



Scottish Funding Council
Comhairle Maoineachaidh na h-Alba

Unistats 2022-23: Timetable and arrangements for the submission and publication of data

SFC Guidance

Issue Date: 26 May 2022

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Reference: SFC/GD/04/2022

Summary: This publication outlines arrangements for the 2022-23 Unistats data collection (also referred to by the HESA definition of C22061). Please note: the dates and deadlines set out below may be subject to change. This publication is for higher education providers in Scotland.

FAO: Principals and directors of Scotland's universities

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Contents

Unistats 2022-23: Timetable and arrangements for the submission and publication of data	4
Summary	4
Providers required to return Unistats data	4
Arrangements for returns for subcontracted provision.....	5
Process for provider submissions and sign-off of data	5
Timetable of key dates	6

Unistats 2022-23: Timetable and arrangements for the submission and publication of data

Summary

1. This publication outlines arrangements for the 2022 Unistats data collection, (this collection is referred to by HESA as the 2022-23 (c22061) record).
2. The Unistats record is collected to help prospective higher education students decide what and where to study. The record covers undergraduate courses that are open to entrants in the next academic year.
3. The Unistats record collects data about full and part-time undergraduate courses. This is then joined to other datasets, such as National Student Survey and Graduate Outcomes, to generate a range of course information. This is published by HESA as open data and included on the [Discover Uni](#) website, which is run by the Office for Students on behalf of the SFC, the Department for the Economy Northern Ireland (DfENI), and the Higher Education Funding Council for Wales.
4. The Unistats data is collected prospectively. The 2022-23 (C22061) record includes courses beginning in the 2023-24 academic year. Providers submit data to HESA through the Data Collection System.
5. Please note: the dates and deadlines set out below may be subject to change.
6. This publication is for higher education providers in Scotland.

Providers required to return Unistats data

7. The following higher education providers are required to return Unistats data:
 - Providers in England that are registered with the Office for Students (OfS).
 - Publicly funded providers in Northern Ireland, Scotland and Wales.
8. Data should be returned for eligible courses delivered by the provider itself or by other providers on its behalf through a sub-contractual agreement. Eligible courses are defined in the [coverage of the Unistats record](#) on the Higher Education Statistics Agency (HESA) website.
9. Where a provider does not have any eligible courses they are required to submit a Nil return form to indicate that their provider has no courses which meet the eligibility criteria for the Unistats record, as specified in the coverage of the record.

10. Further education colleges (FECs) who previously submitted data to the OfS are now required to submit data directly to HESA.
11. For assistance with the submission process, please contact liaison@hesa.ac.uk. The HESA website has an [e-learning module](#).

Arrangements for returns for subcontracted provision

12. Arrangements for submission of the Unistats record for sub-contractual arrangements and courses involving collaborative provision for C22061 are now aligned across the UK.
13. This means that for providers in England, Wales, Scotland and Northern Ireland, the Unistats return needs to be submitted by the registering provider.
14. Registering providers should include in their return any eligible courses delivered by another provider on their behalf through a subcontractual agreement.
15. [Guidance to providers for the return of sub-contractual and collaborative provision](#) can be found on the HESA website.

Process for provider submissions and sign-off of data

16. All providers should return their Unistats data to HESA. [Detailed guidance on the data required](#) is available on the HESA website.
17. The timetable for submission of Unistats data for courses running in 2023-24 is shown in the table below. Providers should resubmit data to reflect changes to course details or website links throughout the year. Updates will be incorporated every Wednesday following the initial publication.
18. Data must pass a series of system validation checks before it can be submitted and signed off as accurate. The stages of the submission process are as follows:
 - Upload to HESA system.
 - System validation checks.
 - Approval and sign off by accountable officer or their nominated delegate.
19. [Details and support guides](#) can be found on the HESA website.
20. Unless all stages of the process, including sign-off, have been completed, it will be considered that the data has not been received and it will not be published.

Timetable of key dates

21. Please note: where indicated some dates may be subject to change. Further information, including specific deadline dates, will be announced once confirmed and the schedule will be updated on the HESA website.

Date	Activity	Notes
By 31 May 2022	Unistats (C22061) data collection system opens	
Anticipated by 31 July 2022	NSS and Graduate Outcomes data added	NSS and Graduate Outcomes data will be added to the data collection system and will be visible in the reports. We will confirm the intended publication date.
19 July 2022	Deadline for submission of valid data set	Providers are required to have submitted a dataset which passes validation and contains the majority of their courses.
19 July 2022	Nil return confirmation	Providers are required to submit a Nil return form to indicate that their provider has no courses which meet the eligibility criteria for the Unistats record, as specified in the coverage of the record.
16 August 2022	Sign-off	Providers are required to have signed off as accurate a dataset as possible which has passed system validation and is suitable for publication.
Anticipated by 30 September 2022	Official Statistics publication of 2022 Unistats dataset on the HESA website	We will confirm the intended publication date for the 2022 dataset in July 2022.
Anticipated October 2022	Update of Discover Uni website with 2022 dataset	We will confirm the intended publication date for the 2022 dataset in July 2022.
November 2022	Deadline for up-to-date widgets on providers' websites	We will confirm the deadline for up-to-date widgets on providers' websites in July 2022.