
Key Information Set 2013/14

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Accreditation

Type	entity
Short Name	Accreditation
Description	This entity records information about course accreditation.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where applicable and KISCourse.KISTYPE = 1 or 2
Notes	<p>This entity records the professional accreditations for the course</p> <p>In all cases the accrediting body and the type of accreditation awarded should be recorded in Accreditation.ACCTYPE.</p> <p>This entity must not be returned where Course.KISTYPE = 3.</p> <p>This entity must not be reported for courses that do not have professional accreditation.</p> <p>The XML structure allows for up to 10 accreditations to be recorded for a single KIS Course.</p> <p>If accreditation is at the institution rather than course level, provided accreditation applies to all courses offered by the institution it should be recorded on every KIS.</p> <p>Any accreditation that a course has that will potentially apply to 2014/15 entrants should be included in the KIS even if the accreditation will need renewal. An existing accreditation should only be excluded if it will expire and there are no plans to renew it.</p>
Reason Required	This entity exists to hold fields that describe course accreditation
Part Of	KIS Course
Minimum Occurrences	0
Maximum Occurrences	10
Has Parts	Accreditation type (ACCTYPE) Accreditation dependency (ACCDEPEND) Accreditation dependency URL (ACCDEPENDURL) Accreditation dependency URL - Welsh (ACCDEPENDURLW)
Owner	HESA
Version	1.0

Accreditation dependency

Type	field
Short Name	ACCDEPEND
Description	This field describes whether accreditation is dependent on choice.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where course has professional accreditation
Valid Entries and Labels	1 Accreditation is dependent on student choice 0 Accreditation is not dependent on student choice
Notes	This field records whether the award of the accreditation is in some way dependent on the choices made by the student. A value of 1 should be used wherever student choice can affect whether they gain the accreditation listed. A value of 1 should not be used solely because the gaining of accreditation requires the student to pass an assessment if all students will undergo the assessment as part of the course.
Reason Required	KIS data item.
Part Of	Accreditation
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: ACCDEPEND Data type: ACCDEPENDCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Accreditation dependency URL

Type	field
Short Name	ACCDEPENDURL
Description	This field records the URL describing whether accreditation is dependent on choice.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where Accreditation.ACCDEPEND = 1
Notes	<p>This field should contain a URL that explains how the accreditation depends on module or other course choices made by the student.</p> <p>Depending on how complex the accreditation is the page that this URL points to could include a list of modules students would be required to take in order to gain accreditation. The aim is to provide students slightly more information than can be provided via the use of a tick box.</p> <p>This field must not exist if Accreditation.ACCDEPEND = 0.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Accreditation
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ACCDEPENDURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Accreditation dependency URL - Welsh

Type	field
Short Name	ACCDEPENDURLW
Description	This field records the URL describing whether accreditation is dependent on choice - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where Accreditation.ACCDEPEND = 1 where applicable
Notes	<p>This field must contain a valid website URL with the same details as Accreditation.ACCDEPENDURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>Depending on how complex the accreditation is the page that this URL points to could include a list of modules students would be required to take in order to gain accreditation. The aim is to provide students slightly more information than can be provided via the use of a tick box.</p> <p>If applicable, this field must not exist if Accreditation.ACCDEPEND = 0.</p> <p>This field must not exist for institutions in England, Scotland and Northern Ireland.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Accreditation
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ACCDEPENDURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Accreditation type

Type	field
Short Name	ACCTYPE
Description	This field records the type of accreditation.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where course has professional accreditation
Notes	<p>If accreditation is at institution level rather than course level and provided accreditation applies to all courses offered by the institution, this field should be returned on every KIS.</p> <p>From KIS C13061, Accreditation.ACCTYPE has been developed as a 5-character composite code incorporating both the accrediting body code (previously recorded in Accreditation.ACCBODYID) prefix and the type of accreditation as a suffix.</p> <p>The type of accreditation each body awards and the text describing this accreditation has been agreed through consultation with each accrediting body. Additionally, the accreditation URL has been pre-populated with a uniform resource locator (URL) pointing to a specific accrediting body's website page, again following consultation with each accrediting body. The Accreditation.ACCTYPE code, the 'Accreditation type text' and the 'Accreditation URL' (both which will appear on the Unistats website for course accreditation information) can be viewed in the Accreditation information table.</p> <p>The returning institution only needs to submit the Accreditation.ACCTYPE code that appears against the matching 'Accrediting body name' and 'Accreditation type text' from the Accreditation information table for this field.</p> <p>The code returned in this field must match a code provided in the Accreditation.ACCTYPE column of the Accreditation information table. This will be validated through COMMIT-stage validation.</p> <p>The complete list of accrediting bodies within the Accreditation information table, following HEBRG approval is now available for use.</p> <p>Additional guidance for returning Councils and Joint accrediting boards and bodies</p> <p>Bodies/boards</p> <p>Joint Academic Stage Board – those looking to submit this board should instead submit the two bodies which form the board, which are the Solicitors Regulatory Authority (136) and the Bar Standards Board (164).</p> <p>Joint Moderation Board – those looking to submit this board should instead submit the four bodies which form the board, which are the Institution of Civil Engineers (093), the Institution of Structural Engineers (100), the Chartered Institution of Highways and Transportation (030) and the Institute of Highway Engineers (081).</p> <p>Joint Negotiating Committee for Youth and Community Workers – those looking to</p>

	<p>submit this committee should instead submit the country appropriate body, which is the National Youth Agency (109) for England, Education and Training Standards Wales (170) for Wales, Standards Council for Scotland (137) for Scotland and North/South Education and Training Standards Committee (179) for Northern Ireland.</p> <p>Councils</p> <p>Engineering Council – the Engineering Council do not accredit programmes as such but licence accrediting bodies to partially fulfil the requirements for certain awards such as Chartered Engineer. Those accrediting bodies which are licenced by the Engineering Council can be found at www.engab.org.uk/eab-institutions.</p> <p>Other</p> <p>Accreditation must only be recorded if it applies to the whole course.</p> <p>All accrediting bodies which have been requested by institutions through contact with Institutional Liaison have been contacted and asked to provide HESA with the required information in order to be added to the valid entries. The list of these institutions can be found in the Institution requested PSRBs for 2013/14 document.</p> <p>Additional information on accrediting bodies</p> <p>If a returning institution believes that either the 'Accreditation type text' or the 'Accreditation URL' are not correct for the purpose of accrediting a KIS course, the institution should contact the accrediting body to discuss in the first instance.</p> <p>No wholly new bodies will be added to the List of accrediting bodies for the 2013/14 KIS collection. For further information see the Statement about PSRBs (Professional, Statutory and Regulatory Bodies) and accreditation for the KIS Technical Guidance document.</p> <p>If a new body is formed through the merger between bodies already in the Accreditation information table, then the merged bodies should be returned against the KIS course. If an accrediting body changes its name this will be incorporated into the Accreditation information table as part of a scheduled release. If an accrediting body ceases to exist during the collection, and HESA is made aware, it will be removed from the lookup table as part of a scheduled release. Institutions must then re-submit their data with a valid Accreditation.ACCTYPE.</p>
Reason Required	KIS data item.
Part Of	Accreditation
Field Length	5
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: ACCTYPE Data type: ACCBODYType
Year This Field Relates To	2014/15
Owner	HESA

Version	1.2
Date modified	2013-04-29
Change management notes	References to the 'List of accrediting bodies' changed to the 'Accreditation information table'.

Course Stage

Type	entity
Short Name	CourseStage
Description	This entity records details of the learning and teaching and assessment methods for the course stage.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1, 3
Notes	<p>This entity contains details of the learning and teaching methods and assessment methods for each stage of the course. Up to seven stages can be returned. Only accelerated courses where study is at a rate of more than 1 FTE a year will have an occurrence of one.</p> <p>This entity must not be returned where KISCourse.KISTYPE = 2.</p> <p>If any course component is identified as compulsory in any of KISCourse.FOUNDATION, KISCourse.SANDWICH or KISCourse.YEARABROAD (ie, the student has applied for this course and must undertake the component), the information should be reflected as an additional CourseStage, and included in average fee calculations.</p> <p>If any course component is identified as optional, this could mean the student can chose between a sandwich placement or a year abroad, or have the choice as to whether to partake in the option, no additional CourseStage or fee information is required.</p> <p>If in an hour timetable slot the teaching typically lasts 50 minutes, with 10 minutes scheduled to move between buildings, this pattern should be recorded as 1 hour.</p>
Reason Required	To identify the details of the course.
Part Of	KIS Course
Minimum Occurrences	0
Maximum Occurrences	7
Has Parts	<p>Written exam assessment percentage (WRITTEN) Practical exam assessment percentage (PRACTICAL) Coursework assessment percentage (COURSEWORK) Assessment method indicator (ASSACT) Scheduled learning and teaching study percentage (SCHEDULED) Independent study percentage (INDEPENDENT) Placement study percentage (PLACEMENT) Learning and teaching method indicator (LTACT) Learning, teaching and assessment stage (STAGE)</p>
Owner	HESA
Version	1.0

Assessment method indicator

Type	field
Short Name	ASSACT
Description	This field records an indicator of whether assessment methods are actual or estimated.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Valid Entries and Labels	A Based on actual student choices E Based on institutional estimates
Notes	<p>This field indicates whether the assessment methods are based on actual student choices or the institution's expectations of the modules that students will choose.</p> <p>Estimates will be appropriate (across all course stages) for new courses, and courses that have undergone significant revisions such that the patterns of current students are not a realistic predictor for future students. In the case of a new course where all modules are mandatory despite no actual students having taken the course, this should be marked as actual.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: ASSACT Data type: ASSACTCodeContentType
Owner	HESA
Version	1.0

Coursework assessment percentage

Type	field
Short Name	COURSEWORK
Description	This field records the percentage of assessment by coursework.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field records the percentage of the assessment for the stage that is through coursework. See the Calculations of assessment and learning and teaching methods document, for details on classifying assessment methods</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.WRITTEN and CourseStage.PRACTICAL must equal 0 (in the case where there is no summative assessment in the year) or 100. Definitions of assessment methods are provided in the Calculations of assessment and learning and teaching methods guidance.</p> <p>The percentage of assessment undertaken in each method should be based on the notional credit points associated with the type of assessment.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: COURSEWORK Data type: IntPrntType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates)
Owner	HESA
Version	1.0

Independent study percentage

Type	field
Short Name	INDEPENDENT
Description	This field records the percentage of study time in guided independent study.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field should contain the percentage of the student's time for the stage that is spent in guided independent study. See separate document for details on classifying learning and teaching methods.</p> <p>Distance learning should be included as guided independent study.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.SCHEDULED and CourseStage.PLACEMENT must equal 100. Definitions of learning and teaching classifications are provided in the Calculations of assessment and learning and teaching methods guidance.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: INDEPENDENT Data type: IntPrntType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates - new course)
Owner	HESA
Version	1.0

Learning and teaching method indicator

Type	field
Short Name	LTACT
Description	This field records an indicator of whether learning and teaching methods are actual or estimated.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Valid Entries and Labels	A Based on actual student choices E Based on institutional estimates
Notes	<p>This field indicates whether the learning and teaching methods are based on actual student choices or the institution's estimates of the modules that students will choose.</p> <p>Estimates will be appropriate (across all course stages) for new courses, and courses that have undergone significant revisions such that the patterns of current students are not a realistic predictor for future students. In the case of a new course where all modules are mandatory despite no actual students having taken the course, this should be marked as actual.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: LTACT Data type: LTACTCodeContentType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates)
Owner	HESA
Version	1.0

Learning, teaching and assessment stage

Type	field
Short Name	STAGE
Description	This field records the course stage that learning and teaching and assessment methods relate to.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This records the course stage that the learning and teaching methods and assessment methods relate to. For full-time courses this will relate to the number of years since the student enrolled on the course. Hence courses with an integrated foundation year will have the foundation stage recorded as '1'.</p> <p>This can be considered in terms of credit completed. For part-time students this should relate to the full-time pattern of study, therefore a part-time degree would normally have stages 1 to 3.</p> <p>This field must contain a number between 1 and 7.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: STAGE Data type: STAGEType
Owner	HESA
Version	1.0

Placement study percentage

Type	field
Short Name	PLACEMENT
Description	This field records the percentage of study time on placements.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field should contain the percentage of the student's time for the CourseStage that is spent on placements or in work experience. This would also include language and other years abroad. See separate document for details on classifying learning and teaching methods.</p> <p>Work-based learning is now required to be included in calculations for CourseStage.PLACEMENT. It is not to be included in the calculations for CourseStage.SCHEDULED.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.INDEPENDENT and CourseStage.SCHEDULED must equal 100. Definitions of learning and teaching classifications are provided in the Calculations of assessment and learning and teaching methods guidance.</p> <p>Teaching placements in medical, nursing and dentistry courses should be treated as placements, and not work based learning.</p> <p>Where the total number of hours on placement exceeds 10 hours per credit, the total number of hours should be capped at 10 hours per credit.</p> <p>If the course requires the student to undertake one of two placements, the two placements should be treated as if they were a single module. It may be appropriate to adopt the same approach where other modules are offered in a way that means students must take one, and only one, module out of a choice of many. In these cases it will normally be appropriate to only include the most popular of these modules.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: PLACEMENT Data type: IntPrncType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates - new course)
Owner	HESA

Version	1.0
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Practical exam assessment percentage

Type	field
Short Name	PRACTICAL
Description	This field records the percentage of assessment by practical exams.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field should contain the percentage of the assessment for the CourseStage that is through practical exams. See separate document for details on classifying assessment methods.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.COURSEWORK and CourseStage.WRITTEN must equal 0 (in the case where there is no summative assessment in the year) or 100. Definitions of assessment methods are provided in the Calculations of assessment and learning and teaching methods guidance.</p> <p>The percentage of assessment undertaken in each method should be based on the notional credit points associated with the type of assessment.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: PRACTICAL Data type: IntPrctType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates)
Owner	HESA
Version	1.0

Scheduled learning and teaching study percentage

Type	field
Short Name	SCHEDULED
Description	This field records the percentage of study time in scheduled learning and teaching activities.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field should contain the percentage of the student's time for the CourseStage that is spent in scheduled learning and teaching activities. See the Calculations of assessment and learning and teaching methods documentation for details on classifying learning and teaching methods.</p> <p>Work-based learning is now required to be included in calculations for CourseStage.PLACEMENT. It is not to be included in the calculations for CourseStage.SCHEDULED.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.INDEPENDENT and CourseStage.PLACEMENT must equal 100. Definitions of learning and teaching classifications are provided in the Calculations of assessment and learning and teaching methods documentation.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: SCHEDULED Data type: IntPrntType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates - new course)
Owner	HESA
Version	1.0

Written exam assessment percentage

Type	field
Short Name	WRITTEN
Description	Percentage of assessment by written exams.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All CourseStages
Notes	<p>This field should contain the percentage of the assessment for the stage that is through written exams. See separate document for details on classifying assessment methods.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>The sum of this field, CourseStage.COURSEWORK and CourseStage.PRACTICAL must equal 0 (in the case where there is no summative assessment in the year) or 100. Definitions of assessment methods are provided in the Calculations of assessment and learning and teaching methods guidance.</p> <p>The percentage of assessment undertaken in each method should be based on the notional credit points associated with the type of assessment.</p>
Reason Required	KIS data item.
Part Of	Course Stage
Field Length	3
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: WRITTEN Data type: IntPrntType
Year This Field Relates To	2012/13 (if actual data) or 2014/15 (if institutional estimates)
Owner	HESA
Version	1.0

HESA Course

Type	entity
Short Name	HESACourse
Description	This entity records details for HESA course(s) which will be used to link data to KIS records.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where both KISCourse and HESACourse.HESACOURSEID existed in 2009/10 and/or 2010/11 and/or 2011/12, and KISCourse.KISTYPE = 1
Notes	<p>This entity records the HESA course(s) that the KIS record relates to. KIS links to HESA course information that is one or two years in arrears. For 2013/14, HESA course identifiers for 2009/10, 2010/11 and 2011/12 should be provided.</p> <p>Where a course links to more than one course on the HESA record all relevant Course.COURSEIDs should be given. This multiple linking should only occur where for systems or technical reasons the same KISCourse links to multiple courses on the HESA record, and should not be used to group cognate courses.</p> <p>The same HESA course identifiers may be reported for different KIS courses where the institution admits to, or markets, the same course under different names.</p> <p>In adding links to HESA courses, only the HESA courses which are the embodiment of the course for which a KIS is being produced should be linked. For example, where an institution is producing two KIS for two similar courses one with a compulsory sandwich year (KISCourse.SANDWICH = 2) and one where the sandwich course is not available (KISCourse.SANDWICH = 0), then the KIS where the sandwich course is not available should only link to the non-sandwich course on the HESA and vice-versa.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2 or 3.</p>
Reason Required	
Part Of	KIS Course
Minimum Occurrences	0
Maximum Occurrences	500
Has Parts	Teaching institution UK Provider Reference Number (TEACHUKPRN) Registering institution UK Provider Reference Number (REGUKPRN) HESA course identifier (HESACOURSEID) Reporting year of HESA course (HESAYEAR) Joint school UKPRN (JOINTUKPRN)
Owner	HESA
Version	1.1
Date modified	2013-04-29
Change management notes	Guidance added expanding on linking to HESA courses.

HESA course identifier

Type	field
Short Name	HESACOURSEID
Description	This field records a HESA course ID to be linked to the KISCourse.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All HESACourses
Notes	<p>This field must contain a valid Course.COURSEID from the HESA Student record for the HESACourse.HESAYEAR.</p> <p>Validation will check that the HESACourse.HESACOURSEID recorded in this field exists in the C09051, C10051 and C11051 Student records.</p> <p>The same HESACourseID can be linked to multiple KIS courses and validation will not prevent this.</p> <p>HESACourse.HESACOURSEID and ILRAims.ILRAIMID should only be used to link to courses that are the embodiment, on the HESA/ILR records, of the course for which a KIS is being produced. It would be misleading to applicants if other courses were included, as this could lead to a belief that they were viewing course level data, when they were looking at data relating to a group of courses.</p>
Reason Required	To facilitate linking to DLHE and NSS.
Part Of	HESA Course
Field Length	30
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: HESACOURSEID Data type: HESACOURSEIDType
Year This Field Relates To	2009/10 & 2010/11 & 2011/12
Owner	HESA
Version	1.0

Joint school UKPRN

Type	field
Short Name	JOINTUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) to identify the linked courses where the KISCourse is a UK joint medical school.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All HESACourses where jointly admitted to
Valid Entries and Labels	10007792 The University of Exeter 10007801 The University of Plymouth 10007146 The University of Greenwich 10007150 The University of Kent 10007149 The University of Hull 10007167 The University of York 10000886 The University of Brighton 10007806 The University of Sussex
Notes	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP). There is further information in the document Guidance for joint medical and pharmaceutical schools.
Reason Required	To identify the source of the record.
Part Of	HESA Course
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: JOINTUKPRN Data type: JOINTUKPRNCodeContentType
Year This Field Relates To	2009/10 & 2010/11 & 2011/12
Owner	HESA
Version	1.0

Registering institution UK Provider Reference Number

Type	field
Short Name	REGUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the registering institution.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where the course is registered.
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the registering institution.</p> <p>This field is used to indicate the courses that should be included where franchised provision is returned by the institution teaching the students, rather than by the institution registering the students.</p> <p>Further information on collaborative and franchise partners can be found in the Collaborative provision document.</p>
Reason Required	To enable correct data aggregation on the Unistats website.
Part Of	HESA Course ILR Aims
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: REGUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.1
Date modified	2013-05-29
Change management notes	Reason required amended to reflect the current requirement of the field.

Reporting year of HESA course

Type	field
Short Name	HESAYEAR
Description	This field records the year the HESACourse.HESACOURSEID relates to.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All HESACourses
Valid Entries and Labels	2009 The course identifier is applicable to 2009/10 2010 The course identifier is applicable to 2010/11 2011 The course identifier is applicable to 2011/12
Notes	<p>This field indicates which year HESACourse.HESACOURSEID relates to.</p> <p>Within a KISCourse a HESACourse entity with HESAYEAR set as 2009 cannot exist unless there are other HESACourse entities belonging to a KISCourse that has HESAYEAR set as 2010 and 2011.</p> <p>Where a HESACourse.HESACOURSEID applies to multiple years of data in the Student record, the HESACourse entity should be repeated for each of those years.</p>
Reason Required	Linking to HESA.
Part Of	HESA Course
Field Length	4
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: HESAYEAR Data type: HESAYEARCodeContentType
Year This Field Relates To	2009/10 & 2010/11 & 2011/12
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Guidance updated in the Notes to explain the requirement to return multiple HESACourse entities to represent multiple years of data.

Teaching institution UK Provider Reference Number

Type	field
Short Name	TEACHUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the institutions providing the teaching.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where all of its provision is franchised from a single provider
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).</p> <p>KISCourse.TEACHUKPRN should only be completed for new courses and courses where not all teaching institutions for the course can be identified in a KISCourse.HESACourse or KISCourse.ILRAims entity. KISCourse.TEACHUKPRN should record the UKPRN of any institution providing the teaching, and, those who are not identified in either HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where students on a course are taught by more than one institution then multiple institutions should be specified in KISCourse.TEACHUKPRN. Where multiple institutions are specified and data are aggregated for this course they will only include students wholly taught at the registering institution or those explicitly linked via HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where the course is taught by multiple institutions, multiple KISCourse.TEACHUKPRN should be returned, this should include the returning institutions own UKPRN if they are one of the teaching institutions.</p> <p>If the institution submitting the KIS is the only provider of teaching for the course, then KISCourse.TEACHUKPRN does not have to be returned. The UKPRN will be picked up from Institution.UKPRN.</p> <p>Where an institution has all of its provision franchised in from a single provider, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN are used to identify that provider.</p> <p>Where courses are taught at multiple locations, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN enable the aggregations to only include, within the registering institutions data, those students on courses that move teaching locations.</p> <p>If HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN exist, the corresponding HESACourse.REGUKPRN or ILRAims.REGUKPRN must not exist.</p> <p>Further information on collaborative and franchise partners can be found in the Collaborative provision document.</p>
Reason Required	To enable accurate allocation of data to the correct teaching institution.

Part Of	KIS Course HESA Course ILR Aims
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: TEACHUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.0

ILR Aims

Type	entity
Short Name	ILRAims
Description	This entity records details for ILR qualification aim reference code(s) which will be used to link data to KIS records.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where both a KISCourse and ILR record existed in 2009/10 and/or 2010/11 and/or 2011/12, and KISCourse.KISTYPE = 1
Notes	<p>This entity collects the ILR qualification aim reference(s) that the KIS course relates to. KIS links to ILR course information one or two years in arrears. For example, for the KIS published in September 2013 the Individualised Learner Record (ILR) qualification aim references for the 2009/10, 2010/11 and 2011/12 reporting years should be given.</p> <p>Where a course links to more than one qualification aim on the ILR all qualification aim references should be given. The same qualification aim references may be reported for different KIS courses where the institution admits to, or markets, the same course under different names.</p> <p>In adding links to ILR courses, only the ILR courses which are the embodiment of the course for which a KIS is being produced should be linked. For example, where an institution is producing two KIS for two similar courses one with a compulsory sandwich year (KISCourse.SANDWICH = 2) and one where the sandwich course is not available (KISCourse.SANDWICH = 0), then the KIS where the sandwich course is not available should only link to the non-sandwich course on the ILR and vice-versa.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2 or 3.</p>
Reason Required	To facilitate linking to ILR.
Part Of	KIS Course
Minimum Occurrences	0
Maximum Occurrences	25
Has Parts	Teaching institution UK Provider Reference Number (TEACHUKPRN) Registering institution UK Provider Reference Number (REGUKPRN) LAD/LARA qualification aim course code (ILRAIMID) Year of ILR course (ILRYEAR)
Owner	HESA
Version	1.1
Date modified	2013-04-29
Change management notes	Guidance added expanding on linking to ILR courses.

LAD/LARA qualification aim course code

Type	field
Short Name	ILRAIMID
Description	The LAD (Learning Aim Database)/LARA (Learning Aim Reference Application) qualification aim reference code for the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All ILRAim entities
Notes	<p>This should contain the qualification aim reference code used in the year identified by ILRAims.ILRYEAR.</p> <p>This code can be obtained from The Data Service for 2009/10 - 2010/11 and 2011/12 (LEARNING_AIM_REF code in the LEARNING_AIM.CSV file).</p> <p>HESACourse.HESACOURSEID and ILRAims.ILRAIMID should only be used to link to courses that are the embodiment, on the HESA/ILR records, of the course for which a KIS is being produced. It would be misleading to applicants if other courses were included, as this could lead to a belief that they were viewing course level data, when they were looking at data relating to a group of courses.</p>
Reason Required	Linking to the ILR/LLWR.
Part Of	ILR Aims
Field Length	8
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: ILRAIMID Data type: ILRAIMIDType
Year This Field Relates To	2009/10 & 2010/11 & 2011/12
Owner	HESA
Version	1.0

Registering institution UK Provider Reference Number

Type	field
Short Name	REGUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the registering institution.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where the course is registered.
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the registering institution.</p> <p>This field is used to indicate the courses that should be included where franchised provision is returned by the institution teaching the students, rather than by the institution registering the students.</p> <p>Further information on collaborative and franchise partners can be found in the Collaborative provision document.</p>
Reason Required	To enable correct data aggregation on the Unistats website.
Part Of	HESA Course ILR Aims
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: REGUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.1
Date modified	2013-05-29
Change management notes	Reason required amended to reflect the current requirement of the field.

Teaching institution UK Provider Reference Number

Type	field
Short Name	TEACHUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the institutions providing the teaching.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where all of its provision is franchised from a single provider
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).</p> <p>KISCourse.TEACHUKPRN should only be completed for new courses and courses where not all teaching institutions for the course can be identified in a KISCourse.HESACourse or KISCourse.ILRAims entity. KISCourse.TEACHUKPRN should record the UKPRN of any institution providing the teaching, and, those who are not identified in either HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where students on a course are taught by more than one institution then multiple institutions should be specified in KISCourse.TEACHUKPRN. Where multiple institutions are specified and data are aggregated for this course they will only include students wholly taught at the registering institution or those explicitly linked via HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where the course is taught by multiple institutions, multiple KISCourse.TEACHUKPRN should be returned, this should include the returning institutions own UKPRN if they are one of the teaching institutions.</p> <p>If the institution submitting the KIS is the only provider of teaching for the course, then KISCourse.TEACHUKPRN does not have to be returned. The UKPRN will be picked up from Institution.UKPRN.</p> <p>Where an institution has all of its provision franchised in from a single provider, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN are used to identify that provider.</p> <p>Where courses are taught at multiple locations, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN enable the aggregations to only include, within the registering institutions data, those students on courses that move teaching locations.</p> <p>If HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN exist, the corresponding HESACourse.REGUKPRN or ILRAims.REGUKPRN must not exist.</p> <p>Further information on collaborative and franchise partners can be found in the Collaborative provision document.</p>
Reason Required	To enable accurate allocation of data to the correct teaching institution.

Part Of	KIS Course HESA Course ILR Aims
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: TEACHUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.0

Year of ILR course

Type	field
Short Name	ILRYEAR
Description	This field records the year the ILRAims.ILRAIMID relates to.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All ILRAims
Valid Entries and Labels	2009 The course identifier is applicable to 2009/10 2010 The course identifier is applicable to 2010/11 2011 The course identifier is applicable to 2011/12
Notes	<p>This field indicates which year the ILR qualification reference code relates to.</p> <p>The ILRAims entity for a ILRAim can contain ILRYEARs with '2009', '2010', or '2011'. '2009', '2010' and '2011', but not '2009' alone.</p> <p>Where a ILRAims.ILRAIMID applies to multiple years of data, the ILRAims entity should be repeated for each of those years.</p>
Reason Required	To facilitate linking to the ILR/LLWR.
Part Of	ILR Aims
Field Length	4
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: ILRYEAR Data type: ILRYEARCodeContentType
Year This Field Relates To	2009/10 & 2010/11 & 2011/12
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Guidance updated in the Notes to explain the requirement to return multiple ILRAims entities to represent multiple years of data.

Institution

Type	entity
Short Name	Institution
Description	This describes the reporting institution.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Every submission must include a single Institution element
Notes	
Reason Required	The institution entity contains the KIS elements and provides a home for any institution-wide attributes.
Part Of	
Minimum Occurrences	1
Maximum Occurrences	1
Has Parts	Record type indicator (RECID) Student union URL (SUURL) Student union URL - Welsh (SUURLW) UK Provider Reference Number (UKPRN) National Scholarship Programme participation (NSP) Franchise UK Provider Reference Number (OTHERINST) Location KIS Course
Owner	HESA
Version	1.0

Franchise UK Provider Reference Number

Type	field
Short Name	OTHERINST
Description	This field records the UK Provider Reference Number (UKPRN), which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP), for the partners of the returning institution that has provision franchised in from.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where any provision is franchised.
Notes	<p>The UK Provider Reference Number (UKPRN) for each partner of the institution, that the institution has provision franchised in from, must be returned in this field. This is to enable franchised in students to be correctly allocated in KIS aggregations. This includes any franchise partnerships from the 2009/10, 2010/11 and 2011/12 collection years.</p> <p>The UKPRN can be obtained from the UK Register of Learning Providers (UKRLP).</p> <p>This field must not be completed with the same UKPRN as Institution.UKPRN.</p>
Reason Required	To enable correct data aggregation on the Unistats website.
Part Of	Institution
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	100
Schema Components	Element: OTHERINST Data type: UKPRNType
Owner	UKRLP
Version	1.0

National Scholarship Programme participation

Type	field
Short Name	NSP
Description	This field records whether the institution is participating in the National Scholarship Programme.
Applicable to	England
Coverage	All institutions in England
Valid Entries and Labels	1 Participating in NSP 0 Not Participating in NSP
Notes	This field is used for institutions in England to indicate whether the institution intends to participate in the National Scholarship Programme (NSP) in 2014/15. This field must not exist for institutions in Northern Ireland, Scotland or Wales.
Reason Required	KIS data item.
Part Of	Institution
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: NSP Data type: NSPCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Record type indicator

Type	field
Short Name	RECID
Description	The standard HESA record type identifier.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions
Valid Entries and Labels	13061 2013/14 Key Information Set (KIS) record
Notes	A single record type covers all of the entities in the XML file.
Reason Required	To identify the type of data being submitted and to aid the processing and quality assurance of data.
Part Of	Institution
Field Length	5
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: RECID Data type: RECIDCodeContentType
Owner	HESA
Version	1.0

Student union URL

Type	field
Short Name	SUURL
Description	This field records the URL to the students union.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions
Notes	<p>This field should contain a URL that links to a page that explains how the student's union, association or guild supports students' learning activities. This page may be on either the institution's or the student union's website.</p> <p>Location.SUURL should be used where the location has a different student union, association or guild. Where given it will be used in preference to Institution.SUURL.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Institution Location
Field Length	255
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: SUURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Guidance in the Notes expanded for institutions that do not specifically have a student's union, and further information added regarding Location.SUURL.

Student union URL - Welsh

Type	field
Short Name	SUURLW
Description	This field records the URL to the students union in Welsh
Applicable to	Wales
Coverage	All institutions
Notes	<p>This field should contain a URL that links to a page that explains how the student's union, association or guild supports students' learning activities. This page may be on either the institution's or the student union's website.</p> <p>This field must only be returned for Welsh institutions.</p> <p>This field should contain a link to a page with the same details as either Institution.SUURL or Location.SUURL in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Institution Location
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SUURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Guidance in the Notes expanded for institutions that do not specifically have a student's union.

UK Provider Reference Number

Type	field
Short Name	UKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions
Notes	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).
Reason Required	To identify the source of the KIS record.
Part Of	Institution
Field Length	8
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: UKPRN Data type: UKPRNType
Owner	UKRLP
Version	1.0

KIS Course

Type	entity
Short Name	KISCourse
Description	This entity records details of KIS courses.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions
Notes	
Reason Required	
Part Of	Institution
Minimum Occurrences	1
Maximum Occurrences	unbounded
Has Parts	<p> KIS Course identifier (KISCOURSEID) Teaching institution UK Provider Reference Number (TEACHUKPRN) KIS Type (KISTYPE) Related KIS (RELATEDKIS) The UCAS Programme code for the course (UCASPROGID) The UCAS Course code for the course (UCASCOURSEID) NHS funded students (NHS) Change of course location (LOCCHNGE) Location identifier (LOCID) KIS Course mode (KISMODE) KIS Course qualification aim (KISAIM) Honours award provision (HONOURS) Course title (TITLE) Course title - Welsh (TITLEW) Level of award (LEVEL) Total number of stages (NUMSTAGE) Foundation year availability (FOUNDATION) Sandwich year availability (SANDWICH) Year abroad availability (YEARABROAD) Application UKPRN (UKPRNAPPLY) Course page URL (CRSEURL) Course page URL - Welsh (CRSEURLW) Subject of course - full JACS (JACS) LDCS code (LDCS) Subject of course - JACS level 2 (JACSL2) Teacher training course (TTCID) Distance learning only (DISTANCE) Proportion available in Welsh (WELSH) Maximum fee for England domicile (ENGFEE) Maximum fee for Northern Ireland domicile (NIFEE) Maximum fee for Scotland domicile (SCOTFEE) Maximum fee for Wales domicile (WAFEE) Variable Fee (VARFEE) Fees confirmation (FEETBC) Fee waiver availability (WAIVER) Means tested support (MEANSSUP) Non-means-tested support (OTHSUP) Support details URL (SUPPORTURL) Support details URL - Welsh (SUPPORTURLW) Employment details URL (EMPLOYURL) Employment details URL - Welsh (EMPLOYURLW) </p>

	Non-credit assessment (NONCREDITASSESS) Learning and teaching methods URL (LTURL) Learning and teaching methods URL - Welsh (LTURLW) Assessment methods URL (ASSURL) Assessment methods URL - Welsh (ASSURLW) HESA Course ILR Aims Course Stage Accreditation
Owner	HESA
Version	1.0

Application UKPRN

Type	field
Short Name	UKPRNAPPLY
Description	This field records the UK Provider Reference Number (UKPRN) of the institution students apply to.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Courses where students apply other than through the registering institution
Notes	<p>This field will be used to indicate where students apply through one institution but are taught at another.</p> <p>This field may be completed where the KIS is returned by the teaching institution rather than the registering institution. Details of the franchising arrangements should be captured using; HESACourse.TEACHUKPRN, ILRAims.TEACHUKPRN, HESACourse.REGUKPRN and ILRAims.REGUKPRN correctly. Please see the Collaborative provision document for further details on collaborative programmes.</p> <p>There is further specific information for joint schools in the document Guidance for joint medical and pharmaceutical schools.</p> <p>Example</p> <p>All of the students at Poppleton College are franchised out from Poppleton University, the KIS is returned by Poppleton University and the franchise would be indicated using KISCourse.TEACHUKPRN. If for one programme applications are made through Poppleton University then the KISCourse.UKPRNAPPLY would be set to the UKPRN of Poppleton University, for the other courses where students apply directly to the college KISCourse.UKPRNAPPLY would not be completed.</p>
Reason Required	Presentation on KIS website and linking to UCAS.
Part Of	KIS Course
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: UKPRNAPPLY Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.1
Date modified	2013-03-21
Change management notes	Maximum occurrences changed from 100 to 1. Guidance regarding the return of multiple occurrences of this field has been removed as it is no longer applicable. Guidance added to reflect where a student applies through one institution, but is taught at another.

Assessment methods URL

Type	field
Short Name	ASSURL
Description	This field records the URL explaining assessment methods.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1, 3
Notes	<p>This field should contain a URL that links to further explanation about the assessment methods for the course. In most cases it is expected that this will be a link directly to the programme specification.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p> <p>For KISTYPE = 3 the URL should point to a generic page that covers the topics for courses in that subject area. That page may also point to pages that provide details for each course covered by that subject area. It is recognised that this might mean institutions setting up new web pages for this purpose.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ASSURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Assessment methods URL - Welsh

Type	field
Short Name	ASSURLW
Description	This field records the URL explaining assessment methods - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1, 3, where applicable
Notes	<p>This field must contain a valid website URL with the same details as KISCourse.ASSURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>If applicable, this field must not be returned where KISCourse.KISTYPE = 2.</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ASSURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Change of course location

Type	field
Short Name	LOCCHNGE
Description	This field identifies if the course changes its teaching location during any part of the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2 and KISCourse.DISTANCE = 0
Valid Entries and Labels	0 The course does not change location 1 The course does change location
Notes	<p>This flag will be used on the Unistats website to identify if the course changes its teaching location during any stage of the course.</p> <p>A change in teaching location means that the course is taught at more than one location and students will change location during the course. KISCourse.LOCCHNGE would not be returned where the course is offered at multiple locations but the student remains in one location for the duration. For example Poppleton University offers a Marine Biology degree programme. For years one and two students study at Poppleton's campus in London but then in the third year are taught in Plymouth. In this case the KISCourse.LOCCHNGE field should be returned as 1 'the course does change location'.</p> <p>This field must not be returned when KISCourse.DISTANCE = 1.</p> <p>Code 1 'the course does change location' must not be used to indicate that the student must undertake a study year abroad or sandwich placement.</p>
Reason Required	To identify courses that change their teaching location.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LOCCHNGE Data type: LOCCHNGECodeContentType
Owner	HESA
Version	1.2
Date modified	2013-05-29
Change management notes	Business rule 3 added to say that this field must not exist where the course is only available through distance learning. Business rule 1 changed to include KISCourse.DISTANCE = 0.

Course page URL

Type	field
Short Name	CRSEURL
Description	This field records the URL for the course page.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Required where KISCourse.KISTYPE = 1 or 2 and optional for KISCourse.KISTYPE = 3
Notes	<p>This field will be used to provide a link back from the full KIS to the page on the institutional website that hosts the KIS widget (information box). Where the widget exists on more than one page on the institutional web-site the institution should pick one URL to include.</p> <p>This field is required where KISCourse.KISTYPE = 1, 2 and optional where KISTYPE=3.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p> <p>Maximum occurrences for this field, including for KISTYPE 2, is set at 1</p>
Reason Required	Providing link back functionality
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: CRSEURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Course page URL - Welsh

Type	field
Short Name	CRSEURLW
Description	This field records the URL for the course page in Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1 or 2 (and optionally 3) where applicable
Notes	<p>This field will be used to provide a link back from the full KIS to the page on the institutional website that hosts the KIS widget (information box). Where the widget exists on more than one page on the institutional web-site the institution should pick one URL to include. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>If applicable, this field is required where KISCourse.KISTYPE = 1, 2 and optional where KISTYPE=3.</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p> <p>Maximum occurrences for this field, including for KISTYPE 2, is set at 1</p>
Reason Required	Providing link back functionality.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: CRSEURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Course title

Type	field
Short Name	TITLE
Description	This field records the title of the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.
Notes	<p>This text provided in this field will be used together with the KISCourse.KISAIM and the KISCourse.HONOURS fields as the title on the full KIS and KIS widget (information box).</p> <p>This field must not be returned when KISCourse.KISTYPE = 3.</p> <p>This field should not include the qualification aim or the honours provision of the course. These should be returned in KISCourse.KISAIM and the KISCourse.HONOURS fields.</p> <p>This field is optional when KISCourse.KISAIM equals 039, 044, 045, 083, 085 and 086.</p> <p>This field should not include any references to additional course components such as sandwich placements or years abroad.</p> <p>This field should be completed with natural capitalisation only, see the example below for further guidance</p> <p>Example - Medieval History BA (Hons)</p> <ul style="list-style-type: none"> • KISCourse.TITLE: 'Medieval History' - natural capitalisation only. • : 'Hanes Canoloeso' - natural capitalisation only. (Welsh institutions only)KISCourse.TITLEW • : 000 'BA'KISCourse.KISAIM • : 1 'This is an honours (Hons) degree course'KISCourse.HONOURS <p>Valid characters</p> <p>The valid character set available for this field follows the Data Standards in the HESA student record.</p> <ul style="list-style-type: none"> • The general policy is to support all Latin-based characters for names, addresses and general text fields, but not non-Latin characters. • All Unicode code charts for Latin characters are supported. These are Basic Latin (excluding the C0 control characters), Latin-1 (excluding the C1 control characters), Latin Extended A, Latin Extended B and Latin Extended Additional. This set corresponds to Unicode code points U+0020 to U+007F, U+00A0 to U+024F and U+1E00 to U+1EFF. • Schemas are built in such a way that an individual project can further restrict the set if required. <p>Please note that this field excludes non-breaking spaces, tabs, carriage return, line feed, form feed and vertical tab characters, as these will affect formatting.</p>

	<p>The character set chosen will support Welsh and Gaelic languages as well as all European and most other languages using a Latin-based character set.</p> <p>The Unicode charts that list each of the characters in this range can be found on the Unicode web site. The specific sets that are defined here are shown in the following PDF documents:</p> <ul style="list-style-type: none"> • Basic Latin • Latin-1 • Latin Extended A • Latin Extended B • Latin Extended Additional <p>Files must be encoded with UTF-8 and schema validation will be in place to ensure this. Institutions must specify the encoding used in their XML files in the first line of the file (i.e. <code><?xml version="1.0" encoding="UTF-8" ?></code>) and to ensure that their files are actually saved with that encoding. If XML files are edited with some text editors and the encoding is not specified or does not match the actual file encoding, there may be problems when submitting these files for validation.</p>
Reason Required	To enable consistent display of course titles on the Unistats website.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: TITLE Data type: TITLType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-06-18
Change management notes	Business rule 1 updated to make this field optional where KISCourse.KISAIM equals 039, 044, 045, 083, 085 and 086. Guidance added to support this.

Course title - Welsh

Type	field
Short Name	TITLEW
Description	This field records the title of the course in Welsh.
Applicable to	Wales
Coverage	All KISCourses where institution in Wales and KISCourse.KISTYPE = 1 or 2, where applicable
Notes	<p>This text provided in this field will be used with the KISCourse.KISAIM and the KISCourse.HONOURS fields as the title on the full KIS and KIS widget (information box) when displayed in Welsh.</p> <p>This field should exist for institutions in Wales, and must not exist for institution in England, Northern Ireland and Scotland.</p> <p>This field must not be returned when KISCourse.KISTYPE = 3.</p> <p>This field should not include the qualification aim or the honours provision of the course. These should be returned in KISCourse.KISAIM and the KISCourse.HONOURS fields.</p> <p>This field is optional when KISCourse.KISAIM equals 039, 044, 045, 083, 085 and 086.</p> <p>This field should not include any references to additional course components such as sandwich placements or years abroad.</p> <p>This field should be completed with natural capitalisation only, see the example below for further guidance</p> <p>Example - Hanes Canoloesol BA (Anrh)</p> <ul style="list-style-type: none"> • : 'Medieval History' - natural capitalisation only.KISCourse.TITLE • KISCourse.TITLEW: 'Hanes Canoloesol' - natural capitalisation only. (Welsh institutions only) • : 000 'BA'KISCourse.KISAIM • : 1 'This is an honours (Hons) degree course'KISCourse.HONOURS <p>Valid characters</p> <p>The valid character set available for this field follows the Data Standards in the HESA student record.</p> <ul style="list-style-type: none"> • The general policy is to support all Latin-based characters for names, addresses and general text fields, but not non-Latin characters. • All Unicode code charts for Latin characters are supported. These are Basic Latin (excluding the C0 control characters), Latin-1 (excluding the C1 control characters), Latin Extended A, Latin Extended B and Latin Extended Additional. This set corresponds to Unicode code points U+0020 to U+007F, U+00A0 to U+024F and U+1E00 to U+1EFF. • Schemas are built in such a way that an individual project can further restrict the set if required.

	<p>Please note that this field excludes non-breaking spaces, tabs, carriage return, line feed, form feed and vertical tab characters, as these will affect formatting.</p> <p>The character set chosen will support Welsh and Gaelic languages as well as all European and most other languages using a Latin-based character set.</p> <p>The Unicode charts that list each of the characters in this range can be found on the Unicode web site. The specific sets that are defined here are shown in the following PDF documents:</p> <ul style="list-style-type: none"> • Basic Latin • Latin-1 • Latin Extended A • Latin Extended B • Latin Extended Additional <p>Files must be encoded with UTF-8 and schema validation will be in place to ensure this. Institutions must specify the encoding used in their XML files in the first line of the file (i.e. <code><?xml version="1.0" encoding="UTF-8" ?></code>) and to ensure that their files are actually saved with that encoding. If XML files are edited with some text editors and the encoding is not specified or does not match the actual file encoding, there may be problems when submitting these files for validation.</p>
Reason Required	To enable consistent display of course titles on the Unistats website.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: TITLEW Data type: TITLType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.3
Date modified	2013-06-18
Change management notes	Business rule 1 updated to make this field optional where KISCourse.KISAIM equals 039, 044, 045, 083, 085 and 086. Guidance added to support this.

Distance learning only

Type	field
Short Name	DISTANCE
Description	This field records whether the course is offered through distance learning only.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2
Valid Entries and Labels	1 Course is only available through distance learning 0 Course is available other than by distance learning
Notes	This field will be used to determine whether details of accommodation costs are given. This field is required when KISCourse.KISTYPE = 1 and KISCourse.KISTYPE 2s. This field must not be returned for KISCourse.KISTYPE = 3. If a HESACourse or ILRAims entity is also returned, this field will be checked against the course associated with HESACourse.HESACOURSEID or ILRAims.ILRAIMID.
Reason Required	Linking to HESA.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: DISTANCE Data type: DISTANCECodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Employment details URL

Type	field
Short Name	EMPLOYURL
Description	This field provides links to further details on employment.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1, 3
Notes	<p>This field must contain a valid website URL that contains further details about the employment opportunities for students following successful completion of the course. This page should also contain details of the institution's overall approach to improving employability amongst its graduates.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p> <p>For KISTYPE = 3 the URL should point to a generic page that covers the topics for courses in that subject area. That page may also point to pages that provide details for each course covered by that subject area. It is recognised that this might mean institutions setting up new web pages for this purpose.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: EMPLOYURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Employment details URL - Welsh

Type	field
Short Name	EMPLOYURLW
Description	This field provides links to further details on employment - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1, 3, where applicable
Notes	<p>This field must contain a valid website URL with the same details as KISCourse.EMPLOYURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>If applicable, this field should contain a URL for a web-page that contains further details about the employment opportunities for students following successful completion of the course. This page should also contain details of the institution's overall approach to improving employability amongst its graduates.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2.</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: EMPLOYURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Fee waiver availability

Type	field
Short Name	WAIVER
Description	This field records whether fee waivers are available.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and KISCourse.UCASCOURSEID does not exist
Valid Entries and Labels	1 Fee waivers available 0 Fee waivers not available
Notes	<p>This field is used to indicate whether there are any fee waivers available to students on this course.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p> <p>A fee waiver is where there is opportunity to pay less than the published fee.</p> <p>A fee waiver will always be at least in part associated with individual student circumstances rather than course characteristics.</p> <p>Funding available through the National Scholarship Programme should not be included as a waiver.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: WAIVER Data type: WAIVERCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Fees confirmation

Type	field
Short Name	FEETBC
Description	This field records whether fees are yet to be confirmed.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and KISCourse.UCASCOURSEID does not exist
Valid Entries and Labels	0 Fees not yet confirmed for 2014/15 1 Fees confirmed for 2014/15
Notes	It is recognised that when the KIS is first published some fees may not yet be confirmed. Rather than provide estimated fees the KIS will instead simply note that the fees are yet to be confirmed. This field is required where course fee data is not provided by UCAS. This field must not be returned where KISCourse.KISTYPE = 3.
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: FEETBC Data type: FEETBCCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-08-20
Change management notes	KISCourse.FEETBC Business rule 6 added for specific process.

Foundation year availability

Type	field						
Short Name	FOUNDATION						
Description	This field identifies whether an integrated foundation year is available as a course component.						
Applicable to	England Northern Ireland Scotland Wales						
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.						
Valid Entries and Labels	<table style="width: 100%; border: none;"> <tr> <td style="width: 10%;">0</td> <td>Not available</td> </tr> <tr> <td>1</td> <td>Optional</td> </tr> <tr> <td>2</td> <td>Compulsory</td> </tr> </table>	0	Not available	1	Optional	2	Compulsory
0	Not available						
1	Optional						
2	Compulsory						
Notes	<p>This field should be completed to reflect the availability of an integrated foundation year.</p> <p>This field should not be completed to identify Foundation degrees.</p> <p>Foundation years are only considered HE where they are integrated into a full HE qualification. This will only occur when both of the following apply:</p> <ul style="list-style-type: none"> • Students are already registered for the full HE qualification at the same institution. • Progression to the full HE qualification is guaranteed, subject to satisfactory completion of the foundation year. <p>If an institution advertises the course as having an integrated foundation year and again separately as having no foundation year, then two KIS must be returned. The integrated foundation year should be coded 2 'Compulsory'. The direct entry course should be coded 0 'Not available'.</p> <p>If an institution does not advertise the course with an integrated foundation year, but does offer an integrated foundation year as an alternative optional route, then code 1 'Optional' should be returned.</p> <p>Exceptionally, institutions may offer generic foundation years which meet the above criteria, but allow students to progress onto a range of full HE qualifications. In this case the foundation year routes would not have separate KIS produced. However, each course that students can progress onto should have the existence of an optional foundation year (KISCourse.FOUNDATION = 1), but would not have the foundation year reflected in CourseStage.</p> <p>This field must not be returned for KISCourse.KISTYPE = 3.</p> <p>If any course component is identified as compulsory (ie, the student has applied for this course and must undertake the component), the information should be reflected as an additional CourseStage, and included in average fee calculations.</p> <p>If any course component is identified as optional, this could mean the student can chose between a sandwich placement or a year abroad, or have the choice as to whether to partake in the option, no additional CourseStage or fee information is required.</p> <p>In this context a component is considered compulsory if there is an expectation that</p>						

	students will take the component. It is recognised that even where such an expectation exists there will typically be some students who do not undertake the component.
Reason Required	To allow more concise searching and aggregation on the Unistats website.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: FOUNDATION Data type: FOUNDATIONCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-05-29
Change management notes	Additional guidance added clarifying when a foundation year can be considered as higher education. Further guidance added on returning a single foundation year that can lead onto a range of full higher education qualifications.

Honours award provision

Type	field
Short Name	HONOURS
Description	This field records whether the course aim, on successful completion, would result in an honours (Hons) degree.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.
Valid Entries and Labels	0 This is not an honours (Hons) degree course 1 This is an honours (Hons) degree course
Notes	<p>This field will be used in conjunction with KISCourse.TITLE (KISCourse.TITLEW for institutions in Wales) and KISCourse.KISAIM to provide the KIS Course title. This will be displayed on the KIS widget and on the Unistats website.</p> <p>This field allows institutions to distinguish between courses that do or do not lead to an honours degree.</p> <p>An 'honours' degree refers to an institutional definition, rather than a UK-wide concept.</p> <p>This field must not be returned when KISCourse.KISTYPE = 3.</p> <p>Example - Medieval History BA (Hons)</p> <ul style="list-style-type: none"> • : 'Medieval History' - natural capitilisation only.KISCourse.TITLE • : 'Hanes Canoloesol' - natural capitilisation only. (Welsh institutions only)KISCourse.TITLEW • : 000 'BA'KISCourse.KISAIM • KISCourse.HONOURS: 1 'This is an honours (Hons) degree course'
Reason Required	To enable consistent display of course titles on the Unistats website
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: HONOURS Data type: HONOURSCoDeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.3
Date modified	2013-08-20
Change management notes	KISCourse.KISAIM 130 'FdA' added to KISCourse.HONOURS Business rule 3.

KIS Course identifier

Type	field
Short Name	KISCOURSEID
Description	This field records a unique identifier for the KIS course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses
Notes	<p>This field contains a unique code for each course for which a KIS is being produced. The field will be used by the KIS widget to identify the course to which the widget relates. Institutions are advised not to update this field annually as this would require an annual update to all widget links. This field together with UKPRN will uniquely identify each KIS.</p> <p>The special characters allowed in this field have been limited to the following: ' _', '"', '!', '(', ')', ',', '\$', '-' and '~'.</p> <p>Valid characters</p> <p>The valid character set available for this field follows the Data Standards in the HESA student record.</p> <ul style="list-style-type: none"> • The general policy is to support all Latin-based characters for names, addresses and general text fields, but not non-Latin characters. • All Unicode code charts for Latin characters are supported. These are Basic Latin (excluding the C0 control characters), Latin-1 (excluding the C1 control characters), Latin Extended A, Latin Extended B and Latin Extended Additional. This set corresponds to Unicode code points U+0020 to U+007F, U+00A0 to U+024F and U+1E00 to U+1EFF. • Schemas are built in such a way that an individual project can further restrict the set if required. <p>Please note that this field excludes non-breaking spaces, tabs, carriage return, line feed, form feed and vertical tab characters, as these will affect formatting. Spaces are not valid.</p> <p>The character set chosen will support Welsh and Gaelic languages as well as all European and most other languages using a Latin-based character set.</p> <p>The Unicode charts that list each of the characters in this range can be found on the Unicode web site. The specific sets that are defined here are shown in the following PDF documents:</p> <ul style="list-style-type: none"> • Basic Latin • Latin-1 • Latin Extended A • Latin Extended B • Latin Extended Additional <p>Files must be encoded with UTF-8 and schema validation will be in place to ensure this. Institutions must specify the encoding used in their XML files in the first line of the file (i.e. <?xml version="1.0" encoding="UTF-8" ?>) and to ensure that their files are actually saved with that encoding. If XML files are edited with some text editors and the</p>

	encoding is not specified or does not match the actual file encoding, there may be problems when submitting these files for validation.
Reason Required	Embedding of widget (information box).
Part Of	KIS Course
Field Length	30
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: KISCOURSEID Data type: KISCOURSEIDType
Owner	HESA
Version	1.1
Date modified	2013-08-20
Change management notes	Guidance added clarifying that spaces are not a valid format and cannot be returned in this field.

KIS Course mode

Type	field
Short Name	KISMODE
Description	This field indicates if a course is advertised as full-time, part-time or both.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses.
Valid Entries and Labels	1 Full-time 2 Part-time 3 Both
Notes	<p>Full-time and part-time in the context of this field relates to how the institution advertises the delivery of the course.</p> <p>If the course is advertised as a full-time course, but made available part-time on an ad hoc basis, then code 1 'Full-time' should be returned. If the course is only advertised part-time then code 2 'Part-time' should be returned.</p> <p>If the institution advertises the course as both full and part-time, then code 3 'Both' should be returned. This will produce two KIS in the output file, each with linked NSS and DLHE data.</p> <p>Multiple KISCourse.KISTYPE 2s with different levels (calculated through KISCourse.KISAIM) or different KISCourse.KISMODEs (full-time or part-time), cannot be linked to a single KISCourse.KISTYPE 3. A separate KISCourse.KISTYPE 3 will be required for each.</p>
Reason Required	To allow publication of a KIS for each mode and support searches on the Unistats website.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: KISMODE Data type: KISMODECodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-02-14
Change management notes	Coverage updated to include all KISCourse.KISTYPEs, minimum occurrences changed to 1 to reflect this.

KIS Course qualification aim

Type	field
Short Name	KISAIM
Description	This field describes the course qualification.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.
Notes	<p>This field uses a look up table for its list of valid entries, which sits outside the schema to enable maintenance without the need to re-issue a validation kit.</p> <p>View List of KISCourse.KISAIM valid entries, or download the KISCourse.KISAIM valid entries in CSV format.</p> <p>This field describes the type of qualification that will be obtained upon successful completion of the course.</p> <p>This field will be used in conjunction with KISCourse.TITLE (KISCourse.TITLEW for institutions in Wales) and KISCourse.HONOURS to provide the KIS Course title. This will be displayed on the KIS widget and on the Unistats website.</p> <p>If the qualification aim of the Course results in an honours degree KISCourse.HONOURS should be coded with 1 'This is an honours (Hons) degree course'.</p> <p>The value returned in this field must match the valid entry listed in the look up table listed in the List of KIS Course Aims.</p> <p>If a KISCourse.KISAIM is not present in the list, institutions should contact HESA, where the qualification will be added to the lookup table as part of a scheduled release. A qualification should not be an awarding body, such as BTEC.</p> <p>This field must not be returned when KISCourse.KISTYPE = 3.</p> <p>Example - Medieval History BA (Hons)</p> <ul style="list-style-type: none"> • : 'Medieval History' - natural capitilisation only.KISCourse.TITLE • : 'Hanes Canoloesol' - natural capitilisation only. (Welsh institutions only)KISCourse.TITLEW • KISCourse.KISAIM: 000 'BA' • : 1 'This is an honours (Hons) degree course'KISCourse.HONOURS
Reason Required	To enable consistent display of course titles on the Unistats website.
Part Of	KIS Course
Field Length	3
Minimum Occurrences	0
Maximum Occurrences	1

Schema Components	Element: KISAIM Data type: KISAIMType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Field length increased to 3 with a corresponding data type change to KISAIMType to allow further KISCourse.KISAIMs to be used. Example in the Notes changed to 000 'BA' to reflect change in field length.

KIS Type

Type	field
Short Name	KISTYPE
Description	This field records the type of KIS course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses
Valid Entries and Labels	1 Full course level KIS 2 Multiple subject course placeholder KIS 3 Subject level KIS
Notes	<p>This field identifies whether the KIS is a full KIS, a placeholder for a multiple subject course or a subject level KIS. Further details about KISTYPE classifications are in the Coverage document.</p> <p>An HEI can generate a KISTYPE 1 for all their courses if the course meets the requirements in the KIS manual coverage section.</p> <p>A KISTYPE 3 must be linked to at least one KISTYPE 2.</p>
Reason Required	Validation.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: KISTYPE Data type: KISTYPECodeContentType
Owner	HESA
Version	1.1
Date modified	2013-04-29
Change management notes	Business rule 2 changed to include KISCourse.TEACHUKPRNs in the combination that must be unique within the KIS file returned.

LDCS code

Type	field
Short Name	LDCS
Description	This field records the LDCS (Learn Direct Classification System) code(s) for the course.
Applicable to	England
Coverage	FECs where KISCourse.KISTYPE = 1 and no ILRAims or HESACourse entities exist
Notes	<p>This field will be used to determine what level of study to include from DLHE and NSS data where no ILRAims or HESACourse entities exists for this KISCourse.</p> <p>This field can only be returned if an institution is a further education college.</p> <p>Valid LDCS codes are available from the Data Service's Learning Aims Database download page.</p> <p>The valid code structure is two alpha characters then a full stop followed by up to 9 numbers.</p> <p>This field is required when KISCourse.KISTYPE = 1 and ILRAims or HESACourse entities are missing (i.e. for new courses).</p> <p>This field must not be returned for KISCourse.KISTYPE = 2, 3.</p>
Reason Required	To facilitate linking to DLHE and NSS.
Part Of	KIS Course
Field Length	12
Minimum Occurrences	0
Maximum Occurrences	3
Schema Components	Element: LDCS Data type: LDCSType
Year This Field Relates To	2014/15
Owner	IA
Version	1.1
Date modified	2013-03-21
Change management notes	Coverage and Notes updated to state that this field must be returned where no ILRAims or HESACourse entities exist.

Learning and teaching methods URL

Type	field
Short Name	LTURL
Description	This field records the URL explaining learning and teaching methods.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1, 3
Notes	<p>This field should contain a URL that links to further explanation about the learning and teaching methods for the course. In most cases it is expected that this will be a link directly to the programme specification.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p> <p>For KISTYPE = 3 the URL should point to a generic page that covers the topics for courses in that subject area. That page may also point to pages that provide details for each course covered by that subject area. It is recognised that this might mean institutions setting up new web pages for this purpose.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LTURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Learning and teaching methods URL - Welsh

Type	field
Short Name	LTURLW
Description	This field records the URL explaining learning and teaching methods - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1 or 3, where applicable
Notes	<p>This field should contain a link to a page with the same details as KISCourse.LTURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LTURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Level of award

Type	field
Short Name	LEVEL
Description	This field records the broad level of the award arising from the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All courses where KISCourse.KISTYPE = 3.
Valid Entries and Labels	F First degree U Other undergraduate
Notes	<p>This field will be used to determine what level of study to include from DLHE and NSS data where no HESACourse or ILRAims entities exist for this KISCourse.</p> <p>This field is required for KISCourse.KISTYPE 3 (where no HESACourse or ILRAims entities can be returned).</p> <p>This field must not be returned for KISCourse.KISTYPE = 1 or 2.</p>
Reason Required	To facilitate linking to DLHE and NSS.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LEVEL Data type: LEVELCodeContentType
Owner	HESA
Version	1.0

Location identifier

Type	field
Short Name	LOCID
Description	This field records the institution's own identifier for a teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2 and KISCourse.DISTANCE = 0
Notes	<p>This field records a two character identifier for the teaching location.</p> <p>KISCourse.LOCID must be the same as that submitted in Location.LOCID.</p> <p>This field must not be returned when KISCourse.KISTYPE = 3, or when KISCourse.DISTANCE = 1.</p> <p>Example 1 - Institution owned campus</p> <ul style="list-style-type: none"> • Institution.UKPRN • Location.LOCNAME • : Campws y gogleddLocation.LOCNAMEW • Location.LOCID • Location.LOCUKPRN <p>Example 2 - A franchise partner</p> <ul style="list-style-type: none"> • Institution.UKPRN • Location.LOCNAME • : Coleg PoppletonLocation.LOCNAMEW • Location.LOCID • Location.LOCUKPRN <p>If the majority of the first year of the KIS Course is undertaken at a single location, as indicated by Location.LOCID, then that Location.LOCID should be repeated in KISCourse.LOCID.</p> <p>If the course is undertaken at multiple locations in the first year, KISCourse.LOCID should represent the location where the majority of time is spent.</p> <p>If time is split evenly between locations, then KISCourse.LOCID should represent a central location for all first year components.</p> <p>There may be cases where the course can be undertaken at more than one location, for example, where the first year of the course is taken wholly at three different further education colleges (FECs) before moving to an HEI. In such cases, KISCourse.LOCID should be returned three times, each pointing to the different FECs.</p>
Reason Required	To allow linking of course locations.

Part Of	Location KIS Course
Field Length	2
Minimum Occurrences	0
Maximum Occurrences	100
Schema Components	Element: LOCID Data type: LOCIDType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-07-08
Change management notes	Guidance removed regarding matching LOCID in KIS with Campus.CAMPID in the Institution profile record, as it is not relevant.

Maximum fee for England domicile

Type	field
Short Name	ENGFEE
Description	This field records the average maximum annual fee for the course for an England domiciled student.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1,2 and KISCourse.UCASCOURSEID does not exist and KISCourse.FEETBC = 1
Notes	<p>This field should give the average maximum annual fee for the course as a whole for a student domiciled in England. The fees for placement years and study years abroad will be lower than for years spent at the home institution. This should be reflected in calculating KISCourse.ENGFEE to the extent that this is included within the learning and teaching methods. Therefore, where a course has a full year on placement the value in KISCourse.ENGFEE will typically be significantly below the fee for each year at the institution. For example, where a three year degree is advertised as having a sandwich year this will be reflected in the learning and teaching methods via a year with 100% placement, if the fees charged whilst at the institution are £9,000 per annum and the fee for the sandwich year is £1,000 then the value in KISCourse.ENGFEE would be £7,000 ($(£9,000+£9,000+£1,000+£9,000)/4$).</p> <p>The value should not be reduced to reflect any fee waivers or discounts that are offered.</p> <p>Where it is the case that the fees for all students on the course are paid for by the NHS/SHA the maximum fee should be returned as 0. This is only the case where there is no possibility for a student on that course to pay their own fees, for example if the institution can recruit above the NHS/SHA numbers, full fee information would have to be returned.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ENGFEE Data type: FeeType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Maximum fee for Northern Ireland domicile

Type	field
Short Name	NIFEE
Description	This field records the average maximum annual fee for the course for a Northern Ireland domiciled student.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1,2 and KISCourse.UCASCOURSEID does not exist and KISCourse.FEETBC = 1
Notes	<p>This field should give the average maximum annual fee for the course as a whole for a student domiciled in Northern Ireland. The fees for placement years and study years abroad will be lower than for years spent at the home institution. This should be reflected in calculating NIFEE to the extent that this is included within the learning and teaching methods. Therefore, where a course has a full year on placement the value in NIFEE will typically be significantly below the fee for each year at the institution. For example, where a three year degree is advertised as having a sandwich year this will be reflected in the learning and teaching methods via a year with 100% placement, if the fees charged whilst at the institution are £9,000 per annum and the fee for the sandwich year is £1,000 then the value in NIFEE would be £7,000 $((£9,000+£9,000+£1,000+£9,000)/4)$.</p> <p>The value should not be reduced to reflect any fee waivers or discounts that are offered.</p> <p>Where it is the case that the fees for all students on the course are paid for by the NHS/SHA the maximum fee should be returned as 0. This is only the case where there is no possibility for a student on that course to pay their own fees, for example if the institution can recruit above the NHS/SHA numbers, full fee information would have to be returned.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: NIFEE Data type: FeeType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Maximum fee for Scotland domicile

Type	field
Short Name	SCOTFEE
Description	This field records the average maximum annual fee for the course for a Scotland domiciled student.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1,2 and KISCourse.UCASCOURSEID does not exist and KISCourse.FEETBC = 1
Notes	<p>This field should give the average maximum annual fee for the course as a whole for a student domiciled in Scotland. The fees for placement years and study years abroad will be lower than for years spent at the home institution. This should be reflected in calculating KISCourse.SCOTFEE to the extent that this is included within the learning and teaching methods. Therefore, where a course has a full year on placement the value in KISCourse.SCOTFEE will typically be significantly below the fee for each year at the institution. For example, where a three year degree is advertised as having a sandwich year this will be reflected in the learning and teaching methods via a year with 100% placement, if the fees charged whilst at the institution are £9,000 per annum and the fee for the sandwich year is £1,000 then the value in KISCourse.SCOTFEE would be £7,000 $((£9,000+£9,000+£1,000+£9,000)/4)$.</p> <p>The value should not be reduced to reflect any fee waivers or discounts that are offered. In particular the fee should not be reduced to account for the fee grant paid by SAAS for Scottish students.</p> <p>Where it is the case that the fees for all students on the course are paid for by the NHS/SHA the maximum fee should be returned as 0. This is only the case where there is no possibility for a student on that course to pay their own fees, for example if the institution can recruit above the NHS/SHA numbers, full fee information would have to be returned.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SCOTFEE Data type: FeeType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Maximum fee for Wales domicile

Type	field
Short Name	WAFEE
Description	This field records the average maximum annual fee for the course for a Wales domiciled student.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1,2 and KISCourse.UCASCOURSEID does not exist and KISCourse.FEETBC = 1
Notes	<p>This field should give the average maximum annual fee for the course as a whole for a student domiciled in Wales. The fees for placement years and study years abroad will be lower than for years spent at the home institution. This should be reflected in calculating KISCourse.WAFEE to the extent that this is included within the learning and teaching methods. Therefore, where a course has a full year on placement the value in KISCourse.WAFEE will typically be significantly below the fee for each year at the institution. For example, where a three year degree is advertised as having a sandwich year this will be reflected in the learning and teaching methods via a year with 100% placement, if the fees charged whilst at the institution are £9,000 per annum and the fee for the sandwich year is £1,000 then the value in KISCourse.WAFEE would be £7,000 $((£9,000+£9,000+£1,000+£9,000)/4)$.</p> <p>The value should not be reduced to reflect any fee waivers or discounts that are offered. In particular, the fee should not be reduced to account for the fee grant paid by HEFCW for Welsh students.</p> <p>Where it is the case that the fees for all students on the course are paid for by the NHS/SHA the maximum fee should be returned as 0. This is only the case where there is no possibility for a student on that course to pay their own fees, for example if the institution can recruit above the NHS/SHA numbers, full fee information would have to be returned.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: WAFEE Data type: FeeType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Means tested support

Type	field
Short Name	MEANSSUP
Description	This field records whether means tested support is available.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and KISCourse.UCASCOURSEID does not exist
Valid Entries and Labels	1 Means tested support available 0 Means tested support not available
Notes	<p>This field is used to indicate whether there is any means tested support available to students on this course.</p> <p>This field relates to means tested support that is provided by the institution, but may be fee waivers, bursaries or discounts on accommodation/equipment etc.</p> <p>Participation in the National Scholarship Programme (NSP) is not to be counted as means tested support. This field should only be completed is the institution is providing means tested support in addition to their participation in the NSP.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: MEANSSUP Data type: MEANSSUPCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

NHS funded students

Type	field
Short Name	NHS
Description	A flag to show whether the course has any NHS funded students.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and no HESACourse or ILRAims entities exist
Valid Entries and Labels	0 None 1 Any
Notes	<p>This field must be returned for all new courses.</p> <p>This field must not be returned for KISCourse.KISTYPE = 3, or where any HESACourse or ILRAims entities exist.</p> <p>This field records whether a course will have any NHS funded students. This is to allow correct presentation of the NHS National Student Survey results.</p>
Reason Required	To ensure that NHS placement questions are only displayed for courses that are funded by the NHS.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: NHS Data type: NHSCodeContentType
Owner	HESA
Version	1.0

Non-credit assessment

Type	field
Short Name	NONCREDITASSESS
Description	Indicator of whether course includes assessment not included within breakdown.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2
Valid Entries and Labels	<p>1 Course includes assessments for which no notional credit value can be determined but that the student is required to pass.</p> <p>0 The course does not include assessments for which no notional credit value can be determined.</p>
Notes	<p>This field indicates whether the course includes required assessments that have not been included within the assessment method breakdown as they cannot be associated with the award of credit, yet are nonetheless a requirement of successful completion of the course.</p> <p>Examples might include practical skills assessments in nursing, health and safety certification for scientists, fitness to practice for medical students, etc.</p> <p>Any requirement for entry should not be taken into consideration here. However, institutions should make it clear on their course websites what the entry requirements for the course are, including any statutory, regulatory or professional verification procedures which prospective students are expected to clear before entry.</p> <p>Where such assessments form part of the course the nature of these additional assessments should be clear in the web page linked to by KISCourse.ASSURL. Where Code 1 is returned the KIS will include the following text 'The course contains some compulsory assessments not included in the above breakdown see institutional website for details.'</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: NONCREDITASSESS Data type: NONCREDITASSESSCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Non-means-tested support

Type	field
Short Name	OTHSUP
Description	This field records whether non-means-tested support is available.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and KISCourse.UCASCOURSEID does not exist
Valid Entries and Labels	1 Non means tested support available 0 Non means tested support not available
Notes	This field is used to indicate whether there is any non-means-tested support available to students on this course. This might include discounted accommodation, free IT equipment, etc. This field must not be returned where KISCourse.KISTYPE = 3.
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: OTHSUP Data type: OTHSUPCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Proportion available in Welsh

Type	field
Short Name	WELSH
Description	This field records the proportion of scheduled teaching and learning activities of the course available in Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1, 3
Notes	<p>The data should reflect the HESA returns for modules that form part of the course, and align with the data presented by institutions to the Coleg Cymraeg Cenedlaethol for the 'Mantais' course finder.</p> <p>The data should reflect the amount of scheduled Welsh medium teaching and learning available, rather than any calculation based on the average student programme of study e.g. if the student may choose to study 360 credits in Welsh on a three year degree course, 100% of activities would be available in Welsh; or if the student may choose to study 240 credits where three-quarters of the scheduled teaching and learning is available in Welsh, 50% $((240 \times 0.75) / 360)$ of the activities would be available in Welsh. The data should reflect the position for each course, whether or not the course has a Welsh, Bilingual or English title.</p> <p>The KIS needs to be provided bilingually for all courses offered at Welsh institutions, whether available in Welsh, English or both languages.</p> <p>This field can contain a value in the range 0 - 100.</p> <p>This field must not be returned where KISCourse.KISTYPE = 2.</p> <p>This field is required for institutions in Wales only where KISCourse.KISTYPE =1, 3.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	3
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: WELSH Data type: IntPrntType
Year This Field Relates To	2014/15
Owner	HEFCW
Version	1.0

Related KIS

Type	field
Short Name	RELATEDKIS
Description	This field records the related subject KIS to show for multiple subject course placeholder KIS (KISTYPE 2).
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISType = 2
Notes	This field records up to three KISCOURSE.KISTYPE 1 or 3 KISCOURSE.KISCOURSEID to show for a multiple subject course placeholder KIS. RELATEDKIS must group either KISCOURSE.KISTYPE = 1 or KISCOURSE.KISTYPE = 3, and not a mixture (see Coverage of the record for detail).
Reason Required	Managing display of KIS.
Part Of	KIS Course
Field Length	30
Minimum Occurrences	0
Maximum Occurrences	3
Schema Components	Element: RELATEDKIS Data type: KISCOURSEIDType
Owner	HESA
Version	1.0

Sandwich year availability

Type	field
Short Name	SANDWICH
Description	To identify whether a sandwich course component is available.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.
Valid Entries and Labels	<p>0 Not available</p> <p>1 Optional</p> <p>2 Compulsory</p>
Notes	<p>This field should be completed to reflect the availability of a sandwich component.</p> <p>Sandwich components involve work placements only. Work placements abroad should be returned in this field, and not in KISCourse.YEARABROAD.</p> <p>If a course is offered as both part-time and full-time this field must be returned as 0 'Not available' or 1 'Optional'. If this course component is compulsory for the full-time course then a separate part-time KIS should be returned, with this field being coded as 0 'Not available'.</p> <p>If any course component is identified as compulsory (ie, the student has applied for this course and must undertake the component), the information should be reflected as an additional CourseStage, and included in average fee calculations.</p> <p>If any course component is identified as optional, this could mean the student can chose between a sandwich placement or a year abroad, or have the choice as to whether to partake in the option, no additional CourseStage or fee information is required.</p> <p>In this context a component is considered compulsory if there is an expectation that students will take the component. It is recognised that even where such an expectation exists there will typically be some students who do not undertake the component.</p> <p>If two industry placements, or study times abroad equate to 100% of a single course stage, then KISCourse.SANDWICH and KISCourse.YEARABROAD should be coded as either 1 'Optional' or 2 'Compulsory', and appropriate fee information should be returned. If these two industry placements, or study times abroad do not equate to an entire course stage, the KISCourse.SANDWICH and KISCourse.YEARABROAD fields should be coded as 0 'Not available', however appropriate information should be included in the course stage information.</p> <p>Where a course contains a compulsory year abroad but the student can choose whether to spend their time overseas in a work placement or in study, the KISCourse.YEARABROAD field should be returned as 2 'Compulsory' and KISCourse.SANDWICH returned as 1 'Optional'.</p> <p>Example:</p> <p>In the second stage of a course, the student can choose to complete a 3 month placement in industry. The course stage is 9 months long in total, and so the placement</p>

	is 33% of the entire stage. This would mean that KISCourse.SANDWICH would be coded 0 'Not available' as it does not total an entire course stage, however, the course stage information would reflect 33% of stage being undertaken as a placement.
Reason Required	This field identifies whether a sandwich year placement is available as a course component.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SANDWICH Data type: SANDWICHCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-04-29
Change management notes	Guidance added to the Notes where a student can choose between study or work on a compulsory year abroad.

Subject of course - full JACS

Type	field
Short Name	JACS
Description	This field records the JACS code(s) for the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 and both HESACourse and ILRAims entities do not exist
Valid Entries and Labels	A100 Pre-clinical medicine A200 Pre-clinical dentistry A300 Clinical medicine A400 Clinical dentistry A900 Others in medicine & dentistry A990 Medicine & dentistry not elsewhere classified A000 Medicine & dentistry B100 Anatomy, physiology & pathology B110 Anatomy B120 Physiology B130 Pathology B131 Cellular pathology B132 Pathobiology B140 Neuroscience B160 Physiotherapy B190 Anatomy, physiology & pathology not elsewhere classified B200 Pharmacology, toxicology & pharmacy B210 Pharmacology B220 Toxicology B230 Pharmacy B290 Pharmacology, toxicology & pharmacy not elsewhere classified B300 Complementary medicine B310 Osteopathy B320 Chiropractic B330 Chiropody B340 Alternative medicine B341 Chinese B342 Herbalism B343 Acupuncture B344 Aromatherapy B345 Hypnotherapy B346 Reflexology B390 Complementary medicine not elsewhere classified B400 Nutrition B410 Dietetics B490 Nutrition not elsewhere classified B500 Ophthalmics B510 Optometry B520 Orthoptics B590 Ophthalmics not elsewhere classified B600 Aural & oral sciences B610 Audiology B620 Speech science B630 Language pathology B690 Aural & oral sciences not elsewhere classified B700 Nursing B701 Palliative care nursing B710 Community nursing B711 District nursing

B712	Health visiting
B713	School nursing
B714	Practice nursing
B720	Midwifery
B730	Paediatric nursing
B740	Adult nursing
B741	Geriatric nursing
B750	Dental nursing
B760	Mental health nursing
B761	Learning disability nursing
B770	Medical nursing
B771	Critical care nursing
B780	Paramedical nursing
B790	Nursing not elsewhere classified
B800	Medical technology
B810	Cardiography
B820	Radiology
B821	Radiography, diagnostic
B822	Radiography, therapeutic
B830	Biomechanics, biomaterials & prosthetics (non-clinical)
B840	Dental technology
B850	Mortuary technology
B890	Medical technology not elsewhere classified
B900	Others in subjects allied to medicine
B910	Environmental health
B920	Occupational health
B930	Occupational therapy
B940	Counselling
B990	Subjects allied to medicine not elsewhere classified
B000	Subjects allied to medicine
C100	Biology
C110	Applied biology
C111	Parasitology
C120	Behavioural biology
C130	Cell biology
C131	Applied cell biology
C140	Developmental/reproductive biology
C141	Developmental biology
C142	Reproductive biology
C150	Environmental biology
C160	Marine/freshwater biology
C161	Marine biology
C162	Freshwater biology
C170	Population biology
C180	Ecology
C181	Biodiversity
C182	Evolution
C190	Biology not elsewhere classified
C191	Biometry
C200	Botany
C210	Applied botany
C220	Mycology
C240	Plant cell science
C250	Plant pathology
C290	Botany not elsewhere classified
C300	Zoology
C310	Applied zoology
C320	Cell zoology
C330	Developmental zoology
C340	Entomology
C350	Marine zoology
C360	Pest science
C390	Zoology not elsewhere classified
C400	Genetics

C410	Applied genetics
C420	Human genetics
C430	Medical & veterinary genetics
C431	Medical genetics
C432	Veterinary genetics
C440	Molecular genetics
C450	Genomics
C460	Genetic engineering
C490	Genetics not elsewhere classified
C500	Microbiology
C510	Applied microbiology
C520	Medical & veterinary microbiology
C521	Medical microbiology
C522	Veterinary microbiology
C530	Bacteriology
C540	Virology
C550	Immunology
C570	Serology
C590	Microbiology not elsewhere classified
C600	Sports science
C700	Molecular biology, biophysics & biochemistry
C710	Applied molecular biology, biophysics & biochemistry
C720	Biological chemistry
C730	Metabolic biochemistry
C740	Medical & veterinary biochemistry
C741	Medical biochemistry
C742	Veterinary biochemistry
C750	Plant biochemistry
C760	Biomolecular science
C770	Biophysical science
C790	Molecular biology, biophysics & biochemistry not elsewhere classified
C800	Psychology
C810	Applied psychology
C811	Occupational psychology
C812	Educational psychology
C813	Sport psychology
C814	Organisational psychology
C815	Business psychology
C816	Forensic psychology
C820	Developmental psychology
C821	Child psychology
C822	The psychology of ageing
C830	Methodological & conceptual issues in psychology
C831	Research methods in psychology
C832	Quantitative psychology
C833	Qualitative psychology
C834	History of psychology
C835	Philosophy of psychology
C840	Psychology in health & medicine
C841	Health psychology
C842	Clinical psychology
C843	Counselling psychology
C844	Psychotherapy
C845	Clinical neuropsychology
C846	Community psychology
C847	Psychoanalytical studies
C848	Psychology of mental health
C850	Cognitive & affective psychology
C851	Psychological modelling
C852	Psychology of communication
C853	Psychology of memory & learning
C854	Psychology of perception
C855	Psychology of higher cognitive processes
C856	Experimental psychology

C857	Affective psychology
C858	Transpersonal psychology
C860	Psychobiology
C861	Cognitive neuroscience
C862	Affective neuroscience
C863	Psychopharmacology
C864	Evolutionary psychology
C865	Animal psychology
C870	Personality & individual differences
C871	Psychometrics
C872	Psychology of gender
C873	Cross-cultural psychology
C880	Social psychology
C881	Social cognition
C890	Psychology not elsewhere classified
C900	Others in biological sciences
C910	Applied biological sciences
C990	Biological sciences not elsewhere classified
C000	Biological sciences
D100	Pre-clinical veterinary medicine
D190	Pre-clinical veterinary medicine not elsewhere classified
D200	Clinical veterinary medicine & dentistry
D210	Clinical veterinary medicine
D220	Clinical veterinary dentistry
D290	Clinical veterinary medicine & dentistry not elsewhere classified
D300	Animal science
D310	Veterinary nursing
D320	Animal health
D321	Animal anatomy
D322	Animal physiology
D323	Animal pathology
D324	Animal pharmacology
D325	Animal toxicology
D326	Animal pharmacy
D327	Animal nutrition
D328	Animal welfare
D330	Veterinary public health
D340	Overseas veterinary development
D390	Animal sciences not elsewhere classified
D400	Agriculture
D410	Arable & fruit farming
D411	Agricultural pests & diseases
D412	Crop physiology
D413	Crop nutrition
D414	Crop protection
D415	Crop production
D416	Glasshouse culture
D417	Amenity plant production
D418	Exotic plants & crops
D420	Livestock
D421	Livestock husbandry
D422	Equine studies
D423	Poultry keeping
D424	Gamekeeping
D425	Exotic livestock
D430	Fish farming
D431	Fish husbandry
D432	Freshwater fish
D433	Saltwater fish
D434	Ornamental fish
D435	Aquaculture
D440	Rural estate management
D441	Farm management
D442	Gamekeeping management

D443	Water resource management
D444	Land management for recreation
D445	Heritage management
D446	Wilderness management
D447	Environmental conservation
D450	International agriculture
D460	Organic farming
D461	Organic arable & fruit farming
D462	Organic livestock
D463	Organic fish farming
D470	Agricultural technology
D471	Agricultural machinery
D472	Agricultural irrigation & drainage
D490	Agriculture not elsewhere classified
D500	Forestry
D510	Trees & shrubs
D511	Forestry pests & diseases
D512	Tree physiology
D513	Tree nutrition
D514	Tree protection
D515	Tree production
D516	Timber production
D517	Community forestry
D520	International forestry
D530	Organic forestry
D540	Forestry technology
D541	Forestry irrigation & drainage
D590	Forestry not elsewhere classified
D600	Food & beverage studies
D610	Food science
D611	Meat science
D612	Cereal science
D613	Vegetable science
D614	Fruit science
D620	Food hygiene
D630	Food & beverage production
D631	Food & beverage manufacture
D632	Food & beverage processing
D633	Food & beverage technology
D634	Industrial baking
D635	Industrial brewing
D640	Food & beverages for the consumer
D641	Food & beverage packaging
D642	Food & beverage delivery
D690	Food & beverage studies not elsewhere classified
D700	Agricultural sciences
D710	Agricultural biology
D711	Agricultural microbiology
D720	Agricultural chemistry
D721	Agricultural biochemistry
D730	Agricultural botany
D740	Agricultural zoology
D750	Soil as an agricultural medium
D790	Agricultural sciences not elsewhere classified
D900	Others in veterinary sciences, agriculture & related subjects
D990	Veterinary sciences, agriculture & related subjects not elsewhere classified
D000	Veterinary sciences, agriculture & related subjects
F100	Chemistry
F110	Applied chemistry
F111	Industrial chemistry
F112	Colour chemistry
F120	Inorganic chemistry
F130	Structural chemistry
F131	Crystallography

F140	Environmental chemistry
F141	Marine chemistry
F150	Medicinal chemistry
F151	Pharmaceutical chemistry
F160	Organic chemistry
F161	Organometallic chemistry
F162	Polymer chemistry
F163	Bio-organic chemistry
F164	Petrochemical chemistry
F165	Biomolecular chemistry
F170	Physical chemistry
F180	Analytical chemistry
F190	Chemistry not elsewhere classified
F200	Materials science
F290	Materials science not elsewhere classified
F300	Physics
F310	Applied physics
F311	Engineering physics
F320	Chemical physics
F321	Solid-state physics
F330	Environmental physics
F331	Atmospheric physics
F332	Marine physics
F340	Mathematical & theoretical physics
F341	Electromagnetism
F342	Quantum mechanics
F343	Computational physics
F350	Medical physics
F351	Radiation physics
F360	Optical physics
F361	Laser physics
F370	Nuclear & particle physics
F380	Acoustics
F390	Physics not elsewhere classified
F400	Forensic & archaeological sciences
F410	Forensic science
F420	Archaeological science
F490	Forensic & archaeological sciences not elsewhere classified
F500	Astronomy
F510	Astrophysics
F520	Space & planetary sciences
F521	Space science
F522	Planetary science
F590	Astronomy not elsewhere classified
F600	Geology
F610	Applied geology
F611	Industrial geology
F612	Engineering geology
F620	Mining geology
F621	Exploration geology
F630	Geotechnology
F631	Marine geotechnology
F640	Earth science
F641	Palaeontology
F642	Geoscience
F643	Quaternary studies
F650	Geological oceanography
F660	Geophysics
F661	Exploration geophysics
F670	Geochemistry
F690	Geology not elsewhere classified
F700	Science of aquatic & terrestrial environments
F710	Marine sciences
F720	Hydrography

F730	Ocean sciences
F750	Environmental sciences
F751	Applied environmental sciences
F752	Hydrology
F753	Pollution control
F760	Climatology
F761	Meteorology
F770	Soil science
F790	Science of aquatic & terrestrial environments not elsewhere classified
F800	Physical geographical sciences
F810	Environmental geography
F811	Biogeography
F840	Physical geography
F841	Maritime geography
F842	Geomorphology
F843	Topography
F844	Cartography
F845	Remote sensing
F846	Geographical information systems
F890	Physical geographical sciences not elsewhere classified
F900	Others in physical sciences
F990	Physical sciences not elsewhere classified
F000	Physical sciences
G010	Mathematical science
G020	Computer science
G100	Mathematics
G110	Pure mathematics
G120	Applied mathematics
G121	Mechanics (mathematical)
G130	Mathematical methods
G140	Numerical analysis
G150	Mathematical modelling
G160	Engineering/industrial mathematics
G190	Mathematics not elsewhere classified
G200	Operational research
G290	Operational research not elsewhere classified
G300	Statistics
G310	Applied statistics
G311	Medical statistics
G320	Probability
G330	Stochastic processes
G340	Statistical modelling
G350	Mathematical statistics
G390	Statistics not elsewhere classified
G400	Computer science
G410	Computer architectures & operating systems
G411	Computer architectures
G412	Operating systems
G420	Networks & communications
G430	Computational science foundations
G440	Human-computer interaction
G450	Multimedia computing science
G490	Computer science not elsewhere classified
G500	Information systems
G510	Information modelling
G520	Systems design methodologies
G530	Systems analysis & design
G540	Databases
G550	Systems auditing
G560	Data management
G590	Systems analysis & design not elsewhere classified
G600	Software engineering
G610	Software design
G620	Programming

G621	Procedural programming
G622	Object-oriented programming
G623	Declarative programming
G690	Software engineering not elsewhere classified
G700	Artificial intelligence
G710	Speech & natural language processing
G720	Knowledge representation
G730	Neural computing
G740	Computer vision
G750	Cognitive modelling
G760	Machine learning
G761	Automated reasoning
G790	Artificial intelligence not elsewhere classified
G910	Others in mathematical sciences
G920	Others in computer sciences
H100	General engineering
H110	Integrated engineering
H120	Safety engineering
H121	Fire safety engineering
H122	Water quality control
H123	Public health engineering
H130	Computer-aided engineering
H131	Automated engineering design
H140	Mechanics
H141	Fluid mechanics
H142	Solid mechanics
H143	Structural mechanics
H150	Engineering design
H190	General engineering not elsewhere classified
H200	Civil engineering
H210	Structural engineering
H220	Environmental engineering
H221	Energy resources
H222	Coastal decay
H223	Environmental impact assessment
H230	Transport engineering
H231	Permanent way engineering
H232	Pavement engineering
H240	Surveying science
H241	General practice surveying
H242	Engineering surveying
H250	Geotechnical engineering
H290	Civil engineering not elsewhere classified
H300	Mechanical engineering
H310	Dynamics
H311	Thermodynamics
H320	Mechanisms & machines
H321	Turbine technology
H330	Automotive engineering
H331	Road vehicle engineering
H332	Rail vehicle engineering
H333	Ship propulsion engineering
H340	Acoustics & vibration
H341	Acoustics
H342	Vibration
H350	Offshore engineering
H360	Electromechanical engineering
H390	Mechanical engineering not elsewhere classified
H400	Aerospace engineering
H410	Aeronautical engineering
H411	Air passenger transport engineering
H412	Air freight transport engineering
H413	Air combat engineering
H420	Astronautical engineering

H430	Avionics
H440	Aerodynamics
H441	Flight mechanics
H450	Propulsion systems
H460	Aviation studies
H490	Aerospace engineering not elsewhere classified
H500	Naval architecture
H510	Shipbuilding
H511	Surface passenger ship building
H512	Surface freight ship building
H513	Surface combat ship building
H514	Submarine building
H520	Ship design
H521	Surface passenger ship design
H522	Surface freight ship design
H523	Surface combat ship design
H524	Submarine design
H590	Naval architecture not elsewhere classified
H600	Electronic & electrical engineering
H610	Electronic engineering
H611	Microelectronic engineering
H612	Integrated circuit design
H620	Electrical engineering
H630	Electrical power
H631	Electrical power generation
H632	Electrical power distribution
H640	Communications engineering
H641	Telecommunications engineering
H642	Broadcast engineering
H643	Satellite engineering
H644	Microwave engineering
H650	Systems engineering
H651	Digital circuit engineering
H652	Analogue circuit engineering
H660	Control systems
H661	Instrumentation control
H662	Control by light systems
H670	Robotics & cybernetics
H671	Robotics
H672	Cybernetics
H673	Bioengineering
H674	Virtual reality engineering
H680	Optoelectronic engineering
H690	Electronic & electrical engineering not elsewhere classified
H700	Production & manufacturing engineering
H710	Manufacturing systems engineering
H711	Manufacturing systems design
H712	Manufacturing installation systems
H713	Production processes
H714	Manufacturing systems maintenance
H720	Quality assurance engineering
H730	Mechatronics
H790	Production & manufacturing engineering not elsewhere classified
H800	Chemical, process & energy engineering
H810	Chemical engineering
H811	Biochemical engineering
H812	Pharmaceutical engineering
H820	Atomic engineering
H821	Nuclear engineering
H830	Chemical process engineering
H831	Bioprocess engineering
H840	Gas engineering
H850	Petroleum engineering
H890	Chemical, process & energy engineering not elsewhere classified

H900	Others in engineering
H990	Engineering not elsewhere classified
H000	Engineering
J100	Minerals technology
J110	Mining
J120	Quarrying
J130	Rock mechanics
J140	Minerals processing
J150	Minerals surveying
J160	Petrochemical technology
J190	Minerals technology not elsewhere classified
J200	Metallurgy
J210	Applied metallurgy
J220	Metallic fabrication
J221	Pattern making
J230	Corrosion technology
J290	Metallurgy not elsewhere classified
J300	Ceramics & glass
J310	Ceramics
J320	Glass technology
J390	Ceramics & glass not elsewhere classified
J400	Polymers & textiles
J410	Polymers technology
J411	Plastics
J420	Textiles technology
J421	Textile chemistry
J422	Dyeing & colouring of textiles
J430	Leather technology
J431	Tanning
J440	Clothing production
J441	Machine knitting
J442	Commercial tailoring
J443	Pattern cutting
J444	Millinery
J445	Footwear production
J490	Polymers & textiles not elsewhere classified
J500	Materials technology not otherwise specified
J510	Materials technology
J511	Engineering materials
J512	Paper technology
J513	Furniture technology
J520	Printing
J521	Offset lithography
J522	Photo-lithography
J523	Reprographic techniques
J524	Screen process printing
J530	Gemmology
J590	Materials technology not elsewhere classified
J600	Maritime technology
J610	Marine technology
J611	Marine navigation
J612	Marine radar
J613	Marine radio
J614	Marine plumbing
J690	Maritime technology not elsewhere classified
J700	Biotechnology
J710	Plant biotechnology (crops, trees, shrubs etc.)
J720	Animal biotechnology
J730	Environmental biotechnology
J740	Industrial biotechnology
J750	Medical biotechnology
J790	Biotechnology not elsewhere classified
J900	Others in technology
J910	Energy technologies

J920	Ergonomics
J930	Audio technology
J931	Music recording
J940	Machinery maintenance
J941	Office machinery maintenance
J942	Industrial machinery maintenance
J950	Musical instrument technology
J960	Transport logistics
J990	Technologies not elsewhere classified
J000	Technologies
K100	Architecture
K110	Architectural design theory
K120	Interior architecture
K130	Architectural technology
K190	Architecture not elsewhere classified
K200	Building
K210	Building technology
K220	Construction management
K230	Building surveying
K240	Quantity surveying
K250	Conservation of buildings
K290	Building not elsewhere classified
K300	Landscape design
K310	Landscape architecture
K320	Landscape studies
K390	Landscape design not elsewhere classified
K400	Planning (urban, rural & regional)
K410	Regional planning
K420	Urban & rural planning
K421	Urban planning
K422	Rural planning
K430	Planning studies
K440	Urban studies
K450	Housing
K460	Transport planning
K490	Planning (urban, rural & regional) not elsewhere classified
K900	Others in architecture, building & planning
K990	Architecture, building & planning not elsewhere classified
K000	Architecture, building & planning
L100	Economics
L110	Applied economics
L111	Financial economics
L112	Agricultural economics
L113	Economic policy
L120	Microeconomics
L130	Macroeconomics
L140	Econometrics
L150	Political economics
L160	International economics
L170	Economic systems
L171	Capitalism
L172	Monetarism
L173	Keynesianism
L174	Collectivism
L190	Economics not elsewhere classified
L200	Politics
L210	Political theories
L211	Liberalism
L212	Conservatism
L213	Socialism
L214	Nationalism
L215	Fascism
L216	Feminism
L217	Environmentalism

L218	Anarchism
L220	Political systems
L221	Autocracy
L222	Democracy
L223	Plutocracy
L224	Oligarchy
L230	UK government/parliamentary studies
L231	Public administration
L232	UK constitutional studies
L240	International politics
L241	European Union politics
L242	Commonwealth politics
L243	Politics of a specific country/region
L244	International constitutional studies
L250	International relations
L251	Strategic studies
L252	War & peace studies
L260	Comparative politics
L290	Politics not elsewhere classified
L300	Sociology
L310	Applied sociology
L320	Gender studies
L321	Women's studies
L322	Men's studies
L330	Ethnic studies
L340	Disability in society
L350	Religion in society
L360	Socio-economics
L370	Social theory
L371	Social hierarchy
L380	Political sociology
L390	Sociology not elsewhere classified
L391	Sociology of science & technology
L400	Social policy
L410	UK social policy
L420	International social policy
L430	Public policy
L431	Health policy
L432	Welfare policy
L433	Education policy
L434	Transport policy
L435	Security policy
L490	Social policy not elsewhere classified
L500	Social work
L510	Health & welfare
L520	Child care
L530	Youth work
L540	Community work
L550	Careers guidance
L560	Probation/after-care
L590	Social work not elsewhere classified
L600	Anthropology
L610	Social & cultural anthropology
L620	Physical & biological anthropology
L690	Anthropology not elsewhere classified
L700	Human & social geography
L710	Human & social geography by area
L711	Human & social geography of Europe
L712	Human & social geography of Asia
L713	Human & social geography of Africa
L714	Human & social geography of Australasia
L715	Human & social geography of the Americas
L716	Human & social geography of the Arctic/Antarctic
L720	Human & social geography by topic

L721	Economic geography
L722	Urban geography
L723	Political geography
L724	Transport geography
L725	Historical geography
L726	Cultural geography
L727	Agricultural geography
L790	Human & social geography not elsewhere classified
L900	Others in social studies
L990	Social studies not elsewhere classified
L000	Social studies
M100	Law by area
M110	UK legal systems
M111	English law
M112	Welsh law
M113	Northern Irish law
M114	Scottish law
M120	European Union law
M130	Public international law
M140	Comparative law
M190	Law by area not elsewhere classified
M200	Law by topic
M210	Public law
M211	Criminal law
M220	Private law
M221	Business & commercial law
M222	Contract law
M223	Property law
M224	Torts
M240	Jurisprudence
M250	Legal practice
M260	Medical law
M290	Law by topic not elsewhere classified
M900	Others in law
M990	Law not elsewhere classified
M000	Law
N100	Business studies
N110	European business studies
N120	International business studies
N190	Business studies not elsewhere classified
N200	Management studies
N210	Management techniques
N211	Strategic management
N212	Creative management
N213	Project management
N214	Change management
N215	Organisational development
N220	Institutional management
N223	Domestic management
N224	Management & organisation of education
N230	Land & property management
N231	Land management
N232	Property management
N234	Property valuation & auctioneering
N240	Retail management
N290	Management studies not elsewhere classified
N300	Finance
N310	Banking
N320	Investment & insurance
N321	Investment
N322	Insurance
N323	Actuarial science
N330	Taxation
N340	Financial management

N341	Financial risk
N390	Finance not elsewhere classified
N400	Accounting
N410	Accountancy
N411	Cost & management accountancy
N412	Public accountancy
N413	Book keeping
N420	Accounting theory
N421	Auditing of accounts
N422	Financial reporting
N490	Accounting not elsewhere classified
N500	Marketing
N510	Market research
N520	Sales management
N530	Distribution
N550	International marketing
N560	Promotion & advertising
N561	Advertising
N562	Corporate image
N563	Sponsorship
N590	Marketing not elsewhere classified
N600	Human resource management
N611	Industrial relations
N612	Staff development
N613	Training methods
N614	Recruitment methods
N620	Health & safety issues
N690	Human resources management not elsewhere classified
N700	Office skills
N710	Office administration
N720	Secretarial & typing skills
N721	Audio typing
N722	Shorthand & shorthand transcription
N790	Office skills not elsewhere classified
N800	Hospitality, leisure, tourism & transport
N810	Travel management
N820	Event management
N830	Tourism
N831	Tourism studies
N832	Tourism management
N850	Transport studies
N851	Land travel
N852	Sea travel
N853	Air travel
N860	Hospitality
N861	Hospitality studies
N862	Hospitality management
N870	Recreation, sport & leisure studies
N890	Hospitality, leisure, tourism & transport not elsewhere classified
N900	Others in business & administrative studies
N990	Business & administrative studies not elsewhere classified
N000	Business & administrative studies
P100	Information services
P110	Information management
P120	Librarianship
P121	Library studies
P130	Curatorial studies
P131	Museum studies
P132	Archive studies
P190	Information services not elsewhere classified
P200	Publicity studies
P210	Public relations
P290	Publicity studies not elsewhere classified
P300	Media studies

P301	Television studies
P302	Radio studies
P303	Film studies
P304	Electronic media studies
P305	Paper-based media studies
P310	Media production
P311	Television production
P312	Radio production
P313	Film production
P390	Media studies not elsewhere classified
P400	Publishing
P410	Electronic publishing
P411	Publishing on audio/video tape
P412	Publishing on CD-ROM
P413	Publishing via the World Wide Web
P420	Multimedia publishing
P430	Interactive publishing
P490	Publishing not elsewhere classified
P500	Journalism
P510	Factual reporting
P590	Journalism not elsewhere classified
P900	Others in mass communications & documentation
P990	Mass communications & documentation not elsewhere classified
P000	Mass communications & documentation
Q100	Linguistics
Q110	Applied linguistics
Q120	Historical linguistics
Q130	Phonetics & phonology
Q131	Phonetics
Q132	Phonology
Q140	Sociolinguistics
Q150	Psycholinguistics
Q190	Linguistics not elsewhere classified
Q200	Comparative literary studies
Q210	Literature in translation
Q220	Literature in its original language
Q290	Comparative literary studies not elsewhere classified
Q300	English studies
Q310	English language
Q320	English literature
Q321	English literature by period
Q322	English literature by author
Q323	English literature by topic
Q330	English as a second language
Q340	English literature written as a second language
Q390	English studies not elsewhere classified
Q400	Ancient language studies
Q410	Ancient Egyptian
Q411	Coptic
Q420	Classical Arabic
Q430	Akkadian
Q440	Sumerian
Q450	Sanskrit
Q460	Prakrit
Q470	Aramaic
Q480	Hebrew
Q490	Ancient language studies not elsewhere classified
Q500	Celtic studies
Q510	Ancient Celtic studies
Q520	Modern Celtic studies
Q521	Goidelic group of languages
Q522	Brythonic group of languages
Q530	Scottish Gaelic
Q531	Scottish Gaelic literature

Q540	Irish Gaelic
Q541	Irish Gaelic literature
Q550	Manx
Q551	Manx literature
Q560	Welsh
Q561	Welsh literature
Q570	Cornish
Q571	Cornish literature
Q580	Breton
Q581	Breton literature
Q590	Celtic studies not elsewhere classified
Q600	Latin studies
Q610	Latin language
Q611	Church Latin
Q612	Medieval Latin
Q620	Latin literature
Q630	Latin literature in translation
Q690	Latin studies not elsewhere classified
Q700	Classical Greek studies
Q710	Classical Greek language
Q711	Classical Church Greek
Q712	Late Greek
Q720	Classical Greek literature
Q730	Classical Greek literature in translation
Q790	Classical Greek studies not elsewhere classified
Q800	Classical studies
Q890	Classical studies not elsewhere classified
Q900	Others in linguistics, classics & related subjects
Q910	Translation studies
Q920	Translation theory
Q990	Linguistics, classics & related subjects not elsewhere classified
Q000	Linguistics, classics & related subjects
R100	French studies
R110	French language
R120	French literature
R130	French society & culture
R190	French studies not elsewhere classified
R200	German studies
R210	German language
R220	German literature
R230	German society & culture
R290	German studies not elsewhere classified
R300	Italian studies
R310	Italian language
R320	Italian literature
R330	Italian society & culture
R390	Italian studies not elsewhere classified
R400	Spanish studies
R410	Spanish language
R411	Spanish languages in other countries
R420	Spanish literature
R430	Spanish society & culture
R490	Spanish studies not elsewhere classified
R500	Portuguese studies
R510	Portuguese language
R511	Portuguese languages in other countries
R520	Portuguese literature
R530	Portuguese society & culture
R590	Portuguese studies not elsewhere classified
R600	Scandinavian studies
R610	Scandinavian languages
R611	Swedish language
R612	Norwegian language
R613	Finnish language

R614	Danish language
R620	Scandinavian literature
R621	Swedish literature
R622	Norwegian literature
R623	Finnish literature
R624	Danish literature
R630	Scandinavian society & culture
R631	Swedish society & culture
R632	Norwegian society & culture
R633	Finnish society & culture
R634	Danish society & culture
R690	Scandinavian studies not elsewhere classified
R700	Russian & East European studies
R710	Russian & East European languages
R711	Russian language
R712	Polish language
R713	Czech language
R720	Russian & East European Literature
R721	Russian literature
R722	Polish literature
R723	Czech literature
R730	Russian & East European society & culture
R731	Russian society & culture
R732	Polish society & culture
R733	Czech society & culture
R790	Russian & East European studies not elsewhere classified
R800	European studies
R900	Others in European languages, literature & related subjects
R910	Other European languages
R911	Dutch
R912	Flemish
R920	Other European literature
R930	Other European societies & cultures
R990	European languages, literature & related subjects not elsewhere classified
R000	European languages, literature & related subjects
T100	Chinese studies
T110	Chinese language studies
T120	Chinese literature studies
T130	Chinese society & culture studies
T190	Chinese studies not elsewhere classified
T200	Japanese studies
T210	Japanese language studies
T220	Japanese literature studies
T230	Japanese society & culture studies
T290	Japanese studies not elsewhere classified
T300	South Asian studies
T310	South Asian language studies
T320	South Asian literature studies
T330	South Asian society & culture studies
T390	South Asian studies not elsewhere classified
T400	Other Asian studies
T410	Other Asian language studies
T420	Other Asian Literature Studies
T430	Other Asian society & culture studies
T490	Other Asian studies not elsewhere classified
T500	African studies
T510	African language studies
T520	African literature studies
T530	African society & culture studies
T590	African studies not elsewhere classified
T600	Modern Middle Eastern studies
T610	Modern Middle Eastern language studies
T620	Modern Middle Eastern literature studies
T630	Modern Middle Eastern society & culture studies

T690	Modern Middle Eastern studies not elsewhere classified
T700	American studies
T710	American language studies
T711	Latin American language studies
T720	American literature studies
T721	Latin American literature studies
T730	American society & culture studies
T731	Latin American society & culture studies
T790	American studies not elsewhere classified
T800	Australasian studies
T810	Australasian language studies
T820	Australasian literature studies
T830	Australasian society & culture studies
T890	Australasian studies not elsewhere classified
T900	Others in Eastern, Asiatic, African, American & Australasian languages, literature & related subjects
T910	Others in Eastern, Asiatic, African, American & Australasian languages
T920	Others in Eastern, Asiatic, African, American & Australasian literature
T930	Others in Eastern, Asiatic, African, American & Australasian societies & culture
T990	Eastern, Asiatic, African, American & Australasian languages, literature
T000	Eastern, Asiatic, African, American & Australasian languages, literature & related subjects
V100	History by period
V110	Ancient history
V120	Byzantine history
V130	Medieval history
V140	Modern history
V141	Modern history 1500-1599
V142	Modern history 1600-1699
V143	Modern history 1700-1799
V144	Modern history 1800-1899
V145	Modern history 1900-1919
V146	Modern history 1920-1949
V147	Modern history 1950-1999
V148	Modern history 2000-2099
V190	History by period not elsewhere classified
V200	History by area
V210	British history
V211	Irish history
V212	Scottish history
V213	Welsh history
V214	English history
V220	European history
V221	French history
V222	German history
V223	Italian history
V224	Iberian history
V225	Russian history
V230	American history
V231	Canadian history
V232	USA history
V233	South American history
V234	Central American history
V240	Asian history
V241	Chinese history
V242	Indian history
V243	South East Asian history
V250	African history
V251	North African history
V252	Central African history
V253	Southern African history
V254	East African history
V255	West African history

V260	Australasian history
V261	Australian history
V262	New Zealand history
V270	World history
V271	International history
V290	History by area not elsewhere classified
V300	History by topic
V310	Economic history
V320	Social history
V321	Local history
V322	Oral history
V323	Family history
V330	History of religions
V340	Intellectual history
V350	History of art
V360	History of architecture
V370	History of design
V380	History of science
V381	History of physics
V382	History of chemistry
V383	History of mathematics
V390	History by topic not elsewhere classified
V391	Military history
V400	Archaeology
V410	Egyptology
V420	Stone Age
V430	Bronze Age
V440	Iron Age
V450	Archaeological conservation
V460	Archaeological techniques
V490	Archaeology not elsewhere classified
V500	Philosophy
V510	Metaphysics
V511	Epistemology
V520	Moral philosophy
V530	Scholastic philosophy
V540	Social philosophy
V550	Philosophy of science
V560	Mental philosophy
V590	Philosophy not elsewhere classified
V600	Theology & religious studies
V610	Theology
V620	Religious studies
V621	Christian studies
V622	Islamic studies
V623	Judaism
V624	Hinduism
V625	Buddhism
V626	Other Asian religious studies
V627	Comparative religious studies
V630	Divinity
V640	Religious writings
V641	The Bible & Christian texts
V642	The Qur'an & Islamic texts
V643	The Torah & Judaic texts
V644	Asian religious texts
V645	Comparative religious texts
V650	Pastoral studies
V690	Theology & religious studies not elsewhere classified
V900	Others in historical & philosophical studies
V990	Historical & philosophical studies not elsewhere classified
V000	Historical & philosophical studies
W100	Fine art
W110	Drawing

W120	Painting
W130	Sculpture
W140	Printmaking
W150	Calligraphy
W160	Fine art conservation
W190	Fine art not elsewhere classified
W200	Design studies
W210	Graphic design
W211	Typography
W212	Multimedia design
W213	Visual communication
W220	Illustration
W230	Clothing/fashion design
W231	Textile design
W240	Industrial/product design
W250	Interior design
W260	Furniture design
W270	Ceramics design
W280	Interactive & electronic design
W290	Design studies not elsewhere classified
W300	Music
W310	Musicianship/performance studies
W330	History of music
W340	Types of music
W350	Musicology
W360	Musical instrument history
W390	Music not elsewhere classified
W400	Drama
W410	Acting
W420	Directing for theatre
W430	Producing for theatre
W440	Theatre studies
W450	Stage management
W451	Theatrical wardrobe design
W452	Theatrical make-up
W460	Theatre design
W461	Stage design
W490	Drama not elsewhere classified
W500	Dance
W510	Choreography
W520	Body awareness
W530	History of dance
W540	Types of dance
W590	Dance not elsewhere classified
W600	Cinematics & photography
W610	Moving image techniques
W611	Directing motion pictures
W612	Producing motion pictures
W613	Film & sound recording
W614	Visual & audio effects
W615	Animation techniques
W620	Cinematography
W630	History of cinematics & photography
W631	History of cinematics
W632	History of photography
W640	Photography
W690	Cinematics & photography not elsewhere classified
W700	Crafts
W710	Fabric & leather crafts
W711	Needlecraft
W712	Dressmaking
W713	Soft furnishing
W714	Weaving
W715	Leatherwork

W720	Metal crafts
W721	Silversmithing/goldsmithing
W722	Blacksmithing
W723	Clock/watchmaking
W730	Wood crafts
W731	Carpentry/joinery
W732	Cabinet making
W733	Marquetry & inlaying
W734	Veneering
W740	Surface decoration
W750	Clay & stone crafts
W751	Pottery
W752	Tile making
W753	Stone crafts
W760	Reed crafts
W761	Basketry
W762	Thatching
W770	Glass crafts
W771	Glassblowing
W780	Paper crafts
W781	Bookbinding
W782	Origami
W790	Crafts not elsewhere classified
W800	Imaginative writing
W810	Scriptwriting
W820	Poetry writing
W830	Prose writing
W890	Imaginative writing not elsewhere classified
W900	Others in creative arts & design
W990	Creative arts & design not elsewhere classified
W000	Creative arts & design
X100	Training teachers
X110	Training teachers - nursery
X120	Training teachers - primary
X121	Training teachers - infant (key stage 1)
X122	Training teachers - junior (key stage 2)
X130	Training teachers - secondary
X131	Training teachers - key stage 3
X132	Training teachers - key stage 4
X140	Training teachers - tertiary
X141	Training teachers - further education
X142	Training teachers - higher education
X150	Training teachers - adult education
X151	Training teachers - coaching
X160	Training teachers - specialist
X161	Training teachers - special needs
X162	Teaching English as a Foreign Language (TEFL)
X190	Training teachers not elsewhere classified
X200	Research & study skills in education
X210	Research skills
X220	Study skills
X290	Research & study skills in education not elsewhere classified
X300	Academic studies in education
X310	Academic studies in nursery education
X320	Academic studies in primary education
X330	Academic studies in secondary education
X340	Academic studies in tertiary education
X341	Academic studies in further education
X342	Academic studies in higher education
X350	Academic studies in adult education
X360	Academic studies in specialist education
X370	Academic studies in education (across phases)
X390	Academic studies in education not elsewhere classified
X900	Others in education

	X990 Education not elsewhere classified X000 Education Y000 Combined/general subject unspecified
Notes	<p>This field will be used to link DLHE and NSS data into the KIS where no HESACourse entity exists for this KISCourse. Further details on the mapping of DLHE and NSS data are provided in Inclusion of NSS and DLHE data.</p> <p>This field can only be returned if an institution is a higher education institution, private provider or Welsh further education institution. It should not be returned by English, Scottish or Northern Irish further education colleges.</p> <p>This field uses the JACS2 coding frame.</p> <p>This field is required when KISCourse.KISTYPE = 1 and both HESACourse or ILRAims entities are missing (i.e. for new courses).</p> <p>This field must not be returned for KISCourse.KISTYPE = 2 or 3.</p> <p>JACS2.0 should be used until the 2014 KIS as this is the first year that HESA student data using JACS3.0 will be available for linking. In the transition year we will map the JACS2.0 data in the 2011/12 KIS Record to JACS3.0 for the purposes of aggregating the data.</p>
Reason Required	Linking to HESA.
Part Of	KIS Course
Field Length	4
Minimum Occurrences	0
Maximum Occurrences	3
Schema Components	Element: JACS Data type: JACSCodeContentType
Owner	HESA
Version	1.0

Subject of course - JACS level 2

Type	field
Short Name	JACSL2
Description	This field records the JACS level 2 subject code(s) for subject based KIS.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 3
Valid Entries and Labels	<ul style="list-style-type: none"> 01 Medicine and Dentistry 02 Medical Science and Pharmacy 03 Nursing 04 Other subjects allied to Medicine 05 Biology and related Sciences 06 Sports Science 07 Psychology 08 Veterinary Sciences 09 Agriculture and related subjects 10 Physical Science 11 Physical Geography and Environmental Science 12 Mathematical Sciences 13 Computer Science 14 Mechanically-based Engineering 15 Electronic and Electrical Engineering 16 Civil, Chemical and other Engineering 17 Technology 18 Architecture, Building and Planning 19 Economics 20 Politics 21 Sociology, Social Policy and Anthropology 22 Social Work 23 Human and Social Geography 24 Law 25 Business 26 Management 27 Finance and Accounting 28 Tourism, Transport, Travel and others in Business and Administrative studies 29 Media studies 30 Communications and Information studies 31 English-based studies 32 European Languages and Area studies 33 Other Languages and Area studies 34 History and Archaeology 35 Philosophy, Theology and Religious studies 36 Art and Design 37 Performing Arts 38 Other Creative Arts 39 Teacher Training 40 Education studies 41 Combined 42 Initial Teacher Training 077 Celtic studies
Notes	This field will be used to link DLHE and NSS data into the KIS where no HESACourse or ILRAims entities exist for this KISCourse. Further details on the mapping of DLHE and NSS data are provided in Inclusion of NSS and DLHE data.

	<p>This field is required when KISCourse.KISTYPE = 3 and both HESACourse or ILRAims entities are missing (i.e. for new courses).</p> <p>This field must not be returned for KISCourse.KISTYPE = 1 or 2.</p> <p>Code 077 – 'Celtic studies' should be used where Celtic studies is offered as part of a multiple subject course.</p> <p>JACS2.0 should be used until the 2014 KIS as this is the first year that HESA student data using JACS3.0 will be available for linking. In the transition year we will map the JACS2.0 data in the 2014/15 KIS record to JACS3.0 for the purposes of aggregating the data, using the JACS3 mapping document.</p>
Reason Required	To facilitate linking to DLHE and NSS.
Part Of	KIS Course
Field Length	3
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: JACSL2 Data type: JACSL2CodeContentType
Owner	HEFCE
Version	1.0

Support details URL

Type	field
Short Name	SUPPORTURL
Description	This field provides links to further details on financial support.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2
Notes	<p>This field should contain a URL for a web-page that contains further details about the financial support available to students. It is for institutions to decide whether the page is course specific although the decision should be driven by the degree to which support varies between individual courses.</p> <p>For institutions in England, the page linked to by KISCourse.SUPPORTURL should include a prominent reference to the National Scholarship programme, indicated in Institution.NSP.</p> <p>Institutions in Wales will need to ensure that the page also contains details of, or links to, further information about the costs of study as detailed in the HEFCW circular W10/07HE.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SUPPORTURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Support details URL - Welsh

Type	field
Short Name	SUPPORTURLW
Description	This field provides links to further details on financial support - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where KISCourse.KISTYPE = 1 or 2
Notes	<p>This field should contain a link to a page with the same details as KISCourse.SupportURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>If applicable, this field must not be returned where KISCourse.KISTYPE = 3.</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item
Part Of	KIS Course
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SUPPORTURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Teacher training course

Type	field
Short Name	TTCID
Description	This field records Teacher Training Course Identifiers
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 and both HESACourse and ILRAims entities do not exist
Valid Entries and Labels	<p>0 Not a teacher training course</p> <p>1 On initial or pre-service teacher training course leading to Qualified Teacher Status or to registration as a school teacher with the General Teaching Council for Scotland</p> <p>2 On other initial teacher training course not leading to Qualified Teacher Status nor to registration as a school teacher with the General Teaching Council for Scotland</p> <p>5 Inset course</p> <p>8 TA funded flexible provision (ITT)</p> <p>9 Other TA funded provision not elsewhere specified</p> <p>D Other Pre-ITT activity funded by the TA</p> <p>F Subject Knowledge Enhancement (SKE) - TA funded</p> <p>G School Direct initiative (mainstream)</p> <p>H School Direct initiative (flexible)</p> <p>J School-led HEI provision (mainstream)</p> <p>K School-led HEI provision (flexible)</p>
Notes	<p>This field will be used to link DLHE and NSS data into the KIS where no HESA course codes or ILR aims are given.</p> <p>The valid entries for this field match Course.TTCID codes from HESA Student record</p> <p>This field must not be returned where KISCourse.KISTYPE = 2 or 3.</p> <p>This field is required where KISCourse.KISTYPE = 1 and both HESACourse and ILRAims entities are missing.</p>
Reason Required	To facilitate linking to DLHE and NSS.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: TTCID Data type: TTCIDCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Teaching institution UK Provider Reference Number

Type	field
Short Name	TEACHUKPRN
Description	This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP) for the institutions providing the teaching.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses.
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).</p> <p>KISCourse.TEACHUKPRN should only be completed for new courses and courses where not all teaching institutions for the course can be identified in a KISCourse.HESACourse or KISCourse.ILRAims entity. KISCourse.TEACHUKPRN should record the UKPRN of any institution providing the teaching, and, those who are not identified in either HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where students on a course are taught by more than one institution then multiple institutions should be specified in KISCourse.TEACHUKPRN. Where multiple institutions are specified and data are aggregated for this course they will only include students wholly taught at the registering institution or those explicitly linked via HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN.</p> <p>Where the course is taught by multiple institutions, multiple KISCourse.TEACHUKPRN should be returned, this should include the returning institutions own UKPRN if they are one of the teaching institutions.</p> <p>If the institution submitting the KIS is the only provider of teaching for the course, then KISCourse.TEACHUKPRN does not have to be returned. The UKPRN will be picked up from Institution.UKPRN.</p> <p>Where an institution has all of its provision franchised in from a single provider, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN are used to identify that provider.</p> <p>Where courses are taught at multiple locations, HESACourse.TEACHUKPRN and ILRAims.TEACHUKPRN enable the aggregations to only include, within the registering institutions data, those students on courses that move teaching locations.</p> <p>If HESACourse.TEACHUKPRN or ILRAims.TEACHUKPRN exist, the corresponding HESACourse.REGUKPRN or ILRAims.REGUKPRN must not exist.</p> <p>Further information on collaborative and franchise partners can be found in the Collaborative provision document.</p>
Reason Required	To enable accurate allocation of data to the correct teaching institution.

Part Of	KIS Course HESA Course ILR Aims
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	50
Schema Components	Element: TEACHUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	UKRLP
Version	1.1
Date modified	2013-02-14
Change management notes	Coverage updated to include all KISCourses. Further guidance on returning new courses added to the Notes.

The UCAS Course code for the course

Type	field
Short Name	UCASCOURSEID
Description	This field records the UCAS course code(s) for the KISCourse.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and the courses recruit through UCAS and separate KIS to be produced
Notes	<p>This field should contain the UCAS Course code for 2014.</p> <p>This field must contain a valid UCAS Course code.</p> <p>UCASCOURSEID for a KISCourse.KISCOURSEID must be provided.</p> <p>This field must not exist if KISCourse.KISTYPE = 3.</p>
Reason Required	Linking to UCAS.
Part Of	KIS Course
Field Length	4
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: UCASCOURSEID Data type: UCASCOURSEIDType
Year This Field Relates To	UCAS Apply 2014
Owner	UCAS
Version	1.0

The UCAS Programme code for the course

Type	field
Short Name	UCASPROGID
Description	This field records the UCAS programme code.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Where KISCourse.KISTYPE = 1 or 2 and the course recruits through UCAS
Notes	This field is not in use for the KIS collection 2013/14 (C13061).
Reason Required	Linking to UCAS
Part Of	KIS Course
Field Length	9
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: UCASPROGID Data type: UCASPROGIDType
Year This Field Relates To	UCAS Apply 2014
Owner	UCAS
Version	1.0

Total number of stages

Type	field																
Short Name	NUMSTAGE																
Description	This field identifies the total number of stages for a KISCourse.KISTYPE = 2.																
Applicable to	England Northern Ireland Scotland Wales																
Coverage	All KISCourses where KISCourse.KISTYPE = 2 is linked to a KISCourse.KISTYPE = 3.																
Valid Entries and Labels	<table> <tr> <td>0</td> <td>No variation</td> </tr> <tr> <td>1</td> <td>1 stage</td> </tr> <tr> <td>2</td> <td>2 stages</td> </tr> <tr> <td>3</td> <td>3 stages</td> </tr> <tr> <td>4</td> <td>4 stages</td> </tr> <tr> <td>5</td> <td>5 stages</td> </tr> <tr> <td>6</td> <td>6 stages</td> </tr> <tr> <td>7</td> <td>7 stages</td> </tr> </table>	0	No variation	1	1 stage	2	2 stages	3	3 stages	4	4 stages	5	5 stages	6	6 stages	7	7 stages
0	No variation																
1	1 stage																
2	2 stages																
3	3 stages																
4	4 stages																
5	5 stages																
6	6 stages																
7	7 stages																
Notes	<p>This field should only be returned where both a linked KISCourse.KISTYPE = 3 and KISCourse.KISTYPE = 2 exist.</p> <p>Where the number of course stages on the KISCourse.KISTYPE = 2, differs from the number of course stages on the linked KISCourse.KISTYPE = 3, a code between 1 and 7 should be returned.</p> <p>This field should reflect the total number of stages in the KISCourse.KISTYPE = 2.</p> <p>Where the number of course stages do not differ, code 0 'No variation' should be returned.</p>																
Reason Required	To indicate that a linked KISCourse.KISTYPE = 3 may not have same number of stages as a KISCourse.KISTYPE = 2.																
Part Of	KIS Course																
Field Length	1																
Minimum Occurrences	0																
Maximum Occurrences	1																
Schema Components	Element: NUMSTAGE Data type: NUMSTAGECodeContentType																
Owner	HESA																
Version	1.0																

Variable Fee

Type	field
Short Name	VARFEE
Description	This field records whether the fee varies by year.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All KISCourses where KISCourse.KISTYPE = 1,2 and KISCourse.UCASCOURSEID does not exist and KISCourse.FEETBC = 1
Valid Entries and Labels	<p>10 Fees will increase with inflation</p> <p>11 Fees vary by year and will increase with inflation</p> <p>20 Fixed fee for all years</p> <p>21 Fees vary by year but will not be increased for inflation</p>
Notes	<p>This field records whether the fee varies by year and whether or not the institution expects that fees will be increased in later years to reflect inflation. Where the fee will only vary due to inflation code 10 should be used. Where the fee varies both with inflation and by course year/stage, then code 11 should be used.</p> <p>Codes 11 and 21 should only be used if the institution anticipates charging different fees in each year above and beyond variations caused by inflation. If the institution is not clear whether fees will rise with inflation codes 10 and 11 should be used.</p> <p>When codes 11 and 21 are used in respect of either a year abroad or a sandwich placement, the lower fees that are usually available should be included in the calculation of the average maximum fee, the wording on the site will make it clear that the value reflects different fees charged in different years, indicated by the completion of this field.</p> <p>This field must not be returned where KISCourse.KISTYPE = 3.</p> <p>This field is not required where course fee information is being provided through UCAS, through KISCourse.UCASCOURSEID.</p>
Reason Required	KIS data item.
Part Of	KIS Course
Field Length	2
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: VARFEE Data type: VARFEECodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Year abroad availability

Type	field						
Short Name	YEARABROAD						
Description	This field identifies whether a year abroad placement is available as a course component.						
Applicable to	England Northern Ireland Scotland Wales						
Coverage	All KISCourses where KISCourse.KISTYPE = 1 or 2.						
Valid Entries and Labels	<table style="width: 100%; border: none;"> <tr> <td style="width: 10%;">0</td> <td>Not available</td> </tr> <tr> <td>1</td> <td>Optional</td> </tr> <tr> <td>2</td> <td>Compulsory</td> </tr> </table>	0	Not available	1	Optional	2	Compulsory
0	Not available						
1	Optional						
2	Compulsory						
Notes	<p>This field should be completed to reflect the availability of a study placement abroad.</p> <p>Study years abroad relate only to years of study abroad and not to work placements.</p> <p>Study abroad relates to study placements only. This does not include work placements abroad, which should be returned under KISCourse.SANDWICH.</p> <p>If a course is offered as both part-time and full-time this field must be returned as 0 'Not available' or 1 'Optional'. If this course component is compulsory for the full-time course then a separate part-time KIS should be returned, with this field being coded as 0 'Not available'.</p> <p>If any course component is identified as compulsory (ie, the student has applied for this course and must undertake the component), the information should be reflected as an additional CourseStage, and included in average fee calculations.</p> <p>If any course component is identified as optional, this could mean the student can choose between a sandwich placement or a year abroad, or have the choice as to whether to partake in the option. In such cases, no additional CourseStage or fee information is required.</p> <p>In this context a component is considered compulsory if there is an expectation that students will take the component. It is recognised that even where such an expectation exists there will typically be some students who do not undertake the component.</p> <p>If two industry placements, or study times abroad equate to 100% of a single course stage, then KISCourse.SANDWICH and KISCourse.YEARABROAD should be coded as either 1 'Optional' or 2 'Compulsory', and appropriate fee information should be returned. If these two industry placements, or study times abroad do not equate to an entire course stage, the KISCourse.SANDWICH and KISCourse.YEARABROAD fields should be coded as 0 'Not available', however appropriate information should be included in the course stage information.</p> <p>Where a course contains a compulsory year abroad but the student can choose whether to spend their time overseas in a work placement or in study, the KISCourse.YEARABROAD field should be returned as 2 'Compulsory' and KISCourse.SANDWICH returned as 1 'Optional'.</p>						

	<p>Example:</p> <p>In the second stage of a course, the student can choose to complete a 3 month learning placement abroad. The course stage is 9 months long in total, and so the placement is 33% of the entire stage. This would mean that KISCourse.YEARABROAD would be coded 0 'Not available' as it does not total an entire course stage, however, the course stage information would reflect 33% of stage being undertaken as a placement.</p>
Reason Required	To allow more concise searching and aggregation on the Unistats website.
Part Of	KIS Course
Field Length	1
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: YEARABROAD Data type: YEARABROADCodeContentType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-04-29
Change management notes	Guidance added to the Notes where a student can choose between study or work on a compulsory year abroad.

Location

Type	entity
Short Name	Location
Description	This entity records details of the teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where KISCourse.KISTYPE = 1 or 2
Notes	<p>This entity must not be returned if all KIS Courses are coded KISCourse.DISTANCE = 1.</p> <p>Where two locations exist, but are within 1km of each other, there is no requirement to treat these as separate locations. If they are treated as a single location Location.LONGITUDE and Location.LATITUDE should reflect the location at which the majority of activity is undertaken rather than a point between the two locations.</p>
Reason Required	This entity allows mapping of course locations and the display of location specific accommodation data.
Part Of	Institution
Minimum Occurrences	0
Maximum Occurrences	100
Has Parts	Location identifier (LOCID) Location identifier name (LOCNAME) Location identifier name - Welsh (LOCNAMEW) Location latitude (LATITUDE) Location longitude (LONGITUDE) Location UKPRN (LOCUKPRN) Institution beds - upper quartile cost (INSTUPPER) Institution beds - lower quartile cost (INSTLOWER) Institution bed number (INSTBEDS) Private beds - upper quartile cost (PRIVATEUPPER) Private beds - lower quartile cost (PRIVATELOWER) Accommodation cost URL (ACCOMURL) Accommodation cost URL - Welsh (ACCOMURLW) Student union URL (SUURL) Student union URL - Welsh (SUURLW)
Owner	HESA
Version	1.2
Date modified	2013-04-29
Change management notes	Guidance added regarding the return of two locations that exist within 1km of each other.

Accommodation cost URL

Type	field
Short Name	ACCOMURL
Description	This field records the URL explaining accommodation costs.
Applicable to	England Northern Ireland Scotland Wales
Coverage	Institutions where not all courses are distance learning
Notes	<p>This field must contain a valid website URL which gives further details about the accommodation options available and what is included within the various costs e.g. periods of lease, services provided.</p> <p>This field should only represent accommodation information available to undergraduates.</p> <p>This must exist unless all courses for which a KIS is required are delivered by distance learning (i.e. all linked KISCourses have KISCourse.DISTANCE = 1 or null).</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ACCOMURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Accommodation cost URL - Welsh

Type	field
Short Name	ACCOMURLW
Description	This field records the URL explaining accommodation costs - Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where not all courses are distance learning, where applicable
Notes	<p>This field should contain a link to a page with the same details as Institution.ACCOMURL but in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>This field should only represent accommodation information available to undergraduates.</p> <p>If applicable, this must exist unless all courses for which a KIS is required are delivered by distance learning (i.e. all linked KISCourses have KISCourse.DISTANCE = 1 or null).</p> <p>This field must not exist unless the institution is in Wales.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: ACCOMURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Institution bed number

Type	field
Short Name	INSTBEDS
Description	This field records the number of institution owned/sponsored beds.
Applicable to	England Northern Ireland Scotland Wales
Coverage	If Applicable
Notes	<p>This field should contain the number of bed spaces in institution owned/sponsored accommodation for the location it is being reported for. This field should not be returned where no such accommodation exists.</p> <p>This field should only represent accommodation available to undergraduates.</p> <p>When counting institutional bed numbers, head tenancy agreements where the institution acts as an agent or a private landlord can lead to confusion over whether to count these beds as institutionally owned or privately owned. A distinction should be made based on the number of beds in the property; if it is 11 or more, then it should be included in institutional owned/sponsored, if it is 10 or below then it should be in private rental.</p> <p>Vetted private accommodation should not be included in Location.INSTBEDS, as the accommodation is not owned or managed by the institution.</p> <p>If this field does not exist then Institution.INSTUPPPER and Institution.INSTLOWER must not exist.</p> <p>This field can contain values in the range 0-99999, validation will restrict the range to 1-15000.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: INSTBEDS Data type: BEDSType
Year This Field Relates To	2013/14
Owner	HESA
Version	1.0

Institution beds - lower quartile cost

Type	field
Short Name	INSTLOWER
Description	This field records the lower quartile annual cost of institution owned/sponsored beds.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Location.INSTBEDS exists
Notes	<p>This field should contain the lower quartile of the annual costs of a bed-space in institution owned/sponsored accommodation. This field should be omitted where no such accommodation exists.</p> <p>There are many different ways to calculate quartiles, all of which are acceptable. Guidance on calculating quartiles can be found at http://mathworld.wolfram.com/Quartile.html.</p> <p>This field should only represent accommodation available to undergraduates, and should be based on the bed spaces included in Location.INSTBEDS.</p> <p>This field can contain values in the range 0-99999, validation will restrict the range to 1500-15000.</p> <p>Further guidance is available in the Accommodation costs document.</p> <p>This field must be completed if Institution.INSTBEDS exists.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: INSTLOWER Data type: ANNCOSTSType
Year This Field Relates To	2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Link to further accommodation guidance added to the Notes.

Institution beds - upper quartile cost

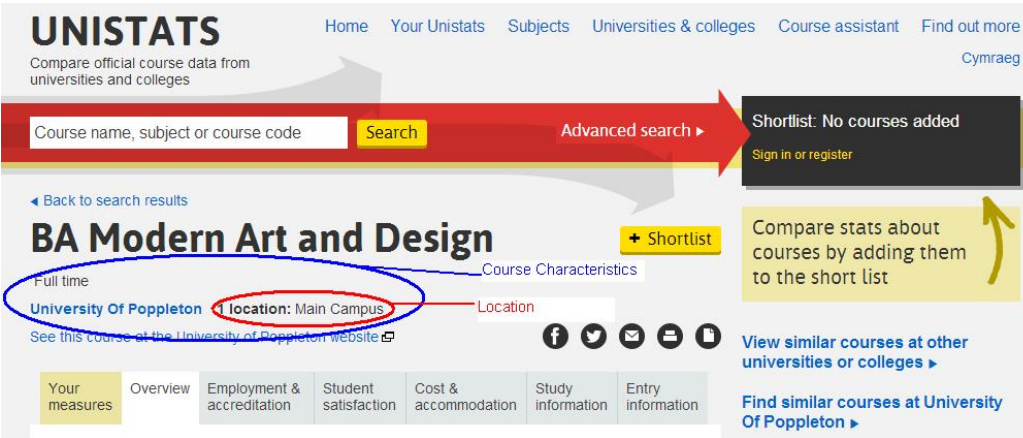
Type	field
Short Name	INSTUPPER
Description	This field records the upper quartile annual cost of institution owned/sponsored beds.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Location.INSTBEDS exists
Notes	<p>This field should contain the upper quartile of the annual costs of a bed-space in institution owned/sponsored accommodation. This field should not be returned where no such accommodation exists.</p> <p>There are many different ways to calculate quartiles, all of which are acceptable. Guidance on calculating quartiles can be found at http://mathworld.wolfram.com/Quartile.html.</p> <p>This field should only represent accommodation available to undergraduates, and should be based on the bed spaces included in Location.INSTBEDS.</p> <p>This field can contain values in the range 0-99999, validation will restrict the range to 1500-15000.</p> <p>Further guidance is available in the Accommodation costs document.</p> <p>This field must be completed if Institution.INSTBEDS exists.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	5
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: INSTUPPER Data type: ANNCOSTSType
Year This Field Relates To	2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Link to further accommodation guidance added to the Notes.

Location identifier

Type	field
Short Name	LOCID
Description	This field records the institution's own identifier for a teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location entity exists
Notes	<p>This field records a two character identifier for the teaching location.</p> <p>KISCourse.LOCID must be the same as that submitted in Location.LOCID.</p> <p>This field must not be returned when KISCourse.KISTYPE = 3, or when KISCourse.DISTANCE = 1.</p> <p>Example 1 - Institution owned campus</p> <ul style="list-style-type: none"> • Institution.UKPRN • Location.LOCNAME • : Campws y gogleddLocation.LOCNAMEW • Location.LOCID • Location.LOCUKPRN <p>Example 2 - A franchise partner</p> <ul style="list-style-type: none"> • Institution.UKPRN • Location.LOCNAME • : Coleg PoppletonLocation.LOCNAMEW • Location.LOCID • Location.LOCUKPRN <p>If the majority of the first year of the KIS Course is undertaken at a single location, as indicated by Location.LOCID, then that Location.LOCID should be repeated in KISCourse.LOCID.</p> <p>If the course is undertaken at multiple locations in the first year, KISCourse.LOCID should represent the location where the majority of time is spent.</p> <p>If time is split evenly between locations, then KISCourse.LOCID should represent a central location for all first year components.</p> <p>There may be cases where the course can be undertaken at more than one location, for example, where the first year of the course is taken wholly at three different further education colleges (FECs) before moving to an HEI. In such cases, KISCourse.LOCID should be returned three times, each pointing to the different FECs.</p>
Reason Required	To allow linking of course locations.

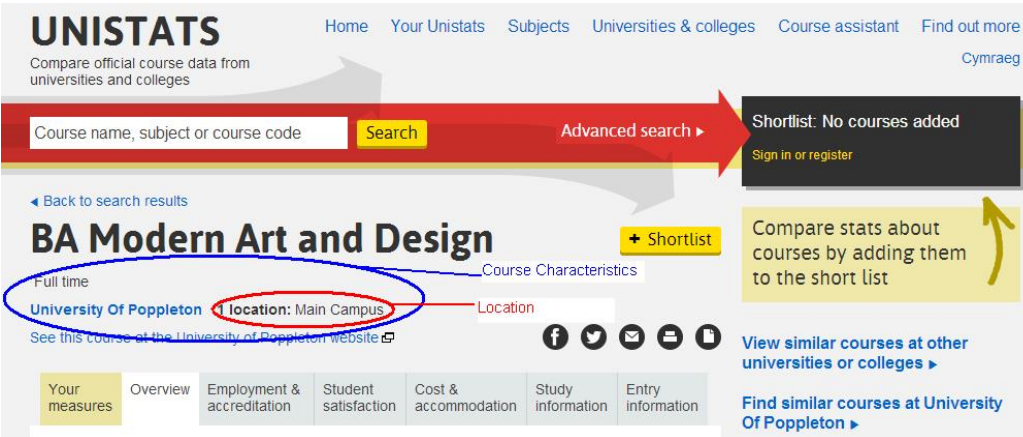
Part Of	Location KIS Course
Field Length	2
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: LOCID Data type: LOCIDType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-07-08
Change management notes	Guidance removed regarding matching LOCID in KIS with Campus.CAMPID in the Institution profile record, as it is not relevant.

Location identifier name

Type	field
Short Name	LOCNAME
Description	This field records the institutions own location descriptor for a teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location entity exists
Notes	<p>This field describes the location identified in Location.LOCID.</p> <p>In order to address a number of issues from users and institutions, including a desire to be able to search for courses by location and supply location-specific accommodation information, a location identifier has been added to each KIS course, with the institution providing geographic and accommodation information for each location that it uses in its return.</p> <p>The information returned in Location.LOCNAME and Location.LOCNAMEW will appear in the course characteristics on the Unistats website (See Figure 1 for an example). Therefore, institutions should enter meaningful names when returning this field.</p> <p>Figure 1</p>  <p>Valid characters</p> <p>The question of valid characters is significant in this field since many names include characters with accents and other diacritics that are not supported by the standard ASCII character set.</p> <ul style="list-style-type: none"> • The general policy is to support all Latin-based characters for names, addresses and general text fields, but not non-Latin characters. • All Unicode code charts for Latin characters are supported. These are Basic Latin (excluding the C0 control characters), Latin-1 (excluding the C1 control characters), Latin Extended A, Latin Extended B and Latin Extended Additional. This set corresponds to Unicode code points U+0020 to U+007E, U+00A0 to U+024F and U+1E00 to U+1EFF. • Schemas are built in such a way that an individual project can further restrict the set if required.

	<p>The character set chosen will support Welsh and Gaelic languages as well as all European and most other languages using a Latin-based character set.</p> <p>The Unicode charts that list each of the characters in this range can be found on the Unicode web site. The specific sets that are defined here are shown in the following PDF documents:</p> <ul style="list-style-type: none"> • Basic Latin • Latin-1 • Latin Extended A • Latin Extended B • Latin Extended Additional <p>Files must be encoded with UTF-8 and schema validation will be in place to ensure this. Institutions must specify the encoding used in their XML files in the first line of the file (i.e. <code><?xml version="1.0" encoding="UTF-8" ?></code>) and to ensure that their files are actually saved with that encoding. If XML files are edited with some text editors and the encoding is not specified or does not match the actual file encoding, there may be problems when submitting these files for validation.</p>
Reason Required	To provide a description of the course location for the Unistats website.
Part Of	Location
Field Length	100
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: LOCNAME Data type: LOCNAMETYPE
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-09-19
Change management notes	Additional guidance added to address user issues when searching for location-specific data, including an image to further clarify this procedure.

Location identifier name - Welsh

Type	field
Short Name	LOCNAMEW
Description	This field records the institutions own location descriptor for a teaching location in Welsh.
Applicable to	Wales
Coverage	Institutions in Wales where Institution.Location entity exists
Notes	<p>This field describes the location identified in Location.LOCID in Welsh.</p> <p>This field must only be completed by institutions in Wales.</p> <p>In order to address a number of issues from users and institutions, including a desire to be able to search for courses by location and supply location-specific accommodation information, a location identifier has been added to each KIS course, with the institution providing geographic and accommodation information for each location that it uses in its return.</p> <p>The information returned in Location.LOCNAME and Location.LOCNAMEW will appear in the course characteristics on the Unistats website (See Figure 1 for an example). Therefore, institutions should enter meaningful names when returning this field.</p> <p>Figure 1</p>  <p>Valid characters</p> <p>The question of valid characters is significant in this field since many names include characters with accents and other diacritics that are not supported by the standard ASCII character set.</p> <ul style="list-style-type: none"> • The general policy is to support all Latin-based characters for names, addresses and general text fields, but not non-Latin characters. • All Unicode code charts for Latin characters are supported. These are Basic Latin (excluding the C0 control characters), Latin-1 (excluding the C1 control characters), Latin Extended A, Latin Extended B and Latin Extended Additional. This set

	<p>corresponds to Unicode code points U+0020 to U+007E, U+00A0 to U+024F and U+1E00 to U+1EFF.</p> <ul style="list-style-type: none"> • Schemas are built in such a way that an individual project can further restrict the set if required. <p>The character set chosen will support Welsh and Gaelic languages as well as all European and most other languages using a Latin-based character set.</p> <p>The Unicode charts that list each of the characters in this range can be found on the Unicode web site. The specific sets that are defined here are shown in the following PDF documents:</p> <ul style="list-style-type: none"> • Basic Latin • Latin-1 • Latin Extended A • Latin Extended B • Latin Extended Additional <p>Files must be encoded with UTF-8 and schema validation will be in place to ensure this. Institutions must specify the encoding used in their XML files in the first line of the file (i.e. <code><?xml version="1.0" encoding="UTF-8" ?></code>) and to ensure that their files are actually saved with that encoding. If XML files are edited with some text editors and the encoding is not specified or does not match the actual file encoding, there may be problems when submitting these files for validation.</p>
Reason Required	To provide a description of the course location for the Unistats website.
Part Of	Location
Field Length	100
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LOCNAMEW Data type: LOCNAMEType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.2
Date modified	2013-09-19
Change management notes	Additional guidance added to address user issues when searching for location-specific data, including an image to further clarify this procedure.

Location latitude

Type	field
Short Name	LATITUDE
Description	This field records the latitude reference point for the teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location entity exists
Notes	<p>The position of any point on the globe can be described by its latitude and longitude. Within this framework, any position can be determined in Britain and Northern Ireland to any level of precision that is required.</p> <p>Within the KIS return, Latitude and Longitude will be returned as decimal degrees, to 6 decimal places (i.e. Latitude: 51.898517, Longitude: -2.078651).</p> <p>Below are example websites where you can determine your latitude and longitude:</p> <ul style="list-style-type: none"> • http://itouchmap.com/latlong.html • [Enter the postcode of the location, in upper case characters, after the final '/' of this URL, without a space between inward and outward points to display location information for a postcode] http://data.ordnancesurvey.co.uk/doc/postcodeunit/
Reason Required	To describe the location of the KIS Course.
Part Of	Location
Field Length	9
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: LATITUDE Data type: LOCType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-06-18
Change management notes	Guidance expanded to include finding the latitude of a location using a postcode.

Location longitude

Type	field
Short Name	LONGITUDE
Description	This field records the longitude reference point for the teaching location.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location entity exists
Notes	<p>The position of any point on the globe can be described by its latitude and longitude. Within this framework, any position can be determined in Britain and Northern Ireland to any level of precision that is required.</p> <p>Within the KIS return, Latitude and Longitude will be returned as decimal degrees, to 6 decimal places (i.e. Latitude: 51.898517, Longitude: -2.078651).</p> <p>Please note, if you are recording locations west of the Prime meridian (Greenwich Meridian), a minus sign will be required In front of your co-ordinate. Locations that are east of the Prime meridian do not require a positive sign.</p> <p>Below are example websites where you can determine your latitude and longitude:</p> <ul style="list-style-type: none"> • http://itouchmap.com/latlong.html • [Enter the postcode of the location, in upper case characters, after the final '/' of this URL, without a space between inward and outward points to dispaly location information for a postcode] http://data.ordnancesurvey.co.uk/doc/postcodeunit/
Reason Required	To describe the location of the KIS Course.
Part Of	Location
Field Length	9
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: LONGITUDE Data type: LOCType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.1
Date modified	2013-06-18
Change management notes	Guidance expanded to include finding the longitude of a location using a postcode.

Location UKPRN

Type	field
Short Name	LOCUKPRN
Description	This field records the UK Provider Reference Number (UKPRN), which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP), for the location of the course.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location entity exists
Notes	<p>This field records the UK Provider Reference Number (UKPRN) which is the unique identifier allocated to institutions by the UK Register of Learning Providers (UKRLP).</p> <p>This field records the UKPRN of the teaching location as indicated by Location.LOCID if applicable.</p> <p>This field should not be returned when the location is distinct, but uses the UKPRN of the returning institution(e.g. is a campus of the returning institution). If left blank, this field will be populated with the returning institution's Institution.UKPRN.</p>
Reason Required	To identify the location of the KIS Course.
Part Of	Location
Field Length	8
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: LOCUKPRN Data type: UKPRNType
Year This Field Relates To	2014/15
Owner	HESA
Version	1.0

Private beds - lower quartile cost

Type	field
Short Name	PRIVATELOWER
Description	This field records the lower quartile annual cost of private sector beds
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location exists
Notes	<p>This field should contain the lower quartile of the annual costs of a bed-space in private sector accommodation at the location. This must exist unless all courses for which a KIS is required are delivered by distance learning (i.e. all linked KISCourses have KISCourse.DISTANCE = 1 or null).</p> <p>There are many different ways to calculate quartiles, all of which are acceptable. Guidance on calculating quartiles can be found at http://mathworld.wolfram.com/Quartile.html.</p> <p>This field should only represent accommodation available to undergraduates.</p> <p>Further guidance is available in the Accommodation costs document.</p> <p>This field can contain values in the range 0-99999, validation will restrict the range to 1500-15000.</p>
Reason Required	KIS data item
Part Of	Location
Field Length	5
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: PRIVATELOWER Data type: ANNCOSTSType
Year This Field Relates To	2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Link to further accommodation guidance added to the Notes.

Private beds - upper quartile cost

Type	field
Short Name	PRIVATEUPPER
Description	This field records the upper quartile annual cost of private sector beds.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions where Institution.Location exists
Notes	<p>This field should contain the upper quartile of the annual costs of a bed-space in private sector accommodation at the location. This must exist unless all courses for which a KIS is required are delivered by distance learning (i.e. all linked KISCourses have KISCourse.DISTANCE = 1 or null).</p> <p>There are many different ways to calculate quartiles, all of which are acceptable. Guidance on calculating quartiles can be found at http://mathworld.wolfram.com/Quartile.html.</p> <p>This field should only represent accommodation available to undergraduates.</p> <p>Further guidance is available in the Accommodation costs document.</p> <p>This field can contain values in the range 0-99999, validation will restrict the range to 1500-15000.</p>
Reason Required	KIS data item.
Part Of	Location
Field Length	5
Minimum Occurrences	1
Maximum Occurrences	1
Schema Components	Element: PRIVATEUPPER Data type: ANNCOSTSType
Year This Field Relates To	2013/14
Owner	HESA
Version	1.1
Date modified	2013-03-21
Change management notes	Link to further accommodation guidance added to the Notes.

Student union URL

Type	field
Short Name	SUURL
Description	This field records the URL to the students union.
Applicable to	England Northern Ireland Scotland Wales
Coverage	All institutions
Notes	<p>This field should contain a URL that links to a page that explains how the student's union, association or guild supports students' learning activities. This page may be on either the institution's or the student union's website.</p> <p>Location.SUURL should be used where the location has a different student union, association or guild. Where given it will be used in preference to Institution.SUURL.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Institution Location
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SUURL Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

Student union URL - Welsh

Type	field
Short Name	SUURLW
Description	This field records the URL to the students union in Welsh
Applicable to	Wales
Coverage	All institutions
Notes	<p>This field should contain a URL that links to a page that explains how the student's union, association or guild supports students' learning activities. This page may be on either the institution's or the student union's website.</p> <p>This field must only be returned for Welsh institutions.</p> <p>This field should contain a link to a page with the same details as either Institution.SUURL or Location.SUURL in Welsh. This field is only required where institutional web-sites use different URLs for Welsh and English language pages.</p> <p>Valid URL</p> <p>This field must contain a valid website URL. Institutions must ensure that URLs are active and link to the correct page. Validation checks will only check for basic structure, to ensure that the URL starts with either http or https and contains only Latin non-accented characters.</p>
Reason Required	KIS data item.
Part Of	Institution Location
Field Length	255
Minimum Occurrences	0
Maximum Occurrences	1
Schema Components	Element: SUURLW Data type: URLType
Year This Field Relates To	This URL must be active for the duration of 2013/14
Owner	HESA
Version	1.0

