Definitions

Coverage

Higher education (HE) students are those students on programmes of study that are of a standard that is higher than the Advanced Level of the General Certificate of Education (GCE A-levels), the Higher Grade of the Scottish Certificate of Education (SCE Highers), or the BTEC or SCOTVEC National Certificate/Diploma (ONC/OND).

The HESA Student Record contains information about individual enrolments, which, because a student can be enrolled on more than one programme of study, will exceed the number of students.

The **HESA standard HE population** has been derived from the HESA July Individualised Student Record. It includes all higher education enrolments as at 1 December 1999 except (i) dormant students (those who have ceased studying but have not formally de-registered), (ii) postdoctoral students and (iii) students studying for the whole of their programme of study outside of the UK. Students who left the institution prior to 1 December 1999, or who commenced a programme of study after this date are **not** included in the figures.

The **HESA qualifications obtained population** is a count of student enrolments associated with the award of an HE qualification (excluding HE credits) during the period 1 August 1999 to 31 July 2000 inclusive. It does not include dormant students (awards from dormant students are tabulated separately). This population includes all qualifications obtained during the 1999/2000 reporting year, which were returned to HESA by 15 November 2000.

The **HESA session HE population** has been derived from the HESA July Individualised Student Record. It includes all higher education enrolments active at any point in the academic year 1 August 1999 to 31 July 2000 except (i) dormant students (those who have ceased studying but have not formally de-registered), (ii) postdoctoral students and (iii) students studying for the whole of their programme of study outside of the UK.

Rounding Strategy

Due to the provisions of the Data Protection Act 1998 and the Human Rights Act 1998, HESA now implements a strategy in published and released tabulations designed to prevent the disclosure of personal information about any individual. This strategy involves the suppression of small numbers in tabulation cells, together with the rounding of larger numbers to the nearest ten. A summary of this strategy is as follows:

1. 0 in cells remains as 0
2. Numbers 1-9 are represented as '~' (tilde)
3. Numbers 10 and above are rounded to the nearest 10

So for example 3 is represented as '~', 22 is represented as 20, 3286 is represented as 3290 while 0, 20, 50, 3510 remain unchanged.

Total figures are also subject to this rounding methodology; the consequence of which is that the sum of numbers in each row or column will rarely match the total shown precisely.

Average values, proportions and FTE values prepared by HESA are not subject to the above strategy, and will be calculated on precise raw numbers.

Full-time Equivalent

Student **full-time equivalent (FTE)** data represents the institutions assessment of the full-time equivalence of the student during the reporting year 1 August 1999 to 31 July 2000. FTE data is based on the HESA session population and is not subject to the rounding strategy.

Further Education

Further education (FE) students are those students on programmes of study at HE institutions who are studying at a standard that is equal to or lower than the Advanced Level of the General Certificate of Education (GCE A-levels), the Higher Grade of the Scottish Certificate of Education (SCE Highers), or the BTEC or SCOTVEC National Certificate/Diploma (ONC/OND).

Certain analyses use the **HESA standard FE population**. The population has been derived from the HESA July Individualised Student Record. It is a count of all enrolments at HE institutions studying at FE level as at 1 December 1999 except (i) dormant students (those who have ceased studying but have not formally de-registered) and (ii) students studying for the whole of their programme of study outside of the UK. Students who left the institution prior to 1 December 1999, or who commenced a programme of study after this date are **not** included in the figures.

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Mode of Study

Full-time students include all students studying full-time (for more than or equal to 24 weeks in the academic year), students on thick or thin sandwich courses (except where they have been tabulated separately), and those on a study-related year out of their institution.

Part-time students include those studying part-time, on block release, during the evenings only, full-time for less than 24 weeks in the academic year or those employing 'Other modes of study'. **Other modes of study** include those students writing-up theses or on sabbatical, except where they have been tabulated separately.

Level of Study

Postgraduate programmes of study are those leading to higher degrees, diplomas and certificates (including Postgraduate Certificate of Education (PGCE) and professional qualifications) which usually require a first degree as an entry qualification.

Higher degrees include doctorates, masters degrees and higher bachelors degrees.

Other postgraduate includes postgraduate diploma, certificate and professional qualifications, PGCE, institutional postgraduate credit and no formal postgraduate qualification.

In analyses where postgraduate level of study is further disaggregated into **postgraduate research** and **postgraduate taught**, the following groupings are used: Postgraduate research includes those doctorate, masters, postgraduate bachelors degrees and postgraduate diplomas or certificates (not PGCE) studied mainly by research**.** Postgraduate taught includes those doctorate, masters, postgraduate bachelors degrees and postgraduate diplomas and certificates studied not mainly by research including PGCE and professional qualifications.

First degree includes first degrees, first degrees with eligibility to register to practice (doctor/dentist/veterinary surgeon), first degrees with qualified teacher status(QTS)/registration with the General Teaching Council (GTC) for Scotland, enhanced first degrees, first degrees obtained concurrently with a diploma and intercalated first degrees.

Other undergraduate includes Diploma of Higher Education (DipHE), Certificate of Higher Education (CertHE), foundation courses at HE level, HND, HNC, NVQ/SVQ levels 5 and 4, post-degree diplomas and certificates at undergraduate level, professional qualifications at undergraduate level, other undergraduate diplomas and certificates, other formal HE qualifications of less than degree standard, institutional undergraduate credit and no formal undergraduate qualifications.

First Year Students

First year students are those students who commenced their programme in the 12 months up to 1 December 1999. In some cases the student's first year of study may be the second or subsequent year of a programme. First year data is based on the HESA standard population.

Domicile

Domicile data was supplied to HESA in the form of postcodes (UK domiciled students) or country codes. Postcodes were mapped to counties and unitary authorities and UK nations following consultation with Geoplan Postcode Marketing. Countries were mapped to geographical regions following consultation with the Department for Education and Employment. Where no data was supplied about the student's domicile, fee eligibility was used to determine whether domicile was UK or overseas.

UK domiciled students are those normally resident in the UK, including those living in the Channel Islands and Isle of Man.

Of those students from overseas, **other EU** students are those normally resident in countries which were European Union (EU) members as at 1 December 1999. **Other overseas** students are those whose normal place of residence prior to commencing their programme of study was outside the EU.

Age

Age is as at 31 August 1999.

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Subject Areas

Programmes of study have been aggregated to 19 broad **subject areas**. The relationship of the academic content of the programme to the 19 areas has been compiled according to the following rules:

- a programme with a single subject is allocated to its area
- if a combination of two subjects lies within one area, the programme is allocated to that area
- if a combination of two subjects lies within more than one area, with a major/minor split, the programme is allocated to the area relating to the major part of study
- if a combination of two subjects lies within more than one area, with an equal split, the programme is allocated to the 'Combined' area.

It should be noted that all subject combinations (major or minor) containing initial teacher training (ITT) are included in the 'Education' subject area.

Highest Qualification on Entry

It should be noted that a student's **highest qualification on entry** is not necessarily that required for entry to the institution. Categories used are:

Postgraduate qualifications (excluding PGCE) includes all postgraduate degrees, diplomas and certificates excluding the PGCE.

PGCE - as described with and without QTS/GTC registration.

First degree of UK institution - as described plus undergraduate qualifications with QTS.

Other graduate and equivalent qualifications include graduate qualifications obtained outside the UK, NVQ/SVQ level 5 plus any other qualifications at graduate level not listed above.
HE credits include Open University credits and credits from other UK HE institutions.

Other HE and professional qualifications include certificates and diplomas of education, HNC or HND (including BTEC and SCOTVEC equivalents), diplomas in HE, NVQ/SVQ level 4, professional qualifications, foundation courses at HE level and other HE qualifications of less than degree standard.

GCE A-level, SCE Highers and equivalent - includes any combination of those described plus GNVQ/GSVQ level 3, NVQ/SVQ level 3, ONC or OND (including BTEC and SCOTVEC equivalents).

A-level equivalent qualifications - as described.

Access courses - as described (both accredited and unaccredited).

GCSE/O-level qualifications only; SCE O grades and Standard grades - as described.

Other qualifications include Baccalaureate, foundation courses at FE level, and any other qualifications not listed above.

No formal qualification required/held - the institution does not require the student to hold a qualification on entry or it is known that the student has no formal qualification.

Not known/sought - nothing is known about the student's qualifications on entry to their programme of study.

Ethnicity

Ethnicity categories are those used in the 1991 Census of Population (Source: Office of Population Censuses and Surveys) and are consistent with those used by the Universities and Colleges Admissions Service (UCAS). For continuing students, where the information is not already known, institutions have the option of recording the student's ethnic group as not yet sought. As a result, some institutions have not returned ethnicity data for some of their students. In addition, students may choose not to reveal their ethnicity. HESA therefore advises that the figures reported in analyses are derived from a subset which may not be representative of the total student population.

Disability

Disability categories indicate the type of disability that a student has on the basis of their own self-assessment, and are consistent with those used by UCAS. For continuing students, where the information is not already known, institutions have the option of recording the student's disability as not sought. As a result, some institutions have not returned disability data for some of their students. In addition, students are not obliged to report a disability. HESA therefore advises that the figures reported in analyses are derived from a subset which may not be representative of the total student population.

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Location of Institution

The allocation of an institution to a geographical region relates only to the administrative centre of that institution. There may be students registered at institutions who are studying in regions other than that of the administrative centre of the institution.

The Open University is counted as a wholly English institution. The administrative centre is located in England, although The Open University teaches throughout the UK.

Classification of First Degrees

Certain qualifications obtained at first degree level are not subject to classification of award, notably medical and general degrees. These, together with ordinary degrees, have been included within the unclassified category. Third class honours, fourth class honours and the pass category have been aggregated. Lower second and undivided second class honours have been aggregated.

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