

Office for
Students



Condition F1: Transparency information 2023

Publication guidance and methodology

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Summary

1. This document provides information about the publication requirements for the Office for Students' (OfS's) Transparency information 2023. It also describes the methodology used by the OfS in the preparation of this data.
2. The Transparency information 2023 shows the qualifications received by students, split by gender, ethnicity and English Index of Multiple Deprivation (EIMD) quintile¹. This data is rounded ready for publication.
3. In February 2022, we wrote to registered higher education providers to explain that they will be required to publish a reduced set of transparency information, but that we will review this in the longer term. We have decided to continue to require publication of a reduced set of transparency information for 2023. This is referred to as the 'Transparency information 2023' and is relevant only to providers that registered with the OfS on or before **3 February 2023**.
4. The obligation to publish transparency information is a mandatory requirement in the Higher Education and Research Act 2017 (HERA). To reduce burden as far as possible given the statutory requirement, we are providing all the data that needs to be published, and providers do not therefore need to generate or submit any additional data. The requirement for providers is to publish the information provided by the OfS through the OfS portal.
5. The Transparency information 2023 will be available to download through the OfS portal from **12 October 2023**.² We explain how to access the information in this document.
6. The information provided must be published on the provider's website, and the URL of its location on the website emailed to regulation@officeforstudents.org.uk, by **2359 on 23 November 2023**.
7. An unrounded version of the Transparency information 2023 and a file containing the individualised student data used to calculate it will also be available to download from the OfS portal on **12 October 2023**.
8. This unrounded data is referred to as the Transparency post-collection output (PCO). This information is supplied to enable providers to understand and replicate our calculations, and must not be published. More information on the Transparency PCO is included in this document.
9. For further information, please refer to 'Condition F1: transparency information requirements for data relating to the 2021-22 academic year', which will have been emailed to accountable officers on 12 October 2023. Additionally, a series of frequently asked questions have been published alongside this document.
10. If you have any queries regarding the requirements of the Transparency information 2023, please email regulation@officeforstudents.org.uk.

¹ Section 9 of HERA refers to 'gender'; the data collected from higher education providers and provided for publication as part of the Transparency information 2023 relates to 'sex'.

² See [the OfS portal](#).

11. If you have any queries regarding how the information is calculated, please email transparency@officeforstudents.org.uk.

The Transparency information 2023

12. The Transparency information 2023 is limited to the following parts of Condition F1 of the regulatory framework for higher education in England.³ These relate to section 9(2)(e) and 9(3) of the Higher Education and Research Act 2017:⁴

- a. The number of students who attained a particular degree or other academic award, or a particular level of such an award, on completion of their course with the provider.
- b. Include those numbers by reference to one or more of the following:
 - i. the gender of individuals to which they relate⁵
 - ii. their ethnicity
 - iii. their socioeconomic background, in the form of the English Index of Multiple Deprivation 2019.⁶

³ For more information on Condition F1 of the Regulatory framework for higher education in England, see OfS, [Securing student success: Regulatory framework for higher education in England](#).

⁴ See Gov.UK, [Higher Education and Research Act 2017](#).

⁵ Section 9 of HERA refers to 'gender'; the data collected from higher education providers and provided for publication as part of the Transparency information 2023 relates to 'sex'.

⁶ See Gov.UK, [English indices of deprivation 2019](#).

Accessing and publishing the Transparency information 2023

Accessing the Transparency information 2023

13. The Transparency information 2023 will be available to providers from **12 October 2023**.

To access your Transparency information 2023, follow these steps:

- Your provider's OfS portal user administrator will need to grant you permissions to the 'Transparency23' portal group. This is done through the [user administrator section of the OfS portal](#). There is guidance on this page for user administrators on how to do this.
- If you do not know who your user administrators are, please get in touch with portal@officeforstudents.org.uk.

Once you have access:

- Log in to the [OfS portal](#).
- Click on the 'Transparency information 2023' portal area.
- Within the portal area, the information can be downloaded by clicking on 'TransparencyTables23_XXXXXXXX.zip' (where XXXXXXXX is your provider's eight-digit UK Provider Reference Number (UKPRN)).
- Within the downloaded .zip folder, the 'TransparencyTables23_XXXXXXXX.xlsx' Microsoft Excel workbook contains the information that providers are required to publish, as well as guidance on publication.

14. Table 1 details the contents of the Transparency information 2023 workbook.

Table 1: Contents of the Transparency information 2023 workbook

Worksheet	Description
Instructions	Information and instructions on preparing the workbook if you choose to make it available to download from your website
Workbook overview	Contents of workbook once prepared for publication
Table 1a Attainment 2021-22	Percentage of classified first degrees at grade 2:1 or above by characteristic for 2021-22 qualifiers
Table 1b Attainment 2021-22	Detailed information on attainment for 2021-22 qualifiers
Rounding and suppression	Rounding and suppression rules applied to Tables 1a and 1b

Publishing the Transparency information 2023

15. Providers are required to publish the rounded and suppressed data contained in Tables 1a and 1b. These tables can be found in the worksheets 'Table 1a Attainment 2021-22' and 'Table 1b Attainment 2021-22'.
16. If all values in Tables 1a and 1b of the Transparency information 2023 workbook are showing as 'N/A' then the provider is **not** required to publish the information on its website.
17. Tables 1a and 1b can be published on the provider's website in a form of its choice. For example, the tables may be published directly on a webpage as HTML content, or as a downloadable file (.pdf, .xlsx etc.).
18. If the provider chooses to make the data available as a downloadable file from its website, the Transparency information 2023 workbook contains instructions on how to prepare it for publication. Once these instructions have been followed, the resulting file can be made available for download to the public.
19. Other than the requirement to publish the rounded and suppressed data in Tables 1a and 1b of the Transparency information 2023 workbook, there are no requirements relating to the content (for example, the accompanying text) of the page where the information is published.
20. However, providers may wish to publish the following introductory text alongside the data.

The information published on these pages shows:

The number of students who attained a particular degree or other academic award, or a particular level of such an award, on completion of their course with us.

It shows these numbers by reference to:

- the gender of the individuals to which they relate
- their ethnicity
- their socioeconomic background.

21. The Transparency information 2023 must be published on the provider's website, and the URL of its location on the website emailed to regulation@officeforstudents.org.uk, by **2359 on 23 November 2023**.

Transparency 2023: Post-collection output 2021-22

22. An unrounded and unsuppressed version of table 1b in the Transparency information 2023, as well as an individualised file from which providers can recreate this table, will also be made available to providers through the OfS portal on **12 October 2023**. We refer to these files as the Transparency post-collection output (PCO).

To access the files, follow these steps:

- Your provider's OfS Portal User Administrator will need to grant you permissions to the '2021-22 Post-collection outputs' portal group. This is done through the [user administrator section of the OfS portal](#). There is guidance on this page for user administrators on how to do this.
- If you do not know who your user administrators are, please get in touch with portal@officeforstudents.org.uk.

Once you have access:

- Log in to the [OfS portal](#).
- Click on the '2021-22 Post-collection outputs' portal area.
- Within the portal area, the Transparency PCO files can be downloaded by clicking on the downloadable .zip file alongside the description 'Transparency 2023: Post-collection output 2021-22'.

23. This unrounded version is for information only and, for data protection reasons, **must not be published**.

Transparency 2023 post-collection output 2021-22 files

24. The Transparency 2023 post collection output 2021-22 consists of three files:

- 'TR23_Attainment_PCO_XXXXXXXX.xlsx', which contains the unrounded and unsuppressed version of Table 1b of the Transparency information 2023 workbook
- 'TR23_Attainment_PCO_XXXXXXXX_IND.csv', which contains the individualised data used in the production of the unrounded and unsuppressed table shown in 'TR23_Attainment_PCO_XXXXXXXX.xlsx'
- a word document containing instructions on reproducing the data contained in the output.

25. The individualised data file contains the fields used in the production of the Transparency information 2023 and other key Student, Student Alternative or Individualised Learner Record (ILR) fields used to produce derived fields and identify individual students. More information on how to use the individualised files can be found under [Supplying data](#) at the OfS website.

26. Further information on post-collection outputs can be found under [Post-collection outputs](#) at the OfS website.
27. If you are having issues accessing or working with the 'Transparency 2023 post-collection output', please email transparency@officeforstudents.org.uk.

Methodology

28. The OfS has extracted this information relating to the 2021-22 academic year from the individualised student data returned in the Student and Student Alternative records collected by the designated data body (DDB), and the Individualised Learner Record (ILR) collected by the Education and Skills Funding Agency.
29. The information has been extracted for all providers that registered with the OfS on or before 3 February 2023, and the returned individualised student data relating to 2021-22.
30. The data used to create the information includes amendments submitted and approved for use in institutional performance measures by 5 May 2023.
31. Readers are advised to have a copy of the OfS's 'Technical algorithms for student outcome and experience measures' to hand for definitions of OfS derived fields starting 'IP'.⁷
32. Readers are also advised to have the following to hand, for whichever source or sources are relevant to their provider:
 - 'Student record coding manual 2021-22'⁸
 - 'Student Alternative record coding manual 2021-22'⁹
 - 'Specification of the Individualised Learner Record for 2021 to 2022'.¹⁰

Changes from the Transparency information 2022

33. This section describes any changes to the algorithms since the equivalent was published for the 2020-21 algorithms in 'Condition F1 – Transparency 2022 information: Specification and publication guidance'.⁷
34. IPIMD has been replaced with IPIMDNATION. The derivation of TREIMD has been updated accordingly.

Existing fields used in producing the Transparency information 2023

35. Tables 2, 3 and 4 show the OfS student outcome and experience, Student, Student Alternative and ILR fields used in the Transparency derived fields algorithms, respectively.

⁷ See OfS, Description and definition of student outcome and experience measures.

⁸ See Higher Education Statistics Agency, Student record 2021/22.

⁹ See Higher Education Statistics Agency, Student Alternative record 2021/22.

¹⁰ See Gov.UK, Specification of the Individualised Learner Record for 2021 to 2022.

Table 2: OfS student outcome and experience derived fields used in producing the Transparency information 2023

Field	Description
IPAPPRENTICE	Identifies instances or learning aims that are part of an apprenticeship at any level
IUKPRNRC	UKPRN of the provider where the student is registered in this academic year
IPBASEYEAR	The academic year that the record relates to
IPDOM	Domicile of the student
IPDUP	Indicates students who we believe also exist in another provider's student record, student alternative record or ILR
IPAWARDLEVEL	Broad grouping of the qualification awarded to the student during the reporting year
IPSTARTMODE	Starting mode of study of the student
IPETHNIC	Ethnicity of the student
IPPOSTCODE	Postcode of the student's permanent or home address prior to entry to the course
IPIMDNATION	EIMD quintile of student's home address
IPSEX	Sex of the student
IPSOURCE	Indicates whether the record is taken from the Student record, Student Alternative record or ILR

Table 3: Student record and Student Alternative record fields used in producing the Transparency information 2023

Entity	Field	Description
DDB derived field	XCLASSF01	Classification of qualification
DDB derived field	XPQUAL01	Qualifications obtained population

Table 4: ILR fields used in producing the Transparency information 2023

Field	Description
OUTCOME	Outcome of the learning aim
OUTGRADE	Examination grade awarded for the learning aim

Transparency derived fields

36. Table 5 shows the derived fields used in the production of the Transparency information 2023 and the Transparency 2023 post-collection output 2021-22.

37. The derivation of the fields is also described in paragraphs 37 to 43.

Table 5: Transparency derived fields used in producing the Transparency information 2023

Field	Description
TRMODE	Allocates students to a mode of study
TRSEX	Sex of the student
TRETHNIC	Ethnicity of the student
TREIMD	English Index of Multiple Deprivation (EIMD) 2019 quintile of the student's home address
TRAWARD	The broad grouping of the qualification awarded.
TRATTAINPOP	Indicates whether the student is included in the transparency attainment population
TRDEGLASS	Indicates the degree classification awarded

TRMODE

38. This field allocates students to mode of study.

Value	Description	Definition
APP	Apprenticeship	IPAPPRENTICE = 1
FT	Full-time	IPAPPRENTICE = 0 and IPSTARTMODE = FT
PT	Part-time	IPAPPRENTICE = 0 and IPSTARTMODE = PT
OTH	Other	Otherwise

TRSEX

39. This field classifies the sex of the student. It has the same definition as IPSEX.

TRETHNIC

40. This field classifies the ethnicity of the student. It has the same definition as IPETHNIC.

TREIMD

41. This field classifies the EIMD 2019 quintile of the student's home address. It is derived from IPIMDNATION. Values take the form as shown below, where [X] is from 1 to 5, with 1 being the quintile of highest deprivation.

Value	Description	Definition
[X]	For students with a home postcode (IPPOSTCODE) in England, the EIMD 2019 quintile	IPIMDNATION = E[X]
NA	Student's home postcode (IPPOSTCODE) is in Wales, Scotland, Northern Ireland or the student is not domiciled in the UK	IPIMDNATION = W[X], S[X], N[X], NA
UNKNOWN	Unknown or invalid home postcode (IPPOSTCODE) for students domiciled in the UK	IPIMDNATION = UNKNOWN

TRAWARD

42. This field indicates the broad grouping of the qualification awarded.

Value	Description	Definition
FDEG	First degree	IPAWARDLEVEL= PUGD, DEG
OUG	Other undergraduate	IPAWARDLEVEL = OUG, PUGO
OTH	Other including no award	Otherwise

TRATTAINPOP

43. This field indicates whether the student is included in the transparency attainment population.

IPSOURCE = HESASTU and HESASAR

Value	Description	Definition
1	Student is counted in the attainment population	IPBASEYEAR = 2021 and IPDOM = E, N, S, W and XPQUAL01 = 1 and TRAWARD=FDEG, OUG and TRMODE ≠ OTH and IPDUP = 0
0	Otherwise	Otherwise

IPSOURCE = ILR

Value	Description	Definition
1	Student is counted in the attainment population	IPBASEYEAR = 2021 and IPDOM = E, N, S, W and OUTCOME = 1, and TRAWARD= FDEG, OUG and TRMODE ≠ OTH and IPDUP = 0
0	Otherwise	Otherwise

TRDEGLASS

44. This field indicates the degree classification awarded.

IPSOURCE = HESASTU and HESASAR

Value	Description	Definition
FIRST	First class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and XCLASSF01 = 01
2_1	Upper second class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and XCLASSF01 = 02
2_2	Lower second class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and XCLASSF01 = 03
THIRD	Third class honours/Pass	TRATTAINPOP = 1 and TRAWARD = FDEG and XCLASSF01 = 05, 09
UNCLASS	Degree awarded without classification	TRATTAINPOP = 1 and TRAWARD = FDEG and not above
NA	Otherwise	Otherwise

IPSOURCE = ILR

Value	Description	Definition
FIRST	First class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and OUTGRADE = FI
2_1	Upper second class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and OUTGRADE = SU
2_2	Lower second class honours degree	TRATTAINPOP = 1 and TRAWARD = FDEG and OUTGRADE = SL, SE
THIRD	Third class honours or Pass	TRATTAINPOP = 1 and TRAWARD = FDEG and OUTGRADE = TH, FO
UNCLASS	Degree awarded without classification	TRATTAINPOP = 1 and TRAWARD = FDEG and not above
NA	Otherwise	Otherwise



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