Senior Learning Information Management System (SLIMS)

Interface Control Document

For the supply of Enrolments and Results (CSV file)

Version 2.08 — August 2011

Document Control Page

Authorisation

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Revision History

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		Appendix A6: Learning Project	
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QCE Handbook	QCAA website

Associated documents: These documents are superseded by this document

Name	Author	Version	Date
SLIMS Referential Data	Chris Woodrow	0.01	20 Sept 2006

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1 Introduction

1.1 Background

The QCAA's Senior Learning Information Management System (SLIMS) has been designed to support the management of the new Queensland Certificate of Education as well as to support the monitoring of learner's participation in eligible learning options. The SLIMS is comprised of six functional components, one of which is the management of enrolments and results.

To support the management of enrolments & results, SLIMS has provided three interfaces to offer providers a choice in how they supply data to the QCAA. This document defines the Comma Separated Value (CSV) interface, which is a text-file option that allows providers to supply batches of enrolments for multiple learners in a single file. The CSV interface (sometimes called the 'file upload facility') is intended to be used by any provider for the provision of any type of learning option that contributes to either of the two goals mentioned above.

1.2 Usage

Users of the CSV interface will typically have a student enrolment system of their own which is capable of producing a CSV file in the appropriate format and with the appropriate content. When the provider wishes to supply enrolments & results to the QCAA, the provider will typically extract data from their local enrolment system in accordance with the CSV interface specifications (this document), log in to SLIMS, and choose an option from the SLIMS menu that allows the import of the CSV file. Once processed, SLIMS will have stored the learning option enrolments and have established a relationship between the learner and the provider.

Providers are required to supply updated or deleted enrolments & results within 30 days of becoming aware of these details. In practice, changes to enrolments and results that occur during the year are typically updated in the provider's local enrolment system and then communicated to the QCAA as required. If a learner was included in a previous CSV file, and is not included in a subsequent file, then the QCAA will assume no changes have occurred to that enrolment. Any enrolment that is ceased or has in some way been discontinued by the learner after participation has commenced should be reported to QCAA as a withdrawn enrolment as this will affect the learner's participation status.

Since the CSV file is a batch file facility, providers can send enrolments & results for multiple learners at a time. If one record fails, only that record will be rejected (and returned with the appropriate error messages) with all other successfully validated records stored in SLIMS. Only one file can be processed at a time.

Providers must log into the Registration & Banking System (RABS — the web application part of SLIMS) to access the CSV file-upload facility. Full details on how to obtain a logon account, and usage of the RABS system can be obtained from the QCAA website.

1.3 Frequency

- Learning providers can submit enrolment and result information at any time.
- The file upload service, via RABS, is available 24 hours a day, 7 days a week.

1.4 Security

- HTTPS basic authentication will be utilised to restrict the service to authorised clients only.

- Learning providers will use their QCAA logon account to access the file upload service.

2 File Definition

2.1 File Format Limitations

The CSV file interface is offered to providers looking for a simple and cost effective method of exchanging data with the QCAA. The CSV file structure however, has several limitations that may affect how data is reported, and how it is interpreted by the QCAA. The following points aim to highlight the limitations and the QCAA's response:

- The CSV interface supports the reporting of 6 different learning option types, each of which may have different characteristics. To clearly communicate the required data associated with each type, the QCAA has defined a specific 'record type' for each learning option. The record types are defined in Appendixes A1–A6.

- Many of the supported learning option types have a one-to-many data relationship, so that 1 learning option enrolment may be associated with many component enrolments. Data associated with the 'one' record is expected to be repeated for all the 'many' records. If that data changes value, the QCAA will deem the last record to be the correct one and any preceding data will be ignored.

- Each line of data within the CSV file is independent of all other lines of data. If the same record is included in the file more than once, the last one will be stored by the QCAA. The CSV data lines are applied from first-to-last.

- Data entries that refer to the same Learner, Learning Option + Component (unique key) within the same data file will overwrite each other.

- Only successfully processed data lines will be saved by the QCAA.

- CSV data lines which record an 'ERROR' will not be saved.

- Each field inside a CSV file is separated by a comma. If a comma is part of the text being supplied, please insert the text between double quotes.

2.2 File Naming Convention

The file name can consist of any name but must include the .csv extension.

2.3 File Layout

The CSV file layout consists of two types of records (1) one header record that describes the contents of the file, and (2) many data records for each enrolment. The Header record layout is defined below. The data record layouts for each of the Learning Option Types are defined in Appendixes A1–A5.

Header Record Layout

Field Name	Description	Format	Required
CSV file format version	A unique value that identifies the version of the CSV format being supplied.	10 A	Yes
Timestamp	Time file is created	20 A	Yes
Number of Records	The number of detail records contained within this file.	Number	Yes
Provider ID	An identifier that uniquely identifies a provider, not an organisation. This identifier must be known to the QCAA	10 A	Yes
Provider Short Name	A name or acronym commonly used to identify an provider, not an organisation name	100 A	Yes
Provider Type ID	An identifier that uniquely identifies the type of provider	10 A	Yes

2.4 Validation Messages

The table below describes the validation states that may occur during processing.

Validation State	Description
Valid with no messages	The data has been processed against the relevant business rules and has successfully passed all rules. There are no messages pertaining to the application or the business rules.
Valid with information messages	The data has been processed against the relevant business rules and has successfully passed all rules however there are certain information messages pertaining to the data (e.g. an exemption has been made for the young person). No further action is required.
Valid with warning messages	The data has been processed against the relevant business rules and has passed all rules however the data may be questionable, although not in error. It is appropriate for the person performing the data entry to examine the possible warning message and amend the data. Warning messages will not halt further processing of the data.
Valid with error messages	The data has been processed against the relevant business rules however there are errors in the data which require correction before the records in error can be processed further. NB: records not in error will still be processed.
Invalid	The file is invalid.

3 Field Definitions

3.1 Completion Date

Description

The date on which the learner successfully completes the learning option.

Value & Description

Value	Description
Formatted Text	The learning option enrolment completion date

Format

Type: Alphanumeric
Max Length: 10
Mandatory: Yes
Justification: Left
Format: yyyy-mm-dd

Usage

Completion date is left blank until the learner successfully completes the learning option and is entitled to an award or certificate. If the learner does not successfully complete, but instead discontinues the learning, completion date should remain blank. The QCAA will use the completion date to determine whether the learner is eligible for QCE credits for the learning undertaken.

Validations

- Completion date must either be blank or a valid date (error)

- Completion date must not be greater than the current date (error)

3.2 Component ID

Description

A code that uniquely identifies a learning option component. A learning option component is a sub-division of a learning option, typically an organised amount of learning that is individually assessable and contributes to achieving a certificate or award. Components typically include (a) VET competencies which are associated with VET courses, (b) university subjects which are associated with university courses or (c) ILP subjects which are associated with ILP courses.

Value & Description

Value	Description
Text	The component identifier

Format

Type: Alphanumeric
Max Length: 12
Mandatory: No
Justification: Left

Usage

The component ID is an identifier that is known to both the provider and the QCAA. This identifier is associated with additional information about the component such as name. The QCAA will look up the additional information within its own system by using the component ID.

The table below outlines the types of IDs that should be used for each learning option:

Learning Option Type	Example IDs
VET Courses	An ID that represents the competency or module associated with the accredited course or national training package qualification
Higher Education Courses	An ID that represents the university subject associated with the university course
Recognised Studies	Recognised Studies do not have components
International Learning Programs (ILPs)	An ID that represents an ILP subject associated with the ILP course
Employment Skills Development Programs (ESDPs)	ESDPs do not have components

Validations

- Component ID must not be blank (error).

- Component ID must be known to the QCAA (error). NB: for some provider types, the QCAA will allow any component ID to be supplied and will obtain the component details via a separate interface.

- The Provider supplying the component enrolment must be registered with the QCAA to be authorised to deliver that component (error). NB: for some provider types, all providers may be automatically registered to deliver all components associated with a particular learning option type, based on prior arrangement with the QCAA.

- Component ID must be a valid component of the learning option (error).

3.3 Component Name

Description

The full name of the learning option component. Component names provide descriptive information about subject/module content.

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Value & Description

Value	Description
Text	The name of the component

Format

Type: Alphanumeric

Max Length: 100

Mandatory: Yes

Justification: Left

Usage

When a provider supplies a component identifier that is unknown to the QCAA, the QCAA (under certain circumstances) may create an entry for that component and accept the enrolment. Under this scenario, the component name is used by the QCAA as part of the information that is stored for that component. If the component is already known to the QCAA, the name will not be re-stored in the QCAA's system but will be checked to ensure it is the same.

Validations

- Component name should match the component name as stored in the QCAA's system (warning)

3.4   CSV File Format Version

Description

The CSV File Format Version will be used to identify to SLIMS the version of the file that is to be processed. New fields may be introduced into later versions of the file, or redundant fields may be removed.

Value & Description

Value	Description
Text	A unique value that identifies the version of the CSV format being supplied. Currently must have a value of '**ER V1.0**'.

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Usage

The CSV file version will identify the format of the supplied file. New fields may be introduced into later versions file to allow for changed or additional functionality.

Validations

- The CSV File Format Version must not be blank (error).

3.5 Date of Birth

Description

The date the learner was born.

Value & Description

Value	Description
Formatted Text	The learner's date of birth

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Format: yyyy-mm-dd

Usage

Date of birth is used to determine the age of the learner. The learner's age is used to determine if the learner is in, or has exited, the compulsory participation phase. The date of birth is also used to ensure the learner's enrolments & results are banked against the correct learning account.

Validations

- Date of birth must be a valid date (error)

3.6 Enrolment Date

Description

Date on which the learner began participating in the learning option component.

Value & Description

Value	Description
Formatted Text	The start date of the component enrolment

Format

Type: Alphanumeric
Max Length: 10
Mandatory: Yes
Justification: Left
Format: yyyy-mm-dd

Usage

Enrolment date is used by the QCAA to determine the start date of participation and signifies that the learner was participating in the component enrolment as of this date. Enrolment data typically refers to the component start date for all students.

Validations

- Enrolment date must be a valid date (error)

- Enrolment date must not be more than 12 months past the current date (error)

3.7 Full-Time Participation Flag

Description

A Yes/No value that indicates the learner's participation in the learning option.

Value & Description

Value	Description
Y	The learner is participating full-time in the learning option
N	The learner is not participating full-time in the learning option

Format

Type: Alphanumeric

Max Length: 1

Mandatory: Yes

Justification: Left

Usage

Full-time participation is determined by the provider in accordance with their enrolment and attendance requirements relevant for the particular learning option. The QCAA will use this flag to determine whether the learner should be reported to the Department of Education and the Arts as someone who is not fully participating in an eligible learning option. NB: A value of No does not necessarily mean that QCAA will report the learner as not participating as enrolments in other learning options with another provider may also be taken into account.

Validations

- Full-time participation flag must be either Yes or No (error)

3.8 Given Names

Description

The learner's given names, including first and middle.

Value & Description

Value	Description
Text	The learner's given names

Format

Type: Alphanumeric
Max Length: 34
Mandatory: Yes
Justification: Left

Usage

The QCAA will use these names, in addition to the LUI, to ensure enrolments & results are banked against the correct learning account. Providers should supply all given names (e.g. first + all middle names) for the learner.

Validations

- Given names must not be blank (error)

3.9 Last Name (i.e. surname)

Description

The learner's last name (i.e. surname).

Value & Description

Value	Description
Text	The learner's last name

Format

Type: Alphanumeric

Max Length: 40

Mandatory: Yes

Justification: Left

Usage

The QCAA will use this name, in addition to the LUI, to ensure enrolments & results are banked against the correct learning account.

Validations

- Last name must not be blank (error)

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3.10 Learner Unique ID (LUI)

Description

A unique ID that is assigned by QCAA when a learner is registered.

Value & Description

Value	Description
Text	The learner's unique QCAA ID

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Right

Usage

Each learner that is registered with the QCAA has been assigned a LUI. The LUI is used to identify the learning account in which the learner's enrolments will be banked. Both the learner and the provider should know the learner's LUI and if not, will need to obtain the LUI before attempting to report enrolments.

NB: The QCAA will, in addition to using LUI to find a learning account, also use the learner's name, sex, and date of birth to ensure the correct learning account is being used.

Validations

- LUI must exist within the QCAA system (error)

- LUI must be associated with the correct learning account (error). NB: Additional learner details (e.g. names, date of birth, and sex) are used to confirm whether the correct LUI has been supplied.

- LUI should be associated with an active learning account (information). If a learning account is designated as inactive, enrolments can still be banked but the provider will receive an information message.

- LUI should be associated with a learning account that has an Intended Learning Option (ILO) (warning).

3.11 Learning Option ID

Description

A code that uniquely identifies a learning option. A learning option is a specific course or program associated with a learning option type. Learning options include eligible options and certification studies.

Value & Description

Value	Description
Text	The learning option identifier

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Usage

The learning option ID is an identifier that is known to both the provider and the QCAA. This identifier is associated with additional information about the learning option such as name. The QCAA will look up the additional information within its own system by using the learning option ID.

The table below outlines the types of IDs that should be used for each learning option:

Learning Option Type	Example IDs
VET Courses	An ID that represents the accredited course or national training package qualification
Higher Education Courses	An ID that represents the university course (the list of applicable courses are managed by each university)
Recognised Studies	An ID that represents the Graded Subject or Award. QCAA can provide a list of applicable codes.
International Learning Programs (ILPs)	An ID that represents an International learning Program course. Currently there is only one which is the 'IBDP'
Employment Skills Development Programs (ESDPS)	An ID that represents an ESDP. Currently there are three ('WP', 'GSW', & 'TC')

Validations

- Learning Option ID must not be blank (error).

- Learning Option ID must be known to the QCAA (error). NB: for some provider types, the QCAA will allow any learning option ID to be supplied and will obtain the learning option details via a separate interface.

- The Provider supplying the learning option enrolment must be registered with the QCAA to be authorised to deliver that learning option (error). NB: for some provider types, all providers may be automatically registered to deliver all learning options associated with a particular learning option type, based on prior arrangement with the QCAA.

- If third party provider details are supplied, then the validations defined above must hold true against the third party's scope of registration.

3.12 Learning Option Name

Description

The full name of the learning option. Learning option names provide descriptive information about a course/programs content.

Value & Description

Value	Description
Text	The name of the learning option

Format

Type: Alphanumeric

Max Length: 100

Mandatory: Yes

Justification: Left

Usage

When a provider supplies a learning option identifier that is unknown to the QCAA, the QCAA (under certain circumstances) may create an entry for that learning option and accept the enrolment. Under this scenario, the learning option name is used by the QCAA as part of the information that is stored for that option. If the learning option is already known to the QCAA, the name will not be re-stored in the QCAA's system but will be checked to ensure it is the same.

Validations

- Learning option name should match the learning option name as stored in the QCAA's system (warning)

3.13 Learning Option Type ID

Description

A code that uniquely identifies the type of learning option enrolment.

Value & Description

Value	Description
VET	VET Course
HEC	University or Non-University Higher Education Course
RS	Recognised Study
ILP	International Learning Program
ESDP	Employment Skills Development Program

Format

Type: Alphanumeric
Max Length: 10
Mandatory: Yes
Justification: Left

Usage

The Learning Option Type categorises learning options. In some cases, learning options have the same identifier as other learning options of a different type. The Learning Option Type identifies the type of enrolment that is being supplied.

Validations

- Learning Option Type must not be blank (error)

- Learning Option Type must be a valid value (error)

3.14 Number of Records

Description

The number of component enrolments supplied in the CSV file.

Value & Description

Value	Description
Numeric value	Total number of component enrolments

Format

Type: Numeric

Max Length: 6

Mandatory: Yes

Justification: Right

Usage

The QCAA will use this value to confirm all records have been received.

Validations

- Value must equal the number of component enrolments supplied (error)

3.15 Provider ID

Description

A code used to uniquely identify a provider. The code must be the same value that the QCAA has used to represent the organisation within the SLIMS system.

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Value & Description

Value	Description
Text	Valid alphanumeric identifier

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Right

Fill character: 0

Usage

The provider ID is used to identify the organisation supplying the enrolments and results CSV file as deliver provider or reporting provider. For organisations that don't have a provider ID (e.g. agents only), please use N/A as provider id and ignore Provider Short Name and Provider Type ID. The file should contain only one provider ID and that ID should be known by the QCAA as being associated with the provider (please contact the QCAA for the correct value to use).

Validations

- Provider ID must not be blank (error)
- Provider ID must match the ID of the provider logged into SLIMS (error)
- Provider ID must be associated with a valid provider registration in SLIMS (error)

3.16 Provider Short Name

Description

A name or acronym commonly used to identify a provider.

Value & Description

Value	Description
Text	Valid alphanumeric identifier

Format

Type: Alphanumeric

Max Length: 100

Mandatory: Yes

Justification: Left

Usage

The provider short name is used to identify the organisation supplying the enrolments & results CSV file. The file should contain only one provider short name and that name should be known by the QCAA as being associated with the provider.

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Validations

- Provider name must not be blank (error)

- Provider name must match the provider name registered with the QCAA under the provider's registrations (error)

3.17 Provider Type ID

Description

A code that uniquely identifies a type of provider.

Value & Description

Value	Description
RTO	Registered Training Organisation
ESDPP	Employment Skills Development Program Provider
SCHOOL	School
HE	University or Non-University Higher Education Provider
RSP	Recognised Study Provider

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Usage

The provider type ID is used to identify the provider type associated with the learning option enrolment. A provider can have multiple provider types, but must designate under which capacity the learning option enrolment is being delivered. For example, only a provider type of 'school' may deliver school subjects, but the school may also be an 'RTO', and only as an RTO can the provider deliver VET course enrolments. Each provider type is associated with a specific set of learning options that can be delivered.

Validations

- Provider Type ID must not be blank (error)

- Provider ID must be registered with the QCAA as this type of provider (error)

3.18 Result

Description

A code that uniquely identifies the result, or outcome, of a learner's enrolment in a learning option or learning option component. Result codes are unique within learning option types.

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Value & Description

Refer to the Appendix C for valid result values.

Format

Type: Alphanumeric

Max Length: 3

Mandatory: No

Justification: Left

Usage

The result of the component enrolment. This value should only be supplied when the learner has completed participation in the component enrolment. If the learner is currently participating in the component enrolment, this field should be blank.

Validations

- Result must be associated with the correct learning option type (error)

- Result cannot be supplied if result-received-date is blank (error)

3.19 Result Received Date

Description

The date that enrolment in the component ended.

Value & Description

Value	Description
Formatted Text	The end date of the component enrolment

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Format: yyyy-mm-dd

Usage

Result received date corresponds to the date in which participation in the learning option component ended. This date however, should only be supplied when the component enrolment result is supplied.

Validations

- Result received date must be a valid date (error)

- Result received date must not be more than 12 months beyond the current date (error)

3.20 Semester Count

Description

The number of semesters for which the subject spans.

Value & Description

Value	Description
Numeric Value	A count of the number of semesters over which the subject is assessed. The value will usually be 1 or 2.

Format

Type: Numeric

Max Length: 1

Mandatory: Yes

Justification: Right

Usage

Only collected for Higher Education enrolments to identify the length of the subject. This is used to determine the number of credits which the student can achieve.

Validations

- Semester Count must be numeric (error)

3.21 Sex

Description

A flag that identifies the sex of a learner (male or female).

Value & Description

Value	Description
F	Female
M	Male

Format

Type: Alphanumeric

Max Length: 1

Mandatory: Yes

Justification: Left

Usage

Normally collected as part of a provider's standard enrolment process, this field identifies whether a learner is male or female.

Validations

- Sex flag must be either 'F' or 'M' (error)

3.22 Status

Description

An indicator to identify whether an enrolment record is being updated or deleted. A new entry can be considered an update.

Value & Description

Value	Description
U	Updated enrolment/result
D	Deleted enrolment/result

Format

Type: Alphanumeric

Max Length: 1

Mandatory: Yes

Justification: Left

Usage

This field value is supplied by the provider to inform the QCAA how to treat the enrolment record.

If a learning option type does not have components, the enrolment is deleted at the learning option level.

If a learning option type does have components, the enrolment is deleted at the component level. Depending on the outcome of the processing, higher level records may also be impacted. For example, if all component enrolments are deleted, the learning option enrolment would also be deleted.

Validations

- Value must be either U or D (error)

3.23 Third Party Provider ID for Learning Option

Description

A code used to uniquely identify a third party provider, other than the provider who is reporting the enrolment. This ID field refers to the Third Party Provider responsible for delivering the Learning Option. The code must correspond to a value that the QCAA has used to represent a different organisation within the SLIMS system.

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Value & Description

Value	Description
Text	Valid alphanumeric identifier

Format

Type: Alphanumeric

Max Length: 10

Mandatory: No

Justification: Right

Fill character: 0

Usage

The third party provider ID is used to identify an organisation, other than the reporting organisation, that has enrolled a learner in a learning option. A third party provider enrolment should only be used when the third party is unable to report the enrolment directly to the QCAA, and has agreed to have a different organisation report the enrolment on their behalf. The third party ID should be known by the QCAA as being a registered learning provider. (Please contact the QCAA for the correct value to use)

Validations

- Third Party provider ID must be associated with a valid provider registration in SLIMS (error)

3.24 Third Party Provider Type ID for Learning Option

Description:

A code that uniquely identifies the type of the third party provider for the Learning Option specified.

Value & Description:

Value	Description
RTO	Registered Training Organisation
ESDPP	Employment Skills Development Program Provider
HE	University or Non-University Higher Education Provider
SCHOOL	School
RSP	Recognised Study Provider

Format:

Type: Alphanumeric

Max Length: 10

Mandatory: No

Justification: Left

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Usage

The third party provider type ID is used to identify the type of provider that has delivered the third party learning option enrolment. A third party provider can have multiple provider types, but must designate which type is associated with each enrolment. For example, only an organisation with a provider type of 'school' may supply school subjects, but the organisation may also be an 'RTO', and only as an RTO can the organisation provide VET courses. Each provider type is associated with a specific set of learning options that can be delivered.

Validations

- Third Party Provider ID must not be blank (error)

- Third Party Provider ID must be registered with the QCAA as this type of provider (error)

3.25 Third Party Provider ID for Learning Option Component

Description

A code used to uniquely identify a third party provider, other than the provider who is reporting the enrolment. This ID field refers to the provider responsible for delivering the Learning Option Component, when different from the reporting provider. The code must correspond to a value that the QCAA has used to represent the organisation within SLIMS.

Value & Description

Value	Description
Text	Valid alphanumeric identifier

Format

Type: Alphanumeric
Max Length: 10
Mandatory: Yes
Justification: Right
Fill character: 0

Usage

The third party provider ID is used to identify an organisation, other than the reporting organisation, that has enrolled a learner in a learning option component. A third party provider enrolment should only be used when the third party is unable to report the enrolment directly to the QCAA, and has agreed to have a different organisation report the enrolment on their behalf. The third party ID should be known by the QCAA as being a registered learning provider. (Please contact the QCAA for the correct value to use)

Validations

- Third Party provider ID must be associated with a valid provider registration in SLIMS (error)

3.26 Third Party Provider Type ID for Learning Option Component

Description

A code that uniquely identifies the type of the third party provider for the Learning Option Component specified.

Value & Description

Value	Description
RTO	Registered Training Organisation
ESDPP	Employment Skills Development Program Provider
HE	University or Non-University Higher Education Provider
SCHOOL	School
RSP	Recognised Study Provider

Format

Type: Alphanumeric

Max Length: 10

Mandatory: Yes

Justification: Left

Usage

The third party provider type ID is used to identify the type of provider that has delivered the third party learning option component enrolment. A third party provider can have multiple provider types, but must designate which type is associated with each enrolment. For example, only an organisation with a provider type of 'school' may supply school subjects, but the organisation may also be an 'RTO', and only as an RTO can the organisation provide VET courses. Each provider type is associated with a specific set of learning option components that can be delivered.

Validations

- Third Party Provider Type ID must be a valid Provider Type ID (error)
- Third Party Provider Type ID must be associated (by the QCAA) with the Third Party Provider ID (error)

3.27 Timestamp

Description

The date and time in which the CSV file was created by the provider.

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Value & Description

Value	Description
Formatted Text	The date & time of the CSV file creation by the provider

Format

Type: Alphanumeric

Max Length: 20

Mandatory: Yes

Justification: Left

Format: yyyy-mm-dd hh:mm:ss

Usage

A date/time value that identifies when the CSV file was created.

Validations

- Timestamp must be a valid date/time (error)

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Appendix A1: VET Course Record Layout

Field Name	Format	Required
Learning Option Type ID	10 A	Yes
Status	1 A	Yes
Learner Unique ID (LUI)	10 A	Yes
Last Name	40 A	Yes
Given Names	34 A	Yes
Date of Birth	Date yyyy-mm-dd	Yes
Sex	1 A	Yes
Learning Option ID	10 A	Yes
Learning Option Name	100 A	Yes
Full-Time Participation Flag	1 A	Yes
Component ID	12 A	Yes
Component Name	100 A	Yes
Enrolment Date	Date yyyy-mm-dd	Yes
Completion Date	Date yyyy-mm-dd	Yes
Result Received Date	Date yyyy-mm-dd	Yes
Result	3 A	Yes
Third Party Provider ID (for Learning Option ID)	10 A	No
Third Party Provider Type ID (for Learning Option ID)	10 A	No
Third Party Provider ID (for Component ID)	10 A	No
Third Party Provider Type ID (for Component ID)	10 A	No

Appendix A2: Higher Education Course Record Layout

Field Name	Format	Required
Learning Option Type ID	10 A	Yes
Status	1 A	Yes
Learner Unique ID (LUI)	10 A	Yes
Last Name	40 A	Yes
Given Names	34 A	Yes
Date of Birth	Date yyyy-mm-dd	Yes
Sex	1 A	Yes
Learning Option ID	10 A	Yes
Learning Option Name	100 A	Yes
Full-Time Participation Flag	1 A	Yes
Component ID	12 A	Yes
Component Name	100 A	Yes
Semester Count	1 N	Yes
Enrolment Date	Date yyyy-mm-dd	Yes
Completion Date	Date yyyy-mm-dd	Yes
Result Received Date	Date yyyy-mm-dd	Yes
Result	3 A	Yes
Third Party Provider ID (for Learning Option ID)	10 A	No
Third Party Provider Type ID (for Learning Option ID)	10 A	No
Third Party Provider ID (for Component ID)	10 A	No
Third Party Provider Type ID (for Component ID)	10 A	No

Appendix A3: Recognised Study Record Layout

Field Name	Format	Required
Learning Option Type ID	10 A	Yes
Status	1 A	Yes
Learner Unique ID (LUI)	10 A	Yes
Last Name	40 A	Yes
Given Names	34 A	Yes
Date of Birth	Date yyyy-mm-dd	Yes
Sex	1 A	Yes
Learning Option ID	10 A	Yes
Learning Option Name	100 A	Yes
Full-Time Participation Flag	1 A	Yes
Enrolment Date	Date yyyy-mm-dd	Yes
Completion Date	Date yyyy-mm-dd	Yes
Result Received Date	Date yyyy-mm-dd	Yes
Result	3 A	Yes
Third Party Provider ID (for Learning Option ID)	10 A	No
Third Party Provider Type ID (for Learning Option ID)	10 A	No

Appendix A4: ILP Record Layout

Field Name	Format	Required
Learning Option Type ID	10 A	Yes
Status	1 A	Yes
Learner Unique ID (LUI)	10 A	Yes
Last Name	40 A	Yes
Given Names	34 A	Yes
Date of Birth	Date yyyy-mm-dd	Yes
Sex	1 A	Yes
Learning Option ID	10 A	Yes
Learning Option Name	100 A	Yes
Full-Time Participation Flag	1 A	Yes
Component ID	12 A	Yes
Component Name	100 A	Yes
Enrolment Date	Date yyyy-mm-dd	Yes
Completion Date	Date yyyy-mm-dd	Yes
Result Received Date	Date yyyy-mm-dd	Yes
Result	3 A	Yes
Third Party Provider ID (for Learning Option ID)	10 A	No
Third Party Provider Type ID (for Learning Option ID)	10 A	No
Third Party Provider ID (for Component ID)	10 A	No
Third Party Provider Type ID (for Component ID)	10 A	No

Appendix A5: ESDP Record Layout

Field Name	Format	Required
Learning Option Type ID	10 A	Yes
Status	1 A	Yes
Learner Unique ID (LUI)	10 A	Yes
Last Name	40 A	Yes
Given Names	34 A	Yes
Date of Birth	Date yyyy-mm-dd	Yes
Sex	1 A	Yes
Learning Option ID	10 A	Yes
Learning Option Name	100 A	Yes
Full-Time Participation Flag	1 A	Yes
Enrolment Date	Date yyyy-mm-dd	Yes
Completion Date	Date yyyy-mm-dd	Yes
Result Received Date	Date yyyy-mm-dd	Yes
Result	3 A	Yes
Third Party Provider ID (for Learning Option ID)	10 A	No
Third Party Provider Type ID (for Learning Option ID)	10 A	No

Appendix B: LUI Format & Check Digit rules

The Learner Unique Identifier (LUI) is a Queensland education and training sector-wide unique identifier given to a learner when they are registered with the Queensland Curriculum and Assessment Authority. The LUI is primarily used to link learner electronic records within the various education and training sectors to provide a sector-wide view of a learner's registration, enrolments and achievements.

This appendix details the specific format and algorithms for the creation and use of the LUI.

Identifier composition — format

The format of the LUI is AAAAAAAAAC

Where 'AAAAAAAAA' is a random value of 9 (nine) numeric characters, and 'C' is a check digit to test validity of the value of the transmitted LUI.

Identifier — value

The 9 digit numeric value is generated using a common language random number generator. The range of valid identifiers is from 000000001 to 999999999.

Generating the value — procedure

The steps for generating the unique identifier value are:

Step 1:   Generate a random 9-digit number

Step 2:   Calculate the check digit (See the section on Check Digit)

Step 3:   Convert the 9-digit number to a string, left-padded with zeros to 9 characters

Step 4:   Convert the check digit to a string

Step 5:   Add the check digit string to the end of the 9-digit string

Step 6:   Check if number is already in use

Step 7:   If the number is already in use, return to Step 1 otherwise go to Step 4

Step 8:   Store the string in the person's database record

Check digit (LUI)

Check digit validation of the LUI will not be required.

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Appendix C: Valid Results values

Learning Option Type: 03 – VET Result values

Value	Description
20	Competency achieved/pass
30	Competency not achieved/fail
40	Withdrawn
50	Recognition of prior learning
51	Recognition of prior learning granted
52	Recognition of prior learning not granted
53	Recognition of current competency granted
54	Recognition of current competency not granted
60	Credit transfer
81	Non assessable enrolment – satisfactorily completed
82	Non assessable enrolment – withdrawn or not satisfactorily completed

Learning Option Type: 02 – Higher Education Result values

Value	Description
*	Result codes vary depending on University

Learning Option Type: 08 – Recognised Studies Type Result values

Value	Description
*	Result codes vary depending on the specific recognised study

Learning Option Type: 09 – ILP Type Result values

Value	Description
AW	Awarded
1	1
2	2
3	3
4	4
5	5
6	6
7	7

Learning Option Type: ESDP Type Result values

Value	Description
S	Successful
U	Unsuccessful

Appendix D: Example Files

1. VET Course Example

File name: VET_MTA_20070731.csv

```
# Comments can be added after a '#' character
ER V1.0,2007-07-31 15:30:00,1,15440,Motor Trades Association of Queensland,RTO

# VET Data Type: starts with 'VET'
VET,U,0002921807,ABIR,ABIJAH,1990-10-12,M,AUR10105,Cert Automotive,Y,WRRFS3B,Electrical Wiring,2005-06-01,2006-12-30,2007-1-10,52,,,,
```

2. Higher Education (HE) Course Example

File name: UNI_QUT_20070731.csv

```
# Comments can be added after a '#' character
ER V1.0,2007-07-31 15:30:00,1,35440,Queensland University of Technology,HE

# HIGHER EDUCATION Data Type: starts with 'HIGHER ED'
HEC,U,0002921807,ABIR,ABIJAH,1991-10-12,M,BENG,Bachelor of Engineering,Y,MAT101,Calculus,1,2008-03-01,,2008-06-30,4,,,,
```

3. Recognised Study (RS) Example

File name: RS_MSHS_20070731.csv

```
# Comments can be added after a '#'character
ER V1.0,2007-07-31 15:30:00,1,15001, AUSTRALIAN BOARD OF ROYAL SCHOOLS OF MUSIC,RSP

# Recognised Study Program Type: starts with 'RSP'
RS,U,8124249924,AAREN,BROOK,1991-12-19,M,6340,Singing For Leisure Cert. Of Completion,Y,2007-01-01,2007-06-01,2007-07-01,01,,
```

4. International Learning Program (ILP) Example

File name: ILP_MSHS_20070731.csv

```
# Comments can be added after a '#' character
ER V1.0,2008-03-05 10:00:00,1,15009,INTERNATIONAL BACCALAUREATE ORGANISATION,SCHOOL

# ILP Type: starts with 'ILP'
9,U,2311379115,TESTER-ZZ,ANDREW,1992-07-20,M,IBDP,International Baccalaureate Diploma Program (IBDP),Y,6350,IBO LANGUAGE A1 HL
(ENGLISH),2008-01-01,2009-12-31,2009-12-31,5,,,,
```

5. Employment Skills Development Program (ESDP) Example

File name: ESDP_ESDPP_20070731.csv

```
# Comments can be added after a '#' character
ER V1.0,2007-07-31 15:30:00,1,367,ESDP Provider,ESDPP

# ESDP Type: starts with 'ESDP'
ESDP,U,8124249924,AAREN,BROOK,1991-12-19,M,6340,Community Program,Y,2007-01-01,2007-06-01,2007-06-01,01,,
```