

AVETMISS reporting: changes to the AVETMIS Standard

USI Data Element changes: new code for individual USI exemptions

From 21 August 2017, registered training organisations (RTOs) reporting clients who have individual exemptions from the Unique Student Identifier (USI) scheme for genuine personal reasons will be able to use the standardised exemption code 'INDIV'. It is important to note that RTOs **MUST** sight the exemption document issued by the USI Office for each of these students. This process will replace the need for you to obtain a special 10-digit alpha-numeric code from the USI Office to use in place of a USI when submitting AVETMISS data for exempted clients. As is the case with the current special code, exempted clients reported with the 'INDIV' code instead of a USI will not be able to obtain a USI transcript from the USI Registrar.

When can you use the 'INDIV' exemption code?

2017 reporting: RTOs reporting on clients who have already been reported using the 10-digit special USI exemption code may **EITHER** use the special code or the 'INDIV' code for 2017 AVETMISS reporting.

2018 reporting: From 1 January 2018 onwards all genuine individual exemptions from the USI scheme must be reported using the 'INDIV' code.

Key things to remember:

1. The 'INDIV' code, along with the 10-digit special USI exemption code and other exemption codes 'INTOFF' and 'SHORT' must not be attempted to be verified in the USI Registry System.
2. The USI Office will be closely monitoring the use of the 'INDIV' code and it is only to be used for genuine objectors. Suspected misuse of the 'INDIV' code will be followed up by the Regulators and the USI Office.

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AVETMISS support

Our client support team is available to help you between 8.45am and 5pm (ACST). 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

This work has been produced by NCVER on behalf of the Australian Government and state and territory governments, with funding provided through the Department of Education and Training.

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AVETMISS release 8.0

For 2018 AVETMISS reporting: applies to all training activity starting from 1 January 2018 onwards

New Outcome identifier - national: '41 — incomplete due to RTO closure'

From 1 January 2018 onwards: if your RTO is closing, all incomplete nationally recognised training activity needs to be reported with the outcome '41 — incomplete due to RTO closure'. This is to ensure that the student is not unfairly disadvantaged on their USI transcript through an RTO's closure.

If your RTO is closing, you will need to manually change all incomplete outcomes from '40 — withdrawn' and '70 — continuing enrolment' to '41 — incomplete due to RTO closure' in your student management system prior to reporting your AVETMISS data. By reporting *Outcome identifier — national '41 incomplete due to RTO closure'* instead of '40 — withdrawn' or '70 — continuing enrolment', client USI transcripts will accurately reflect the reason why their training activity was not completed. Please note that NCVER will be updating the [AVETMISS data element definitions: edition 2.3](#) in August 2017.

Survey contact status and changes to the Standard enrolment form

NCVER will be updating the data element Survey contact status (in [AVETMISS data element definitions: edition 2.3](#)) to make it more explicit that students may be asked to participate in surveys. The 'Guidelines for Use' section now provides clear guidelines on when a client should be excluded from a survey. Changes will also be made to the standard enrolment questions contained within [AVETMISS VET Provider Collection specifications: release 8.0](#), in particular to the Privacy Statement & Student Declaration.

AVETMISS release 8.0 available in AVS

The AVETMISS Validation Software (AVS) now allows users to test data produced in the upcoming AVETMISS release 8.0 formats. This is particularly relevant for student management system developers, as well as RTOs who have their own in-house software. Testing is encouraged to ensure your systems are compliant with release 8.0 ahead of the 1 January 2018 implementation date. To access this feature, simply select Year '2018' and Collection Period 'Jan-Mar' from the Collection Processing screen in AVS. From here, users can upload and validate release 8.0 format test data, and can also download the release 8.0 validation rules. As this is a future collection period, users will only have access to validate data in release 8.0 format.

Release 8.0 Q & A sessions

Join our AVETMISS team for a live question-and-answer session on AVETMISS release 8.0. RTOs will have the opportunity to have their questions on release 8.0 answered in real time by our AVETMISS team. Presenters will also cover the items RTOs need to have in place by 1 January 2018 to be AVETMISS compliant.

Register to join the sessions via the links below. Spots in each session are limited:

[Tuesday 5 September 2017](#)

[Wednesday 6 September 2017](#)

[Monday 11 September 2017](#)

[Tuesday 19 September 2017](#)

AVETMISS system files

The specific funding identifier classification has recently been updated and the system file can be found [here](#).

The following three specific funding codes will no longer be valid codes from the January–June 2017 collection and for all subsequent collections:

- 13 NWDF – Critical Skills Investment Fund
- 51 Productivity Places Program – Job Seeker
- 52 Productivity Places Program – Existing worker

One new specific funding code has been added:

- 22 PaTH – Employability Skills Training

The nationally agreed nominal hours file has also been recently updated and can be found [here](#).

Privacy and your data

To avoid a privacy breach, we recommend that RTOs do not email data containing client personal details (for example, NAT files, client names, client addresses and USI numbers) to NCVET when requesting support with reporting.

National Student Outcomes Survey

The National Student Outcomes Survey, Australia's largest survey of VET students, has expanded again, and this year will contact almost half a million people who completed training in 2016. This means that some of your students may be included in the survey. This annual survey provides information on employment outcomes, training satisfaction, and the benefits and relevance of training. The information collected assists students to make important decisions about training and assists governments to improve the quality and relevance of training.

Survey invitations were sent to students at the end of May 2017 and students can complete the survey until early August 2017. If any of your students contact you, we would appreciate your support in encouraging them to complete this important survey.

Further information on the survey, including how contact details were obtained, what information is collected and how survey responses will be reported is available [here](#). Results from the previous years' survey can be accessed [here](#).