2017-18 ILR data checking tool: Student characteristics data summary rebuild instructions

Contents

Summary

1. This document describes how the student characteristics data summary tables can be rebuilt from the individualised file. Fields prefixed with 'SC' are derived, all others are taken directly from the Individualised Learner Record (ILR) or Learning Aim Reference Service (LARS). For details on how these fields were derived see the student characteristics data summary technical document: https://www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/2017-18-ilr-data-checking-tool/.

2. The individualised file contains one line per student per subject. The full person equivalent (SCFPE) is distributed between the subjects and sums to 100 for each student.

3. The student characteristics data summary comprises two files:

    a. The student characteristics data summary workbook 'SC17_DCT_F100XXXXX.xlsx'.

    b. The student characteristics data individualised file SC17_DCT_F100XXXXX_IND.csv.

4. The following sections of this document detail how to rebuild the populations of students found in the tables of the student characteristics data summary work book. These tables are listed below.

Worksheet	Description
Coversheet	Title page
Age	Student numbers in each age category
Degree class	Student numbers in each degree class
Disability	Student numbers with and without disability, or unknown
Domicile	Student numbers in each domicile category
Ethnicity	Student numbers in each ethnicity category
Entry qualifications	Student numbers in each entry qualification category
Level of study	Student numbers in each level of study category
Postcode	Student numbers with known and unknown postcodes
Subject	Student numbers in each age category

Student characteristics tables recreated using 2017-18 ILR data

5. The following steps show how to use the 2017-18 individualised file to rebuild the headcount columns in the main student characteristics tables. The same methodology was applied to both the 2016-17 and 2017-18 data in creating the workbook. Note that the individualised file contains 2017-18 data only and so numbers pertaining to this academic year only can be recreated from that data.

6. First, restrict the data to the target population by applying one of the following criteria:

   a. For the level of study table filter to ENG_LEVE = H and skip to paragraph 8.

   b. For the degree class table filter to SCDEGCLASSPOP = 1

   c. For all other tables filter to SCPOP = 1

7. To return the individual column populations apply the following additional filters to the individualised file as required. Note that for the degree class table only the first degree population is used:

   - Other UG students: SCLEVEL = OUG
   - First degree: SCLEVEL = DEG
   - All undergraduate: SCLEVEL = OUG, DEG
   - Postgraduate: SCLEVEL = PG

8. To constrain the population to full-time or part-time, apply the following filters as required:

   - Full-time: SCMODE = FT
   - Part-time: SCMODE = PT

9. The following tables list the additional filters which should be applied to the individualised file to recreate the population for each specific row.

10. Once all the required filters have been applied the headcount is returned by summing the values in the SCFPE column and dividing by 100.

Coversheet

11. The tables on this sheet summarise aspects of tables from the rest of the workbook.

12. **The number of students falling into unknown categories** is found by summing the unknown categories from 2017-18 data in the Undergraduate and Postgraduate study level categories in both Full-time and Part-time modes. The sum is then divided by the total headcount to get the percentage of unknowns.

13. To derive the number of students falling into unknown categories apply the appropriate filters (as described in paragraphs 5-7) then filter the category to unknown: e.g. SCAGE = 'UNKNOWN'. Sum the values in the SCFPE column and divide the total by 100 to return the headcount.

14. The total number of students is calculated by clearing all filters then applying either:

   a. For the level of study table: ENG_LEVE = H

   b. For the degree class table filter to SCDEGCLASSPOP = 1

   c. For all other tables: SCPOP = 1

   Then sum the SCFPE column and divide the result by 100.

15. To calculate the percentage of unknowns divide the calculated number of unknowns (paragraph 15) by the total number of students (paragraph 16).

16. **Changes in underrepresented groups** is found by subtracting the total number of students in the category and group (e.g. the Over 30 group of the Age category) in 2017-18 and subtracting from it the equivalent value from 2016-17. The total number of students in 2017-18 is found by filtering to the required population (as described in paragraphs 5-7) then summing the SCFPE column and dividing the result by 100.

Age

Row value	Filter
Under 21	SCAGE = U21
21 - 30	SCAGE = 21_30
30+	SCAGE = 30+
Unknown	SCAGE = UNKNOWN

Degree class

Row value	Filter
First	SCDEGCLASS = FIRST
Upper second (2:1)	SCDEGCLASS = 2_1
Distinction	SCDEGCLASS = DIST
Merit	SCDEGCLASS = MER
Pass	SCDEGCLASS = PASS
Other honours classification	SCDEGCLASS = OTH_HONOURS
Unclassified degree award	SCDEGCLASS = UNCLASS
Unknown	SCDEGCLASS = UNKNOWN

Disability

Disability

Row value	Filter
Disability reported	SCDISABLE = Y
No disability reported	SCDISABLE = N
No information provided by the learner	SCDISABLE = UNKNOWN

Disabled students allowance

Row value	Filter
Student in receipt of DSA allowance	SCDSA = Y
Student not in receipt of DSA allowance	SCDSA = N

Domicile

Row value	Filter
England	SCDOM = E
Other UK	SCDOM = OUK
Other EU	SCDOM = OEU
Non-EU	SCDOM = OTHER
Unknown	SCDOM = UNKNOWN

Ethnicity

Row value	Filter
Asian	SCETHNIC = A
Black	SCETHNIC = B
White	SCETHNIC = W
Mixed and other	SCETHNIC = O
Unknown	SCETHNIC = UNKNOWN

Entry qualifications

Row value	Filter
HE: Postgraduate level	SCENTQUALGRP = HEPG
HE: First degree level	SCENTQUALGRP = HEFD
HE: Other undergraduate level	SCENTQUALGRP = HEOUG
Baccalaureate	SCENTQUALGRP = BACC
Foundation course	SCENTQUALGRP = LEV3
Access course	SCENTQUALGRP = FOUND
Other Level 3 qualifications	SCENTQUALGRP = ACCESS
No formal qualifications	SCENTQUALGRP = NONE
Other qualifications (unknown level, or below level 3)	SCENTQUALGRP = OTHERS
Unknown	SCENTQUALGRP = UNKNOWN

Level of study

Row value	Filter
Higher national certificate (HNC)	SCLEVEL_DETAIL = HNC
Higher national diploma (HND)	SCLEVEL_DETAIL = HND
Foundation degree	SCLEVEL_DETAIL = FOU
Undergraduate diploma	SCLEVEL_DETAIL = UGDIP
Foundation degree bridging course	SCLEVEL_DETAIL = FDBC
Other undergraduate	SCLEVEL_DETAIL = OUG
First degree	SCLEVEL_DETAIL = DEG
Integrated masters	SCLEVEL_DETAIL = INTM
PGCE	SCLEVEL_DETAIL = PGCE
Other postgraduate (taught)	SCLEVEL_DETAIL = OPGT
Postgraduate taught masters	SCLEVEL_DETAIL = PGTM
PhD and MPhil	SCLEVEL_DETAIL = PHD
Unknown	SCLEVEL_DETAIL = OTHER

Postcode

Row value	Filter
Known	SCPOSTCODE = KNOWN
Unknown	SCPOSTCODE = UNKNOWN

Subject

Row value	Filter
Medicine and dentistry	SCSBJ_CAH2 = CAH01-01
Nursing	SCSBJ_CAH2 = CAH02-01
Pharmacology, toxicology and pharmacy	SCSBJ_CAH2 = CAH02-02
Subjects allied to medicine not otherwise specified	SCSBJ_CAH2 = CAH02-03
Biosciences	SCSBJ_CAH2 = CAH03-01
Sport and exercise sciences	SCSBJ_CAH2 = CAH03-02
Psychology	SCSBJ_CAH2 = CAH04-01
Veterinary sciences	SCSBJ_CAH2 = CAH05-01
Agriculture, food and related studies	SCSBJ_CAH2 = CAH06-01
Physics and astronomy	SCSBJ_CAH2 = CAH07-01
Chemistry	SCSBJ_CAH2 = CAH07-02
Physical, material and forensic sciences	SCSBJ_CAH2 = CAH07-03
General and others in sciences	SCSBJ_CAH2 = CAH08-01
Mathematical sciences	SCSBJ_CAH2 = CAH09-01
Engineering	SCSBJ_CAH2 = CAH10-01
Technology	SCSBJ_CAH2 = CAH10-02
Computing	SCSBJ_CAH2 = CAH11-01
Geographical and environmental studies	SCSBJ_CAH2 = CAH12-01
Architecture, building and planning	SCSBJ_CAH2 = CAH13-01
Humanities and liberal arts (non-specific)	SCSBJ_CAH2 = CAH14-01
Sociology, social policy and anthropology	SCSBJ_CAH2 = CAH15-01
Economics	SCSBJ_CAH2 = CAH15-02
Politics	SCSBJ_CAH2 = CAH15-03
Health and social care	SCSBJ_CAH2 = CAH15-04
Law	SCSBJ_CAH2 = CAH16-01
Business and management	SCSBJ_CAH2 = CAH17-01
Communications and media	SCSBJ_CAH2 = CAH18-01
English studies	SCSBJ_CAH2 = CAH19-01
Celtic studies	SCSBJ_CAH2 = CAH19-02
Languages, linguistics and classics	SCSBJ_CAH2 = CAH19-03
History and archaeology	SCSBJ_CAH2 = CAH20-01

Philosophy and religious studies	SCSBJ_CAH2 = CAH20-02
Creative arts and design	SCSBJ_CAH2 = CAH21-01
Education and teaching	SCSBJ_CAH2 = CAH22-01
Combined and general studies	SCSBJ_CAH2 = CAH23-01
Unknown	SCSBJ_CAH2 = UNKNOWN