

**Tertiary Education
Commission**
Te Amorangi Mātauranga Matua



DXP Ngā Kete and April SDR Q & A

Meeting Date: 23 April 2025



Karakia timatanga

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atākura
He tio, he huka, he hauhū
Tihei mauri ora!

*Get ready for the westerly
and be prepared for the southerly.
It will be icy cold inland,
and icy cold on the shore.
May the dawn rise red-tipped on ice,
on snow, on frost.*

Housekeeping

- Today's session will be recorded
- Cameras and microphones switched off
- If you have any questions, please type them into the meeting chat. We'll either answer as we go, respond directly into the chat or during question time
- A recording will be made available after the session



Contents

1. Update on the April 2025 SDR
2. Known workarounds for the April SDR
3. Common data errors
4. Questions
5. Resources and next steps



Update on the April 2025 SDR

The April 2025 SDR

- 29 April 2025 - SDR Round closes
- Call CCG for quick support if you encounter issues or have questions
- Reminder about summary reports - you don't need to email CCG, but please upload to DXP Ngā Kete
- Please submit on time



Progress to date

- To date:
 - < 47 TEOs have successfully completed their April SDR [Status = Submitted].
 - < 28 TEOs have uploaded with zero errors and are ready to submit [Status = Processed].
 - < 69 TEOs have uploaded with errors to fix [Status = Rejected]
- Some teething issues have been raised. Most have been resolved or have workarounds.
- There are a couple that we are still working on.

Known workarounds for the April SDR

Upload files - leading zeros

I need to make a change to the data in my upload file, but when I open the file I lose the leading zeros. I don't get the option to 'Don't Convert'

Workaround:

1. use excel to open the .CSV file.
2. Click 'Do Not Convert'.
3. If 'Do Not Convert' pop up doesn't appear, update your excel settings



SDR – unknown error

- There are different reasons for the unknown error, they include data errors, general data format (e.g. non numeric data for NSN) and timing out of submissions.
- Unknown errors often impact a single TEO e.g. where there is a data error

If you get an unknown error, contact CCG for escalation, investigation and resolution.



SDR - Submit button

I have completed and submitted my SDR but the Submit button still appears against my earlier processed submissions.

Advice: Your submission is complete, please do not click Submit on the earlier processed submissions.

Single Data Return

[Validate new SDR](#)

Filters

Return Period

April 2025

Channel

Search

Reset filters

Export

	Date received	Run type	Channel	Status	Validation	File Counts	EFTS	Downloads	Reports	Other
+	Apr 16 2025, 10:46 AM Run Sequence: 701502	SDR Full	CSV	Submitted	Errors: 0 Warnings: 347	View File Counts	-	Course Completion Summary EFTS by course	Summary reports Error report	View Course Differences View Forecast
+	Apr 16 2025, 10:41 AM Run Sequence: 701501	SDR Full	CSV	Processed Submit	Errors: 0 Warnings: 347	View File Counts	-	Course Completion Summary EFTS by course	Summary reports Error report	View Course Differences Forecast
+	Apr 14 2025, 12:44 PM Run Sequence: 701243	SDR Full	CSV	Processed Submit	Errors: 0 Warnings: 350	View File Counts	-	Course Completion Summary EFTS by course	Summary reports Error report	View Course Differences Forecast

Tuition Fee Paid by International Fee Paying Student – Error 736

- The validation rules for Error 736 are very complex
- We are taking this time to review and verify the rules
- There for April SDR we have changed Error 736 to a warning
- We will provide more information in preparation for August SDR



Tuition Fee Paid by International Fee Paying Student – Error 736

Field Title	Description	Field specification	Validation
Tuition Fee Paid by International Fee Paying Student	<p>The tuition fee charged to an international learner.</p> <p>For the purposes of the Export Education Levy and the Code of Practice for the Pastoral Care of International Students; 'international student' is defined as any learner that is not a 'domestic student'.</p> <p>For a definition of 'domestic student' refer to the Fund Finder on the TEC website for more information.</p>	<p>Type: Numeric (8,2)</p> <p>Type of enrolment: B, C, D</p> <p>Guidance: Enter the New Zealand dollar value with two decimal places, excluding GST.</p> <p>Applies to All 'onshore' international fee-paying learner with learner types B, C or D determined by:</p> <ul style="list-style-type: none"> › Intramural or Extramural Attendance is 1 or 2 and › Source of Funding is 02 or Source of Funding is 01 and › Category of Fees Assessment for International Students for each enrolment is 06. <p>The fee should always exceed the tuition fee charged to a domestic learner. The foreign tuition fee in addition to all the normal domestic tuition costs must also include:</p> <ul style="list-style-type: none"> › the costs of sale such as agents' fees and marketing › the cost of the Export Education Levy. <p>Additional compulsory course costs are not included in the tuition fee.</p> <p>Tuition fee must be reported on either the Learner File or the Course Register File, but not on both.</p>	<p>Error:</p> <p>164: Tuition Fee Paid by International Fee Paying Student is not numeric</p> <p>362: If the learner is an international fee-paying student, then Tuition Fee Paid by International Fee Paying Student must be > \$0 in either Learner OR Course Register files but not both</p> <p>363: Tuition Fee Paid by International Fee Paying Student is blank on both Learner and Course Register files</p> <p>368: Tuition Fee Paid by International Fee Paying Student has been reported on both the Learner and Course Register files</p> <p>736: Tuition Fee Paid by International Fee Paying Student must be blank or zero if the student has no international enrolments</p> <p>737: Tuition Fee Paid by International Fee Paying Student is less than 0</p>



Questions about data

The background of the slide is a solid light blue color. It features a repeating pattern of stylized, multi-pointed stars or compass-like shapes. Each star is composed of several smaller, overlapping shapes, creating a complex, geometric design. The stars are arranged in a grid-like fashion, with some appearing slightly larger or more prominent than others, giving the pattern a sense of depth and movement.

Error codes 143 – Iwi Affiliation is not valid

Data Classifications v1.2 on the website. The code must exist and be exactly the same. Up to six codes can be used.

Field Title	Description	Field specification	Validation
Iwi Affiliation	A code to indicate the iwi affiliation of a learner. If a learner has more than one affiliation, then up to six Iwi can be recorded.	Type: Integer Type of enrolment: B, C, D Guidance: Select a value or values from the Statistics NZ Iwi and iwi-related groups statistical classification V2.1.0. Separate each iwi reported with a semicolon (;). Where the ethnic group is “211” a value must be submitted for type C & D learners. A value is voluntary for type B. The Iwi classification is available at NZ Statistics - <u>Iwi and iwi-related groups statistical classification V2.1.0</u> . They are also listed in the DXP Data Classifications Appendices.	Type C and D Students Error: 143: Iwi Affiliation is not valid 588: At least one Iwi Affiliation should be reported where ethnic group is identified as "211" (i.e., Māori) and first year is current year Warning: 739: Iwi Affiliation contains duplicate values Type B Students Warning: 359: Iwi Affiliation is not valid

Country of Citizenship Code

- Data standards for Country, are updated to align with the latest Statistics New Zealand classifications.
- Some codes have changed. If you get an error please check the codes in the reference data.

Field Title	Description	Field specification	Validation
Country of Citizenship	The country of citizenship of a learner.	Length: 3 Type: Character Type of enrolment: C, D Guidance: Select a value country of citizenship classification. Refer to the DXP Data Classifications Appendices. Note: 999 is valid for Type B and C students This field is mandatory.	Type C and D Students Error: 121: Country of Citizenship is blank Type D students only 597: Country of Citizenship code cannot be '999' – not stated Type B Students 545: Country of Citizenship code is not valid for reporting year

Questions?



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Resources & next steps

SDR resources on the TEC website

Resources on the Single Data Return (SDR) page:

- Data Specification for the SDR v1.01
- Data Classifications v1.2 - reference data to be used for the SDR
- Delivery Classification Guide – a link to the TEC delivery classification and funding category codes
- Generic enrolment form 2025 v2 (incl. field for learner IR number)
- SDR process overview and guidance



Looking ahead to August SDR

- Some new data requirements for final-year Fees Free are required for the August SDR.
- We are already engaging with Vendors and TEOs who need to make system changes.
- A new version (V2.0) of the data specification will be published in May and will include data requirements for final-year Fees Free and other changes.
- An information sharing and Q & A webinar is scheduled for 18 June - invites coming soon



Key dates

Dates	What's happening
29 April	April SDR due date
May	Data Specification for SDR V2.0 released (with learner IR number)
18 June	Webinar: Data specification for SDR V2.0
8 - 21 August	August 2025 SDR





Karakia Whakamutunga

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Haumi e, Hui e, Tāiki e!

Restrictions are moved aside
So the pathways is clear
To return to everyday activities

