

Data returns for providers registered in the Approved (fee cap) category (2021-22)

1. The table below sets out the data returns those providers registered in the Approved (fee cap) category are required to submit. There are different requirements for further education and sixth form colleges: these are shown in column 4 of the table below.
2. A provider that has changed registration category during or before the 2020-21 academic year is required to submit data returns applicable to its new registration category.
3. The collection organisation will issue detailed guidance on the time, format and coverage of the individual data returns.
4. Where data returns have interim dates before the final deadline, for example for data verification processes, a provider is required to meet all deadlines applicable to it.
5. In some cases, a provider may not have any reportable activity within the coverage of a return and so is required to make a nil return. For example, a new provider might not have any qualifying students within the coverage of the Graduate Outcomes return. Deadlines for nil returns may not match final sign-off deadlines, and providers should refer to detailed guidance from the collection organisation for further information.

1 Data return	2 Collection organisation	3 Further information and purpose of collection	4 Required for Approved (fee cap) category	5 Sign-off required by	6 Sign-off deadline
Unistats (2021-22)	HESA	A provider will need to submit information about courses that it will offer to its students. This helps prospective higher education students to make decisions about what and where to study.	✓ All providers	Accountable officer	17 August 2021 or two calendar months after the date of the provider's

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		Further information: https://www.hesa.ac.uk/collection/c21061			registration (whichever is later)
Annual fee limits	OfS	<p>A provider will need to submit information on the maximum fees that it wishes to charge 'qualifying persons' in connection with each 'qualifying course' provided in 2022-23.</p> <p>The data is used to fulfil the duty in section 11 of HERA.</p> <p>Further information: www.officeforstudents.org.uk/publications/annual-fee-information-collection-guidance/</p>	<p>✓</p> <p>Providers intending to charge fees above the basic fee level for 2022-23</p>	Accountable officer	30 September 2021
Formula teaching capital monitoring (2020-21)	OfS	<p>A provider that received a formula teaching capital allocation in financial year 2020-21 will need to submit a short report providing assurance over how the funding has been spent.</p> <p>This is used to provide assurance that the funding has been used for the purposes given, and evidence of the impact of the capital grant at individual providers.</p> <p>Further information will be published in autumn 2021.</p>	<p>✓</p> <p>All providers</p>	Accountable officer	8 November 2021

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Student record ¹ (2020-21)	HESA	<p>A provider will need to submit details of individual students and the courses they are studying.</p> <p>The data collected underpins the OfS's regulatory approach.</p> <p>Further information: https://www.hesa.ac.uk/collection/c20051</p>	<p>✓</p> <p>All excluding further education and sixth form colleges</p>	Accountable officer	8 November 2021
Medical and dental students survey 2021	OfS	<p>A provider with a medical or dental school will need to submit data relating to the intake of medical and dental students. Only providers with a medical or dental school will be asked to submit this return; a nil return will not be required from other providers.</p> <p>The data is used to monitor medical and dental recruitment targets.</p> <p>Guidance on submission requirements will be published on the OfS website in the autumn.</p>	<p>✓</p> <p>All with a medical or dental school</p>	Accountable officer	10 November 2021
Aggregate offshore	HESA	A provider will need to submit information about the number of students studying	✓	Accountable officer	11 November 2021

¹ Providers that returned a HESA Student return in 2017-18 are required to continue to make a HESA Student return. Providers that have not previously made a HESA Student return, or have previously made a HESA Student Alternative return, may choose to make either of these.

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record (2020-21)		<p>overseas who are either registered with it or studying towards its awards.</p> <p>The data is used to understand the nature and extent of providers' offshore activity and for general monitoring purposes.</p> <p>Further information: https://www.hesa.ac.uk/collection/c20052</p>	All excluding further education and sixth form colleges		
Graduate Outcomes survey (2020-21)	HESA	<p>A provider will need to submit and check the contact details for students who have completed their studies, who will then be surveyed by HESA. For further education and sixth form colleges, initial contact details will be sourced from the Individualised Learner Record (ILR) but will still need checking.</p> <p>The Graduate Outcomes survey is used to understand student progression and outcomes including to inform student choice.</p> <p>Further information: https://www.hesa.ac.uk/collection</p>	<p>✓</p> <p>All providers</p>	<p>Once the Student or Student Alternative record has been signed off by the accountable officer, then the ability to approve these contact details will become available on the system. The provider will need to approve these contact details</p>	<p>12 November 2021 (Cohort A)</p> <p>18 February 2022 (Cohort B)</p> <p>20 May 2022 (Cohort C)</p> <p>19 August 2022 (Cohort D)</p>

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				by pressing the approval button on the system.	
Student Alternative record ² (2020-21)	HESA	<p>A provider will need to submit details of individual students and the courses they are studying.</p> <p>The data collected underpins the OfS's regulatory approach.</p> <p>Further information: https://www.hesa.ac.uk/collection/c20054</p>	<p>✓</p> <p>All excluding further education and sixth form colleges</p>	Accountable officer	15 November 2021
Staff record (2020-21)	HESA	<p>A provider will need to submit demographic and contract information for academic staff it employs and its governors.</p> <p>The data is primarily required by UK Research and Innovation (UKRI) and the Department for Education, to understand the makeup of the academic and research workforce.</p> <p>Further information: https://www.hesa.ac.uk/collection/c20025</p>	<p>✓</p> <p>All, excluding further education and sixth form colleges</p>	Accountable officer	16 November 2021

² Providers that returned a HESA Student return in 2017-18 are required to continue to make a HESA Student return. Providers that have not previously made a HESA Student return, or have previously made a HESA Student Alternative return, may choose to make either of these.

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National Student Survey (NSS) 2022	Contractor	<p>A provider will need to submit contact details for students who are on the target list. The data will be collected by contractors working on behalf of the OfS and other stakeholders.</p> <p>NSS data is used to inform student choice, as part of the Teaching Excellence and Student Outcomes Framework (TEF), and for general monitoring purposes.</p> <p>Further information: www.officeforstudents.org.uk/advice-and-guidance/student-information-and-data/national-student-survey-nss/</p>	<p>✓</p> <p>All providers</p>	Not applicable	26 November 2021

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Prevent accountability and data return	OfS	<p>A provider will need to submit a set of declarations signed off by its governing body confirming that it has continued to show due regard to the Prevent duty.</p> <p>It will also need to submit data on key areas of the Prevent duty: Prevent case management, external speakers and events, and staff training.</p> <p>These are used to provide assurance that providers continue to demonstrate due regard to the Prevent duty.</p> <p>Guidance on submission requirements will be published on the OfS website in the autumn.</p>	<p>✓</p> <p>All, excluding further education and sixth form colleges</p>	Governing body	1 December 2021
Higher Education Students Early Statistics survey 2021-22	OfS	<p>A provider will need to submit data on the number of higher education students studying in the 2021-22 academic year.</p> <p>Updated guidance on submission requirements will be published on the OfS website in the autumn.</p> <p>The data is used to inform funding allocations.</p>	<p>✓</p> <p>All providers</p>	Accountable officer	1 February 2022

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TRAC 2020-21	OfS	<p>A provider will need to submit a TRAC return that has been reviewed and approved as set out in guidance.</p> <p>The data is used to understand the application of costs across activity, including cross subsidies in higher education. They are also used by UKRI and other public funders for funding purposes.</p> <p>(Note – as last year, providers will not be required to submit a TRAC(T) return for the 2020-21 year.)</p>	<p>✓</p> <p>Only providers that submitted a TRAC return in 2019-20</p>	Accountable officer	31 March 2022 (early submission is strongly encouraged)
2020-21 access and participation plan monitoring: monitoring return provider submission	OfS	<p>A provider will need to submit the 2020-21 access and participation plan monitoring return that the OfS will consider in order to assess its progress in meeting the objectives and targets set out in its 2020-21 access and participation plan.</p> <p>Guidance on submission requirements will be published on the OfS website in the autumn.</p>	<p>✓</p> <p>Providers with access and participation plans covering academic year 2020-21</p>	Accountable officer	8 April 2022

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2020-21 access and participation plan monitoring: impact report	OfS	<p>A provider will need to submit either:</p> <ul style="list-style-type: none"> the URL of the location on the provider's website of a document setting out information included in the 2020-21 access and participation plan impact report, or written confirmation that it has not published this information. <p>Guidance on submission requirements will be published on the OfS website in the autumn.</p>	<p>✓</p> <p>Providers with access and participation plans covering academic year 2020-21</p>	Accountable officer	Within 15 working days of the OfS sending the provider its '2020-21 access and participation plan impact report'
Higher Education – Business and Community Interaction survey (2020-21)	HESA	<p>A provider will need to submit details of the volume and direction of interactions between the provider, business and the wider community.</p> <p>The data is used by UKRI to allocate Higher Education Innovation Fund funding and to generate metrics for the Knowledge Exchange Framework.</p> <p>Further information: https://www.hesa.ac.uk/collection</p>	<p>✓</p> <p>All, excluding further education and sixth form colleges</p>	Accountable officer	12 April 2022
Provider profile (2021-22)	HESA	A provider will need to submit information about the location of its campuses and its internal organisation. This data allows the	<p>✓</p> <p>All, excluding further</p>	Accountable officer	22 June 2022

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		<p>OfS and others to understand the geographic distribution of higher education.</p> <p>Further information: https://www.hesa.ac.uk/collection</p>	<p>education and sixth form colleges</p>		
<p>Annual Financial Return 2022³</p>	<p>OfS</p>	<p>A provider will need to submit financial data consistent with its latest audited financial statements, forecast financial and student number data, and other relevant contextual information, including signed, audited financial statements. A provider will need to submit the management letter from its external auditor.</p> <p>Schedule 3 contains further information about the requirements for this return.</p> <p>The data collected is used to monitor the financial viability and sustainability of providers, in particular in considering compliance with Condition D (financial viability and sustainability).</p>	<p>✓</p> <p>All, excluding further education and sixth form colleges</p>	<p>Financial forecasts and commentary must be approved by the provider's governing body prior to submission.</p> <p>Final sign-off of the return must be completed by the accountable officer.</p>	<p>Within five calendar months and two weeks of a provider's financial year end in 2022 (dates will be issued to providers in spring 2022)</p>

³ The requirements for Annual Financial Return 2021 were set out in our letter of 31 March 2021 ([see www.officeforstudents.org.uk/publications/information-about-deadlines-for-data-returns/](https://www.officeforstudents.org.uk/publications/information-about-deadlines-for-data-returns/)). Individual deadline dates were sent to providers in June 2021.

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ILR	ESFA	<p>A provider will need to submit details of individual students and the courses they are studying.</p> <p>The data collected underpins the OfS's regulatory approach.</p> <p>Further information: https://www.gov.uk/government/collections/individualised-learner-record-ilr</p>	<p>✓</p> <p>Further education and sixth form colleges only</p>	<p>Aligned with ESFA requirements</p>	<p>Aligned with ESFA deadline</p>