

### ST George's Student Statutory Returns

The Student Systems Team, within the Registry, oversees the extrapolation of student related data from our student information system, SITS, for the following statutory returns:

Statutory Return	Returning Body	Returning Officer(s)
UNISTATS	Higher Education Statistics Agency (HESA)	Jon Daniels (Snr Systems and Data Officer)
Student Return Record	HESA	Elena Nabokova-Khan/Jon Daniels (Student System Officers)
Medical and Dental Survey	Office for Students (OfS formerly HEFCE)	Elena Nabokova-Khan (Snr Systems and Data Officer)
Graduate Outcomes	Higher Education Statistics Agency (HESA)	Alumni/Elena Nabokova-Khan (Snr Systems and Data Officer)
Aggregate Offshore	HESA	Jon Daniels (Student System Officer)
HESES	Office for Students (OfS formerly HEFCE)	Elena Nabokova-Khan (Snr Systems and Data Officer)

A brief outline of the key attributes of these return can be found below:

#### **Regulatory body: Higher Education Statistics Agency (HESA) and Office for Students (OfS)**

##### **UNISTATS (aka KIS)**

All Higher Education Providers (HEPs) in England, Wales and Northern Ireland are obliged to collect and submit in a standardised format some of the information needed for UNISTATS. UNISTATS enables prospective students to compare UK HEP data for Undergraduate education courses in a comparable way using official data that includes satisfaction scores in the NSS, jobs and salaries after study and other key information for prospective students. UNISTATS must be published on HEPs' and UCAS' websites via a widget. SGUL must collect information to produce a UNISTATS for 10 of our courses as follows:

1. MBBS Medicine 5 year
2. BSc Biomedical Science
3. BSc Health Care Science (Physiological Sciences)
4. BSc Physiotherapy
5. BSc Diagnostic Radiography
6. BSc Therapeutic Radiography
7. BSc Paramedic Science
8. MSci Biomedical Science
9. BSc Occupational Therapy

## 10. BSc Clinical Pharmacology

### Timeline(s):

Collation of data: May - June  
First return: 20<sup>th</sup> July  
Validation checks: 20<sup>th</sup> July – 16<sup>th</sup> August  
HEP Principal Sign Off: 17<sup>th</sup> August

### **Student Record Return**

All HEPs must submit a Student Record Return that covers the HESA reporting period/preceding academic year (1<sup>st</sup> August YYYY– 31<sup>st</sup> July YYYY+1). The data collected as part of the Student Record Return is used extensively by various stakeholders (internally and externally) and is fundamental in the formulation of:

- Funding
- Performance Indicators
- Publications (including UNISTATS)
- League tables

The Student Record Return is collected in respect of:

*all students registered at the reporting provider who follow courses that lead to the award of a qualification or provider credit.*

The return must include all students who are (or were) actively following a course at some time during the HESA reporting period within the UK (minimum 8 consecutive weeks at Tooting location) or UK-domiciled students on a distance learning programme (wholly online or less than 8 consecutive weeks of teaching at Tooting). The HESA reporting period is fixed to ensure consistency across the data streams collected. For example, the 2021/2 Student Record Return will relate to all activity which took place between 01 August 2021 and 31 July 2022.

The Student Record Return includes individualised data about students active during the reporting period. A wide range of data items are collected including the students:

- Entry profile i.e. qualifications
- Personal characteristics i.e. date of birth, gender, ethnicity
- Sensitive data i.e. disability, sexual orientation, religious views, parental socio-economic information
- Module and course level data including confirmation of results and progression
- Funding information
- Final qualification awarded.

### Timeline(s):

First return: 15<sup>th</sup> September  
Commit date: 21<sup>st</sup> September

Validation checks: 21<sup>st</sup> September – 1<sup>st</sup> November  
Final submission: 1<sup>st</sup> November  
HEP Principal Sign Off: 8<sup>th</sup> November

### **Aggregate offshore**

The Aggregate offshore record is collected in respect of students studying (to date):

- wholly outside the UK who are either registered with the reporting provider or who are studying for an award of the reporting provider.
- Non-UK domiciled students on a distance learning programme

This will include all students active at any point in the reporting period, including students becoming dormant part way through the year, and those withdrawing from courses. Students who are dormant for the entire reporting year should be excluded from the return. The Aggregate offshore record is collected as a headcount, rather than a collection of individualised data. Information is collected on the location, provision and numbers of students.

#### Timeline(s):

First return: 30<sup>th</sup> September  
Commit date: 13<sup>th</sup> October  
Validation checks: 13<sup>th</sup> October – 9<sup>th</sup> November  
Final submission: 9<sup>th</sup> November  
HEP Principal Sign Off: 11<sup>th</sup> November

### **Graduate Outcomes**

The Graduate Outcomes record includes a survey of graduates around 15 months after they complete their studies. This survey will be run by a central contractor. In order to undertake this survey, providers will need to return accurate and comprehensive contact details for all of their graduates who fall into the target population.

#### Graduate Outcomes population

The Graduate Outcomes target population contains all students reported to HESA or the funding councils as obtaining relevant higher education qualifications during the reporting period 01 August to 31 July, and whose study was full-time or part-time (including sandwich students and those writing-up theses).

Awards from dormant status are only included in the target population for postgraduate research students. Relevant qualifications exclude intercalated degrees, awards to visiting students, students on post-registration health and social care courses, and professional qualifications for serving school teachers.

#### Timelines(s):

Example of the timelines for C20071, the cohorts are as follow:

Cohort	End date of course	Contact period (c. 15 months after the end date)	Census week (2018/19 graduates)
Cohort A	Between 1 August and 31 October 2020	Between 1 December 2021 and 28 February 2022	1 to 7 December 2021
Cohort B	Between 1 November 2020 and 31 January 2021	Between 1 March and 31 May 2022	1 to 7 March 2022
Cohort C	Between 1 February and 30 April 2021	Between 1 June and 31 August 2022	1 to 7 June 2022
Cohort D	Between 1 May and 31 July 2021	Between 1 September and 30 November 2022	1 to 7 September 2022

Once graduate contact details have been submitted and pass validation in the provider portal, they will need to be approved in order to be used for surveying. The approval deadlines for each cohort are as follows:

Cohort	Approval deadline
Cohort A	12 November 2021
Cohort B	18 February 2022
Cohort C	20 May 2022
Cohort D	19 August 2022

### **Regulatory body: Office for Students (OfS aka HEFCE)**

#### **Medical and Dental Survey**

The Medical and Dental Students survey (MDS) requires HEPS in the UK to provide data on their intake of medical and dental students in the previous and current academic years (e.g., 2019/0 and 2020/1).

This is an annual, UK-wide survey. The Office for Students (OfS) conducts it on behalf of the Department of Health and Social Care (DHSC), Health Education England (HEE), the Scottish Funding Council, the Higher Education Funding Council for Wales and the Department for the Economy in Northern Ireland.

Data from this survey is used by the OfS, DHSC and HEE as an early indicator of medical and dental intakes, to inform DHSC and HEE workforce planning. The OfS will also be using the data to monitor the medical and dental intake targets and to inform funding allocations for providers in England.

#### Timelines:

Census date: 9<sup>th</sup> October  
Commit date: 21<sup>st</sup> October (noon)  
Verification phase: 21<sup>st</sup> October – 9<sup>th</sup> November  
HEP Sign Off: 10<sup>th</sup> November

*-Note that during the verification phase HESES contacts may be asked to verify, and answer any questions about, the data. Contacts will have up to five working days to respond. Institutions are then notified of provisional formulaic grant adjustments arising from recruitment against their medical and dental intake targets, and invited to submit appeals.*

## **HESES**

All HEPs required to provide data that should include students on years of instance that started between 1 August and 1 December YYYY inclusive and years of instance that you forecast will start between 2 December YYYY and 31 July YYYY+1 inclusive. The latter includes new entrants or those on the second or subsequent years of an instance.

The data will:

- give an early indication, for purposes including government planning, of the number of HE students studying in the academic year
- together with data supplied to the Higher Education Statistics Agency (HESA), inform the allocation of teaching funds for the next academic year
- be used to update the OfS Register of HE providers
- inform the Annual Provider Review (APR), which is core mechanism to assess quality in the HE providers funded by OfS.

Timeline(s):

Census date:	1 <sup>st</sup> December
Commit date:	9 <sup>th</sup> December (noon)
Verification phase:	10 <sup>th</sup> December – 31 <sup>st</sup> January
HEP Sign Off:	1 <sup>st</sup> February

*-Note that during the verification phase HESES contacts may be asked to verify, and answer any questions about, the data. Contacts will have up to five working days to respond. Institutions are then notified of provisional formulaic grant adjustments arising from recruitment against their medical and dental intake targets, and invited to submit appeals.*

Deadlines for the HESES return are not flexible. Where an institution fails to return credible data on time the OfS may base the allocation of funds on their own estimate of student activity. Institutions that do not submit credible data on time are more likely to be audited.