

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.