplace.	Workplace

GROUPING/S

Subject enrolment

GUIDELINES

Training venue type is used in combination with *learning channel type* and *learning delivery type* to report the mode/s by which the enrolment was delivered and undertaken. *Training venue type* is used to report the location attended by a student or trainer for undertaking and conducting training at a specific enrolment. On-site facility: a location belonging to the training organisation. Off-site facility: a specific location a student needs to attend for the purposes of training that is not the training organisation premises. Additional details can be found on the VET Information Standard website.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00127	A subject delivery location cannot have a <i>Training venue type</i> of 'other (undefined)'.	The combination of training venue and location usage is invalid. Update the <i>Training venue type</i> for this subject enrolment record or update the location usage if this is incorrect.	National	Subject enrolment
BRDG00164	If the subject enrolment's learning channel for training delivery is 'face-to-face', then the reported <i>Training venue type</i> for both the student and the delivery location must be the same.	The training venues for the student and delivery location must be the same when the learning channel is 'face-to-face'. Update the relevant training venue or update the learning channel if it was incorrect.	National	Subject enrolment
BRDG00173	A subject's <i>Training venue type</i> of 'not applicable' may only be used if the subject enrolment has a <i>student status reason</i> of 'credit transfer applied' or a <i>subject assessment type</i> of 'recognition of prior learning'.	The subject enrolment record <i>Training venue type</i> can only be 'not applicable' where the <i>student status reason</i> is 'credit transfer applied' or the <i>subject assessment type</i> is 'recognition of prior learning'. Correct all relevant information.	National	Subject enrolment
BRDG00200	<i>Training venue type</i> is required when <i>location usage type code</i> , delivery location UID or <i>predominant training venue</i> is reported.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00346	Only one instance of <i>Training venue type</i> must be reported against a set of subject enrolment location details.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Unique student identifier

TECHNICAL NAME

uniqueStudentIdentifier

ELEMENT ID

DESH0030_06

DEFINITION

A distinctive code assigned to an individual, providing them with access to nationally recognised vocational education and training throughout their lifetime.

CONTEXT

It enables the gathering of a client's educational achievements for the USI transcript and for analysis and research purposes, at the same time protecting client privacy.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

Y

CLASSIFICATION/S

Classification name	Description	Value
Individual exemption	Indicates when a student is able to apply for an individual exemption from the USI Registrar. Details on the exemption process can be found from https://www.usi.gov.au/students/create-your-usi/exemptions-usi .	INDIV
Valid values	A ten-digit code generated by the Student Registrar.	Valid unique student identifier

GROUPING/S

Student

GUIDELINES

Where a *USI* has been supplied on the enrolment form, this information must be reported and collected; reporting this as soon as possible is encouraged. If a data submission is missing large numbers of *USIs*, it may not be accepted. Training organisations must only use the code INDIV for clients who have obtained an individual exemption from the student identifiers registrar because they have a genuine personal objection to being assigned a *USI*. Training organisations must sight the exemption letter sent to the client by the Registrar before using this code. Note that the use of this code will be closely monitored.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00196	<i>Unique student identifier</i> is mandatory when a student has a program enrolment with a 'parchment issued' date and a <i>program or subject reference number</i> that is on Training.gov.au, unless the program enrolment is marked with <i>international student type</i> of 'international offshore'.	A parchment has been issued for this program enrolment record but the <i>Unique student identifier</i> (<i>USI</i>) has not been provided. Update the program enrolment record with the correct <i>USI</i> .	National	Student
BRDG00197	<i>Unique student identifier</i> (<i>USI</i>) must be a valid format for a <i>Unique student identifier</i> OR must be a value from the <i>Unique student identifier</i> reference table.	The <i>Unique student identifier</i> (<i>USI</i>) for this student enrolment record has been provided in an invalid format. Update the <i>USI</i> with a valid value.	National	Student
BRDG00198	For each <i>Unique student identifier</i> reported by a training organisation, the combination of the student name, <i>gender</i> and <i>date of birth</i> for the student must be unique.	The <i>Unique student identifier</i> (<i>USI</i>) has been used for another student with different identifiable information. Update all relevant student records with the correct <i>USI</i> and identifiable information where appropriate.	National	Student
BRDG00199	Different <i>Unique student identifiers</i> should not be used for different students within a training organisation with the same combination of the student name, <i>gender</i> and <i>date of birth</i> .	A student with identical name, <i>date of birth</i> and <i>gender</i> details already exists with a different <i>Unique student identifier</i> (<i>USI</i>). Update all relevant student records with the correct <i>USI</i> or identifiable information where appropriate.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00325	Only one instance of <i>Unique student identifier</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student
BRDQ00093	Current calendar year training activity identified too many student records showing a blank <i>Unique student identifier (USI)</i> where program enrolment records have concluded but the <i>parchment issued date</i> is blank. The rule applies to all records with a <i>student activity date</i> on, or after, 1 January for the current calendar year's data.	Data submitted in the current calendar year identified a high proportion of students with a blank <i>Unique student identifier (USI)</i> where a <i>USI</i> is required. Review all student records, collect and verify each student's <i>USI</i> and update the records accordingly.	National	Student
BRDQ00094	Training activity from prior calendar years identified too many student records showing a blank <i>Unique student identifier (USI)</i> where program enrolment records show 'concluded' but the <i>parchment issued date</i> is blank. The rule applies to all records with a <i>student activity date</i> before 1 January for the current calendar year's data.	Data submitted in a prior calendar year identified a high proportion of students with a blank <i>Unique student identifier (USI)</i> where a <i>USI</i> is required. Review all relevant student records, collect and verify each student's <i>USI</i> and update the records accordingly.	National	Student
BRDQ00095	Current calendar year training activity contains too many student records showing a <i>Unique student identifier (USI)</i> exemption value. The rule applies to all records with a <i>student activity date</i> on, or after, 1 January for the current calendar year's data.	Data submitted in the current calendar year contains a high proportion of student records with a <i>Unique student identifier</i> exemption. Review all student records without a <i>USI</i> and update these accordingly.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00096	Training activity from prior calendar years contains too many student records with a <i>Unique student identifier (USI)</i> exemption value. The rule applies to all records with a <i>student activity date</i> before 1 January for the current calendar year's data.	Data submitted in a prior calendar year contains a high proportion of student records with a <i>unique student identifier</i> exemption. Review all student records without a <i>USI</i> and update these accordingly.	National	Student
BRDQ00106	Current calendar year training activity identified too many student records showing a blank <i>Unique student identifier (USI)</i> where subject enrolment records show commenced or concluded and the subject is listed on the national register (Training.gov.au (TGA)). The rule applies to all records with a <i>student activity date</i> on, or after, 1 January for the current calendar year's data.	Data submitted in the current calendar year identified a high proportion of students with a blank <i>Unique student identifier</i> where a <i>USI</i> is required. Review all student records, collect and verify each student's <i>USI</i> and update the records accordingly.	National	Student
BRDQ00107	Training activity from prior calendar years identified too many student records showing a blank <i>Unique student identifier (USI)</i> where subject enrolment records show commenced or concluded and the subject is listed on the national register (Training.gov.au (TGA)). The rule applies to all records with a <i>student activity date</i> before 1 January for the current calendar year's data.	Data submitted for a prior calendar year identified a high proportion of students with a blank <i>Unique student identifier</i> where a <i>USI</i> is required. Review all relevant student records, collect and verify each student's <i>USI</i> and update the records accordingly.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00122	The most recent data submission has identified that the proportion of VET Information Standard student records with a blank <i>Unique student identifier</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS student records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard student records with a blank <i>Unique student identifier</i> for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS student records for the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student
BRDQ00140	The most recent data submission has identified that the proportion of student records with a blank <i>Unique student identifier (USI)</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of student records with a blank <i>Unique student identifier</i> for students who have commenced or concluded training has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
10	Alphanumeric	Not applicable

VET in School indicator

TECHNICAL NAME

vetInSchoolIndicator

ELEMENT ID

DERP0047

DEFINITION

Identifies whether subject activity is affiliated with a VET in School program.

CONTEXT

It is used to ascertain the count of students enrolled in a VET in School program.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	Indicates that the enrolment does not contribute to a VET in School program.	No
Yes	Indicates that the enrolment does contribute to a VET in School program.	Yes

GROUPING/S

Subject enrolment

GUIDELINES

A VET in School program is based on national industry/enterprise competency standards from training packages, or involves subjects based on available industry/enterprise competency standards and relates to, or provides, VET certificates in the Australian Qualifications Framework (AQF) and senior secondary certificates endorsed by state and territory boards of studies.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00166	Once a student's subject enrolment has a <i>student status</i> of 'commenced', the <i>VET in School indicator</i> for the subject enrolment must be provided.	The <i>VET in School indicator</i> for this subject enrolment record has not been provided. Add the relevant value to the subject enrolment record.	National	Subject enrolment
BRDG00327	Only one instance of a <i>VET in School indicator</i> must be reported against a subject enrolment.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject enrolment
BRDQ00118	The most recent data submission has identified that the proportion of subject enrolment records by the <i>VET in School indicator</i> with the <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the corresponding period 12 months ago.	The most recent data submission has identified that the proportion of subject enrolment records by the <i>VET in School indicator</i> for students who have commenced or concluded training, has changed more than expected when compared with the same reporting period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment
BRDQ00162	The most recent data submission has identified that the proportion of VET Information Standard subject enrolment records by <i>VET in School indicator</i> with the student status of 'commenced' or 'concluded' has changed more than expected when compared with the proportion of equivalent AVETMISS subject enrolment records for the same period last year.	The most recent data submission has identified that the proportion of VET Information Standard subject enrolment records by <i>VET in School indicator</i> for students who have commenced or concluded training has changed more than expected when compared with the proportion of AVETMISS subject enrolment records for the same period last year. Please contact NCVER Client Support to discuss.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Vocational education indicator

TECHNICAL NAME

vocationalEducationIndicator

ELEMENT ID

DEPR0022

DEFINITION

Specifies whether the intention of the program or subject is vocational in nature.

CONTEXT

It is used to analyse the vocational and non-vocational education training activity.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	Indicates that the intention of the program or subject is not vocational education purposes.	No
Yes	Indicates that the intention of the program or subject is vocational education purposes.	Yes

GROUPING/S

Program, Subject

GUIDELINES

Vocational training focuses on developing workplace-related skills. Nationally recognised training, including skill sets, qualifications, and courses, usually carries a *Vocational education indicator* denoted as 'yes'. Note that not all accredited units from nationally recognised courses are registered in the National Training Register but are indicated as 'yes' for vocational education. The intent of a subject is distinct from the course's vocational nature. A subject in a vocational course may not always be vocational itself.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00088	If not blank, program or subject's Vocational education indicator must be 'yes' if <i>program level of education</i> is any of the following values: 'advanced diploma', 'associate degree', 'bachelor degree (honours)', 'bachelor degree (pass)', 'certificate I', 'certificate II', 'certificate III', 'certificate IV', 'diploma', 'graduate certificate', 'graduate diploma', 'vocational degree', 'year 10', 'year 11', or 'year 12'.	The <i>Vocational education indicator</i> must be 'yes' for this level of education. Update the <i>Vocational education indicator</i> or correct the level of education if this has been provided in error.	National	Program
BRDG00091	A <i>Vocational education indicator</i> is mandatory for all programs if program or subject reference number is not on Training.gov.au's list of programs and specialisations.	This program is not listed on Training.gov.au and a <i>Vocational education indicator</i> has not been provided. Ensure that a <i>Vocational education indicator</i> is provided for any program that is not listed on TGA.	National	Program
BRDG00168	A <i>Vocational education indicator</i> is mandatory for all subjects where <i>program or subject reference number</i> is not on Training.gov.au.	The subject reference number is not listed on Training.gov.au, and the <i>Vocational education indicator</i> for this subject enrolment record has not been provided. Update the subject enrolment record with the <i>Vocational education indicator</i> .	National	Subject
BRDG00201	Only one instance of a <i>Vocational education indicator</i> must be reported against a subject.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Subject

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00328	Only one instance of a <i>Vocational education indicator</i> must be reported against a program.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Program
BRDG00338	<i>Vocational education indicator</i> cannot be different for programs with the same <i>program or subject reference number</i> .	Programs with the same program reference number cannot have a different <i>Vocational education indicator</i> . Update the <i>Vocational education indicator</i> or correct the program reference number.	National	Program
BRDG00339	<i>Vocational education indicator</i> cannot be different for subjects with the same <i>program or subject reference number</i> .	Subjects with the same subject reference number cannot have a different <i>Vocational education indicator</i> . Update the <i>Vocational education indicator</i> or correct the subject reference number.	National	Subject

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Work telephone number

TECHNICAL NAME

workTelephoneNumber

ELEMENT ID

DELN0031_03

DEFINITION

A telephone number that identifies the contact telephone number of an individual's work or organisation.

CONTEXT

It can be used to contact an individual or organisation on a work number.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

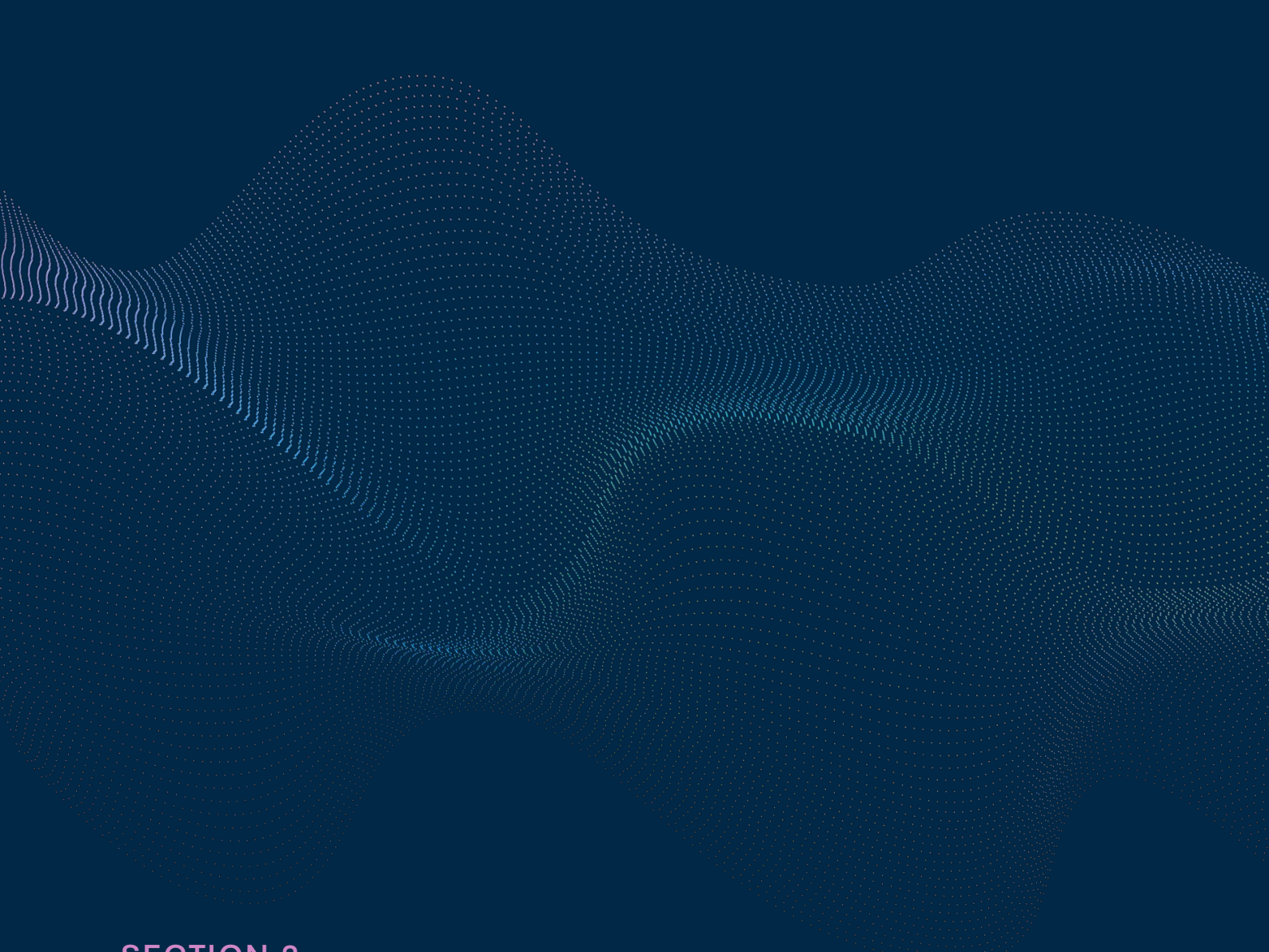
Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00032	Warning: <i>Work telephone number</i> must be a valid Australian mobile or landline number.	The <i>Work telephone number</i> must be in a valid Australian mobile or landline number format. Update the student enrolment record in the correct format.	National	Student
BRDG00329	Only one instance of <i>Work telephone number</i> must be reported against a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
20	Alphanumeric	Not applicable



SECTION 2

Technical elements and specifications

Context

Technical elements in context

Diagram 3 is a technical representation of how the VET Information Standard information and technical elements should be transported between an RTO's student management system and the National VET Data System (NVDS). It illustrates the data groupings, using technical names, and the relationships between each data group.

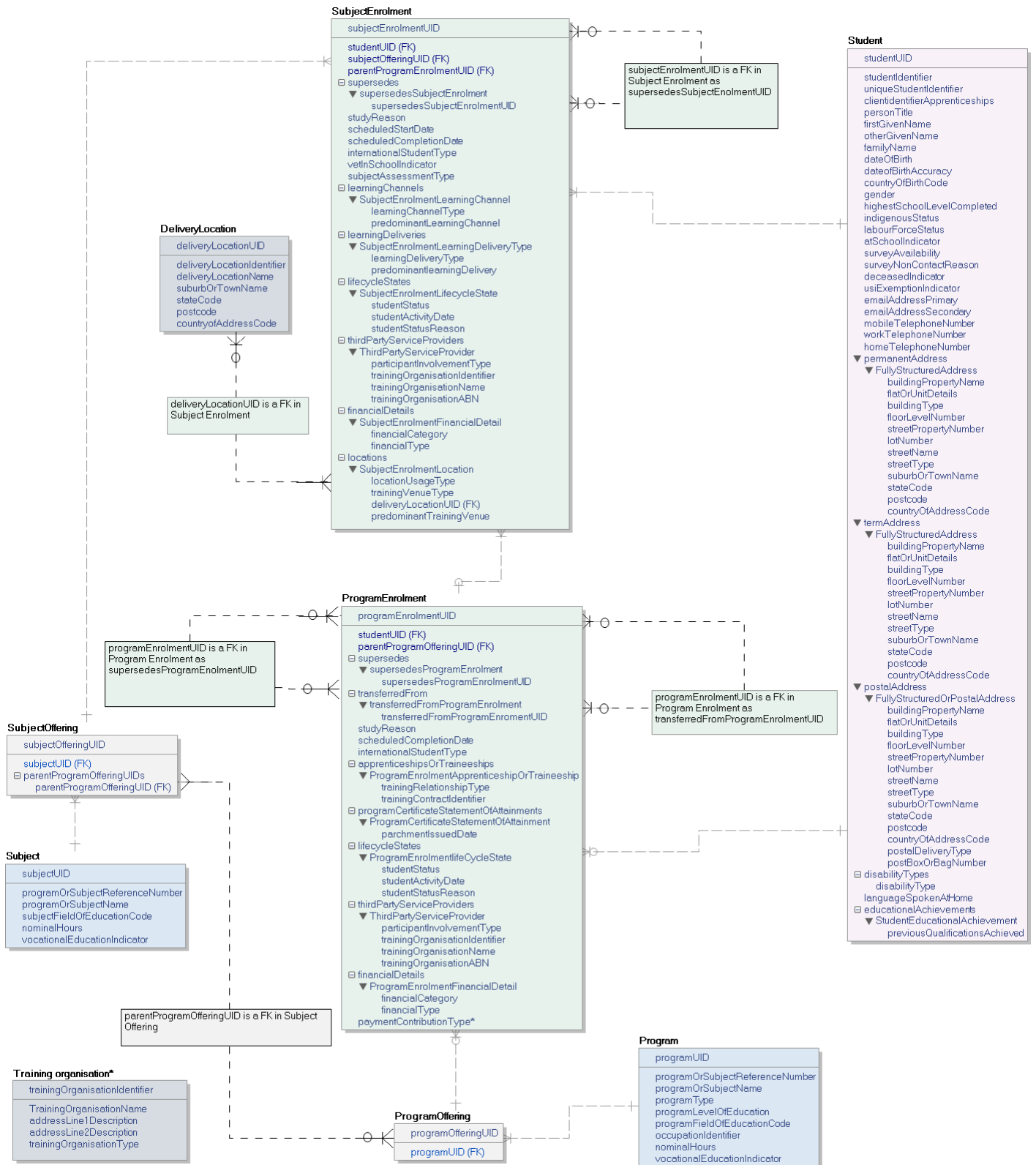
The diagram is intended to be used in conjunction with the Application Programming Interface (API) technical specification to provide guidance on the format of data required in the VET Information Standard.

The full technical API specification can be found here <<https://docs.vetdata.edu.au/>>.

Diagram 3 | Technical elements data grouping diagram

Transport Model R1.0.0 Diagram as at 17/03/2026.

This diagram represents how the information and technical elements in the VET Information Standard are transported between an RTOs student management system and the National VET Data System. The diagram shows the context, structure and relationships of the data groupings in the Transport Model schema.



* Will be added to future API Schema.

Technical elements

The technical elements in this section are to be collected and provided under national requirements and/or those of the identified jurisdiction(s). These technical elements specifically support the submission of information elements and the completeness of VET activity records.

Table 2 illustrates how technical elements are presented in this document and includes a description of each component of these elements.

Table 2 | Element example

Element name	Business name of the element		Element ID	Element identifier
Technical name	Technical name for the element			
Definition	Defines the element			
Context	Defines the use of the element and why it is necessary to collect this information			
Jurisdiction	Identifies whether this is a national and/or jurisdiction-specific element			
Reporting obligations	Defines the reporting obligation of the element by using the following terminology: Part A; Part B; or Part A and Part B			
Classification	Identifies whether the element has classifications		Used for USI transcript	Identifies whether the element is used for USI transcript
Classification name	Description		Value	
Name of classification	Defines the classification name, type and structure		Identifies the value for each classification	
Data grouping/s	Identifies which data groups the element belongs to			
Guidelines				
Details any additional information for using the element				
Business rules and corrective actions				
Describes the requirements for reporting the data accurately in the field. Also recommends corrective actions in case of validation errors.				
Technical information	Type	Numeric, alphanumeric or date	Length	Represents field length

Date of birth accuracy code

TECHNICAL NAME

dateOfBirthAccuracy

ELEMENT ID

DESH0044

DEFINITION

This code will allow dates to be captured using the ISO8601 standard while also allowing for partial dates to be submitted.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Year month day	Indicates that the year, month and day accurately reflect the student's <i>date of birth</i> .	Year month day
Year month only	Indicates that the year and month accurately reflect the student's <i>date of birth</i> but the day was estimated or not provided.	Year month only
Year only	Indicates that the year accurately reflect the student's <i>date of birth</i> but the day and month was estimated or not provided.	Year only

GROUPING/S

Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00006	If a <i>date of birth</i> is provided for a student, then there must be a supplied <i>Date of birth accuracy code</i> .	A <i>Date of birth accuracy code</i> has not been provided with the student's <i>date of birth</i> . Provide the <i>Date of birth accuracy code</i> .	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00219	Only one instance of <i>Date of birth accuracy code</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Delivery location UID

TECHNICAL NAME

deliveryLocationUID

ELEMENT ID

DELN0036

DEFINITION

Delivery location UID uniquely identifies a delivery location for a training organisation, and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Delivery location, Subject enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00006	<i>Delivery location UID</i> is mandatory when reporting a delivery location.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Delivery location
BRDE00007	<i>Delivery location UID</i> is mandatory when <i>location usage type code</i> is 'subject delivery location'.	The delivery location unique identifier must be provided for a subject enrolment record's delivery location. Provide the <i>Delivery location UID</i> .	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00009	A delivery location identifier and training organisation combination cannot be used for different <i>delivery location UID's</i> .	The combination of <i>delivery location identifier</i> and training organisation has been used for another delivery location. Update the delivery location to ensure it has a unique combination of <i>delivery location identifier</i> and training organisation.	National	Delivery location
BRDG00341	The value for a subject enrolment location's <i>Delivery Location UID</i> must be a value for an existing delivery location.	This subject enrolment record's delivery location must be a value for an existing delivery location. Update the <i>Delivery location UID</i> .	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Location usage type code

TECHNICAL NAME

locationUsageType

ELEMENT ID

DELN0022

DEFINITION

Provides information on how a location is being used for an enrolment.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
Student learning location	Where a student is undertaking their learning.	Student learning location
Subject delivery location	Where a subject is being delivered.	Subject delivery location

GROUPING/S

Subject enrolment

GUIDELINES

Each subject requires a subject delivery location and student learning location.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00141	When a subject enrolment has a <i>student status</i> of 'commenced' or 'concluded', then it must have at least one delivery location with a <i>Location usage type code</i> of 'student learning location', unless the <i>student status reason</i> is 'credit transfer'.	This subject enrolment record must have at least one delivery location with a <i>Location usage type code</i> of 'student learning location' provided. Update the subject enrolment record.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00156	When a subject enrolment has a <i>student status</i> of 'commenced' or 'concluded', then it must have at least one delivery location with a location of usage type code of 'subject delivery location'.	This subject enrolment record must have at least one delivery location with a <i>Location usage type code</i> of 'subject delivery location' provided. Update the subject enrolment record.	National	Subject enrolment
BRDG00244	<i>Location usage type code</i> is required when <i>training venue type</i> , <i>delivery location UID</i> or <i>predominant training venue</i> is reported.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable

Parent program of subject enrolment UID

TECHNICAL NAME

parentProgramEnrolmentUID

ELEMENT ID

DERP0048

DEFINITION

Uniquely identifies the parent program of a subject for a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00140	When a subject enrolment contains <i>Parent program of subject enrolment UID</i> , this UID must exist in a current or previous submission.	This subject enrolment record where the parent program is populated has a program enrolment unique identifier that does not exist. Ensure the program enrolment record is provided.	National	Subject enrolment
BRDG00165	If a subject enrolment record has a <i>VET in School indicator</i> of 'yes' then the <i>Parent program of subject enrolment UID</i> must be populated.	This subject enrolment record has a <i>VET in School indicator</i> of 'yes' but is not linked to a program enrolment record. Update the subject enrolment record with the correct <i>program enrolment UID</i> . If the <i>VET in School indicator</i> was recorded in error, update this information.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Parent program of subject offering UID

TECHNICAL NAME

parentProgramOfferingUID

ELEMENT ID

DEOF0003

DEFINITION

Uniquely identifies the parent program of either a subject offering or a program enrolment, that is being offered or delivered by a training organisation, and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment, Subject offering

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00023	<i>A Parent program of subject offering UID</i> must be a value for an existing <i>program offering UID</i> reported for a program offering in a previous or current submission.	<i>A parent program of a subject offering</i> must link to one or more existing offerings. Update the offering record to ensure the program offering is provided.	National	Subject offering
BRDG00357	<i>Parent program of subject offering UID</i> must not contain duplicate values.	The subject offering contains multiple identical identifiers for the parent program offering. Update the subject with the correct identifiers of the program offerings.	National	Subject offering

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Program enrolment UID

TECHNICAL NAME

programEnrolmentUID

ELEMENT ID

DERP0049

DEFINITION

Uniquely identifies the related program enrolment for a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00019	<i>Program enrolment UID</i> is mandatory when reporting a program enrolment.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program enrolment
BRDG00054	A program enrolment's <i>Program enrolment UID</i> must be a value for an existing <i>parent program of subject enrolment UID</i> reported for a subject enrolment in a current or previous submission.	The program enrolment unique identifier must appear in at least one subject enrolment record as parent program of enrolment UID. Ensure there is at least one subject enrolment record that provides the <i>Program enrolment UID</i> .	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00095	In a program enrolment, the <i>program or subject reference number</i> associated with the <i>Program enrolment UID</i> cannot have the same value as that of the <i>program or subject reference number</i> associated with the transferred from <i>program UID</i> .	The student's program enrolment record has the same <i>program or subject reference number</i> as the program belonging to the transferred from UID. Update the <i>program or subject reference numbers</i> for the latest program enrolment record.	National	Program enrolment
BRDQ00018	The most recent data submission contains too many program enrolment records that were expected to be included in a previous data submission but were not.	The most recent data submission contains a high proportion of program enrolment records where the training activity occurred in a prior reporting period. Review all relevant program enrolment records where training activity, or a change in training activity, occurred in a previous reporting period. Update any relevant records accordingly.	National	Program enrolment
BRDQ00022	The most recent data submission contains too many program enrolment records that were expected to be included in a prior calendar year data submission but were not.	The most recent data submission contains a high proportion of program enrolment records where training activity occurred in a prior calendar year. Review all relevant program enrolment records where training activity, or a change in training activity, occurred in a previous calendar year. Update any relevant records accordingly.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00023	The most recent data submission has identified too many program enrolment records for the current calendar year that were provided in an earlier submission for the same year with a <i>student status</i> of 'commenced' or 'concluded' but are no longer present in STARS.	The most recent data submission has identified a high proportion of program enrolment records that were provided in an earlier submission for the same year but no longer appear in STARS. Review and verify that these program enrolment records were correctly removed and resubmit any records removed in error.	National	Program enrolment
BRDQ00026	The most recent data submission has identified too many program enrolment records for a prior calendar year that were provided in a previous submission with a <i>student status</i> of 'commenced' or 'concluded' but are no longer present in STARS.	The most recent data submission has identified a high proportion of program enrolment records that had been provided in a prior calendar year but no longer appear in STARS. Review and verify that these program enrolment records were correctly removed and resubmit any records removed in error.	National	Program enrolment
BRDQ00028	In the most recent data submission, the total number of completed program enrolments records has considerably changed when compared with the corresponding period 12 months ago.	In the most recent data submission the total number of completed program enrolment records has considerably changed when compared with the same reporting period last year. Review all relevant completed program enrolment records to ensure they are correct and update any errors.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00029	Current calendar year training activity has identified too many program enrolment records that were provided in an earlier submission for the same year with a <i>student status</i> of 'registered' but are no longer present in STARS.	The most recent data submission has identified a high proportion of program enrolment records where the <i>student status</i> is 'registered' and where these records had been provided in a previous data submission of this current year but no longer appear in STARS. Review and verify that these program enrolment records were correctly removed and resubmit any records removed in error.	National	Program enrolment
BRDQ00035	In the most recent data submission, the total number of program enrolment records has considerably changed when compared with the corresponding period 12 months ago.	In the most recent data submission the number of program enrolment records has considerably changed when compared with the same reporting period last year. Review all relevant program enrolment records to ensure they are correct and update any errors.	National	Program enrolment
BRDQ00046	The most recent data submission has identified that the total number of VET Information Standard program enrolment records with a <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared to the total number of AVETMISS program enrolment records for the same data period last year.	The most recent data submission has identified that the total number of commenced and concluded VET Information Standard program enrolment records [N_Current] has changed when compared to the total number of AVETMISS program enrolment records provided for the same reporting period last year [N_Previous]. Review and verify that the VET Information Standard program enrolment records are correct and update any records accordingly.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00049	The most recent data submission identified too many program enrolment records where the student's <i>scheduled completion date</i> was at least 3 months in the past and a program conclusion record was expected but has not been provided.	The most recent data submission identified a high proportion of program enrolment records where the student's <i>scheduled completion date</i> was more than 3 months ago and no program conclusion record has been provided. Review and update all student records where the <i>scheduled completion date</i> is in the past.	National	Program enrolment
BRDQ00050	The most recent data submission has identified too many program enrolment records for a prior calendar year where the student's <i>scheduled completion date</i> was at least 3 months in the past and a program conclusion record was expected but has not been provided.	Data submitted for a prior calendar year identified a high proportion of program enrolment records where the student's <i>scheduled completion date</i> was more than 3 months ago and no program conclusion record has been provided. Review and update all student records where the <i>scheduled completion date</i> is in the past.	National	Program enrolment
BRDQ00051	The most recent data submission identified too many program enrolment records where the student's <i>scheduled completion date</i> was fewer than 3 months and a program conclusion record was expected but has not been provided.	The most recent data submission identified a high proportion of program enrolments records where the student's <i>scheduled completion date</i> was fewer than 3 months earlier and no program conclusion record has been provided. Review and update all student records where the <i>scheduled completion date</i> is in the past.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00052	The most recent data submission identified too many program enrolment records where the student's <i>scheduled start date</i> for the first subject enrolment has passed and a subject commencement record was expected but has not been provided.	The most recent data submission identified a high proportion of program enrolment records where the student's <i>scheduled start date</i> for the first subject enrolment has passed and no subject commencement record has been provided. Review and update all student records where the <i>scheduled start date</i> is in the past.	National	Program enrolment
BRDQ00053	The most recent data submission identified too many program enrolment records for a prior calendar year where the <i>scheduled start date</i> for the first subject enrolment has passed and a subject commencement record was expected but has not been provided.	Data submitted for a prior calendar year contains a high proportion of program enrolment records where the student's <i>scheduled start date</i> for the first subject enrolment has passed and no subject commencement record has been provided. Review and update all student records where the <i>scheduled start date</i> is in the past.	National	Program enrolment
BRDQ00104	The most recent data submission has identified too many program enrolment records for a prior calendar year with a <i>student status</i> of 'registered' but are no longer present in STARS.	The most recent data submission has identified a high proportion of program enrolment records where the <i>student status</i> is 'registered' and where these records had been provided in a prior calendar year but no longer appear in STARS. Review and verify that these program enrolment records were correctly removed and resubmit any records removed in error.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00110	The most recent data submission contains too many program enrolment records with a <i>student status</i> of 'registered' that were expected to be included in a previous data submission but were not.	The most recent data submission contains a high proportion of program enrolment records where the students were registered in a prior reporting period. Review all relevant program enrolment records where the registration occurred in a previous reporting period. Update any relevant records accordingly.	National	Program enrolment
BRDQ00111	The most recent data submission contains too many program enrolment records with a <i>student status</i> of 'registered' that were expected to be included in a prior calendar year data submission but were not.	The most recent data submission contains a high proportion of program enrolment records where the students were registered in a prior calendar year. Review all relevant program enrolment records where the registration occurred in a previous calendar year. Update any relevant records accordingly.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Program offering UID

TECHNICAL NAME

programOfferingUID

ELEMENT ID

DEPR0024

DEFINITION

Uniquely identifies the program offering by a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment, Program offering

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00022	<i>Program offering UID</i> is mandatory when reporting a program offering.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program offering
BRDG00031	A combination of <i>program UID</i> and training organisation cannot be used for different program offering UIDs.	This combination of program and training organisation has been used for another program offering. Update the program to ensure each program offering is unique.	National	Program offering

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00055	<i>Program offering UID</i> is mandatory for a program enrolment.	A program enrolment record must be linked to a program offering. Update the program enrolment record to ensure it is linked to a program offering.	National	Program enrolment
BRDG00349	A program enrolment's <i>Program offering UID</i> must be a value reported for an offering in a current or previous submission.	The program enrolment record is not linked to an offering. Update the program enrolment with a link to the correct offering or remove the program enrolment if it is provided in error.	National	Program enrolment
BRDG00359	The <i>Program offering UID</i> referenced by a program enrolment must contain a <i>parent program of subject offering UID</i> of the subject offering referenced by its associated subject enrolment.	The program enrolment to subject enrolment association is different from the program offering to subject offering combination. Correct the offering identifiers in this enrolment. Alternatively, correct the enrolment identifiers.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Program UID

TECHNICAL NAME

programUID

ELEMENT ID

DEPR0023

DEFINITION

Uniquely identifies the program for a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program, Program offering

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00017	<i>Program UID</i> is mandatory when reporting a program.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Program
BRDE00021	The <i>Program UID</i> must be a value for an existing <i>Program UID</i> reported for a program offering in a previous or current submission.	The program offering record is not linked to a program record. Update the program offering with a link to the correct program, or remove the program offering if it is provided in error.	National	Program offering
BRDG00365	<i>Program UID</i> is mandatory when reporting a program offering.	A program must be provided with a program offering record. Add the program details.	National	Program offering

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Student UID

TECHNICAL NAME

studentUID

ELEMENT ID

DESH0045

DEFINITION

Uniquely identifies a student for a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment, Student, Subject enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00026	A <i>student identifier</i> cannot be used for different <i>Student UIDs</i> per training organisation.	The <i>student identifier</i> has been used for another student in this training organisation. Update all relevant student records to ensure the <i>student identifier</i> is unique.	National	Student
BRDE00027	<i>Student UID</i> is mandatory for a subject enrolment.	A student must be provided with a subject enrolment record. Add the student details.	National	Subject enrolment
BRDG00053	<i>Student UID</i> is mandatory for a program enrolment.	A student must be provided with a program enrolment record. Add the student details.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00347	A program enrolment's <i>Student UID</i> must be a value that has been submitted for a student at the same time or previously.	The program enrolment record is not linked to a student. Update the program enrolment with a link to the correct student or remove the program enrolment if it is provided in error.	National	Program enrolment
BRDG00348	A subject enrolment's <i>Student UID</i> must be a value that has been submitted for a student at the same time or previously.	The subject enrolment record is not linked to a student. Update the subject enrolment with a link to the correct student or remove the subject enrolment if it is provided in error.	National	Subject enrolment
BRDG00360	The <i>Student UID</i> referenced by a program enrolment and its associated subject enrolment must be the same.	The student identified in this subject enrolment is different from the student identified in the associated program enrolment. Update the subject enrolment or program enrolment with the correct student details.	National	Program enrolment
BRDG00369	<i>Student UID</i> is mandatory when reporting a student.	This rule will be triggered by the API validation service. The field is required. This information is required to be supplied by the SMS.	National	Student
BRDQ00064	The most recent data submission has identified too many student records that were provided in an earlier submission for the same year but are no longer present in STARS.	The most recent data submission has identified a high proportion of student records that were provided in an earlier submission for the same year but no longer appear in STARS. Review and verify that these student records were correctly removed and resubmit any records removed in error.	National	Student

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00065	The most recent data submission has identified too many student records that were provided for a prior calendar year in a previous submission but are no longer present in STARS.	The most recent data submission has identified a high proportion of student records that were provided for a prior calendar year in a previous submission but no longer appear in STARS. Review and verify that these student records were correctly removed and resubmit any records removed in error.	National	Student
BRDQ00067	In the most recent data submission, the number of student records submitted has considerably changed when compared with the corresponding period 12 months ago.	In the most recent data submission the number of student records has considerably changed when compared with the same reporting period last year. Review all relevant student records to ensure they are correct and update any errors.	National	Student
BRDQ00072	The most recent data submission has identified that the number of VET Information Standard student records with a <i>student status</i> of 'commenced' or 'concluded' differs more than expected from the number of AVETMISS student records for the same data period last year.	The most recent data submission has identified that the number of commenced and concluded VET Information Standard student records [N_Current] has changed when compared to the number of AVETMISS student records for the same data submission period last year [N_Previous]. Review and verify that the VET Information Standard student records are correct and update any records accordingly.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Subject enrolment UID

TECHNICAL NAME

subjectEnrolmentUID

ELEMENT ID

DERP0050

DEFINITION

Uniquely identifies the related subject enrolment for a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject enrolment

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00024	<i>Subject enrolment UID</i> is mandatory for a subject enrolment.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment
BRDG00100	A combination of <i>student UID</i> , <i>subject offering UID</i> , <i>scheduled start date</i> , and training organisation cannot be used for different <i>Subject enrolment UID</i> 's.	The combination of student enrolment, subject offering, <i>scheduled start date</i> and training organisation is invalid as it has been used for another subject enrolment record. Update the relevant information to ensure that the subject enrolment record is unique.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00101	Different <i>Subject enrolment UIDs</i> cannot have the same <i>student UID</i> , <i>subject offering UID</i> and training organisation identifier if they both have a <i>student status</i> of 'commenced'.	The combination of student enrolment, subject offering and training organisation is invalid as it has been used for another subject enrolment record with a 'commenced' <i>student status</i> . Review the relevant student records, remove any duplicate records, or update the relevant information to ensure that each active subject enrolment record is unique.	National	Subject enrolment
BRDG00170	In a subject enrolment, the <i>program or subject reference number</i> associated with the <i>Subject enrolment UID</i> cannot have the same <i>program or subject reference number</i> as that of the <i>parent program of subject enrolment UID</i> .	The <i>parent program of this student enrolment</i> record is populated with the same value as the subject enrolment unique identifier. Update the relevant program or subject enrolment unique identifier.	National	Subject enrolment
BRDQ00016	The most recent data submission contains too many subject enrolment records that were expected to be included in a previous data submission but were not.	Data submitted in the current calendar year contains a high proportion of subject enrolment records where training activity occurred in a prior reporting period. Review all relevant subject enrolment records where training activity, or a change in training activity, occurred in a previous reporting period. Update any records accordingly.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00017	The most recent data submission contains too many subject enrolment records that were expected to be included in a prior calendar year data submission but were not.	The most recent data submission contains a high proportion of subject enrolment records where training activity occurred in a prior calendar year. Review all relevant subject enrolment records where training activity, or a change in training activity, occurred in a previous calendar year. Update any relevant records accordingly.	National	Subject enrolment
BRDQ00019	The most recent data submission has identified too many subject enrolment records for the current calendar year that were provided in an earlier submission for the same year with a <i>student status</i> of 'commenced' or 'concluded' but are no longer present in STARS.	The most recent data submission has identified a high proportion of subject enrolment records that had been provided in a previous data submission in this current year but no longer appear in STARS. Review and verify that these subject enrolment records were correctly removed and resubmit any records removed in error.	National	Subject enrolment
BRDQ00020	The most recent data submission has identified too many subject enrolment records for a prior calendar year that were provided in a previous submission with a <i>student status</i> of 'commenced' or 'concluded' but are no longer present in STARS.	The most recent data submission has identified a high proportion of subject enrolment records that had been provided in a prior calendar year but no longer appear in STARS. Review and verify that these subject enrolment records were correctly removed and resubmit any records removed in error.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00021	The most recent data submission has identified too many subject enrolment records for the current calendar year that were provided in an earlier submission for the same year with a <i>student status</i> of 'registered' but are no longer present in STARS.	The most recent data submission has identified a high proportion of subject enrolment records where the <i>student status</i> is 'registered' and where these records had been provided in a previous data submission in this current year but no longer appear in STARS. Review and verify that these subject enrolment records were correctly removed and resubmit any records removed in error.	National	Subject enrolment
BRDQ00027	In the most recent data submission, the total number of subject enrolment records submitted has considerably changed when compared with the corresponding period 12 months ago.	In the most recent data submission the total number of subject enrolment records has considerably changed when compared with the same reporting period last year. Review all relevant subject enrolment records to ensure they are correct and update any errors.	National	Subject enrolment
BRDQ00045	The most recent data submission has identified that the total number of VET Information Standard subject enrolment records with a <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared to the total number of AVETMISS subject enrolment records for the same data period last year.	The most recent data submission has identified that the number of commenced and concluded VET Information Standard subject enrolment records [N_Current] has changed when compared with the number of AVETMISS subject enrolment records provided for the same reporting period last year [N_Previous] Review and verify that the VET Information Standard subject enrolment records are correct and update any records accordingly.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00047	Current calendar year training activity contains too many individual students reported with more than 40 subject enrolment records. The rule applies to subject enrolment records with a <i>student status</i> of 'commenced' or 'concluded' but excludes those records with credit transfer applied or where the <i>training relationship type</i> is 'superseded by'.	Data submitted in the current calendar year contains a high proportion of individual students with greater than 40 subject enrolment records. Review all relevant student records to ensure they accurately reflect actual training activity and update these records accordingly.	National	Subject enrolment
BRDQ00054	The most recent data submission identified too many subject enrolment records where the student's <i>scheduled completion date</i> was at least 3 months in the past and a subject conclusion record was expected but has not been provided.	The most recent data submission identified a high proportion of subject enrolment records where the student's <i>scheduled completion date</i> was more than 3 months in the past and no subject conclusion record has been provided. Review and update all student records where the scheduled completion date is in the past.	National	Subject enrolment
BRDQ00055	The most recent data submission has identified too many subject enrolment records for a prior calendar year where the student's <i>scheduled completion date</i> was at least 3 months in the past and a subject conclusion record was expected but has not been provided.	Data submitted for a prior calendar year identified a high proportion of subject enrolment records where the student's <i>scheduled completion date</i> was more than 3 months in the past and no subject conclusion record has been provided. Review and update all student records where the scheduled completion date is in the past.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00056	The most recent data submission identified too many subject enrolment records where the student's <i>scheduled completion date</i> was less than 3 months ago and a subject conclusion record was expected but has not been provided.	The most recent data submission identified a high proportion of subject enrolments records where the student's <i>scheduled completion date</i> was fewer than 3 months ago and no subject conclusion record has been provided. Review and update all student records where the scheduled completion date is in the past.	National	Subject enrolment
BRDQ00057	The most recent data submission identified too many subject enrolment records where the student's <i>scheduled start date</i> has passed and a subject commencement record was expected but has not been provided.	The most recent data submission identified a high proportion of subject enrolment records where the student's <i>scheduled start date</i> has passed and no subject commencement record has been provided. Review and update all student records where the scheduled start date is in the past.	National	Subject enrolment
BRDQ00058	The most recent data submission identified too many subject enrolment records for a prior calendar year where the <i>scheduled start date</i> has passed and a subject commencement record was expected but has not been provided.	The most recent data submission identified a high proportion of subject enrolment records for a prior calendar year where the student's <i>scheduled start date</i> has passed and no subject commencement record has been provided. Review and update all student records where the scheduled start date is in the past.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00083	In the most recent data submission, the total number of subject-only enrolment records submitted has considerably changed when compared with the corresponding period 12 months ago.	In the most recent data submission the total number of subject-only enrolment records has considerably changed when compared with the same reporting period last year. Review all relevant subject-only enrolment records to ensure they are correct and update any errors.	National	Subject enrolment
BRDQ00087	The most recent data submission has identified that the total number of VET Information Standard subject-only enrolment records with a <i>student status</i> of 'commenced' or 'concluded' has changed more than expected when compared with the total number of AVETMISS subject-only enrolment records for the same period last year.	The most recent data submission has identified that the total number of commenced and concluded VET Information Standard subject-only enrolment records [N_Current] has changed when compared to the total number of AVETMISS subject only enrolment records provided for the same reporting period last year [N_Previous]. Review and verify that the VET Information Standard subject only enrolment records are correct and update any records accordingly.	National	Subject enrolment
BRDQ00105	The most recent data submission has identified too many subject enrolment records for a prior calendar year in a previous submission with a <i>student status</i> of 'registered' but are no longer present in STARS.	The most recent data submission has identified a high proportion of subject enrolment records where the <i>student status</i> is 'registered' and where these records had been provided for a prior calendar year but no longer appear in STARS. Review and verify that these subject enrolment records were correctly removed and resubmit any records removed in error.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDQ00108	The most recent data submission contains too many subject enrolment records with a <i>student status</i> of 'registered' that were expected to be included in a previous data submission but were not.	The most recent data submission contains a high proportion of subject enrolment records where the students were registered in a prior reporting period Review all relevant subject enrolment records where registration occurred in a previous reporting period. Update any records accordingly.	National	Subject enrolment
BRDQ00109	The most recent data submission contains too many subject enrolment records with a <i>student status</i> of 'registered' that were expected to be included in a prior calendar year data submission but were not.	The most recent data submission contains a high proportion of subject enrolment records where the students were registered in a prior calendar year. Review all relevant subject enrolment records where the registration occurred in a previous calendar year. Update any records accordingly.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Subject offering UID

TECHNICAL NAME

subjectOfferingUID

ELEMENT ID

DEPR0026

DEFINITION

Uniquely identifies the subject offering by a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject enrolment, Subject offering

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00028	<i>Subject offering UID</i> is mandatory when reporting a subject offering.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject offering
BRDG00030	A combination of <i>subject UID</i> and training organisation cannot be used for different Subject offering UIDs.	The combination of subject and training organisation has been used for more than one subject offering. Update the relevant details to ensure each subject offering is unique.	National	Subject offering
BRDG00162	<i>Subject offering UID</i> is mandatory for a subject enrolment.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00350	A subject enrolment's <i>Subject offering UID</i> must be a value that has been submitted for a subject offering at the same time or previously.	The subject enrolment record is not linked to an offering. Update the subject enrolment with a link to the correct offering or remove the subject enrolment if it is provided in error.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Subject UID

TECHNICAL NAME

subjectUID

ELEMENT ID

DEPR0027

DEFINITION

Uniquely identifies the subject by a training organisation and helps to manage, track and access information in and across data submissions.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject, Subject offering

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDE00018	<i>Subject UID</i> is mandatory when reporting a subject.	This rule will be triggered by the API validation service. The field is required. The SMS is required to supply this information.	National	Subject
BRDG00342	The value for a subject offering's <i>Subject UID</i> must be a value for an existing subject	This subject offering's subject unique identifier must be a value for an existing subject. Update the <i>Subject UID</i> .	National	Subject offering
BRDG00368	<i>Subject UID</i> is mandatory when reporting a subject offering.	A subject must be provided with a subject offering record. Add the subject details.	National	Subject offering

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Supersedes program enrolment UID

TECHNICAL NAME

supersedesProgramEnrolmentUID

ELEMENT ID

DERP0034_06

DEFINITION

Identifies the previously reported program enrolment that has been superseded by the current program enrolment being reported. It links the program that supersedes the previously reported program.

CONTEXT

It is used to analyse whether a previously reported enrolment for a program has been superseded by another.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment

GUIDELINES

It is used to state that a previously reported enrolment supersedes another.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00041	When a program enrolment has a '<i>Supersedes program enrolment UID</i>', and the program is a qualification, the <i>program or subject reference numbers</i> for the superseded and superseding programs must match the link in the superseded program reference table. This check runs against the reported program or subject reference number unless either of the program or subject reference numbers are a specialisation, in which case the check runs against the parent program identifiers of the specialisation.	This program enrolment record provides a program that supersedes an earlier program version, but the relationship between the superseding and superseded programs does not match the relationship listed on Training.gov.au. Update the program reference number if it is incorrect. Alternatively, ensure that the superseding program matches the relationship to the superseded program listed on Training.gov.au.	National	Program enrolment
BRDG00082	The <i>Supersedes program enrolment UID</i> must be a value for an existing <i>program enrolment UID</i> reported in a previous or current submission.	This program enrolment record supersedes an earlier program enrolment; however, the earlier program enrolment has not been provided. Provide the earlier program enrolment record. Alternatively, update the superseded identifier if this is incorrect.	National	Program enrolment
BRDG00083	A program enrolment's <i>Supersedes program enrolment UID</i> can only list the unique identifier of a program enrolment that has a <i>student status</i> of 'concluded'.	This program enrolment record supersedes a previous program enrolment record where the <i>student status</i> is 'not concluded'. Update the <i>student status</i> of the previous program enrolment record to 'concluded' or correct the details of the most recent program enrolment.	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00351	A program enrolment's <i>Supersedes program enrolment UID</i> cannot contain the program enrolment UID.	The identifiers for this program enrolment and the superseding program enrolment are the same. Update the program enrolment with the correct unique identifier for the superseding program enrolment.	National	Program enrolment
BRDG00354	<i>Supersedes program enrolment UID</i> must not contain duplicate values.	The program enrolment contains multiple identical identifiers for the superseded program enrolments. Update the program enrolment with the correct identifiers of the superseded program enrolments.	National	Program enrolment
BRDG00362	All program enrolments referenced in <i>Supersedes program enrolment UID</i> s must reference the same student as this program enrolment.	The student identified in this program enrolment is different from the student identified in the superseded program enrolment. Update the program enrolments with the correct student details.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Supersedes subject enrolment UID

TECHNICAL NAME

supersedesSubjectEnrolmentUID

ELEMENT ID

DERP0034_04

DEFINITION

Identifies the previously reported subject enrolment that has been superseded by the current subject enrolment being reported. It links the subject that supersedes the previously reported subject.

CONTEXT

It is used to analyse whether a previously reported enrolment for a subject has been superseded by another.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Subject enrolment

GUIDELINES

It is used to state that a previously reported enrolment supersedes another.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00139	When a subject enrolment has a <i>'Supersedes subject enrolment UID'</i> , and the subject appears in the Training.gov.au's list of Units of Competency, then the <i>program or subject reference numbers</i> for the superseded and superseding subjects must match the link in the superseded subject reference table.	The subject enrolment record has been provided as superseding another subject, but the superseded and superseding subjects do not match the listing on Training.gov.au. Update the subject reference number to ensure a valid combination. If the superseding relationship was reported in error, remove or correct it.	National	Subject enrolment
BRDG00163	A subject enrolment's <i>Supersedes subject enrolment UID</i> must be a value for an existing <i>subject enrolment UID</i> reported in a previous or current submission which has a <i>student status</i> of 'concluded'.	This subject enrolment record contains an identifier advising this enrolment supersedes another, but the superseded subject enrolment is invalid. Update the superseded subject enrolment to ensure it is submitted with a <i>student status</i> of concluded.	National	Subject enrolment
BRDG00352	A subject enrolment's <i>Supersedes subject enrolment UID</i> cannot contain the <i>subject enrolment UID</i> .	The identifiers for this subject enrolment and the superseding subject enrolment are the same. Update the subject enrolment with the correct unique identifier for the superseding subject enrolment.	National	Subject enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00355	<i>Supersedes subject enrolment</i> <i>UID</i> must not contain duplicate values.	The subject enrolment contains multiple identical identifiers for the superseded subject enrolments. Update the subject enrolment with the correct identifiers of the superseded subject enrolments.	National	Subject enrolment
BRDG00361	All subject enrolments referenced in <i>Supersedes subject enrolment</i> <i>UIDs</i> must reference the same student as this subject enrolment.	The student identified in this subject enrolment is different from the student identified in the superseded subject enrolment. Update the subject enrolments with the correct student details.	National	Subject enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

Transferred from program enrolment UID

TECHNICAL NAME

transferredFromProgramEnrolmentUID

ELEMENT ID

DERP0034_05

DEFINITION

Identifies when a student has the intention of transferring from one program and enrolling into another.

CONTEXT

It is used to analyse when a student has left a program with the intention of transferring into another.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

N

USED FOR USI TRANSCRIPT

N

GROUPING/S

Program enrolment

GUIDELINES

It links two reported enrolments to show that the student left one with the intention of transferring from the other.

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00343	The value for <i>Transferred from program enrolment UID</i> must be a value for an existing <i>program enrolment UID</i> .	This program enrolment provides a <i>Transferred from program enrolment UID</i> which is not a value for an existing program enrolment. Update the <i>Transferred from program enrolment UID</i> .	National	Program enrolment

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00353	A program enrolment's <i>Transferred from program enrolment UID</i> cannot contain the <i>program enrolment UID</i> .	The identifiers for this program enrolment and the program enrolment from which it has transferred are the same. Update the program enrolment with the correct unique identifier for the program enrolment from which this has been transferred.	National	Program enrolment
BRDG00356	<i>Transferred from program enrolment UID</i> must not contain duplicate values.	The program enrolment contains multiple identical identifiers for the transferred from program enrolments. Update the program enrolment with the correct identifiers of the program enrolments from which this enrolment was transferred.	National	Program enrolment
BRDG00358	All program enrolments referenced in Transferred from program enrolment UIDs must reference the same student as the transferred into program enrolment.	The student identified in this program enrolment is different from the student identified in the <i>Transferred from program enrolment UID</i> . Update the program enrolment with the correct transferred program details. Alternatively, correct the student referenced in the program enrolments.	National	Program enrolment

TECHNICAL INFORMATION

Length	Type	Permitted value
38	Alphanumeric	Not applicable

USI exemption indicator

TECHNICAL NAME

usiExemptionIndicator

ELEMENT ID

DESH0043

DEFINITION

Advises that the value input in the unique student identifier is an exemption.

CONTEXT

It indicates whether a USI exemption has been approved or not.

JURISDICTION

National

REPORTING OBLIGATIONS

Part A

CLASSIFICATION

Y

USED FOR USI TRANSCRIPT

N

CLASSIFICATION/S

Classification name	Description	Value
No	Indicates that the USI exemption reason is not required.	No
Yes	Indicates that the USI exemption reason is required.	Yes

GROUPING/S

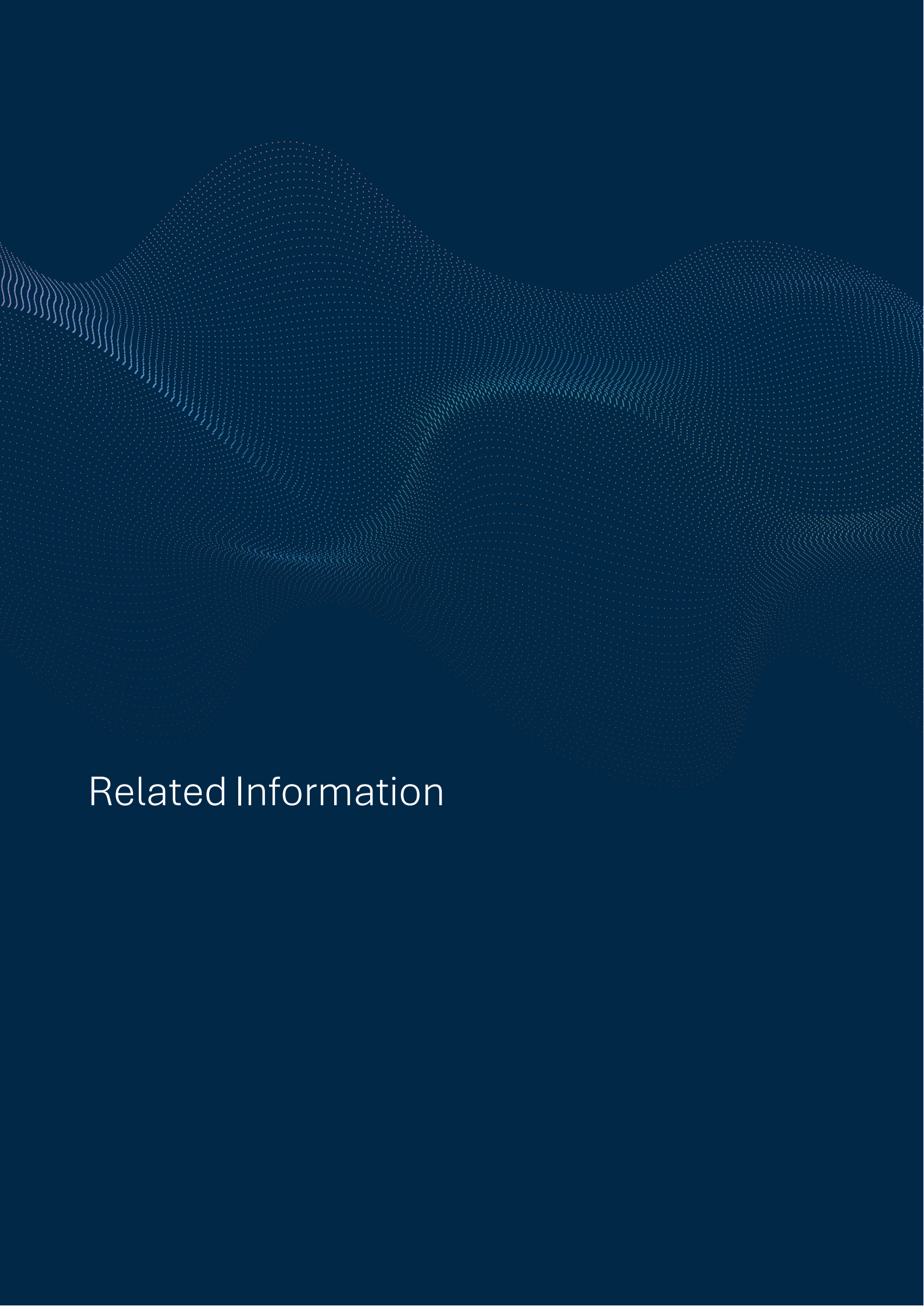
Student

BUSINESS RULE/S

Rule ID	Business rules	Corrective actions	Jurisdiction	Grouping
BRDG00326	Only one instance of <i>USI exemption indicator</i> must be reported for a student.	This rule will be triggered by the API validation service. Only one value will be retrieved. The SMS is required to supply this information.	National	Student

TECHNICAL INFORMATION

Length	Type	Permitted value
	Alphanumeric	Not applicable



Related Information

Glossary of terms

The VET Information Standard glossary of terms provides definitions for key terms used throughout this document. Its aim is to ensure a shared understanding of specialised language and concepts, as well as to clarify any potentially unfamiliar terminology. By providing concise explanations and, where appropriate, examples, this glossary serves as a helpful resource, enabling readers to navigate the content with greater ease and comprehension.

Key term	Description
Alphanumeric	The term alphanumeric as a data type allows for a combination of letters (A–Z), numbers (0–9) and extended ASCII characters. This data type has been used as it allows flexibility of the text entered in a text field, for example ABC123-/'.
Business rules	Describes the validation and data quality rules that are applied to the data provided by an RTO to ensure the data are compliant with the VET Information Standard.
Classifications	The smallest unit of information within an element of the VET Information Standard. All classifications contain metadata including: • name • description • value.
Corrective action	Explains how an RTO can address the outcome of validation and/or data quality rules requiring correction.
Data grouping(s)	The grouping of the information and technical elements requiring transportation between an RTO's student management system and the NVDS.
Data Provision Requirements (DPRs)	<i>National Vocational Education and Training Regulator (Data Provision Requirements) Instrument 2020</i> (Cth) and documents referenced in this Instrument such as the VET Information Standard and the Data Provision Exemptions Policy.
Data quality rules	Data quality (DQ) rules are a type of business rule that assess the overall quality of an RTO's submitted data within a reporting period and over time. DQ rules will be run at the time of submission and measure: • data submitted in a reporting period • data previously submitted that has been aggregated • comparisons with previous reporting periods. All errors arising from DQ rules must be resolved at the end of the reporting period.
Effective date	The date that the VET Information Standard takes effect. RTOs can begin reporting relevant data from this date. The effective date for each version of the VET Information Standard will be communicated when it is published.

Key term	Description
Element	A unit of information that represents a single piece of data in the VET Information Standard, described as either information elements or technical elements. All elements contain metadata including: • unique identifier • name • description • guidelines • jurisdiction • data groupings • length • type • business rules. Additionally, elements may have classifications.
Expiry date	The date that data can no longer be provided for that version of the VET Information Standard.
Information elements	Elements that are collected and provided by RTOs for each student in accordance with the DPRs. These include elements that are expected across all VET-activity nationally, as well as those that are specifically required by one or more jurisdictions.
Jurisdiction	Jurisdiction refers to the Commonwealth Government and/or a state or territory government with the legal power, right, or authority of a government agency to make decisions, interpret laws, and manage legal matters within their specific territory and within the VET sector.
Mandatory transition date	The latest possible date by which all sector stakeholders must adopt the new version of the VET Information Standard. This date can be the same as the effective date of the new version.
National Centre for Vocational Education Research (NCVER)	National Centre for Vocational Education Research is the National VET Data Custodian and is responsible for the collection and quality assurance of the VET Information Standard data provided by RTOs.
National VET Data System (NVDS)	The National VET Data System is a VET data system operated and maintained by the Commonwealth or NCVER under legal authority.
NVETR Act	<i>National Vocational Education and Training Regulator Act 2011</i> (Cth)
Offering	Training programs and/or subjects made available by an RTO for student enrolment.
Part A elements	Information and technical elements that must be reported by RTOs through the NVDS in accordance with the DPRs.

Key term	Description
Part B elements	Information and technical elements that RTOs must report to a state or territory, based on contractual or other arrangements, which are not submitted through the NVDS.
Published date	The date that a new version of the VET Information Standard is published on the NCVER website, providing details of the new version to support the sector with transition preparation. The effective date for that version will be provided on the published date.
Reference data	Allowable values associated with information elements in the VET Information Standard where third-party data authorities, such as the ABS and Australia Post, are responsible for the content.
Registered training organisation (RTO)	Registered training organisations are the training providers registered by the Australian Skills Quality Authority (ASQA) or a state or territory registering and accrediting body under the NVETR Act.
Reporting obligations	Identifies whether a specific information or technical element must be provided by RTOs to: - the NVDS as a Part A element - a specifically identified jurisdiction as a Part B element or - the NVDS and a specifically identified jurisdiction as a Part A and Part B element.
Specifications	The details of information and technical elements that describe the content, format and any rules and conditions associated with the data required to be provided for those elements.
State training authority (STA)	State or territory training authority is the local authority responsible for administering vocational education and training.
Student status	Indicates the current stage of a student in their training journey and their progress in a program or subject enrolment.
Technical elements	Elements that an RTO does not collect but must be provided by their VET data system in accordance with the DPRs. Technical elements support the provision of information elements and ensure student records are complete and provided in the correct structure and format. Elements that are specifically required by one or more jurisdictions are also considered to be technical elements.
Transactional reporting	A series of transactions that occur during a student's training lifecycle. These transactions are outlined in the <i>Student status</i> information element (refer to Appendix B – Student status) and must be provided by RTOs each time they occur, or change, for each student enrolment within a reporting period. If multiple transactions occur in the same reporting period, then each one must be provided within that reporting period.

Key term	Description
Validation rules	Validation rules that apply to all student records provided by RTOs, ensuring that the data meets the requirements specified in the VET Information Standard.
VET data system	A computer system that is used to collect, store and manage information collected in accordance with the DPRs or any equivalent requirements in a non-referring State.
VET Information Standard	The approved national VET data standard, as published on the NCVER website and as updated from time to time.
VET student	A student enrolled in all or part of a VET program or subject at a registered training organisation.

Changes and revisions

Changes and revisions from the previous version

This section will be completed for future versions of the VET Information Standard.

Support and internet resources

Internet resources

Australian Bureau of Statistics

<<http://www.abs.gov.au/>> for classifications, select 'Statistics', 'Methods & Classifications', then select appropriate category.

Australian Qualifications Framework

<<https://www.aqf.edu.au/>>

Australian Skills Quality Authority

<<https://www.asqa.gov.au/>>

Australian Government Department of Employment and Workplace Relations

<<https://www.dewr.gov.au/>>

National Centre for Vocational Education Research

<<https://www.ncver.edu.au/>>

National Training Register

<<https://www.training.gov.au/>>

National Vocational Education and Training Regulator (Data Provision Requirements) Instrument 2020 (Cth)

<<https://www.legislation.gov.au/C2011A00012/latest/text>>

Skills service organisations (formerly industry skills councils)

<<https://www.dewr.gov.au/skills-reform/jobs-and-skills-councils>>

Standards for Registered Training Organisations 2025

<<https://www.asqa.gov.au/rtos/2025-standards-rtos>>

Training Package Development and Endorsement Policy

<<https://www.dewr.gov.au/training-package-assurance/resources/training-package-organising-framework-effective-1-july-2025>>

Unique student identifier

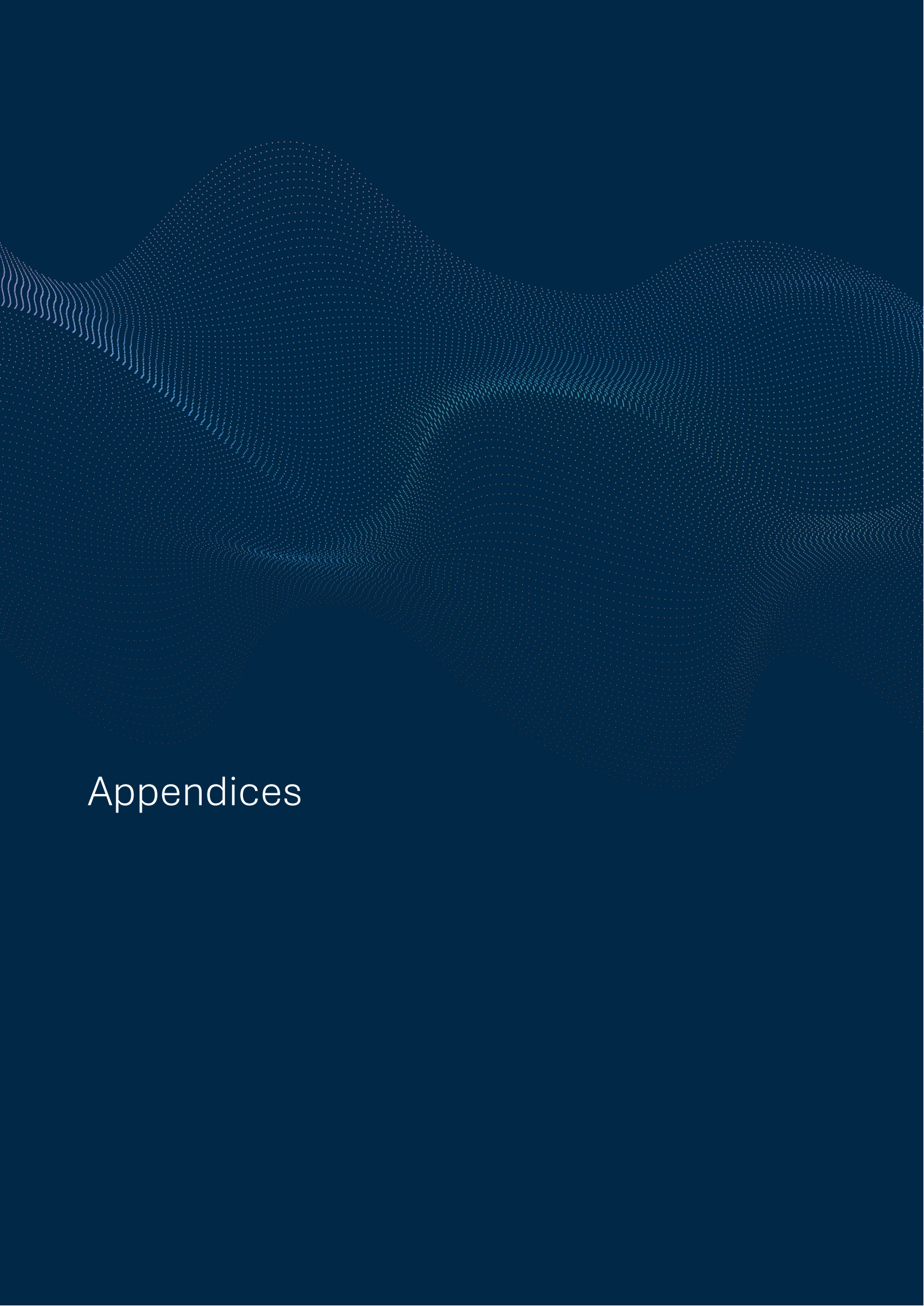
<<https://www.usi.gov.au/>>

VET Information Standard and related resources

<<https://vetinformationstandard.ncver.edu.au/>>

VOCEDplus (UNESCO/NCVER research database for international research abstracts)

<<http://www.voced.edu.au>>



Appendices

APPENDIX A

Part A elements

Information and technical elements listed in [Table A1](#) form Part A of the VET Information Standard and are referenced in the DPRs, which outline the VET activity reporting obligations of RTOs.

Table A1 | Part A elements

Element name		
ABN	Financial category	Other given name
Address line 1 description	Financial type	Parchment issued date
Address line 2 description	First given name	Parent program of subject enrolment UID
At school indicator	Flat or unit details	Parent program of subject offering UID
Building property name	Floor level number	Participant involvement type
Building type	Gender	Payment contribution type
Client identifier - apprenticeships	Highest school level completed	Person title
Country of address code	Home telephone number	Post box or bag number
Country of birth code	Indigenous status	Postal delivery type
Date of birth	International student type	Postcode
Date of birth accuracy code	Labour force status	Predominant learning channel
Deceased indicator	Language spoken at home	Predominant learning delivery
Delivery location identifier	Learning channel type	Predominant training venue
Delivery location name	Learning delivery type	Previous qualifications achieved
Delivery location UID	Location usage type code	Program enrolment UID
Disability type	Lot number	Program field of education code
Email address primary	Mobile telephone number	Program level of education
Email address secondary	Nominal hours	Program offering UID
Family name	Occupation identifier	Program or subject name

Table A1 | Part A elements continued

Element name		
Program or subject reference number	Student UID	Training organisation identifier
Program type	Study reason	Training organisation name
Program UID	Subject assessment type	Training organisation type
Scheduled completion date	Subject enrolment UID	Training relationship type
Scheduled start date	Subject field of education code	Training venue type
State code	Subject offering UID	Transferred from program enrolment UID
Street name	Subject UID	Unique student identifier
Street property number	Suburb or town name	USI exemption indicator
Street type	Supersedes program enrolment UID	VET in School indicator
Student activity date	Supersedes subject enrolment UID	Vocational education indicator
Student identifier	Survey availability	Work telephone number
Student status	Survey non-contact reason	
Student status reason	Training contract identifier	

APPENDIX B

Student status

This section includes information to support the provision of complete and accurate data to NCVER and is intended to assist RTOs and SMS vendors to understand when information elements should be reported for the first time in the context of *Student status*.

Tables B1 and B2 describe each *Student status* and list reporting requirement types.

Table B1 | Student status definition

Student status	Definition
 Registered	A student has signed up to training and is enrolled in one or more classes, but has not yet started participating.
 Cancelled	A student cancelled their enrolment before participation began.
 Commenced	A student has participated in a learning activity and/or assessment.
 Deferred	A student has deferred their training, with the intention of returning to complete.
 Concluded	A student is no longer engaging in a learning activity associated with the enrolment/placement and is not expected to again.

Table B2 | Reporting requirement types

Reporting requirements	Definition
 Mandatory	The element is always required for the designated <i>Student status</i> .
 Contingent	The element is required for the designated <i>Student status</i> and a particular condition must be met or an error will occur.
 Allowable	The element may be submitted for the designated <i>Student status</i> without any conditions needing to be met.
 Not allowed	The element cannot be submitted as part of this <i>Student status</i> .
 Not applicable	The element has already been submitted at a prior <i>Student status</i> .

Tables B3–B9 list the individual information elements in their contexts and further describe the reporting requirement for each element in each *Student status*. These tables only depict the first occasion on which the information element is required for a *Student status*.

Table B3 | Program enrolment elements by Student status

Program enrolment							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Financial category		Contingent when financial type is reported	 Contingent	 Contingent	 Contingent	 Contingent	 Contingent
Financial type			 Allowable	 Allowable	 Allowable	 Allowable	 Allowable
International student type	International student data recorded at program level	Contingent for a program enrolment when student has a permanent address with a country code not in Australia, and none of the student's other enrolments has an International student type code recorded	 Contingent	 Contingent	 Contingent	 Contingent	 Contingent
Parchment issued date			 Not allowed	 Not allowed	 Not allowed	 Not allowed	 Allowable
Participant involvement type	Third-party involvement type recorded at program level	Contingent when third-party details of training organisation identifier, training organisation name and ABN are provided for the program enrolment	 Contingent	 Contingent	 Contingent	 Contingent	 Contingent
Scheduled completion date			 Mandatory	 Not applicable	 Not applicable	 Not applicable	 Not applicable
Student activity date	Program activity dates	Contingent for each student status in a program enrolment	 Mandatory	 Mandatory	 Mandatory	 Mandatory	 Mandatory
Student status reason	Reason for program status	Mandatory when Student status is 'deferred' Contingent when Student status is 'concluded' unless a superseding program enrolment was reported alongside the concluded program enrolment	 Not allowed	 Allowable	 Not allowed	 Mandatory	 Contingent
Study reason	Program enrolments only		 Allowable	 Allowable	 Allowable	 Allowable	 Allowable
Training contract identifier		Contingent on 'concluded' when training relationship type is 'enrolment in a traineeship' or 'enrolment in an apprenticeship' Contingent on all other student statuses when client identifier - apprenticeships is reported on student, and no other program enrolments have a Training contract identifier	 Contingent	 Contingent	 Contingent	 Contingent	 Contingent
Training relationship type	Program relationships	Contingent when training contract identifier is reported	 Contingent	 Contingent	 Contingent	 Contingent	 Contingent

Table B4 | Subject enrolment elements by Student status

Subject enrolment				Student status			
Element name	Collected for	Reporting conditions		REGISTERED	CANCELLED	COMMENCED	CONCLUDED
Financial category		Contingent when financial type is reported		 Contingent	 Contingent	 Contingent	 Contingent
Financial type				 Allowable	 Allowable	 Allowable	 Allowable
International student type	International student data recorded at subject level	Contingent for a program enrolment when student has a permanent address with a country code not in Australia and none of the student's other enrolments has an International student type code recorded		 Contingent	 Contingent	 Contingent	 Contingent
Learning channel type		Contingent when predominant learning channel is submitted		 Contingent	 Contingent	 Mandatory	 Not applicable
Learning delivery type		Contingent when predominant learning delivery is submitted		 Contingent	 Contingent	 Mandatory	 Not applicable
Participant involvement type	Third-party involvement type recorded at subject level	Contingent when third-party details of training organisation identifier, training organisation name and ABN are provided for the subject enrolment		 Contingent	 Contingent	 Contingent	 Contingent
Predominant learning channel		Contingent when each learning channel is submitted		 Contingent	 Contingent	 Mandatory	 Not applicable
Predominant learning delivery		Contingent when each learning delivery is submitted		 Contingent	 Contingent	 Mandatory	 Not applicable
Predominant training venue		Contingent for each subject enrolment location		 Contingent	 Contingent	 Mandatory	 Not applicable
Scheduled completion date				 Mandatory	 Not applicable	 Not applicable	 Not applicable
Scheduled start date				 Mandatory	 Not applicable	 Not applicable	 Not applicable
Student activity date	Subject activity dates	Contingent on each change in student status in a subject enrolment		 Mandatory	 Mandatory	 Mandatory	 Mandatory
Student status reason	Reason for subject status	Contingent when student status is 'concluded' unless a superseding subject enrolment was reported alongside the concluded subject enrolment		 Not allowed	 Allowable	 Not allowed	 Contingent
Study reason	Subject-only enrolments			 Allowable	 Allowable	 Allowable	 Allowable

Table B4 | Subject enrolment elements by Student status continued

Subject enrolment						
Element name	Collected for	Reporting conditions	Student status			
			REGISTERED	CANCELLED	COMMENCED	CONCLUDED
Subject assessment type			Allowable	Allowable	Mandatory	Not applicable
Training venue type		Contingent when any subject enrolment location detail is reported	Contingent	Contingent	Mandatory	Not applicable
VET in School indicator			Allowable	Allowable	Mandatory	Not applicable

Table B5 | Program elements by Student status

Program							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Nominal hours			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Occupation identifier		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Program field of education code		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Program level of education		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Program or subject reference number			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Program or subject name		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Program type		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Vocational education indicator		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable

Table B6 | Subject elements by Student status

Subject							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Nominal hours		Contingent when a subject does not have a value in NCVER’s list of agreed hours	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Program or subject reference number			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Program or subject name		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Subject field of education code		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
Vocational education indicator		Contingent when program or subject reference number is not on Training.gov.au	Contingent	Not applicable	Not applicable	Not applicable	Not applicable

Table B7 | Training organisation elements by Student status

Training organisation							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
ABN	Third-party organisations associated with an enrolment	Contingent when participant involvement type has been recorded and both training organisation name and training organisation identifier are blank	Contingent	Contingent	Contingent	Contingent	Contingent
Training organisation identifier	Third-party organisations associated with an enrolment	Contingent when participant involvement type has been recorded and both training organisation name and ABN are blank	Contingent	Contingent	Contingent	Contingent	Contingent
Training organisation name	Third-party organisations associated with an enrolment	Contingent when participant involvement type has been recorded and both ABN and Training organisation identifier are blank	Contingent	Contingent	Contingent	Contingent	Contingent

Table B8 | Delivery location elements by Student status

Delivery location							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Country of address code			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Delivery location identifier			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Delivery location name			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Postcode		Contingent when country code indicates address is in Australia	Contingent	Not applicable	Not applicable	Not applicable	Not applicable
State code			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Suburb or town name			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable

Table B9 | Student elements by Student status

Student							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
At school indicator			Allowable	Allowable	Allowable	Allowable	Allowable
Client identifier - apprenticeships		Contingent when student has a program enrolment and training relationship type is 'enrolment in an apprenticeship' or 'enrolment in a traineeship'	Allowable	Allowable	Allowable	Allowable	Contingent
Country of birth code			Allowable	Allowable	Allowable	Allowable	Allowable
Date of birth			Allowable	Allowable	Allowable	Allowable	Allowable
Deceased indicator			Mandatory	Not applicable	Not allowed	Not allowed	Not applicable
Disability type			Allowable	Allowable	Allowable	Allowable	Allowable
Family name		Contingent when first given name is blank	Contingent	Contingent	Contingent	Contingent	Contingent
First given name		Contingent when other given name is populated Contingent when family name is blank	Contingent	Contingent	Contingent	Contingent	Contingent
Gender			Allowable	Allowable	Allowable	Allowable	Allowable
Highest school level completed			Allowable	Allowable	Allowable	Allowable	Allowable
Indigenous status			Allowable	Allowable	Allowable	Allowable	Allowable
Labour force status			Allowable	Allowable	Allowable	Allowable	Allowable
Language spoken at home			Allowable	Allowable	Allowable	Allowable	Allowable
Other given name			Allowable	Allowable	Allowable	Allowable	Allowable
Person title			Allowable	Allowable	Allowable	Allowable	Allowable

Table B9 | Student elements by Student status continued

Student							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Previous qualifications achieved			Allowable	Allowable	Allowable	Allowable	Allowable
Student identifier			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Survey availability			Mandatory	Not applicable	Not applicable	Not applicable	Not applicable
Survey non-contact reason		Contingent when survey availability is ‘not available’ unless they are an international student type of ‘international offshore’ or if the deceased indicator is ‘yes’	Contingent	Contingent	Contingent	Contingent	Contingent
Unique student identifier		Contingent when a student has a program enrolment with a parchment issued date and a program or subject reference number that is on Training.gov.au, unless the program enrolment is marked with international student type of ‘international offshore’	Allowable	Allowable	Allowable	Allowable	Contingent

Table B10 | Student location elements by Student status

Student location							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Building Property name			Allowable	Allowable	Allowable	Allowable	Allowable
Building type		Contingent when postcode is not blank and when flat or unit details is populated	Contingent	Contingent	Contingent	Contingent	Contingent
Country of address code		Contingent when international student type is reported and other address data has been reported as permanent address	Contingent	Contingent	Contingent	Contingent	Contingent
Email address primary		Contingent when survey availability is reported as 'available'	Contingent	Contingent	Contingent	Contingent	Contingent
Email address secondary			Allowable	Allowable	Allowable	Allowable	Allowable
Flat or unit details			Allowable	Allowable	Allowable	Allowable	Allowable
Floor level number			Allowable	Allowable	Allowable	Allowable	Allowable
Home telephone number			Allowable	Allowable	Allowable	Allowable	Allowable
Lot number			Allowable	Allowable	Allowable	Allowable	Allowable
Mobile telephone number			Allowable	Allowable	Allowable	Allowable	Allowable
Post box or bag number			Allowable	Allowable	Allowable	Allowable	Allowable
Postal delivery type			Allowable	Allowable	Allowable	Allowable	Allowable
Postcode			Allowable	Allowable	Allowable	Allowable	Allowable
State code		Contingent when other address data for postal address is reported	Contingent	Contingent	Contingent	Contingent	Contingent
Street name		Contingent when street property number has been reported	Contingent	Contingent	Contingent	Contingent	Contingent
Street property number			Allowable	Allowable	Allowable	Allowable	Allowable

Table B10 | Student location elements by Student status continued

Student location							
Element name	Collected for	Reporting conditions	Student status				
			REGISTERED	CANCELLED	COMMENCED	DEFERRED	CONCLUDED
Street type			Allowable	Allowable	Allowable	Allowable	Allowable
Suburb or town name			Allowable	Allowable	Allowable	Allowable	Allowable
Work telephone number			Allowable	Allowable	Allowable	Allowable	Allowable

Table B11 | Program enrolment transitions

Details valid combinations for program enrolment transitions from one *Student status* to another, including the permitted *Student activity date* for each combination. This table relates specifically to Business Rule **BRDG00300**.

Student status from	Student status reason	Student status to	Student status reason	Same Student activity date allowed?
No enrolment		 Registered	Is blank	-
 Registered	Is blank	 Commenced	Is blank	Yes
 Registered	Is blank	 Cancelled	Is blank	No
 Registered	Is blank	 Cancelled	Not applicable	Yes
 Registered	Is blank	 Deferred	Deferral pre-commencement	No
 Deferred	Deferral pre-commencement	 Cancelled	Is blank	No
 Deferred	Deferral pre-commencement	 Commenced	Is blank	No
 Commenced	Is blank	 Concluded	Formal withdrawal	Yes
 Commenced	Is blank	 Concluded	Informal withdrawal	No
 Commenced	Is blank	 Concluded	Successful completion	Yes
 Commenced	Is blank	 Concluded	Unsuccessful completion	Yes
 Commenced*	Is blank	 Concluded	Is blank	Yes
 Commenced	Is blank	 Concluded	Not applicable	Yes
 Commenced	Is blank	 Concluded	RTO closed	No
 Commenced	Is blank	 Deferred	Deferral post-commencement	Yes
 Deferred	Deferral post-commencement	 Commenced	Is blank	No
 Deferred	Deferral post-commencement	 Concluded	Formal withdrawal	No
 Deferred	Deferral post-commencement	 Concluded	Informal withdrawal	No
 Deferred	Deferral post-commencement	 Concluded	Not applicable	No
 Deferred	Deferral post-commencement	 Concluded	RTO closed	No
 Deferred*	Deferral post-commencement	 Concluded	Is blank	No

*This scenario would only occur if a superseding subject enrolment was reported alongside this conclusion. BRDG00072 enforces that *Student status reason* is reported in all other cases.

Table B12 | Subject enrolment transitions

Details valid combinations for subject enrolment transitions from one *Student status* to another. This table is specifically related to Business Rule **BRDG00303**.

Student status from	Student status reason	Student status to	Student status reason	Same student activity date allowed?
No enrolment		 Registered	Is blank	-
 Registered	Is blank	 Commenced	Is blank	Yes
 Registered	Is blank	 Cancelled	Is blank	No
 Registered	Is blank	 Cancelled	Not applicable	Yes
 Commenced	Is blank	 Concluded	Credit transfer applied	Yes
 Commenced	Is blank	 Concluded	Formal withdrawal	Yes
 Commenced	Is blank	 Concluded	Informal withdrawal	No
 Commenced	Is blank	 Concluded	Successful completion	Yes
 Commenced	Is blank	 Concluded	Unsuccessful completion	Yes
 Commenced**	Is blank	 Concluded	Is blank	No
 Commenced	Is blank	 Concluded	Not applicable	Yes
 Commenced	Is blank	 Concluded	RTO closed	No

**This scenario would only occur if a superseding subject enrolment was reported alongside this conclusion. BRDG00161 enforces that the *Student status reason* is reported in all other cases.



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