

Specifications for load files for the Technical and Vocational Education and Training Management Information System (TVETMIS)

Version 001

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1 Purpose

The Technical and Vocational Education and Training Management Information System (TVETMIS) is a unit record based information system that stores and maintains unit records of Technical and Vocational Education and Training College (TVET) data related to colleges and their campuses, programmes, subjects, staff, and students. The data content of TVETMIS is primarily maintained and supplied by TVET Colleges. The TVET Colleges create electronic data submission files in standard formats and transmit them to the Department of Higher Education and Training (DHET) to be loaded into TVETMIS.

The purpose of this specification is to provide TVET Colleges with a description of the standard layout, content and business rules for the submission of data to TVETMIS.

2 Scope and applicability of the standard

This standard applies to all TVET Colleges.

3 General information

3.1 Data submission file formats

The file format for all TVETMIS data submission files is fixed length record ASCII files. In other words each record in a file takes up the same amount of space as all of the other records in the same file, regardless of how many characters are in each field. Each record must be terminated by a Microsoft compatible end of line character (CR+LF).

3.2 Frequency of submissions

The requirements in regard to how often the DHET requires TVET Colleges to submit to TVETMIS can be found at the following link by clicking on the 'TVETMIS submission schedule' link:

<https://webapps.dhet.gov.za/TECHNICA.aspx>

3.3 Transmission of submission

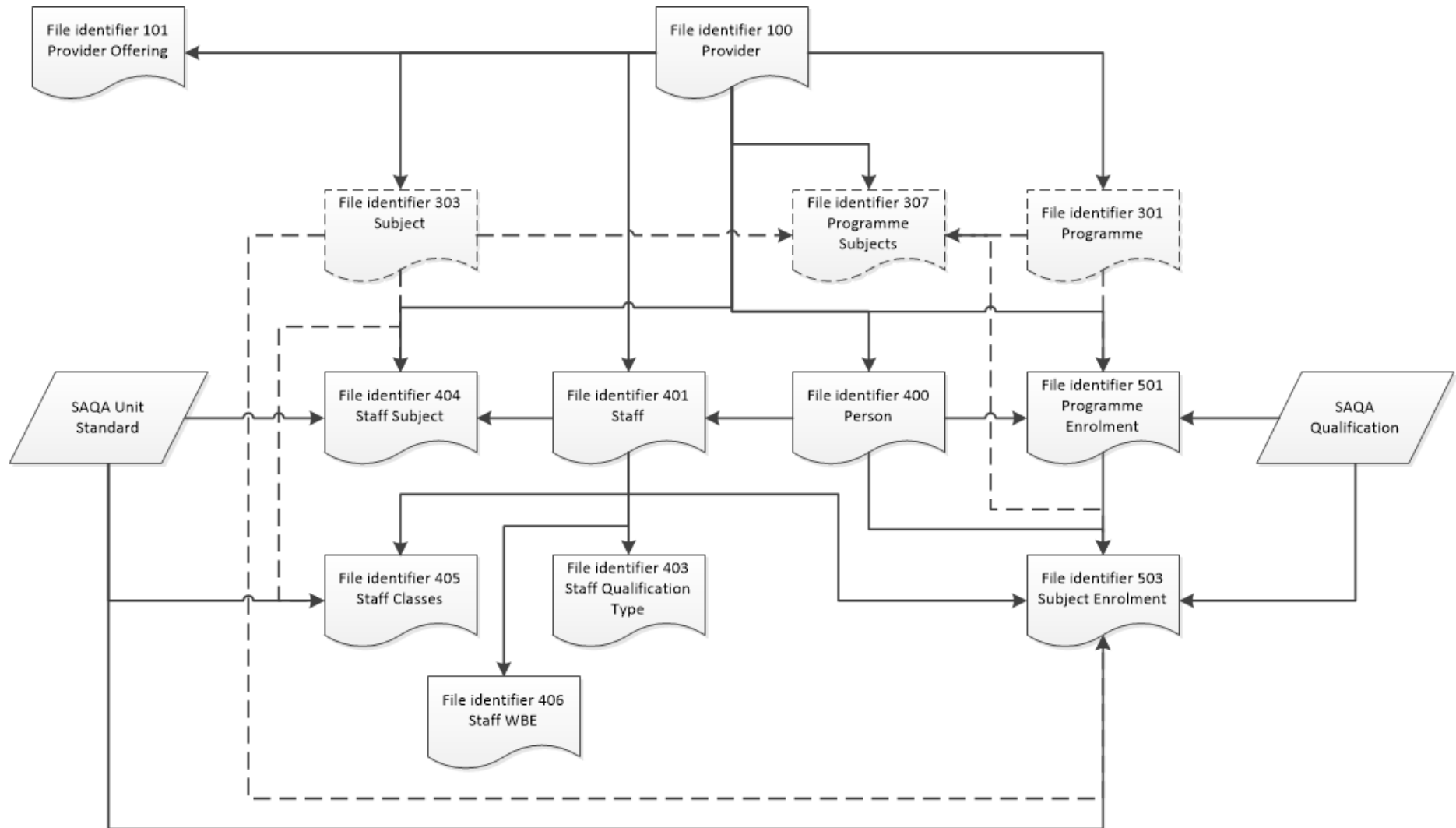
All data submissions must be validated using the data validation utility that is distributed to all TVET Colleges by the Department of Higher Education and Training (DHET). The DHET data validation utility will prepare the data submission in a predetermined format as required for loading into the TVETMIS system if the data submission conforms to the minimum data requirements as defined in this document. Thereafter the data validation utility will allow the user to submit the data submission to the TVETMIS.

The DHET will not accept any TVETMIS data submission that have not been validated and transmitted to TVETMIS using the DHET data validation utility.

3.4 Use of the term ETQE

This document makes use of the acronym ETQE (Education and Training Quality Entity), which within the scope of this document replaces the acronym ETQA (Education and Training Quality Assurance body) which is no longer an official acronym (since 2012). The term is used to denote a Quality Council (QC) or its delegates, as recorded on the National Learners' Records Database (NLRD), and it is acknowledged that this is not an official term.

4 File dependencies



5 Data submission files

5.1 Provider

File code 100

File naming standard

[Code]_0004_100_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the central office and the related campuses of the College.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 21.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements: Submission of this file is mandatory.

File record length: The length of each record must be exactly 833.

File fields

Field Name	Provider_Code	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The value in this field must be unique • The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must be registered on the recipient system and at the relevant Quality Council 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	2
Start Position	21	Field Length	10
Content Rules			

Field Name	Provider_ETQE_Id	Field Number	2
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler01	Field Number	3
Start Position	31	Field Length	10
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Name	Field Number	4
Start Position	41	Field Length	70
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_`'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - May not contain duplicated values once characters like PTY,LTD,CC , CC,,&,+ , AND ,T/A,BK,LIMITED, CK,_ ,),(have been stripped from the value 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Type_Id	Field Number	5
Start Position	111	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Postal_Address_1	Field Number	6
Start Position	121	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Provider_Postal_Address_1	Field Number	6
<ul style="list-style-type: none"> Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Postal_Address_2	Field Number	7
Start Position	171	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Postal_Address_3	Field Number	8
Start Position	221	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers Field may not have 4 consecutive numbers embedded in it 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Postal_Address_Code	Field Number	9
Start Position	271	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Length of field must be exactly 4 characters 			
Business Rules (informational)			

Field Name	Provider_Postal_Address_Code	Field Number	9
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Phone_Number	Field Number	10
Start Position	275	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Fax_Number	Field Number	11
Start Position	295	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler02	Field Number	12
Start Position	315	Field Length	20
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Contact_Name	Field Number	13
Start Position	335	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ' - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters NA or U or NONE or GEEN 			

Field Name	Provider_Contact_Email_Address	Field Number	14
Start Position	385	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890_.<>-@ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - Field must contain the @ character 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Contact_Phone_Number	Field Number	15
Start Position	435	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Contact_Cell_Number	Field Number	16
Start Position	455	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler03	Field Number	17
Start Position	475	Field Length	20
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Start_Date	Field Number	18
Start Position	495	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Provider_Start_Date may not be greater than Provider_End_Date • Field may not have a value greater than today's date 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_End_Date	Field Number	19
Start Position	503	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

Field Name	Filler04	Field Number	20
Start Position	511	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Provider_Class_Id	Field Number	21
Start Position	531	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Provider_Class_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Provider_Status_Id	Field Number	22
Start Position	541	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			

Field Name	Provider_Status_Id	Field Number	22
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_Status_Id If Provider_Status_Id has a value of 513 then Provider_End_Date may not be blank If Provider_Status_Id does not have a value of 513 then Provider_End_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Province_Code	Field Number	23
Start Position	551	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_-' 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Province_Code Field must have a value of X if Country_Code does not have a value of ZA and field may not have a value of X if Country_Code has a value of ZA 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Country_Code	Field Number	24
Start Position	553	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_-' 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Country_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Latitude_Degree	Field Number	25
Start Position	557	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> If a value is provided for Latitude_Degree or Latitude_Minutes or Latitude_Seconds then a value must be for Latitude_Degree and Latitude_Minutes and Latitude_Seconds If a value is provided for Latitude_Degree and related fields then a value must be provided for Longitude_Degree and related fields Field must be a negative value, may not be greater than -22 and may not have a value less than -35 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Latitude_Minutes	Field Number	26
Start Position	560	Field Length	2

Field Name	Latitude_Minutes	Field Number	26
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 2 (leading zeros) and may not be greater than 59 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Latitude_Seconds	Field Number	27
Start Position	562	Field Length	6
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890. 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 6 (nn.nnn) and may not be greater than 59.999 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Longitude_Degree	Field Number	28
Start Position	568	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> If a value is provided for Longitude_Degree and related fields then a value must be provided for Latitude_Degree and related fields If a value is provided for Longitude_Degree or Longitude_Minutes or Longitude_Seconds then a value must be for Longitude_Degree, Longitude_Minutes and Longitude_Seconds Value may not be greater than 33 and may not have a value less than 16 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Longitude_Minutes	Field Number	29
Start Position	570	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 2 (leading zeros) and may not be greater than 59 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Longitude_Seconds	Field Number	30
Start Position	572	Field Length	6
Content Rules			

Field Name	Longitude_Seconds	Field Number	30
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890. 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 6 (nn.nnn) and may not be greater than 59.999 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Physical_Address_1	Field Number	31
Start Position	578	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_-' 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Physical_Address_2	Field Number	32
Start Position	628	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_-' 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Physical_Address_3	Field Number	33
Start Position	678	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_-' 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			

Field Name	Provider_Physical_Address_3	Field Number	33
<ul style="list-style-type: none"> The field may not contain a value that contains only numbers Field may not have 4 consecutive numbers embedded in it 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Provider_Physical_Address_Code	Field Number	34
Start Position	728	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Length of field must be exactly 4 characters 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Website_Address	Field Number	35
Start Position	732	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\:._', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Parent_Provider_Code	Field Number	36
Start Position	782	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \:._ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Parent_Provider_Code and Parent_Provider_ETQE_Id must exist in parent file 100 - Provider as Provider_Code and Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Parent_Provider_ETQE_Id	Field Number	37
Start Position	802	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			

Field Name	Parent_Provider_ETQE_Id	Field Number	37
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	MIS_Type_Id	Field Number	38
Start Position	812	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid MIS_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	No_Of_Hostels	Field Number	39
Start Position	822	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	DCS_Site_YN	Field Number	40
Start Position	824	Field Length	1
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Value in field may only contain characters YN 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	41
Start Position	825	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.2 Provider NQF Offering

File code 101

File naming standard

[Code]_0004_101_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes programmes offered at the campuses related to the College.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 24.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:
Submission of this file is mandatory if the submission contains data related to active campuses.

Submission of this file is mandatory if the submission contains data related to active campuses.

File record length:

The length of each record must be exactly 146.

File fields

Field Name	Learnership_Id	Field Number	1
Start Position	1	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Learnership_Id, Qualification_Id, Provider_Code and Provider_Etqe_Id must be unique • Both Learnership_Id and Qualification_Id may not be blank • Field must contain a valid Learnership_Id • The combination Learnership_Id and Qualification_Id must be valid 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Qualification_Id	Field Number	2
Start Position	11	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank 			

Field Name	Qualification_Id	Field Number	2
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Qualification_Id. Must contain a valid SAQA Qualification ID as registered on the National Qualifications Framework (NQF) 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler01	Field Number	3
Start Position	21	Field Length	10
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	4
Start Position	31	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_Etqe_Id must be valid. The combination of Provider_Code and Provider_Etqe_Id must exist on 100 - Provider The combination Provider_Code and Provider_Etqe_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Etqe_Id	Field Number	5
Start Position	51	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_Etqe_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler02	Field Number	6
Start Position	61	Field Length	20
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			

Field Name	Filler02	Field Number	6
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler03	Field Number	7
Start Position	81	Field Length	1
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Accred_Start_Date	Field Number	8
Start Position	82	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Provider_Accred_Start_Date may not be greater than Provider_Accred_End_Date Field may not have a value greater than today's date 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_Accred_End_Date	Field Number	9
Start Position	90	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Filler04	Field Number	10
Start Position	98	Field Length	20
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Status_Id	Field Number	11
Start Position	118	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Provider_Status_Id	Field Number	11
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_Status_Id If Provider_Status_Id has a value of 513 then Provider_Accred_End_Date may not be blank If Provider_Status_Id does not have a value of 513 then Provider_Accred_End_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Offering_Type_Id	Field Number	12
Start Position	128	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Offering_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	13
Start Position	138	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.3 Programme

File code 301

File naming standard

[Code]_0004_301_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes programmes that are offered at the College that do not have a SAQA Qualification ID.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 22.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is optional.

File record length:

The length of each record must be exactly 234.

File fields

Field Name	Programme_Code	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - • The combination of Programme_Code, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			
Field Name	Programme_Description	Field Number	2
Start Position	21	Field Length	100
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank 			

Field Name	Programme_Description	Field Number	2
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_-'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Programme_Type_Id	Field Number	3
Start Position	121	Field Length	15
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Programme_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	NQF_Level_Id	Field Number	4
Start Position	136	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid NQF_Level_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subfield_Id	Field Number	5
Start Position	144	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Subfield_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	AET_Level_Id	Field Number	6
Start Position	152	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	AET_Level_Id	Field Number	6
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid AET_Level_Id The combination of AET_Level_Id and NQF_Level_Id must be valid. Following combinations are invalid: a.) AET_Level_Id = 1 AND NQF_Level_Id = 539 b.) AET_Level_Id = (2 OR 3 OR 4) AND NQF_Level_Id <> 539 c.) AET_Level_Id = 5 AND NQF_Level_Id <> 503. 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Programme_Start_Date	Field Number	7
Start Position	160	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Programme_Start_Date may not be greater than Programme_End_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Programme_End_Date	Field Number	8
Start Position	168	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_Code	Field Number	9
Start Position	176	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider The combination Provider_Code and Provider_ETQE_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	10
Start Position	196	Field Length	10

Field Name	Provider_ETQE_Id	Field Number	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Programme_Status_Id	Field Number	11
Start Position	206	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Programme_Status_Id • If Programme_Status_Id has a value of 2 then Programme_End_Date may not be blank • If Programme_Status_Id does not have a value of 2 then Programme_End_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Programme_Credit	Field Number	12
Start Position	216	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Value may not be less than 40 • Value may not be greater than 480 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Date_Stamp	Field Number	13
Start Position	226	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

5.4 Subject

File code 303

File naming standard

[Code]_0004_303_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes subjects that are offered at the College that do not have a SAQA Unit Standard ID.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 23.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is optional.

File record length:

The length of each record must be exactly 319.

File fields

Field Name	Subject_Code	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - • The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Subject_Name	Field Number	2
Start Position	21	Field Length	200
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank 			

Field Name	Subject_Name	Field Number	2
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_-'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	NQF_Level_Id	Field Number	3
Start Position	221	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid NQF_Level_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subfield_Id	Field Number	4
Start Position	229	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Subfield_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	AET_Level_Id	Field Number	5
Start Position	237	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid AET_Level_Id The combination of AET_Level_Id and NQF_Level_Id must be valid. Following combinations are invalid: a.) AET_Level_Id = 1 AND NQF_Level_Id = 539 b.) AET_Level_Id = (2 OR 3 OR 4) AND NQF_Level_Id <> 539 c.) AET_Level_Id = 5 AND NQF_Level_Id <> 503. 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Reg_Start_Date	Field Number	6
Start Position	245	Field Length	8
Content Rules			

Field Name	Subject_Reg_Start_Date	Field Number	6
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Subject_Reg_Start_Date may not be greater than Subject_Reg_End_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Subject_Reg_End_Date	Field Number	7
Start Position	253	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_Code	Field Number	8
Start Position	261	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:._- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider The combination Provider_Code and Provider_ETQE_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	9
Start Position	281	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Status_Id	Field Number	10
Start Position	291	Field Length	10

Field Name	Subject_Status_Id	Field Number	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Subject_Status_Id • If Subject_Status_Id has a value of 2 then Subject_Reg_End_Date may not be blank • If Subject_Status_Id does not have a value of 2 then Subject_Reg_End_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Subject_Credit	Field Number	11
Start Position	301	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Value may not be less than 1 • Value may not be greater than 110 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Date_Stamp	Field Number	12
Start Position	311	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

5.5 Programme Subjects

File code 307

File naming standard

[Code]_0004_307_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the relationship between programmes (that do not have a SAQA Qualification IDs) and their subjects (that do not have a SAQA Unit Standard IDs).

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is optional and conditional to the submission of other related files.

File record length:

The length of each record must be exactly 125.

File fields

Field Name	Programme_Code	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Programme_Code, Subject_Code, Provider_Code and Provider_ETQE_Id must be unique • The combination of Programme_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 301 - Programme 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Subject_Code	Field Number	2
Start Position	21	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank 			

Field Name	Subject_Code	Field Number	2
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 303 - Subject 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Prog_Subj_Start_Date	Field Number	3
Start Position	41	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Prog_Subj_Start_Date may not be greater than Prog_Subj_End_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Prog_Subj_End_Date	Field Number	4
Start Position	49	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_Code	Field Number	5
Start Position	57	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	6
Start Position	77	Field Length	10
Content Rules			

Field Name	Provider_ETQE_Id	Field Number	6
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Prog_Subj_Status_Id	Field Number	7
Start Position	87	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Prog_Subj_Status_Id If Prog_Subj_Status_Id has a value of 2 then Prog_Subj_End_Date may not be blank If Prog_Subj_Status_Id does not have a value of 2 then Prog_Subj_End_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Prog_Subj_Credit	Field Number	8
Start Position	97	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value may not be less than 1 Value may not be greater than 110 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Prog_Subj_Type_Id	Field Number	9
Start Position	107	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Prog_Subj_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	10
Start Position	117	Field Length	8
Content Rules			

Field Name	Date_Stamp	Field Number	10
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

5.6 Person

File code 400

File naming standard

[Code]_0004_400_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes people that have either enrolled on or achieved programmes/subjects at the College or people that are employed at the College.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 25.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements: Submission of this file is mandatory.

File record length: The length of each record must be exactly 802.

File fields

Field Name	National_Id	Field Number	1
Start Position	1	Field Length	15
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Both National_Id and Person_Alternate_Id may not be blank • Value must have a length of exactly 13 • Field value may not have characters 0000 from characters 7 to 10 • Field may not have characters 0000 from characters 1 to 4 • Uppercase value in field may not contain characters 11111111111111 or 22222222222222 or 33333333333333 or 44444444444444 or 55555555555555 or 66666666666666 or 77777777777777 or 88888888888888 or 99999999999999 • Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Person_Alternate_Id	Field Number	2
Start Position	16	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - If Person_Alternate_Id has a value then Alternate_Id_Type_Id may not = 533 If Person_Alternate_Id IS blank then Alternate_Id_Type_Id must = 533 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Alternate_Id_Type_Id	Field Number	3
Start Position	36	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Alternate_Id_Type_Id If Alternate_Id_Type_Id = 537 then combination of Alternate_Id_Type_Id, National_Id, Provider_Code and Provider_ETQE_Id must be unique (note only first 10 characters of National ID are used) If Alternate_Id_Type_Id <> 537 then combination of Alternate_Id_Type_Id and National_Id must be unique (note only first 10 characters of National ID are used) If Alternate_Id_Type_Id = 537 then combination Alternate_Id_Type_Id, Person_Alternate_Id, Provider_Code and Provider_ETQE_Id must be unique If Alternate_Id_Type_Id <> 537 and Alternate_Id_Type_Id <> 533 then combination Alternate_Id_Type_Id and Person_Alternate_Id must be unique If Alternate_Id_Type_Id = 537 then combination of Alternate_Id_Type_Id, Person_Alternate_Id, National_Id, Provider_Code and Provider_ETQE_Id must be associated with at least one record in one of the following files 501, 503 If Alternate_Id_Type_Id <> 537 then the combination of Alternate_Id_Type_Id, Person_Alternate_Id and National_Id must be associated with at least one record in any one of the following related child files 401, 501, 503 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Equity_Code	Field Number	4
Start Position	39	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_-'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Equity_Code 			

Field Name	Equity_Code	Field Number	4
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Nationality_Code	Field Number	5
Start Position	49	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_`'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Nationality_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Home_Language_Code	Field Number	6
Start Position	52	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_`'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Home_Language_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Gender_Code	Field Number	7
Start Position	62	Field Length	1
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_`'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Gender_Code If National_Id is not blank then Gender_Code must match gender character of National_Id. The 7th character of a SA National ID indicates a gender of female when less than 5 and male when greater than 4. 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Citizen_Resident_Status_Code	Field Number	8
Start Position	63	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_`'- 			

Field Name	Citizen_Resident_Status_Code	Field Number	8
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Citizen_Resident_Status_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler01	Field Number	9
Start Position	73	Field Length	2
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Disability_Status_Code	Field Number	10
Start Position	75	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() / \ : _ ' - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Disability_Status_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Last_Name	Field Number	11
Start Position	85	Field Length	45
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ" - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or 0 or TEST or %ONTBREEK% or NIL or - or - Field must be blank if POPI_Act_Status_ID has a value of 2 Value must be provided if POPI_Act_Status_ID does not have a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters NA or U or NONE or GEEN Person_Last_Name should not have the same value as Person_First_Name 			

Field Name	Person_First_Name	Field Number	12
Start Position	130	Field Length	26
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ" - 			
Business Rules (compliance required)			

Field Name	Person_First_Name	Field Number	12
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or 0 or TEST or %ONTBREEK% or NIL or - or – Field must be blank if POPI_Act_Status_ID has a value of 2 Value must be provided if POPI_Act_Status_ID does not have a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters NA or U or NONE or GEEN Person_First_Name should not have the same value as Person_Middle_Name 			

Field Name	Person_Middle_Name	Field Number	13
Start Position	156	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ" - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or 0 or TEST or %ONTBREEK% or NIL or - or – Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters NA or U or NONE or GEEN Person_Middle_Name should not have the same value as Person_Last_Name 			

Field Name	Person_Title	Field Number	14
Start Position	206	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ" - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or – Uppercase value in field may not contain characters NA or U or NONE or GEEN 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Birth_Date	Field Number	15
Start Position	216	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Year component must be greater than 1850 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field If National_Id is provided then the first 6 characters of National_Id must be the same as characters 3 to 8 of Person_Birth_Date Age may not be less than 16 years 			

Field Name	Person_Home_Address_1	Field Number	16
Start Position	224	Field Length	50
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - • The field may not contain a value that contains only numbers • Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Home_Address_2	Field Number	17
Start Position	274	Field Length	50
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - • The field may not contain a value that contains only numbers • Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Home_Address_3	Field Number	18
Start Position	324	Field Length	50
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - • The field may not contain a value that contains only numbers • Field may not have 4 consecutive numbers embedded in it • Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Postal_Address_1	Field Number	19
Start Position	374	Field Length	50

Field Name	Person_Postal_Address_1	Field Number	19
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Postal_Address_2	Field Number	20
Start Position	424	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Postal_Address_3	Field Number	21
Start Position	474	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()/\.:_`', 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The field may not contain a value that contains only numbers Field may not have 4 consecutive numbers embedded in it Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters %ZZZ% or %XXX% or %ADDRES% 			

Field Name	Person_Home_Addr_Postal_Code	Field Number	22
Start Position	524	Field Length	4
Content Rules			

Field Name	Person_Home_Addr_Postal_Code	Field Number	22
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Length of field must be exactly 4 characters 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Postal_Addr_Post_Code	Field Number	23
Start Position	528	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Length of field must be exactly 4 characters 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Phone_Number	Field Number	24
Start Position	532	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Cell_Phone_Number	Field Number	25
Start Position	552	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Fax_Number	Field Number	26
Start Position	572	Field Length	20

Field Name	Person_Fax_Number	Field Number	26
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890 ()/- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Email_Address	Field Number	27
Start Position	592	Field Length	50
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890_.<>-@ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - Field must contain the @ character Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Province_Code	Field Number	28
Start Position	642	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_-'- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Province_Code 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	29
Start Position	644	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_-'- 			
Business Rules (compliance required)			

Field Name	Provider_Code	Field Number	29
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	30
Start Position	664	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Previous_Lastname	Field Number	31
Start Position	674	Field Length	45
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ' - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or 0 or TEST or %ONTBREEK% or NIL or - or - Field must be blank if POPI_Act_Status_ID has a value of 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Uppercase value in field should not contain characters NA or U or NONE or GEEN 			

Field Name	Person_Previous_Alternate_Id	Field Number	32
Start Position	719	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - If a value is provided for Person_Previous_Alternate_Id or Person_Previous_Alternate_Id_Type_Id or Person_Previous_Provider_Code or Person_Previous_Provider_ETQE_Id then a value must be provided for all of these fields If Person_Previous_Alternate_Id has a value then Person_Previous_Alternate_Id_Type_Id may not = 533 If Person_Previous_Alternate_Id IS blank then Person_Previous_Alternate_Id_Type_Id must = 533 			
Business Rules (informational)			

Field Name	Person_Previous_Alternate_Id	Field Number	32
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Previous_Alternate_Id_Type_Id	Field Number	33
Start Position	739	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Alternate_Id_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Previous_Provider_Code	Field Number	34
Start Position	742	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or 0 or TEST or %ONTBREEK% or NIL or - or - The combination Person_Previous_Provider_Code and Person_Previous_Provider_ETQE_Id must be valid. The combination of Person_Previous_Provider_Code and Person_Previous_Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Person_Previous_Provider_ETQE_Id	Field Number	35
Start Position	762	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Seeing_Rating_Id	Field Number	36
Start Position	772	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Seeing_Rating_Id 			

Field Name	Seeing_Rating_Id	Field Number	36
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Hearing_Rating_Id	Field Number	37
Start Position	774	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Hearing_Rating_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Walking_Rating_Id	Field Number	38
Start Position	776	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Walking_Rating_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Remembering_Rating_Id	Field Number	39
Start Position	778	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Remembering_Rating_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Communicating_Rating_Id	Field Number	40
Start Position	780	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Communicating_Rating_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Self_Care_Rating_Id	Field Number	41
Start Position	782	Field Length	2
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Self_Care_Rating_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	POPI_Act_Status_ID	Field Number	42
Start Position	784	Field Length	2
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid POPI_Act_Status_ID 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	POPI_Act_Status_Date	Field Number	43
Start Position	786	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Value must be provided if POPI_Act_Status_ID has a value of 1 or 2 • Field must be blank if POPI_Act_Status_ID does not have a value of 1 or 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Date_Stamp	Field Number	44
Start Position	794	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

5.7 Staff

File code 401

File naming standard

[Code]_0004_401_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the staff members of a College.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 26.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is mandatory.

File record length:

The length of each record must be exactly 188.

File fields

Field Name	National_Id	Field Number	1
Start Position	1	Field Length	15
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of National_Id, Person_Alternate_Id, Alternate_Id_Type_Id, Staff_Type_Id, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Person_Alternate_Id	Field Number	2
Start Position	16	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			

Field Name	Person_Alternate_Id	Field Number	2
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Alternate_Id_Type_Id	Field Number	3
Start Position	36	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Alternate_Id_Type_Id Field may not equal 537 If Alternate_Id_Type_Id <> 537 then the combination of Alternate_Id_Type_Id, Person_Alternate_Id and National_Id must exist in parent file 400 - Person 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Staff_Type_Id	Field Number	4
Start Position	39	Field Length	5
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Staff_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Staff_Number	Field Number	5
Start Position	44	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Uppercase value in field may not contain characters %UNKNOWN% or %AS ABOVE% or %SOOS BO% or %DELETE% or N/A or NA or U or NONE or GEEN or O or TEST or %ONTBREEK% or NIL or - or - The combination of Staff_Number, Provider_Code and Provider_ETQE_Id may only be allocated to one combination of National_Id, Person_Alternate_Id, Alternate_Id_Type_Id, Provider_Code and Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler01	Field Number	6
Start Position	64	Field Length	10
Content Rules			

Field Name	Filler01	Field Number	6
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Appointment_Date	Field Number	7
Start Position	74	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Appointment_Date may not be greater than Termination_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Termination_Date	Field Number	8
Start Position	82	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Employment_Status_Id	Field Number	9
Start Position	90	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Employment_Status_Id If Employment_Status_Id has a value of 2 then Termination_Date may not be blank If Employment_Status_Id does not have a value of 2 then Termination_Date must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Persal_Number	Field Number	10
Start Position	100	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank 			

Field Name	Persal_Number	Field Number	10
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of no greater than 8 The combination of Persal_Number, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	11
Start Position	120	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	12
Start Position	140	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Appointment_Nature_Id	Field Number	13
Start Position	150	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Appointment_Nature_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Appointment_Type_Id	Field Number	14
Start Position	160	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Appointment_Type_Id	Field Number	14
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Appointment_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Remuneration_Id	Field Number	15
Start Position	170	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Remuneration_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	16
Start Position	180	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.8 Staff Qualification Type

File code 403

File naming standard

[Code]_0004_403_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the highest qualification types attained by the staff members.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is mandatory.

File record length:

The length of each record must be exactly 73.

File fields

Field Name	Staff_Number	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPSUVWXYZ1234567890@#&+() /\:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must exist in parent file 401 - Staff • The combination of Staff_Number, Staff_Qualification_Type_Id, Achievement_Year, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Staff_Qualification_Type_Id	Field Number	2
Start Position	21	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Staff_Qualification_Type_Id	Field Number	2
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Staff_Qualification_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Achievement_Year	Field Number	3
Start Position	31	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid year in the format YYYY 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	4
Start Position	35	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:.-_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	5
Start Position	55	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	6
Start Position	65	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			

Field Name	Date_Stamp	Field Number	6
<ul style="list-style-type: none">• Field may not have a value greater than today's date• Year component of field value may not be less than 1900			
Business Rules (informational)			
<ul style="list-style-type: none">• The system will display the maximum number of records with the same value for this field			

5.9 Staff Subject

File code 404

File naming standard

[Code]_0004_404_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the formal training and teaching experience that staff have attained by subject.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is mandatory.

File record length:

The length of each record must be exactly 95.

File fields

Field Name	Staff_Number	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() /\:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must exist in parent file 401 - Staff • The combination of Staff_Number, Unit_Standard_Id, Subject_Code, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Unit_Standard_Id	Field Number	2
Start Position	21	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Unit_Standard_Id	Field Number	2
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Unit_Standard_Id. Must contain a valid SAQA Unit Standard ID as registered on the National Qualifications Framework (NQF) Both Unit_Standard_Id and Subject_Code may not have a value of blank Both Unit_Standard_Id and Subject_Code may not have a values 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Code	Field Number	3
Start Position	31	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 303 - Subject 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Years_Teaching_Experience	Field Number	4
Start Position	51	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Both Years_Teaching_Experience and Years_Forma Training may not be blank Value may not be less than 1 Value may not be greater than 70 Years_Teaching_Experience may not be greater than the person's age - 15 years 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Years_Forma Training	Field Number	5
Start Position	54	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value may not be less than 1 Value may not be greater than 70 Years_Forma Training may not be greater than the person's age - 15 years 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	6
Start Position	57	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:._- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	7
Start Position	77	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	8
Start Position	87	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.10 Staff Classes

File code 405

File naming standard

[Code]_0004_405_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the amount of teaching that staff have conducted by week.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is mandatory.

File record length:

The length of each record must be exactly 97.

File fields

Field Name	Staff_Number	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPSUVWXYZ1234567890@#&+() /\:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must exist in parent file 401 - Staff • The combination of Staff_Number, Unit_Standard_Id, Subject_Code, Year_Week_Id, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Unit_Standard_Id	Field Number	2
Start Position	21	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Unit_Standard_Id	Field Number	2
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Unit_Standard_Id. Must contain a valid SAQA Unit Standard ID as registered on the National Qualifications Framework (NQF) Both Unit_Standard_Id and Subject_Code may not have a value of blank Both Unit_Standard_Id and Subject_Code may not have a values 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Code	Field Number	3
Start Position	31	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 303 - Subject 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Year_Week_Id	Field Number	4
Start Position	51	Field Length	6
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid year and week in the format YYYYWW 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Year_Week_Id Year_Week_Id must fall between Appointment_Date and Termination_Date 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Teaching_Hours	Field Number	5
Start Position	57	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value may not be less than 1 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	6
Start Position	59	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank 			

Field Name	Provider_Code	Field Number	6
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider The combination Provider_Code and Provider_ETQE_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	7
Start Position	79	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	8
Start Position	89	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.11 Staff WBE

File code 406

File naming standard

[Code]_0004_406_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes the work based experience interventions that staff have participated in.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:

Submission of this file is optional.

File record length:

The length of each record must be exactly 115.

File fields

Field Name	Staff_Number	Field Number	1
Start Position	1	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPSUVWXYZ1234567890@#&+() /\:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must exist in parent file 401 - Staff • The time period between Start_Date and End_Date may not overlap with another record for the same combination of Staff_Number, Provider_Code and Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Unit_Standard_Id	Field Number	2
Start Position	21	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Unit_Standard_Id	Field Number	2
<ul style="list-style-type: none"> Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Unit_Standard_Id. Must contain a valid SAQA Unit Standard ID as registered on the National Qualifications Framework (NQF) Both Unit_Standard_Id and Subject_Code may not have a value of blank Both Unit_Standard_Id and Subject_Code may not have a value 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Code	Field Number	3
Start Position	31	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 303 - Subject 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	SDL_No	Field Number	4
Start Position	51	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Value in field may only contain characters L0123456789 OR N0123456789 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 10 Value must start with 'L' followed by 9 digits or must be N000000000 (indicating a non-levy paying company) 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Start_Date	Field Number	5
Start Position	61	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Start_Date may not be greater than End_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	End_Date	Field Number	6
Start Position	69	Field Length	8

Field Name	End_Date	Field Number	6
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Provider_Code	Field Number	7
Start Position	77	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	8
Start Position	97	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	9
Start Position	107	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.12 Programme Enrolment

File code 501

File naming standard

[Code]_0004_501_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes all student programme enrolments/achievements.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 29.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements: Submission of this file is mandatory if the submission contains data related to active campuses.

File record length: The length of each record must be exactly 286.

File fields

Field Name	National_Id	Field Number	1
Start Position	1	Field Length	15
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of National_Id, Person_Alternate_Id, Alternate_Id_Type_Id, Qualification_Id, Provider_Code, Provider_ETQE_Id and Programme_Code must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Person_Alternate_Id	Field Number	2
Start Position	16	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Person_Alternate_Id	Field Number	2
<ul style="list-style-type: none"> Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Alternate_Id_Type_Id	Field Number	3
Start Position	36	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Alternate_Id_Type_Id If Alternate_Id_Type_Id = 537 then the combination of Alternate_Id_Type_Id, Person_Alternate_Id, National_Id, Provider_Code and Provider_ETQE_Id must exist in parent file 400 - Person If Alternate_Id_Type_Id <> 537 then the combination of Alternate_Id_Type_Id, National_Id and Person_Alternate_Id must exist in parent file 400 - Person 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Qualification_Id	Field Number	4
Start Position	39	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Both Qualification_Id and Programme_Code may not have a value of blank Both Qualification_Id and Programme_Code may not have a values Field must contain a valid Qualification_Id. Must contain a valid SAQA Qualification ID as registered on the National Qualifications Framework (NQF) 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Status_Id	Field Number	5
Start Position	49	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Status_Id If Enrolment_Status_Id does not have a value of 0 or 10 then Enrolment_Status_Reason_Id must be blank If Enrolment_Status_Id has a value of 0 then Enrolment_Status_Reason_Id may only have a value of 1,6,10,11,12,13,14,17,18,19,20,21,22,23,24,25 or 26 If Enrolment_Status_Id has a value of 10 then Enrolment_Status_Reason_Id may only have a value of 2,3,4,5,7,8,9,10,15,16,17,27,28 or 29 			

Field Name	Enrolment_Status_Id	Field Number	5
<ul style="list-style-type: none"> If Enrolment_Status_Id = 50 then a value for Certificate_Number must be provided 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler01	Field Number	6
Start Position	52	Field Length	20
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Type_Id	Field Number	7
Start Position	72	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Status_Date	Field Number	8
Start Position	75	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Enrolment_Date	Field Number	9
Start Position	83	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Enrolment_Date may not be greater than Most_Recent_Registration_Date Enrolment_Date may not be greater than Enrolment_Status_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Filler02	Field Number	10
Start Position	91	Field Length	3
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Part_Of_Id	Field Number	11
Start Position	94	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Part_Of_Id Field may only contain values 1,3,4 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Learnership_Id	Field Number	12
Start Position	96	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Learnership_Id Field must have a value if Part_Of_Id = 3 The combination Learnership_Id and Qualification_Id must be valid Field may not have a value if Part_Of_Id <> 3 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	13
Start Position	106	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider The combination Provider_Code and Provider_ETQE_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	14
Start Position	126	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Filler03	Field Number	15
Start Position	136	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Programme_Code	Field Number	16
Start Position	146	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() / \ : _ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of Programme_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 301 - Programme 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Enrolment_Status_Reason_Id	Field Number	17
Start Position	166	Field Length	10
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field must contain a valid Enrolment_Status_Reason_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Most_Recent_Registration_Date	Field Number	18
Start Position	176	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Most_Recent_Registration_Date	Field Number	18
<ul style="list-style-type: none"> Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Most_Recent_Registration_Date may not be greater than Enrolment_Status_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Certificate_Number	Field Number	19
Start Position	184	Field Length	30
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:_ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Instutional_Housing_FTE	Field Number	20
Start Position	214	Field Length	4
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters 1234567890. 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Value must have a length of exactly 4 (n.nn) and may not be greater than 1.00 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Entrance_Category_Id	Field Number	21
Start Position	218	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Entrance_Category_Id If Entrance_Category_Id has a value of 1,2 then Previous_Activity_Id may not be blank If Entrance_Category_Id does not have a value of 1,2 then Previous_Activity_Id must be blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Previous_Activity_Id	Field Number	22
Start Position	228	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank 			

Field Name	Previous_Activity_Id	Field Number	22
<ul style="list-style-type: none"> Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Previous_Activity_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Mode_Id	Field Number	23
Start Position	238	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Mode_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Economic_Status_Id	Field Number	24
Start Position	248	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Economic_Status_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Partnership_Id	Field Number	25
Start Position	258	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Partnership_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	SDL_No	Field Number	26
Start Position	268	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Value in field may only contain characters L0123456789 OR N0123456789 			
Business Rules (compliance required)			

Field Name	SDL_No	Field Number	26
<ul style="list-style-type: none"> Value must have a length of exactly 10 Value must start with 'L' followed by 9 digits or must be N000000000 (indicating a non-levy paying company) Value must be provided if Enrolment_Status_Id has a value of 32 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Date_Stamp	Field Number	27
Start Position	278	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

5.13 Subject Enrolment

File code 503

File naming standard

[Code]_0004_503_v001_YYYYMMDD.dat where:

- [Code] is a combination of the submitting College's Provider Code and ETQE ID in the format [Provider_Code]_[ETQE_ID].
- 0004 indicates that the recipient information system to which this data will be submitted is TVETMIS.
- v001 indicates that the submission has been extracted in accordance with version 1 of this specification
- YYYYMMDD represents the date on which the data submission was created.
- .dat is the file extension

Description

This file describes all student subject enrolment/achievements.

This file is a modified version of the National Learner's Records Database (NLRD) File Number 30.

General information:

A count of the number of records found in the file will be recorded in the aggregated report under the General information heading.

The **Date_Stamp** field must reflect the date on which a particular record was last updated. The field will be used by the recipient system to ensure that an older version of a record does not overwrite a more recent version of a record.

Submission requirements:
Submission of this file is mandatory if the submission contains data related to active campuses.

Submission of this file is mandatory if the submission contains data related to active campuses.

File record length:

The length of each record must be exactly 232.

File fields

Field Name	National_Id	Field Number	1
Start Position	1	Field Length	15
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Uppercase value in field may only contain characters 1234567890 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • The combination of National_Id, Person_Alternate_Id, Alternate_Id_Type_Id, Unit_Standard_Id, Subject_Code, Provider_Code and Provider_ETQE_Id must be unique 			
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Person_Alternate_Id	Field Number	2
Start Position	16	Field Length	20
Content Rules			
<ul style="list-style-type: none"> • This field may be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided 			

Field Name	Person_Alternate_Id	Field Number	2
<ul style="list-style-type: none"> Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890@_ 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Alternate_Id_Type_Id	Field Number	3
Start Position	36	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Alternate_Id_Type_Id If Alternate_Id_Type_Id = 537 then the combination of Alternate_Id_Type_Id, Person_Alternate_Id, National_Id, Provider_Code and Provider_ETQE_Id must exist in parent file 400 - Person If Alternate_Id_Type_Id <> 537 then the combination of Alternate_Id_Type_Id, National_Id and Person_Alternate_Id must exist in parent file 400 - Person 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Unit_Standard_Id	Field Number	4
Start Position	39	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Both Unit_Standard_Id and Subject_Code may not be blank Field must contain a valid Unit_Standard_Id. Must contain a valid SAQA Unit Standard ID as registered on the National Qualifications Framework (NQF) Both Unit_Standard_Id and Subject_Code may not have a values 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Status_Id	Field Number	5
Start Position	49	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Status_Id If Enrolment_Status_Id does not have a value of 0 or 10 then Enrolment_Status_Reason_Id must be blank If Enrolment_Status_Id has a value of 0 then Enrolment_Status_Reason_Id may only have a value of 1,3,6,10,11,12,13,14,15,17,18,19,20,21,22,23,24,25,26,27,28 or 30 If Enrolment_Status_Id has a value of 10 then Enrolment_Status_Reason_Id may only have a value of 2,3,4,5,7,8,9,10,15,16,17,27,28 or 29 			

Field Name	Enrolment_Status_Id	Field Number	5
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Staff_Number	Field Number	6
Start Position	52	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:._- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must exist in parent file 401 - Staff 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Type_Id	Field Number	7
Start Position	72	Field Length	3
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Type_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Status_Date	Field Number	8
Start Position	75	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Enrolment_Date	Field Number	9
Start Position	83	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Enrolment_Date may not be greater than Most_Recent_Registration_Date Enrolment_Date may not be greater than Enrolment_Status_Date Field may not have a value greater than today's date 			

Field Name	Enrolment_Date	Field Number	9
<ul style="list-style-type: none"> Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Filler01	Field Number	10
Start Position	91	Field Length	3
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Part_Of_Id	Field Number	11
Start Position	94	Field Length	2
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Part_Of_Id Field may only contain values found in 1, 2, 3, 4 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Qualification_Id	Field Number	12
Start Position	96	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Qualification_Id. Must contain a valid SAQA Qualification ID as registered on the National Qualifications Framework (NQF) Field may not have a value if Part_Of_Id <> 2 Either Qualification_Id or Programme_Code must have a value if Part_Of_Id = 2 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Learnership_Id	Field Number	13
Start Position	106	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Learnership_Id Field must have a value if Part_Of_Id = 3 Field may not have a value if Part_Of_Id <> 3 			

Field Name	Learnership_Id	Field Number	13
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_Code	Field Number	14
Start Position	116	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination Provider_Code and Provider_ETQE_Id must be valid. The combination of Provider_Code and Provider_ETQE_Id must exist on 100 - Provider The combination Provider_Code and Provider_ETQE_Id may not exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Provider_ETQE_Id	Field Number	15
Start Position	136	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Provider_ETQE_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Filler02	Field Number	16
Start Position	146	Field Length	10
Content Rules			
<ul style="list-style-type: none"> Not applicable 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> This is a filler field and must be left blank 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Subject_Code	Field Number	17
Start Position	156	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() \/:;_- 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Subject_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 303 - Subject 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Programme_Code	Field Number	18
Start Position	176	Field Length	20
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Uppercase value in field may only contain characters ABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890@#&+() / \ : . _ - 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> The combination of Programme_Code, Provider_Code and Provider_ETQE_Id must exist in parent file 301 - Programme Field may not have a value if Part_Of_Id <> 2 The combination Programme_Code and Subject_Code must be valid. If a value is provided for Programme_Code and Subject_Code then a record for this combination of values must exist in File 307 - Programme Subjects 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Enrolment_Status_Reason_Id	Field Number	19
Start Position	196	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Status_Reason_Id 			
Business Rules (informational)			
<ul style="list-style-type: none"> Not applicable 			

Field Name	Most_Recent_Registration_Date	Field Number	20
Start Position	206	Field Length	8
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Most_Recent_Registration_Date may not be greater than Enrolment_Status_Date Field may not have a value greater than today's date Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> The system will display the maximum number of records with the same value for this field 			

Field Name	Enrolment_Mode_Id	Field Number	21
Start Position	214	Field Length	10
Content Rules			
<ul style="list-style-type: none"> This field may not be left blank Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided Field may only contain whole numbers 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> Field must contain a valid Enrolment_Mode_Id 			

Field Name	Enrolment_Mode_Id	Field Number	21
Business Rules (informational)			
<ul style="list-style-type: none"> • Not applicable 			

Field Name	Date_Stamp	Field Number	22
Start Position	224	Field Length	8
Content Rules			
<ul style="list-style-type: none"> • This field may not be left blank • Field may not start with a space. If the value provided contains leading spaces then all leading spaces will be trimmed from the value during further validation of the data value provided • Field may only contain a valid date in the format YYYYMMDD 			
Business Rules (compliance required)			
<ul style="list-style-type: none"> • Field may not have a value greater than today's date • Year component of field value may not be less than 1900 			
Business Rules (informational)			
<ul style="list-style-type: none"> • The system will display the maximum number of records with the same value for this field 			

6 Lookup codes

Please refer to the link “TVETMIS file specification lookup values” at:

<https://webapps.dhet.gov.za/TECHNICA.aspx>

7 Revision History

2014/08/04	Version 001 of specification released.
2015/01/07	<p>Enrolment_Status_Id and Enrolment_Type_Id field lengths changed from 2 to 3 in accordance with the latest release of the NLRD file load specifications.</p> <p>Implemented POPI_Status_Id and POPI_Status_Date data fields</p> <p>Implemented new business rules related to POPI_Status_Id value on the following data fields in the Person file:</p> <ul style="list-style-type: none"> National_Id Person_Last_Name Person_First_Name Person_Middle_Name Person_Home_Address_1 Person_Home_Address_2 Person_Home_Address_3 Person_Postal_Address_1 Person_Postal_Address_2 Person_Postal_Address_3 Person_Phone_Number Person_Cell_Phone_Number Person_Fax_Number Person_Email_Address Person_Previous_Lastname
2015/01/21	The reference to ETQE_ID in the file naming convention has been changed to ETQE Identifier with an example provided.
2015/05/01	<p>The combination rule between Employment_Status_Id and Termination_Date corrected to exclude Appointment_Nature_Id.</p> <p>The permissible characters for Person_Alternate_Id corrected in the Staff file.</p>
2015/06/01	<p>The business rule 'Field may not have a value greater than today's date' added to the following fields: Programme_End_Date, Subject_Reg_End_Date, Prog_Subj_End_Date, Termination_Date and POPI_Act_Status_Date.</p> <p>The business rule 'This field may not be left blank' added to the following fields in the Staff file (File 401): Provider_Code and Provider_ETQE_Id.</p> <p>The business rule 'Years_Teaching_Experience may not be greater than the person's age - 15 years' added to the following fields: Years_Teaching_Experience and Years_Formal_Training.</p> <p>The business rule 'Year_Week_Id must fall between Appointment_Date and Termination_Date' added to Year_Week_Id.</p> <p>The business rule 'If combination Provider_Code and Provider_ETQE_Id exist in 100 - Provider as Parent_Provider_Code and Parent_Provider_ETQE_Id then value may not be 4' removed from the field Staff_Type_Id.</p> <p>The business rule 'If Alternate_Id_Type_Id = 537 then combination of Alternate_Id_Type_Id, National_Id, Provider_Code and Provider_ETQE_Id must be unique' has been amended to include the text '(note only first 10 characters of National ID are used)' on the Person file (File 400).</p>

	<p>The business rule 'If Alternate_Id_Type_Id <> 537 then combination of Alternate_Id_Type_Id and National_Id must be unique' has been amended to include the text '(note only first 10 characters of National ID are used)' on the Person file (File 400).</p> <p>The business rule 'Field may not have a value if Part_Of_Id <> 2' has been amended to the field Programme_Code on the Subject Enrolment file (File 503).</p>
2015/09/16	<p>Removed Project file (File 003) and Financial Report file (File 102) and updated the file dependencies diagram.</p>
2015/10/05	<p>Changed mandatory requirements of Staff Subject (File 404) and Staff Classes.</p>
2016/01/19	<p>Changed mandatory requirements for the following fields in Provider (File 100):</p> <p>Latitude_Degree Latitude_Minutes Latitude_Seconds Longitude_Degree Longitude_Minutes Longitude_Seconds</p> <p>And the following fields in Person (File 400):</p> <p>Seeing_Rating_Id Hearing_Rating_Id Walking_Rating_Id Remembering_Rating_Id Communicating_Rating_Id Self_Care_Rating_Id</p>
2016/03/15	<p>Business rule requiring that the sum of Teaching_Hours for combination of Staff_Number, Year_Week_Id, Provider_Code and Provider_ETQE_Id may not be greater than 27 in File 405 has been removed.</p>
2017/02/07	<p>The business rule "The combination of Staff_Number, Provider_Code and Provider_ETQE_Id must be unique", has been changed to "The combination of Staff_Number, Provider_Code and Provider_ETQE_Id may only be allocated to one combination of National_Id, Person_Alternate_Id, Alternate_Id_Type_Id, Provider_Code and Provider_ETQE_Id" in File 401.</p> <p>File 404 and 405 are mandatory.</p> <p>ISO 8601 has been implemented for determining the start and end dates for a week. This applies to the business rule "Year_Week_Id must fall between Appointment_Date and Termination_Date" in file 405.</p> <p>The business rule "Field must contain a valid Unit_Standard_Id. Must contain a valid SAQA Unit Standard ID as registered on the National Qualifications Framework (NQF)" has been included on the Unit_Standard_Id field on File 406.</p>