

COMMUNICATION TO LICENSED FURTHER AND HIGHER EDUCATION INSTITUTIONS

<i>Title:</i> Data Collection on Further and Higher Education Provision by the NCFHE		
<i>From:</i> Sandro Spiteri, Director	<i>Date:</i> 27th December 2013	<i>Comm. No.:</i> 02/2013

Every year the National Commission for Further and Higher Education (NCFHE) embarks on a national study amongst public and private Further and Higher Education service providers in Malta. This extensive research gathers invaluable information on student participation rates in Further and Higher Education, identifying the number of students in Malta who are continuing education after they complete compulsory education. Trends on student participation rates are further represented by student demographics, programme time-basis and mode of delivery, as well as by field of study. The study also looks into pertinent international sources of education statistics with the aim of providing comparisons between local and international benchmarks with special reference to the *Europe 2020 Strategy* targets on education for the decade (2010-2020).

All this is in fulfillment of the Commission's role to publish key performance indicators and international benchmarks on Further and Higher Education in its mission to serve as a research and a consultative agency for the Government on Further and Higher Education as per Article 66 (c) and (d). Furthermore, Article 68 of the Education Act states that:

- (1) *The Commission shall have full access to all information available to further and higher public educational institutions and it shall have the right to request all data it may require both from public and private institutions and this data shall be transmitted to it within a reasonable time from when it was requested.*
- (2) *The Commission shall have access to statistics and to economic and social data as required so that the Commission and its Secretariat may be able to perform their functions*

One of the conditions of the licence for Further and/or Higher Education provision is the capacity to administer and maintain a sound information system on programmes of study and students' profile, as part of a healthy internal quality assurance mechanism.

The NCFHE is therefore taking a consultation initiative to enhance its data collection whilst facilitating the licence obligation of service providers. For the next round of the survey covering the academic year starting October 2013 and ending June 2014, licensed service providers are being requested to give their feedback to a list of basic variables which they should keep as part of their internal quality assurance obligation; that is information on the services being provided and basic information on participating students.

Service providers are kindly asked to:

- suggest further fields so that their own data and service provision is adequately captured
- identify fields that require further explanation to eliminate mistaken inputting
- suggest ways how this delivery of data can be simplified to minimise their administrative burden.

Once a **Core List of Variables** has been determined, providers will be invited to base their internal e-records on this list, and to liaise with the NCFHE on technical procedures that will facilitate the smooth provision of e-data required by the NCFHE whilst minimising the administrative burden for service providers.

Hereunder is a list of the basic variables which the Commission needs to collect from service providers based on NSO and international data provision obligations, including profile information on each running programme of study and its respective student headcount for each student respectively:

Profile on Programmes of Study (Variables collected):

- Institution Reference (provided by NCFHE)
- Course name
- Course I.D (institutions are to give a distinct random course ID for each of the course/s)
- Duration in months
- Duration in academic years
- Status (open or closed) - if course was open or closed as at that year
- Area of study (NCFHE provides a table for reference)
- Field of study (NCFHE provides a table for reference)
- Course type (Academic / Vocational)
- Time basis (Full-time / Part-time / Short course)
- Mode of Delivery (Day / Evening / Distance Learning)
- Qualification title (Certificate, Diploma, Degree etc..)
- Course type (post-secondary / tertiary level)
- Course Level (Further / Higher level)
- MQF level (MQF levels 1-8)
- Apprenticeship (if applicable)
- Apprenticeship start year (if applicable)
- Apprenticeship duration in months (if applicable)
- Annual tuition fees in Euros (for Maltese and EU-nationals) - tuition fees exclude registration and examination fees.
- Total course fees in Euros (for Maltese and EU-nationals) – for the total duration in years of the programme and excludes registration and examination fees.
- Annual tuition foreign fees in Euros (for non-Maltese and non-EU nationals) – tuition fees exclude registration and examination fees.
- Total course foreign fee in Euros (for non-Maltese and non-EU nationals) – for the total duration in years of the programme and excludes registration and examination fees.
- Awarding body country of origin
- Awarding body name
- Accreditation agency name
- Foreign awarding body accreditation (notify whether the foreign awarding body is accredited)
- Recognised foreign Accreditation Agency
- Accreditation Agency country
- Foreign programme approval (Yes / No)
- Local programme accreditation (Yes / No)

Profile on Students (Variables collected):

- Course I.D (use the respective course I.D provided in the profile of programmes of study)
- Student I.D card number
- Date of Birth
- Gender
- Nationality
- Year of study
- Repeater (Yes / No)

Suggestions shall be received by not later than 31st January 2014, and addressed to: louisa.pace-kiomall@gov.mt

Regards

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