DATA SUPPORT BULLETIN

NCVER

AVETMISS reporting

AVETMISS Validation Software (AVS)

There has been a new release of the AVETMISS Validation Software (AVS).

Our AVS updates document contains both the updates included in the latest release of AVS and a recap of the validation rules introduced for 2018 reporting. The update list records a full history of changes made to AVS in chronological order.

AVETMISS reporting – 2018 activity

The collection window for direct reporting of 2018 AVETMISS fee-for-service activity to NCVER opens at 8:45am on 2 January 2019 and closes at 5pm (ACDT) on 28 February 2019.

Please check deadlines if you are reporting fee-for-service activity via a state training authority (STA), as their deadlines may be earlier. If you submitted data directly to NCVER during the quarterly collection windows, you **must** submit all activity for the full calendar year (Jan—Dec 2018) to the annual collection.

We encourage you to **validate** your data and fix any errors before the end of the year so that you are ready to **submit** your data when the window opens.

Our Client Support team can help with validation or submission difficulties. As they are very busy during the last few weeks of the submission period, should you need assistance, please allow sufficient time to meet your reporting deadline.

To avoid a privacy breach, we recommend you **do not** email data containing client personal details (e.g. NAT files, client names, client addresses and unique student identifiers) to NCVER.

Preparing for end-of-year reporting

For most RTOs this will be your first time validating 2018 data: please make sure data is reported as per release 8.0 of AVETMISS VET Provider Collection specifications.

IN THIS EDITION

→ **AVETMISS reporting**

→ **RTO Hub**

→ **National student outcomes data released**

→ **Support availability**

AVETMISS support

Our client support team is available to help you between 8.45am and 5pm (ACDT). The team can be contacted in a number of ways:

submit:	contact form
email:	support@ncver.edu.au
phone:	08 8230 8400
toll free:	1800 649 452

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Some key information to remember:

- ### Activity to include

  Submissions must include all activity from 1 January 2018 through to, and as at, 31 December 2018. This includes any training that commenced prior to 2018 and continued throughout it. Refer to the September 2018 Data Support Bulletin's 'Preparing for end of year reporting' article for more information on reporting as at 31 December 2018.

- ### Unique student identifier

  A new *Unique student identifier* validation on blank USIs was introduced with the implementation of release 8.0. This validation rule will trigger a warning if your students do not have a USI. You may also trigger an error if you are reporting too many students without a USI.

  Please note that 'SHORT' is not a valid *Unique student identifier* exemption value for 2018 reporting.

- ### Non-TGA programs

  RTOs submitting data directly to NCVER cannot submit a *Program* (NAT00030A) file under Release 8.0. RTOs reporting directly to NCVER will need to use the NAT00030 file and only include programs on training.gov.au (TGA). This means that any programs not on TGA must be excluded from the *Program* (NAT00030), *Training activity* (NAT00120) and *Program completed* (NAT00130) AVETMISS files.

  Any nationally recognised subjects (units of competency and accredited course units) delivered as a part of locally recognised or self-created programs should then be reported as subject-only activity and appear in the *Training activity* (NAT00120) file with a blank *Program identifier*.

  Remember to check out NCVER's RTO Hub for more resources to assist with reporting 2018 data.

- ### Nil returns

  If your RTO did not deliver any training during 2018, please submit a nil return via the AVETMISS Validation Software (AVS).

Victorian VET in Schools reporting

A reminder that if you are a Victorian VET in Schools data submitter, you will need to submit any nationally recognised training activity to NCVER in addition to any reporting you are required to do via the Victorian Curriculum Assessment Authority (VCAA). Both will need to be submitted in Release 8.0 format. For further information, please see our factsheet AVETMISS Reporting: VET in Schools, Victoria.

Standard enrolment form updates for 2019

A reminder that the 2019 Standard enrolment form is now available on NCVER's Portal. The sample form has been updated to incorporate a new study reason classification. The new classification for *Study reason* applies from 1 January 2019, and so cannot be reported in your 2018 data. There have also been some minor editorial changes around USI information.

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RTO Hub

If you have not already visited our new RTO Hub on the NCVER Portal, we recommend that you take a look. It consolidates RTO information into one area making it easier to find what you need and includes the AVETMIS Standard, reporting information, tools and support. You can learn more about the RTO Hub from our short video.

National student outcomes data released: VET students remain satisfied with training

The results of Australia's largest survey of VET students are in and satisfaction with training and job prospects remains high. Data from over 200 000 VET students shows that 86.8% of graduates and 90.4% of subject completers are satisfied with the overall quality of their training. The results of this year's National Student Outcomes Survey (SOS) were released on NCVER's Portal on 6 December 2018.

Where enough survey responses are received, RTOs can receive an individual summary of their students' employment outcomes and satisfaction with training. To be eligible for a report, your RTO must have had at least 100 domestic graduates and/or 860 domestic subject completers in 2017.

Eligible RTOs must nominate a representative to access their report.

Support availability

24 December 2018 to 2 January 2019

NCVER will be closed for the festive season from Monday, 24 December 2018, reopening on Wednesday, 2 January 2019.

If you would like to take advantage of our call back service, you are welcome to leave a message and we will respond when we reopen.

During this period, you can continue to access the NCVER Portal and all self-service options will be available 24 hours a day, 7 days a week.

We would like to take this opportunity to wish you all a safe and happy festive season and look forward to assisting you with your AVETMISS reporting in the New Year.