

**Tertiary Education
Commission**

Te Amorangi Mātauranga Matua



Standard training measures, offsets, and learner counts for industry training organisations

Methodology V4.0

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Document information

Version history

Table 1: Version history of the methodology

Version	Date	Comments
Draft v1		Paper seeking feedback
Draft v2		Paper incorporating feedback
1.0	November 2011	Published version 1.0 of data definition and data rules
2.0	November 2012	<p>This document has been updated to reflect changes brought about by the ITR2 refinement project and to improve overall clarity of the rules.</p> <ul style="list-style-type: none">› Included the date used to calculate the actual average duration› Included the way distinct learners are calculated across all ITOs› Updated the under-achievement percentage formula to improve clarity› Corrected the actual average duration offset denominator to reflect that it is the number of learners and not enrolments, and updated the supporting example› Updated the supporting example for the over-enrolment offset where one of the formulas includes the actual average duration› Improved the readability of the definitions and rules
3.0	July 2014	<p>This document reflects the updates to the 2014 operational policy.</p> <ul style="list-style-type: none">› Updated the under achievement offset which is now based on the number of learners achieving 10 or more credits in the reporting year and calculated at an ITO rather than learner level› Updated the over enrolment offset to reflect the increase to 10 credits per month, while retaining the 70 credit annual cap› Updated the actual average duration and over-enrolment offsets which are now independent of the under achievement offset› Corrected minor errors and improved the readability› Included the funding and recovery calculations
4.0	February 2018	<ul style="list-style-type: none">› Changed name of document from “definitions and rules” to “methodology”› Updated the methodology with the new TEC template› Simplified and updated the language, and corrected typos› Removed all references to Modern Apprenticeships› Updated the over-enrolment offset from 70 credits to 75 credits, and removed the requirement to apportion credits between ITOs

Related documents and links

Table 2: Related documents and links

Document	Last updated	TEC reference
Educational performance indicators for industry training organisations – methodology	February 2018	http://www.tec.govt.nz/funding/funding-and-performance/performance/teo/itos/
Financial monitoring of industry training organisations	March 2017	http://www.tec.govt.nz/funding/funding-and-performance/monitoring-tertiary-education-sector/itos/
Fund conditions	January 2018	http://www.tec.govt.nz/funding/funding-and-performance/funding/fund-finder/industry-training-fund/conditions/
Industry Training and Apprenticeships Act 1992	April 2014	http://www.legislation.govt.nz/act/public/1992/0055/latest/DLM266246.html?search=ts_act_industry+raining_rese&p=1&sr=1
ITR user guide	July 2014	http://www.tec.govt.nz/funding/funding-and-performance/reporting/itr/
Tertiary Education Strategy	June 2014	http://www.education.govt.nz/further-education/policies-and-strategies/tertiary-education-strategy/

How to provide feedback

We welcome your feedback on this document, and ask that you email any comments or suggestions to us at sectorhelpdesk@tec.govt.nz.

Introduction

Purpose

1. This document sets out the methodology used to calculate funding and offsets for organisations that receive funding from the Industry Training Fund. The formulas are calculated using data reported through the Industry Training Register (ITR).
2. The methodology reflects the operational requirements of the Industry Training Fund conditions.

Scope of this document

3. This document describes the definitions, methodologies and supporting formulas used for calculating:
 - a) Standard training measures
 - b) Actual average duration offset
 - c) Over-enrolment offset
 - d) Under-achievement offset
 - e) Learner counts

General methodology that applies to all formulas

4. This methodology applies to all organisations receiving funding via the Industry Training Fund. This includes industry training organisations (ITOs) and directly funded organisations.
5. STMs, offsets, and learner counts are calculated using data sourced from the ITR. As well as holding data entered by ITOs, the ITR also holds credit achievement and qualification completion data provided to the New Zealand Qualifications Authority (NZQA) by ITOs.
6. Learners whose enrolments are funded as industry trainees and apprentices (ITR fund codes IT and NZA) are included in calculating STMs, offsets, and learner counts.¹ The same methodology applies to both industry trainees and apprentices, unless otherwise stated.
7. Learners with a status of active or grace on the last day of each month (eligible for funding) in the year being reported are included. Months where a learner has a status of hold, completed or withdrawn on the last day of a month are excluded from the calculations (unless otherwise stated). For example, if a learner enrolls and then completes or withdraws within the same month, they are not included in the calculation for that month.
8. STM funding and offsets for apprenticeship programmes is calculated at the parent level of complex apprenticeship programmes. For complex apprenticeships, the nominal credit value of any sub-programmes is excluded.
9. The master NSN is used for all learners.
10. The final cut-off date for calculating STMs is 1 April of the following year. All data entered into the ITR up to and including 31 March will be included in the calculations. Any data submitted after 31 March relating to the previous reporting year will be captured in the ITR but not included in STM delivery and offset calculations for the reporting year.²
11. The contracted STM amount for industry trainees and apprentices is agreed as part of the Investment Plan process. Use the latest Plan, or that as at 31 December of the reporting year, whichever is the latest.
12. Year always refers to a calendar year, ie, 1 January to 31 December (inclusive).

¹ Some ITOs support learners who are not funded industry trainees or apprentices (for example, Trades Academy students).

² TEC may agree on a case-by-case basis to include data after this date where it is considered necessary to ensure and demonstrate appropriate accountability for public funding. Any change to the cut-off date for any year will be advised in advance of 31 March.

Standard training measures

Calculating standard training measures

13. An STM is a unit of a quantity of training. One STM is the nominal amount of training that is required for a learner to achieve 120 credits in an approved and structured training programme. We use STMs to monitor provision, commitments, and funding.
14. The basic measure we use for industry training funding is the number of STMs funded per learner enrolment per programme per year.

Formula 1: Standard training measure for a programme per year

$$\frac{\text{Nominal credits for programme}}{\text{Nominal duration in years}} \div 120 \text{ credits}$$

15. The duration of the programme is initially nominated by the ITO, but is subject to change. It may differ from the average duration learners *actually* take to complete the programme. Where it differs, the duration is adjusted using the actual average duration offset (see page 11).
16. STMs are calculated each month to enable year-to-date or full-year STM calculations. For STMs per month, the formula is formula 1 as above, divided by 12.

Formula 2: Standard training measure for a programme per month

$$\left[\frac{\text{Nominal credits for programme}}{\text{Nominal duration in years}} \div 120 \text{ credits} \right] \div 12 \text{ months}$$

17. To calculate the number of delivered STMs for a programme for all learners, use the result of formula 2 multiplied by the number of learners with a status of active or grace on the last day of each month.

Formula 3: Standard training measure delivered for all learners for a programme per month

$$\left[\frac{\text{Nominal credits for programme}}{\text{Nominal duration in years}} \div 120 \text{ credits} \right] \div 12 \text{ months} \div \text{Number of active/grace learners at the end of each month}$$

Methodology for calculating STMs

18. The nominal credits used to calculate STMs include those associated with all ITO programmes: New Zealand Qualifications Framework (NZQF) qualifications (NQ), complex apprenticeships (MAS), limited credit programmes (LCP) and supplementary credit programmes (SCP).
19. To calculate STMs for industry trainees and apprentices, the ITR data field 'credit value' for the relevant NQ, MAS, LCP, and SCP is used as the source for the 'nominal credits for programme'.

Overview of three funding offsets

20. There are three offsets that can be applied to funding, to ensure the level of funding is appropriate, based on length of time to complete, the size of the programmes enrolled in, and learners actively participating in training.
21. We recognise that there may be other factors or exceptions that may need to be taken into account when calculating offsets. Any exceptions to the offsets will be considered on a case-by-case basis.

Actual average duration offset

22. The actual average duration offset adjusts funding when all learners in a particular programme have been enrolled longer, on average, than the expected duration stated by the ITO.

Over-enrolment offset

23. The over-enrolment offset adjusts funding where a learner's enrolled credits are greater than 10 credits per month or 75 credits per year.
24. The actual average duration and over-enrolment offsets determine the STM offset for an ITO. The two offsets need to be calculated in the order shown above to ensure the total STM offset is correct.

Under-achievement offset

25. The under-achievement offset is the amount of money recovered where less than 80 percent of an ITO's learners have achieved fewer than 10 credits in the reporting year.

Actual average duration offset

Calculating the actual average duration offset

26. The actual average duration offset recalculates STMs, adjusting funding where learners have been enrolled longer, on average, than the nominal duration stated by the ITO.
27. The actual average duration is determined by calculating the average length of time in months that learners have been enrolled in any given programme (the actual average duration) and comparing this to the nominal duration for each version of that programme.
28. Where the nominal duration is longer than the actual average duration, there is no funding implication. Where the actual average duration is longer than the nominal duration by one month or more, the STM delivery is recalculated based on the actual average duration.
29. The actual average duration is calculated at a programme level and used at a programme version level. The total number of months learners have been funded is calculated up to 31 December of the reporting year.

Formula 4: Actual average duration per programme

$$\frac{\text{Total number of months learners have been funded in a programme (since the beginning of 2011³)}}{\text{Number of learners eligible for funding in the programme (since the beginning of 2011)}}$$

30. The actual average duration offset is applied at a programme version level where the actual average duration of the programme to date is greater than the nominal duration for the programme version.

Formula 5: Actual average duration offset (per programme version per month per learner)

$$\left[\frac{\text{Nominal programme credits}}{\text{Nominal duration (in months)}} \div 120 \right] - \left[\frac{\text{Nominal programme credits}}{\text{Actual average duration (in months)}} \div 120 \right]$$

³ The beginning of 2011 is used as it is from this date data is available in the ITR.

Methodology for calculating the actual average duration

31. Count all months where a learner was eligible for funding in the programme.
32. Include all records in the ITR where the participation start date does not equal the participation actual end date. If the participation start date is prior to 1 January 2011, we will use a participation start date of 1 January 2011 for the purposes of calculating the actual average duration.
33. Include data where the participation actual end date is later than 31 January 2011, or has a participation actual end date of NULL.
34. Count all distinct learners eligible for funding for at least one month in the programme.
35. The actual average duration for complex apprenticeship programmes is calculated at the parent level of the complex programme only and excludes the actual average duration off any sub-programmes.
36. The result of the actual average duration formula is rounded down to the nearest whole month.
37. *Nominal programme credits*: the nominal credit value of the programme version.
38. *Nominal duration*: the nominal duration of the programme version.
39. *Actual average duration to date* : the result of formula 4.

Example

- › ITO X's programme 'National Certificate in Industry Training' is 40 credits, with a nominal duration of 8 months. The programme was first offered on 1 January 2011 (programme version 1).
- › On 1 April 2011 a new programme version (programme version 2) was created where the nominal duration was increased to 10 months.
- › Eighty learners started programme version 1 on 1 January 2011 and twenty learners started programme version 2 on 1 April 2011. All learners have been active since enrolled.
- › For 2011 reporting year, calculated as at 31 December 2011
 - **Programme version 1 (8 month duration)**
 - Ten learners completed the programme after 10 months (total of 100 months' duration)
 - Ten learners exited their training after 8 months without completing (total of 80 months' duration)
 - Sixty learners are still enrolled (total of 720 months' duration)
 - **Programme version 2 (10 month duration)**
 - Twenty learners are still enrolled (total of 180 months' duration)

Calculating the actual average duration per programme (at a programme level)

Example Formula 4: Actual average duration per programme

$$\frac{(100 + 80 + 720 + 180) \text{ months}}{(10 + 10 + 60 + 20) \text{ learners}} = \frac{1080}{100} = 10.8 \text{ months (rounded down to 10)}$$

- › The average duration is rounded down to the nearest whole number – in this example, 10 months.
- › The actual average duration is more than one month greater than the nominal duration for programme version 1 (with a nominal duration of 8 months) but not for programme version 2 (with a nominal duration of 10 months).

Applying the actual average duration offset (at a programme version level)

› **Programme version 1 (8 month duration)**

Example Formula 5: Actual average duration offset (per programme version per month per learner)

$$\left[\frac{40 \text{ credits}}{8 \text{ months}} \div 120 \right] - \left[\frac{40 \text{ credits}}{10 \text{ months}} \div 120 \right] = 0.0083 \text{ STMs}$$

› **Programme version 2 (10 month duration)**

There is no actual average duration offset for programme version 2 because the result of formula 4 is not one month or more greater than the nominal duration for programme version 2.

Over-enrolment offset

Calculating the over-enrolment offset

40. The *over-enrolment offset* recalculates STMs, adjusting funding where a learner's enrolled credits is greater than 10 credits per month (or 75 credits for the calendar year). The over-enrolment offset is the STM amount deducted from total delivered STMs for the year.
41. The 10 per month and 75 per year credit caps are applied to a learner's total enrolments with each individual ITO (unlike previous years where the credit cap was prorated between ITOs).
42. Enrolled credits are calculated on a monthly basis for each programme in which the learner is enrolled, where the learner had a status of active or grace.

Formula 6: Enrolled credits

$$\frac{\text{Nominal credits for programme}}{\text{Nominal duration in months}}$$

43. Where the actual average programme duration applies to a programme, then the actual average duration must be used to calculate the enrolled credits using formula 7 instead.

Formula 7: Enrolled credits where the programme version has an actual average duration offset

$$\frac{\text{Nominal credits for programme}}{\text{Actual average duration in months}}$$

44. There are three rules to calculate the monthly over-enrolment offset taking into account the 10 credit monthly threshold and the annual 75 credit yearly threshold.
45. Refer to the examples on the following page for the examples of how the following rules are applied.

Formula 8: Monthly adjusted enrolled credits and over-enrolled credits

For each month starting from the participation start date to the participation end date at the learner enrolment level:

Rule A: Where the *cumulative adjusted enrolled credits* for the calendar year up to the prior reporting month is greater than or equal to 75 credits:

- › *Over-enrolled credits* for month equals *enrolled credits*
- › *Adjusted enrolled credits* equals zero (0)

Rule B: Where the *cumulative adjusted enrolled credits* for the calendar year up to the prior reporting month plus *enrolled credits* for the current reporting month is greater than or equal to 75 credits:

- › *Over-enrolled credits* for month equals (*cumulative adjusted enrolled credits* up to the prior reporting month plus *enrolled credits* for current reporting month) minus 75 credits
- › *Adjusted enrolled credits* equals *enrolled credits* minus *over-enrolled credits*

Rule C: Otherwise:

- › *Over-enrolled credits* for month equals maximum of (*enrolled credits* minus 10 credits) or zero (0)

Methodology for calculating the over-enrolment offset

46. The enrolled credits include those associated with all programmes (NQ, MAS, LCP, and SCP).
47. Credits used to calculate the over-enrolment offset are the nominal credits for the programme in which the learner is enrolled and not the credits the learner achieves in that month.
48. Once a learner has consumed 75 credits for the reporting year, all additional credits (STMs) will be recovered.

Example

Learner one is enrolled in two programmes from January 2014. Programme 1 is 6.1731 credits per month and continues for the full reporting year. Programme 2 is 5.8333 credits per month and the learner withdraws from this in March.

Month	Enrolled credits (formula 6 or 7)	Cumulative enrolled credits	Adjusted enrolled credits	Cumulative adjusted enrolled credits	Over-enrolled credits	Rule used (formula 8)
Jan	12.01	12.01	10.00	10.00	2.01	C
Feb	12.01	24.01	10.00	20.00	2.01	C
Mar	6.17	30.19	6.17	26.17	0	C
Apr	6.17	36.36	6.17	32.35	0	C
May	6.17	42.53	6.17	38.52	0	C
Jun	6.17	48.71	6.17	44.69	0	C
Jul	6.17	54.88	6.17	50.87	0	C
Aug	6.17	61.05	6.17	57.04	0	C
Sep	6.17	67.22	6.17	63.21	0	C
Oct	6.17	73.40	6.17	69.38	0	C
Nov	6.17	79.57	5.62	75.00	0.56	B
Dec	6.17	85.74	0	75.00	6.17	A
Total over-enrolled credits					10.74	
Total over-enrolment offset					0.0895 STMs	

Learner two is enrolled in one programme from January 2014 and three programmes from June 2014, completing all in September 2014. All programmes are 7.2433 credits per month.

Month	Enrolled credits (formula 6 or 7)	Cumulative enrolled credits	Adjusted enrolled credits	Cumulative adjusted enrolled credits	Over-enrolled credits	Rule used (formula 8)
Jan	7.24	7.24	7.24	7.24	0.00	C
Feb	7.24	14.49	7.24	14.49	0.00	C
Mar	7.24	21.73	7.24	21.73	0.00	C
Apr	7.24	28.97	7.24	28.97	0.00	C
May	7.24	36.22	7.24	36.22	0.00	C
Jun	21.73	57.95	10.00	46.22	11.73	C
Jul	21.73	79.68	10.00	56.22	11.73	C
Aug	21.73	101.41	10.00	66.22	11.73	C
Sep	0	101.41	0	66.22	0.00	C
Total over-enrolled credits					35.19	
Total over-enrolment offset					0.2932 STMs	

Under-achievement offset

Calculating the under-achievement offset

49. The under-achievement offset is the dollar value to be recovered where less than 80 percent of learners, who were eligible for funding for at least four months, achieve fewer than 10 credits during the reporting year.
50. The under-achievement percentage calculates the percentage of learners who achieve 10 credits or more in an ITO.

Formula 9: Under-achievement percentage

$$\frac{\text{Total distinct learners who have achieved at least 10 credits in year } n}{\text{Total distinct learners who have been eligible for funding for four months or more in year } n \text{ or have achieved 10 credits in year } n}$$

51. The under-achievement offset rate determines the percentage to be deducted from the adjusted funding delivery in dollars.

Formula 10: Under-achievement offset rate

$$\text{Under-achievement threshold} - \text{Under-achievement percentage (formula 9)} = \text{Under-achievement offset rate}$$

52. Where an ITO does not meet the under-achievement threshold of 80 percent, then the under-achievement offset rate will apply to the adjusted funding dollars. Funding is deducted for each percentage point below 80% up to a maximum of 5%.
53. The under-achievement recovery is calculated below in formula 11. For further information on the separate components of this calculation, refer to end-of-year funding and offset calculations on page 19.

Formula 11: Under-achievement recovery

$$\left[\text{\$ Allocated (from Plan)} - \text{\$ Under-delivery (formula 13)} \right] = \text{\$ Adjusted funding delivery (formula 12)} \times \text{\% Under-achievement offset rate (formula 10)} = \text{\$ Under-achievement recovery}$$

Methodology for calculating the under-achievement offset

54. A learner is included if they are eligible for funding for at least four distinct months during the reporting year.

55. A learner is included if they are eligible for funding for fewer than four distinct months but have achieved at least 10 credits.
56. Each learner is counted only once, even if they are enrolled in multiple programmes at an ITO.
57. The achieved credits can be across multiple programmes, and do not all have to be achieved in a single programme.
58. The credits can be achieved in a parent apprenticeship programme or its sub-programmes.
59. An achieved credit is a unit standard associated with the learner's enrolment. It must have an assessment date on or after the participation start date and, where the enrolment has been completed or withdrawn, on or before the participation actual end date.
60. The first reported achievement of the unit standard is used.
61. The source of evidence of credit achievement data is NZQA's record of achievement and the value of the credit achievement is the assessed version on the record of achievement, not the version on the enrolment in the ITR.
62. If the offset is calculated on a year-to-date basis (during the reporting year) then it includes all months up to but excluding the current reporting month.

Example

ITO X has 280 learners eligible for funding for four months or more, and another 20 learners enrolled for less than that but have achieved 10 or more credits. In total, 235 learners have achieved 10 or more credits in 2014.

Example Formula 9: Under-achievement percentage

$\frac{235 \text{ learners}}{300 \text{ learners}}$	=	78.3%
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Example Formula 10: Under-achievement offset rate

Under-achievement threshold	–	Under-achievement percentage (formula 9)	=	Under-achievement offset rate
80.0%	–	78.3%	=	1.7%

Example Formula 11: Under-achievement recovery

\$ Allocated (from Plan)	–	\$ Under-delivery (formula 13)	=	\$ Adjusted funding delivery (formula 12)	x	% Under- achievement offset rate (formula 10)	=	\$ Under- achievement recovery
\$390,000	–	\$74,000	=	\$316,000	x	1.7%	=	\$5,372

End-of-year funding and offset calculations

63. The following formulas are used to calculate funding recoveries, if any. These are calculated on a regular basis during the reporting year but are indicative only. Once the data is finalised, we provide final recovery data following the end-of-year wash-up process.
64. Adjusted funding delivery takes into account any actual average duration and over-enrolment offsets, calculated separately for industry trainees and apprentices. This formula is STM-based then multiplied by the respective STM value for each fund.

Formula 12: \$ Adjusted funding delivery

Learner type	Delivered STMs	-	Average duration offset	-	Over-enrolment offset	=	Adjusted STMs	x	STM rate	=	\$ Adjusted funding delivery
NZA	40	-	1	-	9	=	30	x	\$5,200	=	\$156,000
IT	60	-	3	-	7	=	50	x	\$3,200	=	\$160,000
Total											\$316,000

Formula 13: \$ Under delivery (volume-based)

Learner type	\$ Allocated (from Plan)	-	\$ Adjusted funding delivery (formula 12)	=	\$ Under delivery ⁴
NZA	35 STMs x 5200 = \$182,000	-	30 STMs x 5200 = \$156,000	=	\$26,000
IT	65 STMs x 3200 = \$208,000	-	50 STMs x 3200 = \$160,000	=	\$48,000
Total	\$182,000 + \$208,000 = \$390,000	-	\$156,000 + \$160,000 = \$316,000	=	\$74,000

Formula 14: Total recovery

\$ Under delivery (formula 14)	+	\$ Under-achievement recovery (formula 11)	=	\$ Total recovery
\$74,000	+	\$5,372	=	\$79,372

⁴ We do not fund over-delivery from the Industry Training Fund. Where \$ Adjusted funding delivery is greater than \$ Allocated (from Plan), the total \$ Under delivery equals zero (0).

Distinct count of learners

What it reports

65. The distinct count of learners is the number of trainees and apprentices eligible for funding enrolled with an ITO in a given time period. While STMs indicate the amount of training delivered, the learner count shows how many individuals received that training.
66. This count is available as a year-to-date figure (by month) as well as a total for the reporting year.

Methodology for calculating the distinct count of learners

67. Only learner eligible for funding are included except when calculating learner count by enrolment status.
68. Learners can be enrolled in any programme type (NQ, MAS, LCP, and SCP).
69. A learner is counted only once regardless of how many programmes in which they are enrolled.
70. A learner count is available by different dimensions (see next section *Counting learners by different dimensions*). Learners may be counted more than once in a dimension (for example, having multiple ethnicities or training at different levels on the NZQF).
71. The distinct count of learners across the ITO sector is not an aggregation of all ITOs, as some learners are enrolled in more than one ITO. When the distinct count of learners is calculated across the ITO sector, each learner is counted only once.

Counting learners by different dimensions

72. Counts of learners can be broken down by various dimensions. The following provides details on any business rules related to specific dimensions used in conjunction with calculating STMs or distinct counts of learners.

Fund

73. The *fund* dimension shows indicator rates by the IT, NZA and Total funds.

Enrolment status

74. All learners have an *enrolment status*. This value is taken from the programme enrolment record, and could be:
 - a. **Active:** the learner has a training agreement created with a status of active.
 - b. **Grace:** the learner is no longer employed and has entered a six-week grace period where the training agreement is still active. Learners remain eligible for funding if, within six weeks, the learner signs a new training agreement for the same programme with a new employer.

- c. **Hold:** the learner is not currently actively training, for example, on parental leave, on medical or disability leave, or travelling.
- d. **Withdrawn:** the learner is no longer enrolled in the programme, withdrawing before the programme was completed. A learner is also automatically withdrawn when the six-week grace period has expired and the learner has not re-signed a training agreement.
- e. **Pending:** the learner has not had an apprenticeship training plan set up against a training agreement.
- f. **Completed:** the learner has completed the programme requirements.

Ethnicity

- 75. A learner's ethnicity is based on the latest record submitted to the ITR by any ITO at the time of reporting. Latest and historical records are maintained, and are accurate at the time the information was submitted to the ITR. The record that was active at the time of reporting will be used.
- 76. Learners can report up to three ethnicities in the ITR. All three fields are used to assign a learner's ethnicity, so a learner could be counted up to three times when reporting total percentages of disaggregated ethnicities. For example, a learner can report their ethnicity as both Māori and Pasifika, and subsequently they will be counted as both Māori and Pasifika.
- 77. Non-response (Not Stated) and other residual categories are excluded from calculating ethnic group percentages.

Age

- 78. A learner's age comes from the date of birth listed on the National Student Index, and is based on the learner's age as at 1 July of the reporting year.

NZQF level

- 79. This is the NZQF level for which the programme was approved for funding.
- 80. If reporting by NZQF level, a learner can be counted more than once if enrolled in multiple programmes at different levels.
- 81. For complex apprenticeships, the NZQF level of the parent programme is used.
- 82. The NZQF level comes from the programme dimension of the ITR.

Industry

- 83. The industry reflects the industry in which the learner's employer is primarily working, and is obtained from the Industry Code in the Training Agreement.
- 84. The industrial classification used is the Australian and New Zealand Standard Industrial Classification (ANZSIC) 2006.

85. When reporting by industry, a learner can be counted more than once if enrolled with multiple employers in different industries.

Region

86. The region is where the learner's place of employment is located, and is determined by the territorial authority. The learner's territorial authority is obtained from the Employment Location TLA Code on the Training Agreement.
87. The territorial authority is based on Statistics New Zealand 2006 classification of territorial authority.
88. When reporting by region, a learner can be counted more than once if the learner has multiple training agreements located in different regions.

Appendix 1: Acronyms used in the methodology

Table 3: List of acronyms used in this methodology

Acronym	Term
IT	Industry training
ITO	Industry training organisation
ITR	Industry Training Register
LCP	Limited credit programme
MAS	Complex apprenticeship
NQ	NZQF qualification
NSN	National student number
NZA	New Zealand Apprenticeship
NZQA	New Zealand Qualifications Authority
NZQF	New Zealand Qualifications Framework
SCP	Supplementary credit programme
STM	Standard training measure
TEC	Tertiary Education Commission Te Amorangi Mātauranga Matua
TES	Tertiary Education Strategy

