A data collection overview

Skills Funding Agency

This programme will tell you what the ILR is, how to create an ILR file, how to return the data and when you need to return data. Click each item below to find out more information.

- **How to use this programme**
- **What is the ILR?**
- **Transmission methods**
- **File structure**
- **Creating an XML ILR file**
- **Collection timetable**
- **ILR documents location**

Skills Funding Agency

Specification of the Individualised Learner Record for 2014 to 2015

Version 3.1

June 2014

Skills Funding Agency

Provider Support Manual for 2014 to 2015

Version 1

Provider Support Manual 2014 to 2015
Version 1 – June 2014   Page 1 of 90

Throughout this programme there are several links to sources of information on the internet. To access these links you will need an internet connection.

Skills Funding Agency

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.
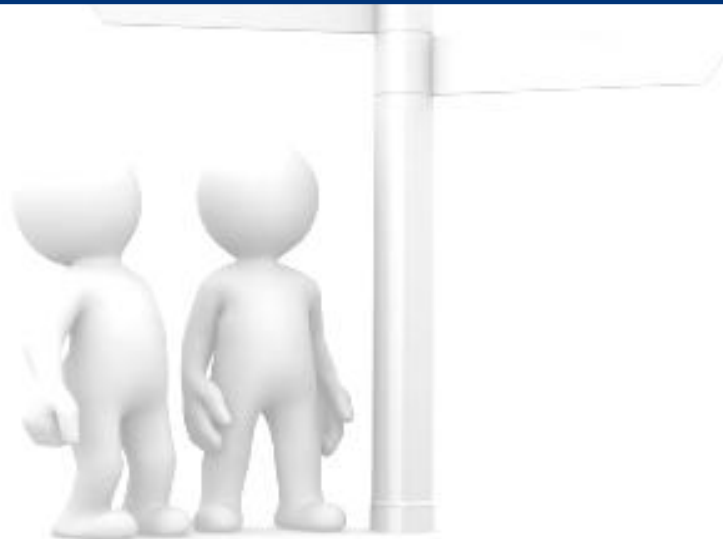
Skills Funding Agency

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.

This button will take you to the next page in this programme, or return you to the last menu page you visited if there are no more pages in that submenu.
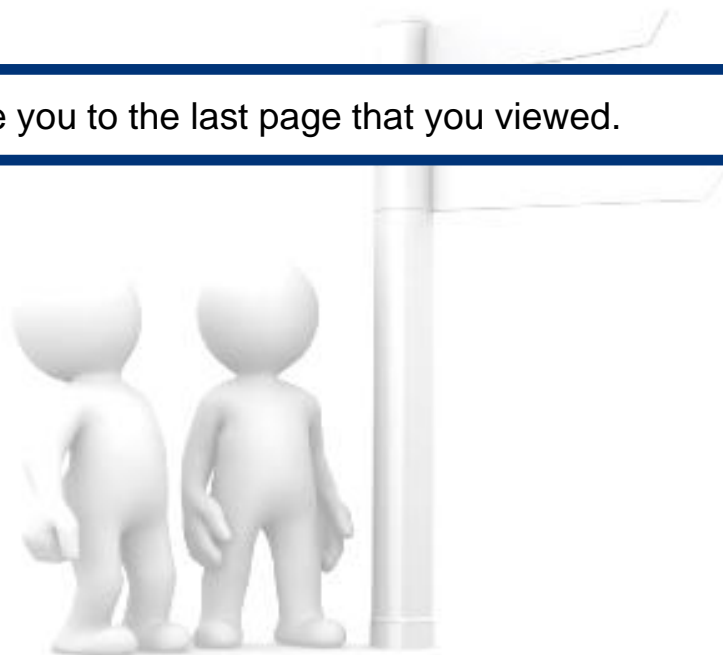
Skills Funding Agency

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.

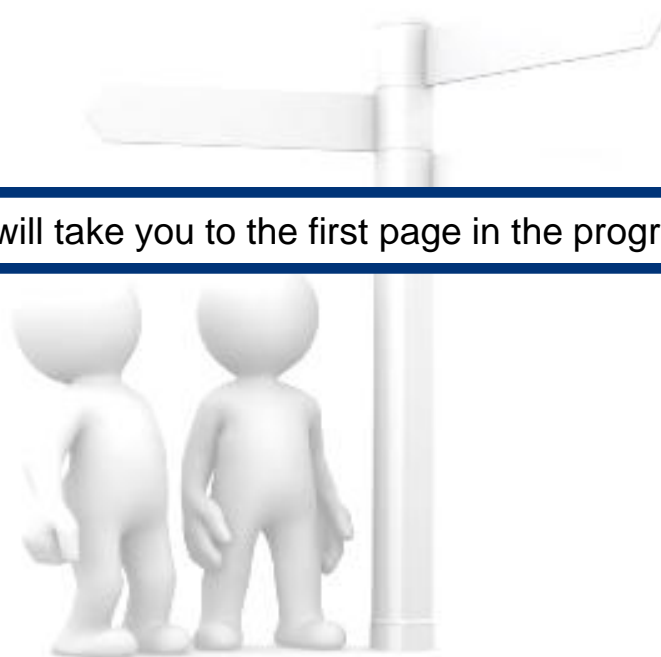This button will take you to the last page that you viewed.

Skills Funding Agency

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.

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This 'home' button will take you to the first page in the programme.

🏠 ? ⓘ ✕ ▶

How to use this programme

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.

This button will take you to the page that contains details of where to go for further information.

Skills Funding Agency

This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents.

This button will take you directly to the Skills Funding Agency pages on GOV.UK.
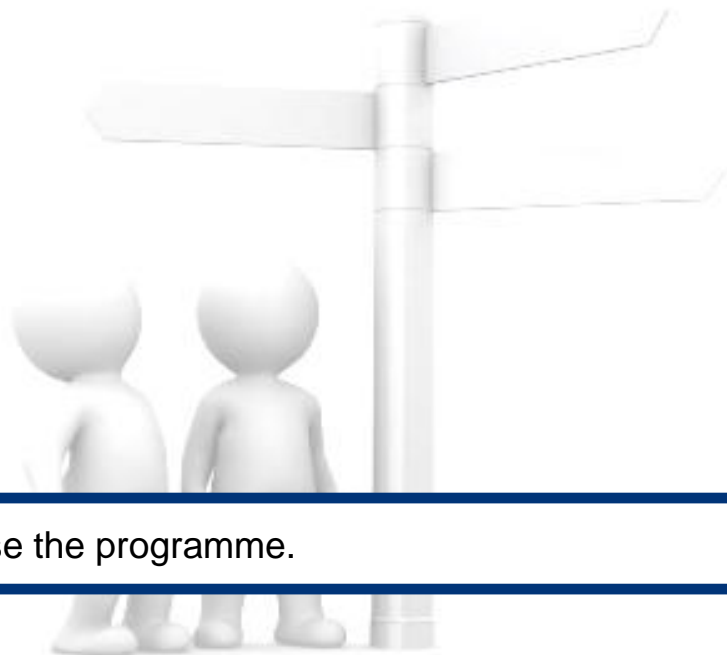
This page shows you how to move around this programme and how to get further information and/or support. Click on each of the icons below to find out what action each one represents. When you are ready, click on the 'home' button to go back to the first page of the programme or the 'next' button to begin the first section of the programme.

This button will close the programme.

Skills Funding Agency

The further education (FE) and skills sector in England uses the Individualised Learner Record (ILR) to collect data about learners in the system and the learning undertaken by each of them. This data is then used to ensure that public money is being spent in line with government targets, for future planning and to make the case for the sector in seeking future spending.

Data to be collected

ILR fields and entities

An ILR collection

XML file format

Skills Funding Agency

The further education (FE) and skills sector in England uses the Individualised Learner Record (ILR) to collect data about learners in the system and the learning undertaken by each of them. This data is then used to ensure that public money is being spent in line with government targets, for future planning and to make the case for the sector in seeking future spending.

Data to be collected

ILR fields and entities

An ILR collection

XML file format

For full information on what is collected in the ILR, please read the ILR specification.

Skills Funding Agency

The further education (FE) and skills sector in England uses the Individualised Learner Record (ILR) to collect data about learners in the system and the learning undertaken by each of them. This data is then used to ensure that public money is being spent in line with government targets, for future planning and to make the case for the sector in seeking future spending.

Data to be collected

ILR fields and entities

An ILR collection

XML file format

The ILR is made up of entities such as learner details and learning delivery details. Each entity contains a number of fields that must be completed depending on the learning being delivered.

What is the ILR?

The further education (FE) and skills sector in England uses the Individualised Learner Record (ILR) to collect data about learners in the system and the learning undertaken by each of them. This data is then used to ensure that public money is being spent in line with government targets, for future planning and to make the case for the sector in seeking future spending.

Data to be collected

ILR fields and entities

An ILR collection

XML file format

All learner data, regardless of the funding model, must be returned in an ILR file. Please refer to the **Appendix A** collection timetable for the relevant year. You can find this on the **ILR documents page**.

What is the ILR?

The further education (FE) and skills sector in England uses the Individualised Learner Record (ILR) to collect data about learners in the system and the learning undertaken by each of them. This data is then used to ensure that public money is being spent in line with government targets, for future planning and to make the case for the sector in seeking future spending.

Data to be collected

ILR fields and entities

An ILR collection
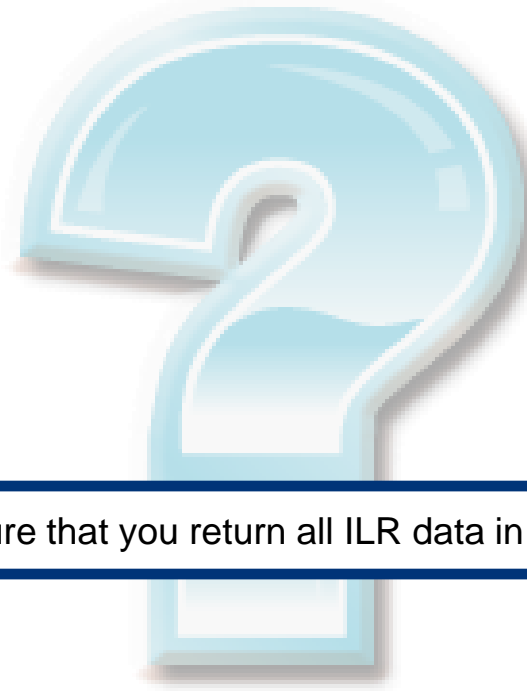
XML file format

Please ensure that you return all ILR data in XML format.

Skills Funding Agency

Providers can send two types of batch file, A and B files. Click each item below to find out more information.

File format

File name and header

'A' files

'B' files

Transmission methods – batch files

Providers can send two types of batch file, A and B files. Click each item below to find out more information.

File format

File name and header

'A' files

'B' files

The Hub only accepts files in XML format. See **How to create an XML file** for information on converting to XML format.

Skills Funding Agency

Providers can send two types of batch file, A and B files. Click each item below to find out more information.

File format

File name and header

'A' files

'B' files

The file name and file header indicate whether you are returning an 'A' or 'B' type of file. It also contains your provider number, the transmission year and file preparation date which is used in some validation rules.

Skills Funding Agency

Providers can send two types of batch file, A and B files. Click each item below to find out more information.

File format

File name and header

'A' files

'B' files

'A' files must contain all learners across all funding models. An 'A' file will **REPLACE** all the data previously submitted that is being held in the national ILR database.

Skills Funding Agency

Providers can send two types of batch file, A and B files. Click each item below to find out more information.

File format

File name and header

'A' files

'B' files

'B' files can contain only some of the learners that are studying with you. For example, the file may contain only new starters in a particular month or may contain updated data for some of the learners.

Any learner record in a 'B' file will replace the learner record for that learner in the national ILR database. Consequently all learning aim records for all funding models must be sent with the learner record. Learner details held in the national ILR database for the learners who are not present in the file, will remain unchanged.

This page has information about data entry arrangements. Click both items below to find out more information.

Returning ILR data: batch files

Returning ILR data: data entry

Skills Funding Agency

This page has information about data entry arrangements. Click both items below to find out more information.

Returning ILR data: batch files

Returning ILR data: data entry

Providers are expected to deliver their ILR data in a single XML file produced by their Management Information (MI) systems. Once this file has been created it should be uploaded to the Skills Funding Agency data collection facility on **the Hub**.

NOTE: Calls should not be made to the **service desk** about issues with your MI systems. These should be raised with your service provider.

Transmission methods – data entry

This page has information about data entry arrangements. Click both items below to find out more information.

Returning ILR data: batch files

Returning ILR data: data entry

Providers who do not have an MI system capable of generating an XML file can use the **ILR learner entry tool**, which can be downloaded from **the Hub**.

The ILR learner entry tool is an application which enables users to create 2014 to 2015 ILR data in XML file format manually using a data entry interface.

This facility has been designed to support providers with fewer than 500 learners.

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.
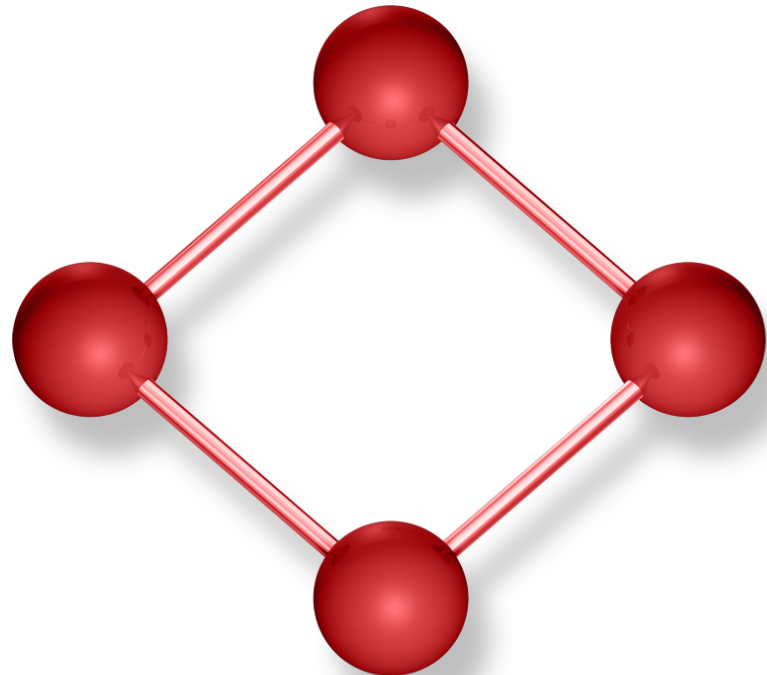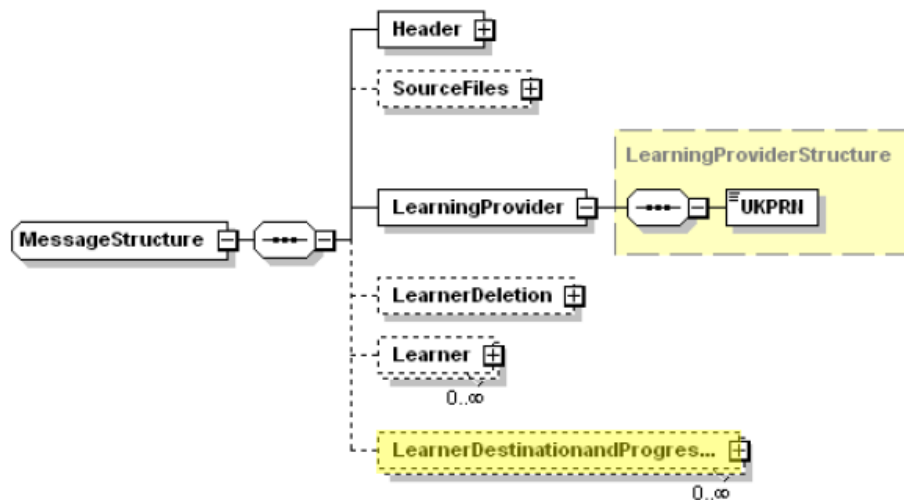
Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

Skills Funding Agency

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.
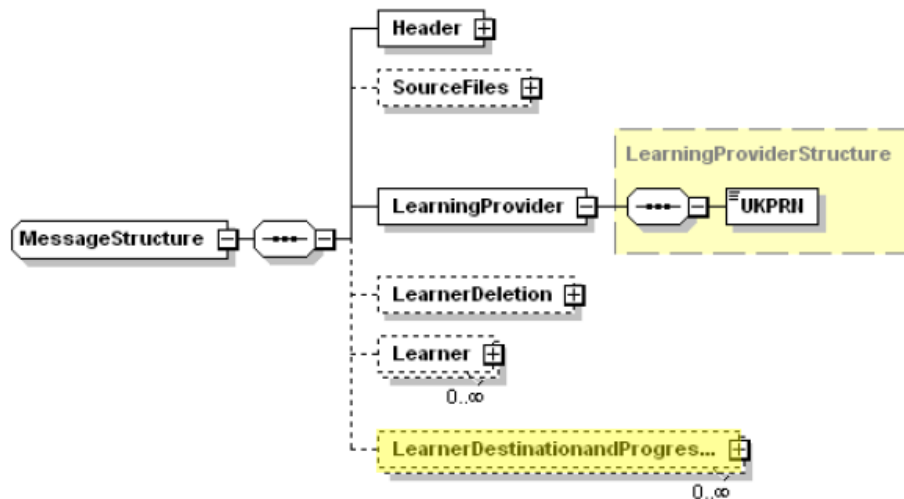
Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

The diagram below shows a high-level view of the structure of the file that you will need to return to **the Hub**.

Skills Funding Agency

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.
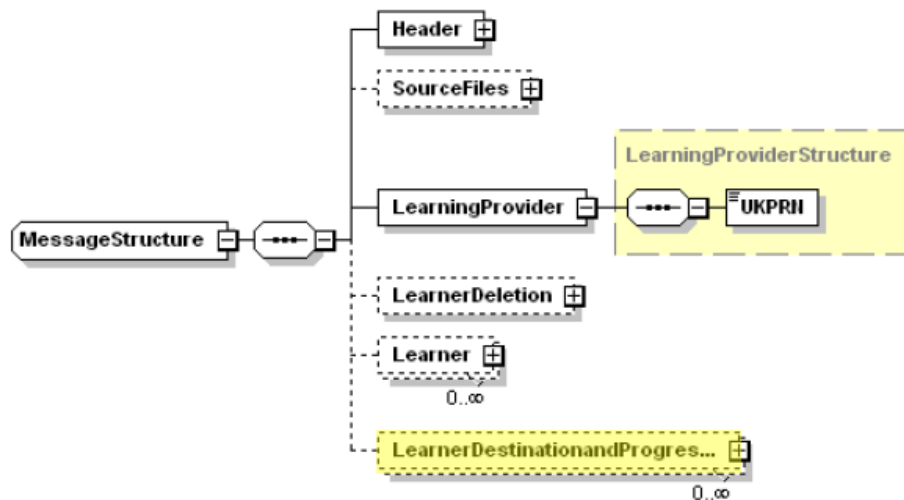
Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

The Header section contains information on which year your data refers to and when the file was made. In addition, it also holds the transmission information and details of the MI system used to create the file.

File structure overview

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.

Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

The learning provider section contains your UK Provider Reference Number (UKPRN).

File structure overview

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.
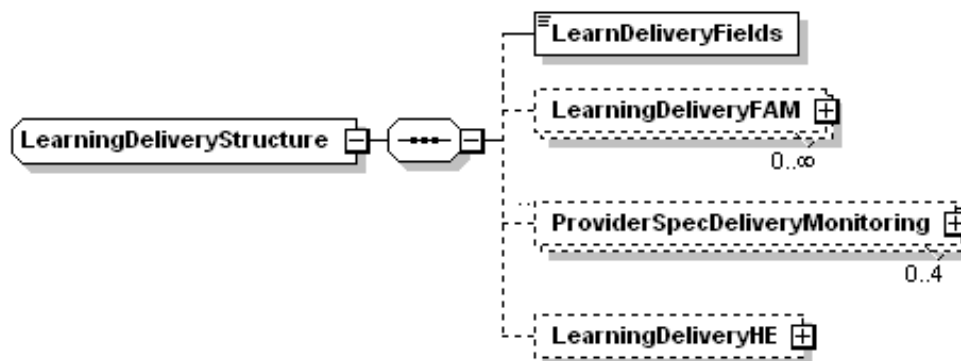
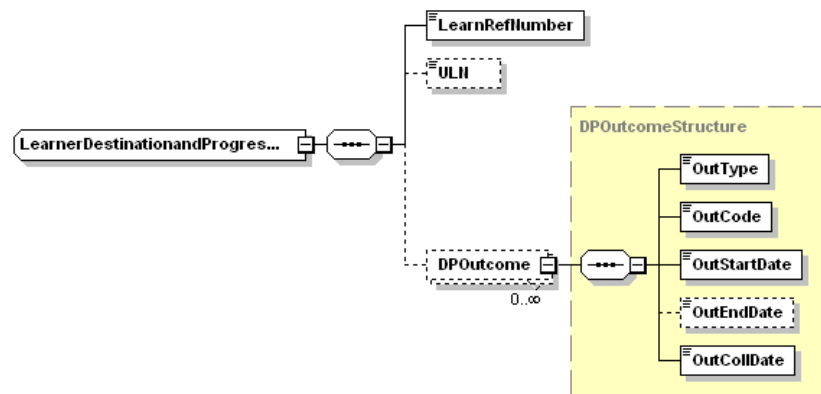Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

The learner entity contains a learner's details such as their name, date of birth and sex, along with other entities that relate to the learner.

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.

Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

The learning delivery entity contains information about the learning aim, including any programme information if applicable, that a single learner is undertaking.

Skills Funding Agency

The structure of the XML ILR file is an efficient and easy way to represent the ILR data structures. It does not require null values, like zeros or spaces, to be sent where data is not required. Refer to the year specific ILR specification on the **ILR documents page** for more details.

Message structure

Header

Learning provider

Learner

Learning delivery

Destination and progression

Data about a learner's destination and progression following the end of learning is collected in the ILR to demonstrate how the FE sector is contributing to the future success of learners.
The learner destination and progression entity is not part of the learner entity, instead it is returned as a separate record within the ILR file.

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages give an overview of how this information is structured. Click each item below to find out more.

Structure
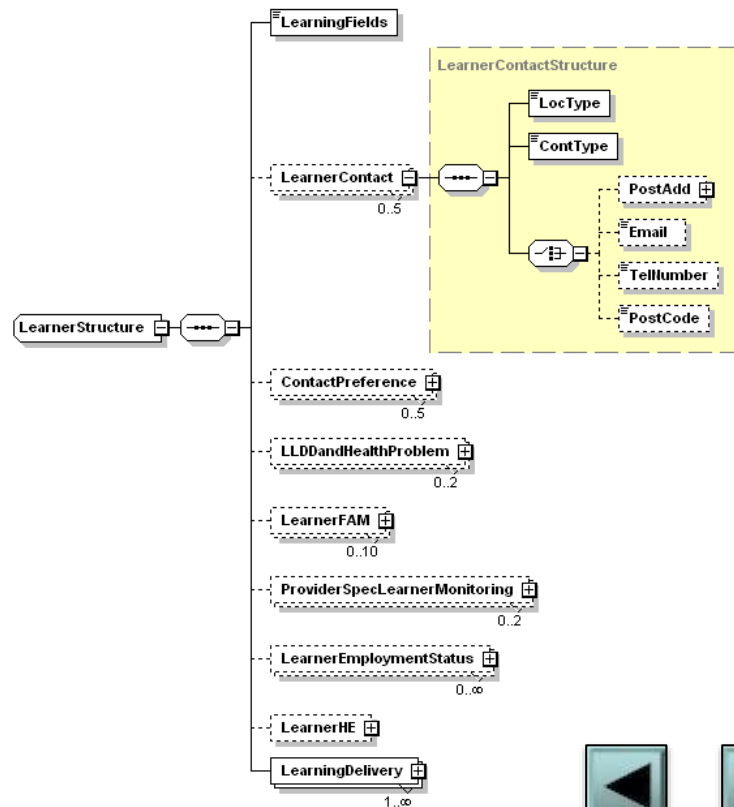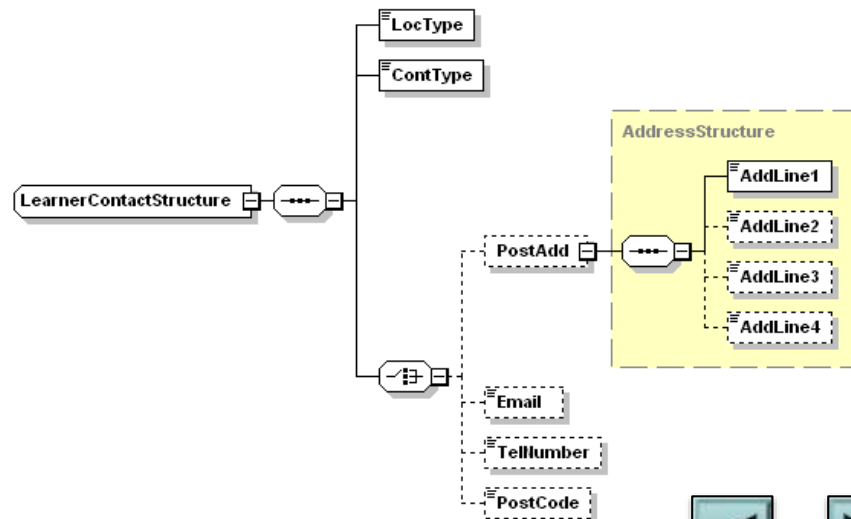
Postcodes

Returning the data

Learner contact entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages give an overview of how this information is structured. Click each item below to find out more.

The learner contact entity collects address details, telephone number, email address and postcode information for each learner, as shown in the picture below.

Structure

Postcodes

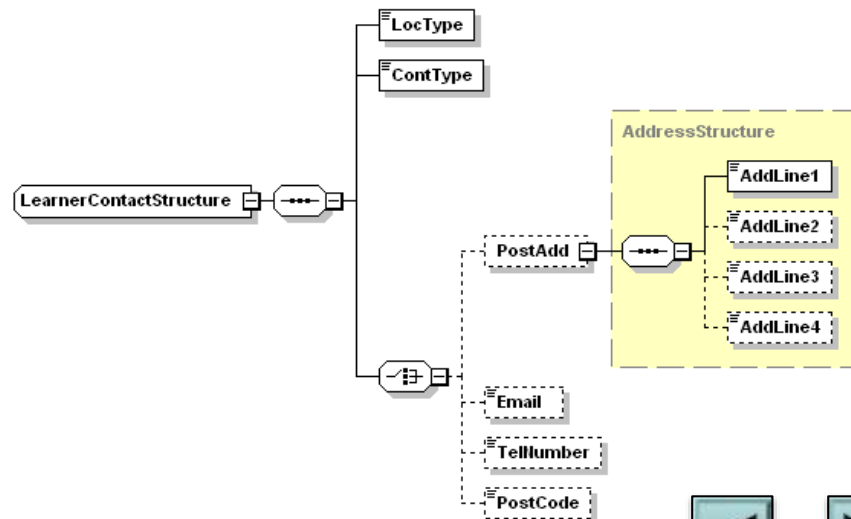**Returning the data**

Learner contact entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages give an overview of how this information is structured. Click each item below to find out more.

The ILR collects the current postcode of the learner as well as the postcode prior to enrolment.

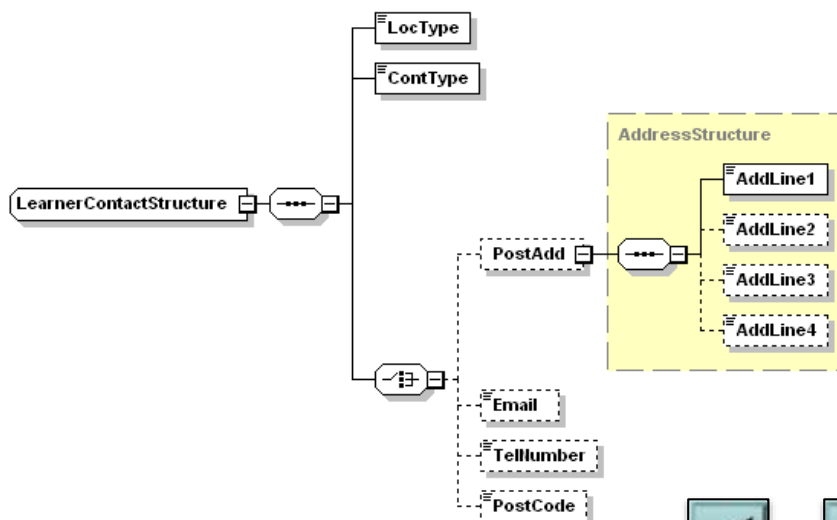**Structure**

Postcodes

Returning the data

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages give an overview of how this information is structured. Click each item below to find out more.

Structure

Postcodes

Returning the data

In an XML return, a locator type is specified (either address, postcode, telephone or email) and then a contact type (either current or prior to enrolment).
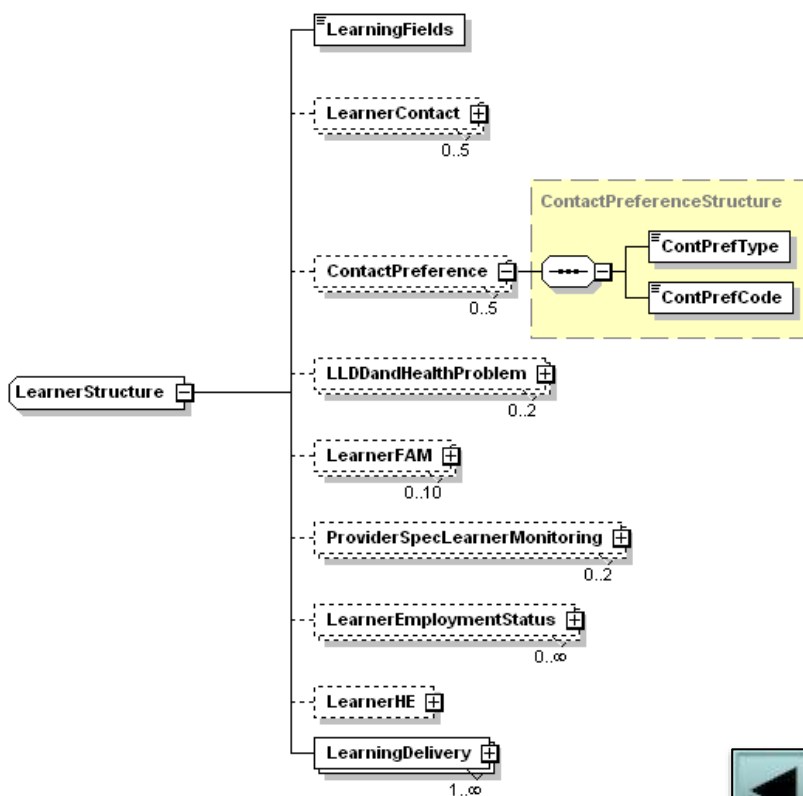
Learner contact preference entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages gives an overview of how the contact preference information is structured. Click each item below to find out more.

Structure

Example

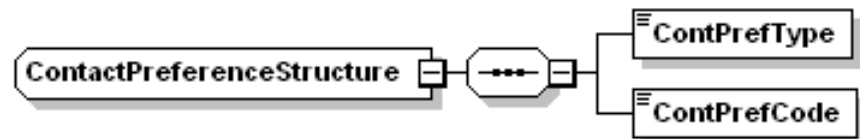**Learners**

Learner contact preference entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages gives an overview of how the contact preference information is structured. Click each item below to find out more.

Structure

Example

Learners

The learner contact preference entity collects the restricted use indicators which detail whether a learner can be contacted for different purposes for example, for survey purposes. It also holds the preferred method of contact, which allows a learner to opt out of being contacted by phone, email or post.

Learner contact preference entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages gives an overview of how the contact preference information is structured. Click each item below to find out more.
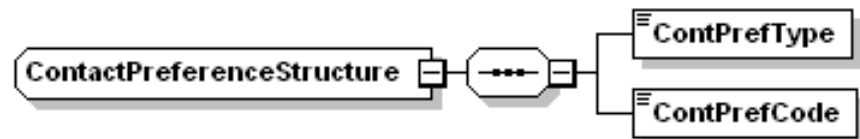
Structure

Example

Learners

A learner who has indicated that they do not wish to be contacted about courses or learning opportunities and who does not wish to be contacted by post or phone would return codes RUI1, PMC1 and PMC2.

A maximum of five contact preference records can be returned for each learner.

Learner contact preference entity

Within the learner entity, the learner's contact details and contact preference are held in separate structures. These pages gives an overview of how the contact preference information is structured. Click each item below to find out more.

Structure

Example

Learners

Learners should be asked if they wish to opt out of being contacted for surveys, research and marketing and by any contact method recorded, on completion at enrolment.
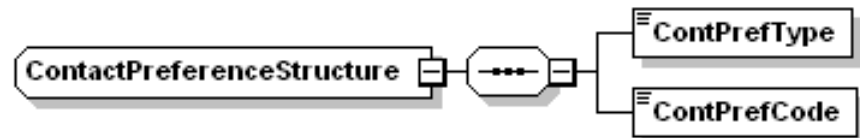
ContactPreferenceStructure ┤ ┤ ···· ┤ ContPrefType
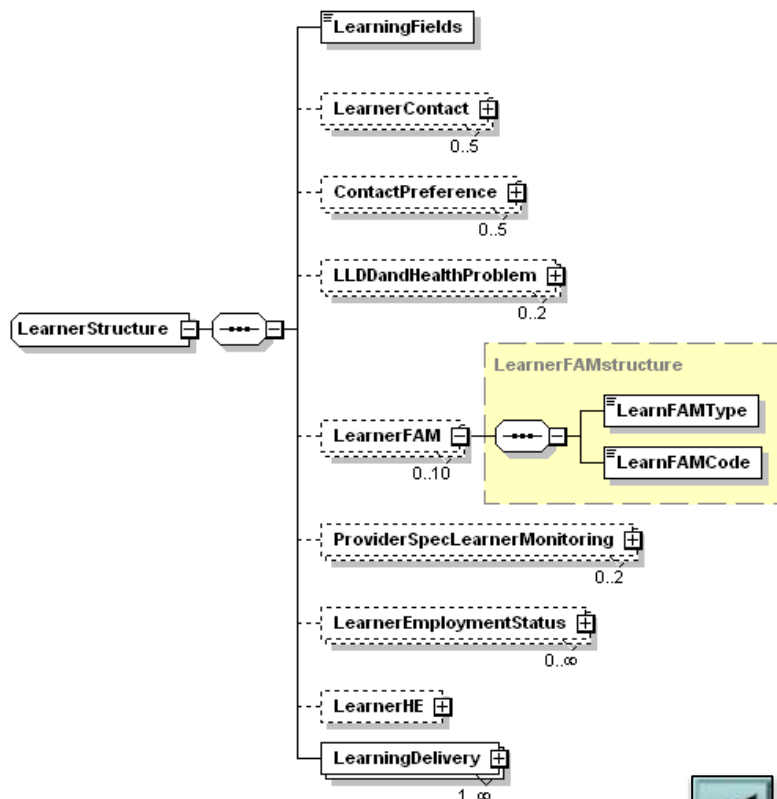ContPrefCode

Learner funding and monitoring (FAM)

Funding and monitoring information that relates directly to the learner, is held in its own structure. Click each item below to find out more information on the learner FAM.

Structure

Learner FAM types

'Not known' codes

Funding and monitoring information that relates directly to the learner, is held in its own structure. Click each item below to find out more information on the learner FAM.

Structure

Learner FAM types

'Not known' codes

Data collected in the learner FAM entity is used to identify additional attributes of the learner that will either inform the funding of the learner, or additional monitoring.

The Learner FAM structure, shown below, firstly records the type of funding or monitoring that a provider is returning, followed by the associated code.

Learner funding and monitoring (FAM)

Funding and monitoring information that relates directly to the learner, is held in its own structure. Click each item below to find out more information on the learner FAM.
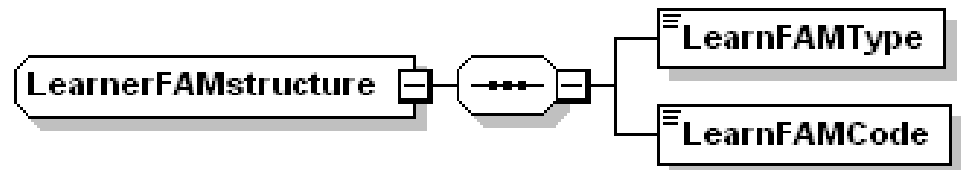
Structure

Learner FAM types

'Not known' codes

Data collected in the learner funding and monitoring (FAM) entity is used to identify additional attributes of the learner that will either inform additional monitoring or funding of the learner.

The learner funding and monitoring entity is only required if any of the FAM type characteristics apply to that learner. Please refer to the individual FAM types in the ILR specification for collection requirements.

Learner funding and monitoring (FAM)

Funding and monitoring information that relates directly to the learner, is held in its own structure. Click each item below to find out more information on the learner FAM.
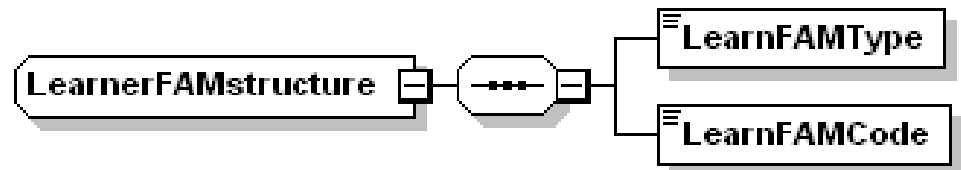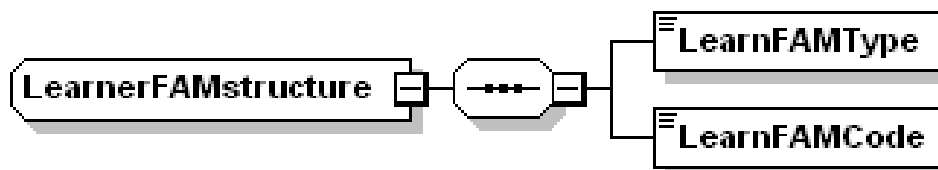
Structure

Learner FAM types

'Not known' codes

A learner FAM type only needs to be returned if it applies.

All of the employment related fields are grouped together in their own structure, within the learner entity. Click each item to find out more information.

Structure

Employment status

Employer identifier

Employment status monitoring

All of the employment related fields are grouped together in their own structure, within the learner entity. Click each item to find out more information.

Structure

Employment status

Employer identifier

Employment status monitoring

The diagram below shows the employment status structure and where the associated employment monitoring is located.
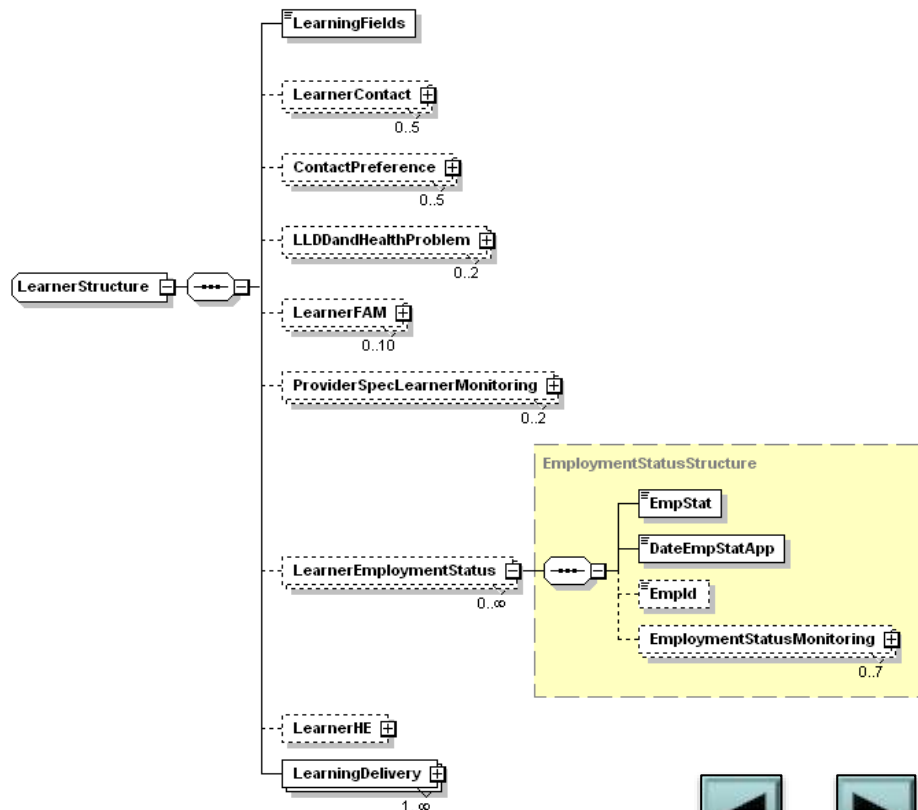
All of the employment related fields are grouped together in their own structure, within the learner entity. Click each item to find out more information.

Structure

Employment status

Employer identifier

Employment status monitoring

This is a learner's employment status prior to enrolment and should be completed when a learner first enrols with a provider. The date field must be completed with this status.

All of the employment related fields are grouped together in their own structure, within the learner entity. Click each item to find out more information.
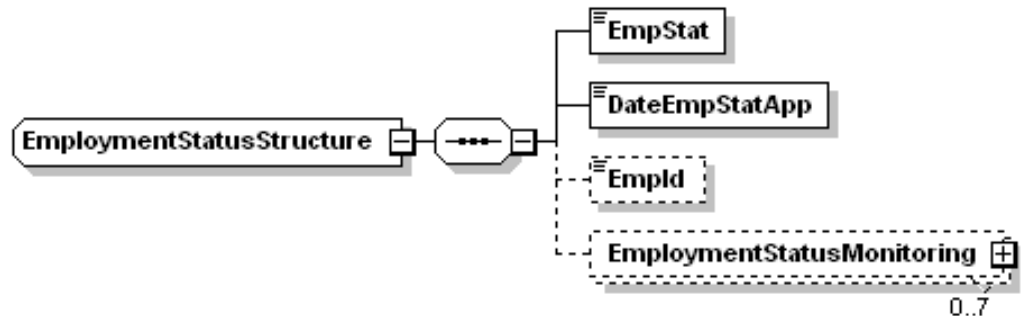
Structure

Employment status

Employer identifier

Employment status monitoring

The ILR specification provides details on locating and obtaining employer numbers with the **Employer Data Service**.

Skills Funding Agency

All of the employment related fields are grouped together in their own structure, within the learner entity. Click each item to find out more information.
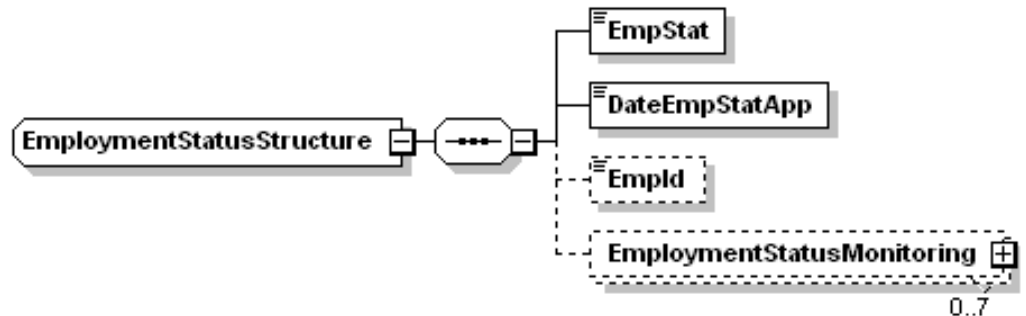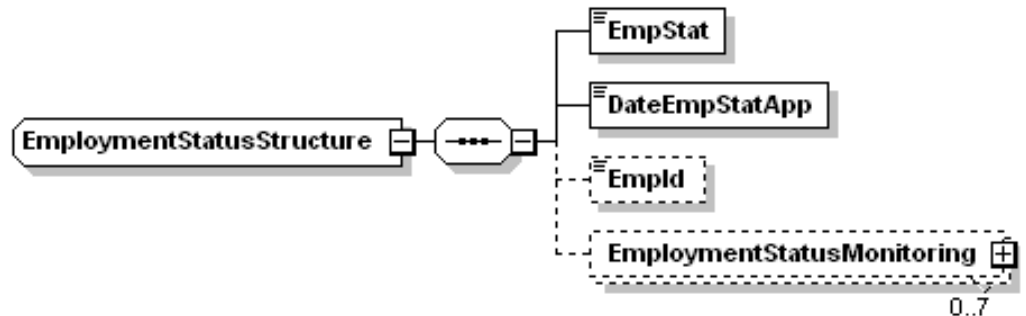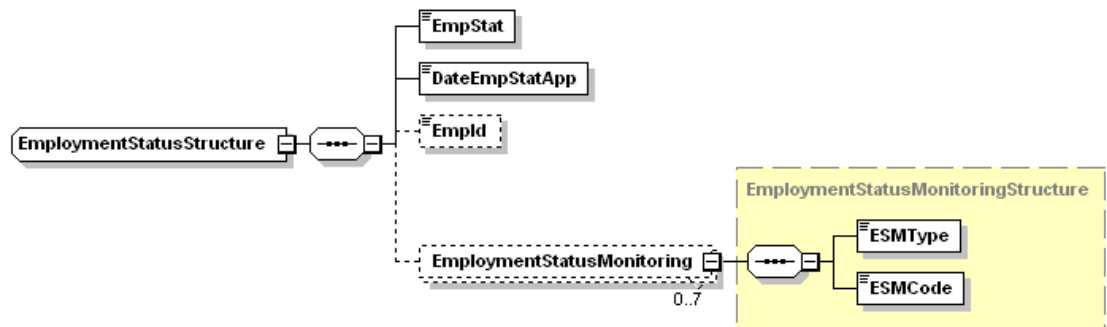
Structure

Employment status

Employer identifier

Employment status monitoring

This entity is split into type and code, similar to FAM.

It is used to monitor the economic activity of the learner such as whether they are self-employed and length of unemployment. For a full list of codes please refer to the year specific ILR specification on the **ILR documents page** for more details.

Skills Funding Agency

Funding and monitoring (FAM) information that relates directly to the aim being delivered, is held in its own structure within the learning delivery entity. Click each item below to find out more information on the learning delivery FAMs.

Structure

Learning delivery FAM types

Dates to and from

LearnDeliveryFields

LearningDeliveryStructure

LearnDeliveryFields

LearningDeliveryFAM
0..∞

LearningDelFAMstructure

LearnDelFAMType

LearnDelFAMCode

LearnDelFAMDateFrom

LearnDelFAMDateTo

ProviderSpecDeliveryMonitoring
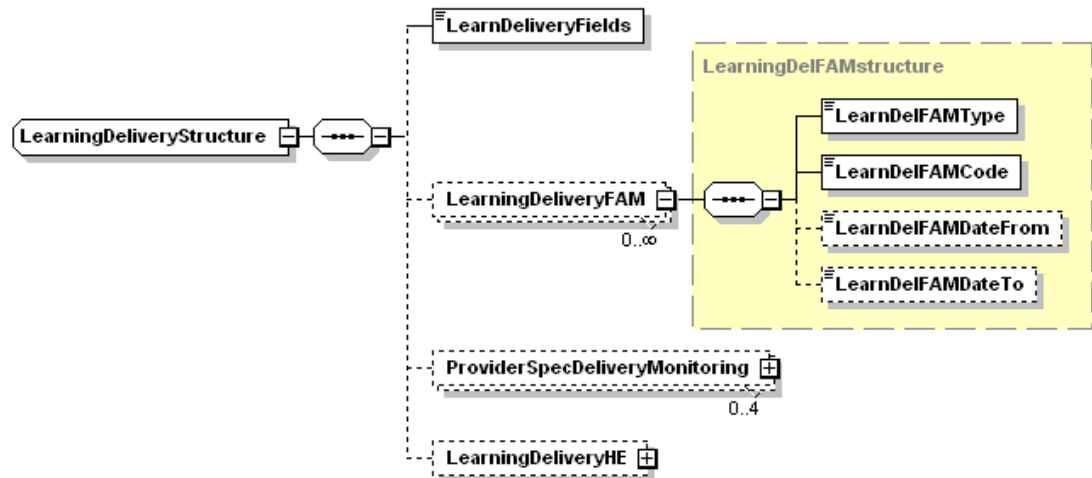0..4

LearningDeliveryHE

Learning delivery funding and monitoring

Funding and monitoring (FAM) information that relates directly to the aim being delivered, is held in its own structure within the learning delivery entity. Click each item below to find out more information on the learning delivery FAMs.

Structure

Learning delivery FAM types

Dates to and from

Data collected in the learning delivery funding and monitoring entity is used to identify additional attributes of the learning delivery that will either inform additional monitoring or funding of the learner.

The learning delivery FAM structure, shown below, firstly records the type of funding or monitoring that a provider is returning, followed by the associated code.

Skills Funding Agency

Funding and monitoring (FAM) information that relates directly to the aim being delivered, is held in its own structure within the learning delivery entity. Click each item below to find out more information on the learning delivery FAMs.
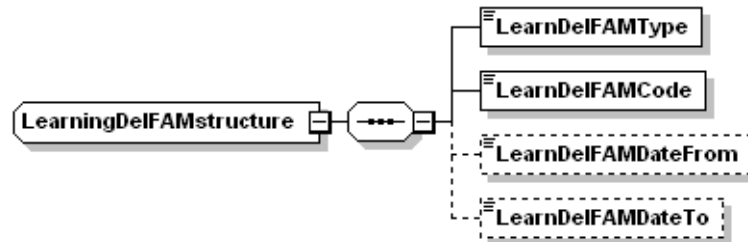
Structure

Learning delivery FAM types

Dates to and from

The learning delivery funding and monitoring entity is only required if any of the FAM type characteristics apply to that learner. Please refer to the individual FAM types in the ILR specification for collection requirements.

LearningDelFAMstructure
- LearnDelFAMType
- LearnDelFAMCode
- LearnDelFAMDateFrom
- LearnDelFAMDateTo
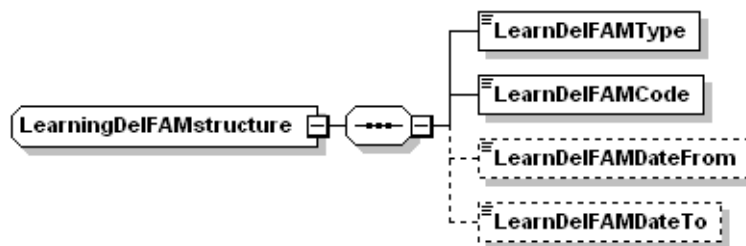
Learning delivery funding and monitoring

Funding and monitoring (FAM) information that relates directly to the aim being delivered, is held in its own structure within the learning delivery entity. Click each item below to find out more information on the learning delivery FAMs.

Structure

Learning delivery FAM types

Dates to and from

The learning delivery dates 'to' and 'from' fields should only be completed for learners who use learning delivery FAM types Learning support funding (LSF) and 24+ Advanced Learning Loans Bursary fund (ALB).
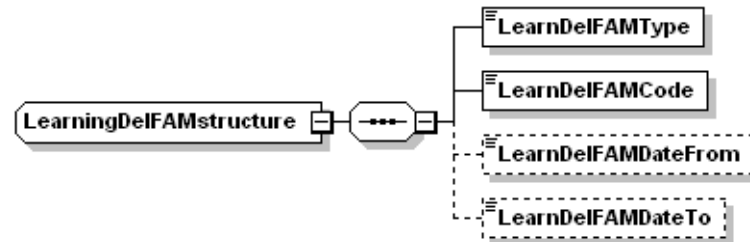
Recording learning delivery work placement

The learning delivery work placement entity is used to collect additional data about individual work experience placements that are being undertaken by a learner as part of a traineeship, supported internship or 16-19 study programme.

Each work experience learning aim must have one or more work placement records associated with it. If a learner undertakes multiple work placements during their traineeship or study programme then separate work placement records will be recorded for each placement.
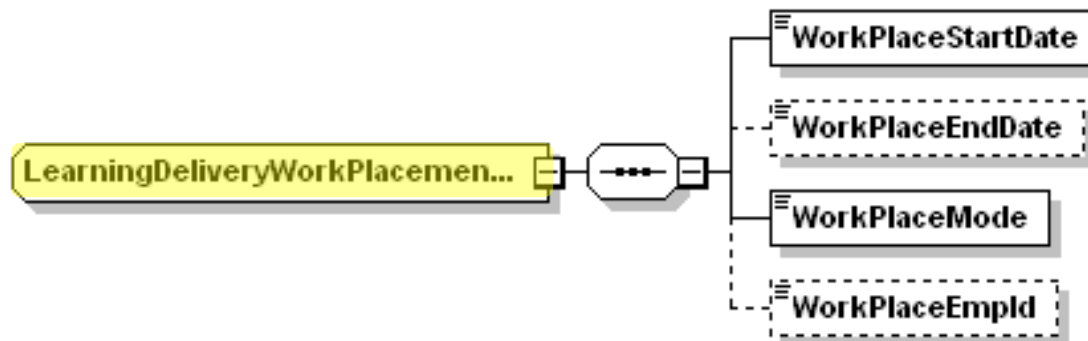
This entity will be used to record financial information about apprenticeship Trailblazers. Each apprenticeship Trailblazer will have a number of separate financial records associated with the apprenticeship programme aim.
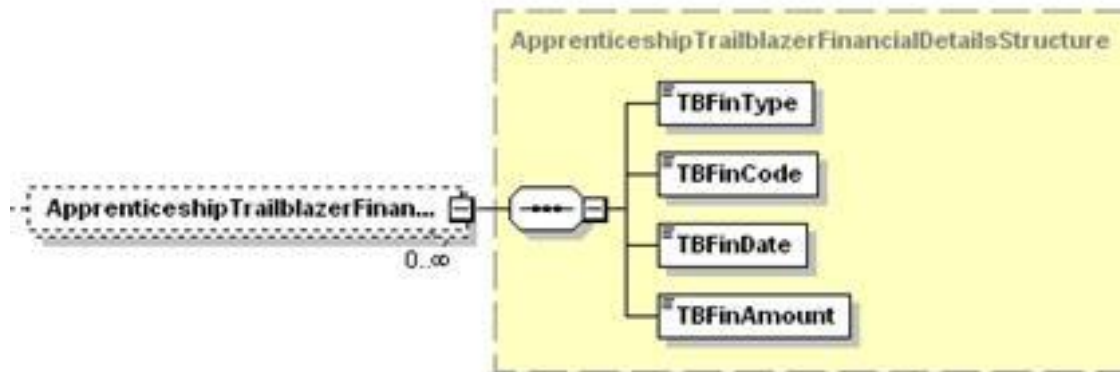
Skills Funding Agency

This page tells you how to create an XML file ready for submission to **the Hub**. Click each item below to find out more information.

Using your MI system

Using FIS

This page tells you how to create an XML file ready for submission to **the Hub**. Click each item below to find out more information.

Using your MI system

Using FIS

Your MI system should be capable of exporting an XML file ready to submit to the Hub.

This page tells you how to create an XML file ready for submission to **the Hub**. Click each item below to find out more information.

Using your MI system

Using FIS

If your MI system is not capable of exporting an XML file. Then you can download the **ILR learner entry tool** from the Hub.

Skills Funding Agency

This page tells you how to create a single XML file with all your learners in, ready for submission to **the Hub**. Click each item below to find out more information.

Single MI system

Multiple MI systems

How to merge files

Skills Funding Agency

This page tells you how to create a single XML file with all your learners in, ready for submission to **the Hub**. Click each item below to find out more information.

Single MI system

Multiple MI systems

How to merge files

If all your learners are held in one MI system, you may be able to export a single file containing all of your learners. If not, you will need to use the **Funding Information System (FIS)** to combine ILR files together, as described under the **How to create an XML file** section of this programme.

Skills Funding Agency

This page tells you how to create a single XML file with all your learners in, ready for submission to **the Hub**. Click each item below to find out more information.

Single MI system

Multiple MI systems

How to merge files

If your learners are held in separate systems or your system can only create separate files for a particular funding model, then you will need to combine your learners into a single file in order to be able to submit them.

How to create an ILR file

This page tells you how to create a single XML file with all your learners in, ready for submission to **the Hub**. Click each item below to find out more information.

Single MI system

Multiple MI systems

How to merge files

If you need to merge your learners into a single file, you can do so by using the **Funding Information System (FIS)**.

Skills Funding Agency

This page tells you how to delete learners using the ILR. There are two ways in which erroneous learner records can be deleted from the data held by the Skills Funding Agency. Click each item below to find about the two methods.

'A' files

'A' or 'B' files

Learner deletion record

How to create an ILR file – deleting learners

This page tells you how to delete learners using the ILR. There are two ways in which erroneous learner records can be deleted from the data held by the Skills Funding Agency. Click each item below to find about the two methods.

'A' files

'A' or 'B' files

Learner deletion record

You can send an 'A' file with the learner (and associated learning aims) removed from the file. This replaces the entire file with the new one.

How to create an ILR file – deleting learners

This page tells you how to delete learners using the ILR. There are two ways in which erroneous learner records can be deleted from the data held by the Skills Funding Agency. Click each item below to find about the two methods.

'A' files

'A' or 'B' files

Learner deletion record

You can send an 'A' or 'B' file with the learners indicated for deletion at the start of the file. Only the learner reference number of these learners who need to be deleted should be sent. None of the other learner fields or learning delivery fields need to be included

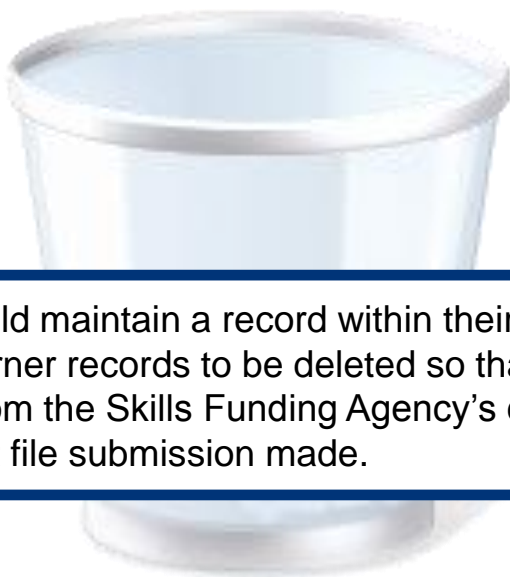This page tells you how to delete learners using the ILR. There are two ways in which erroneous learner records can be deleted from the data held by the Skills Funding Agency. Click each item below to find about the two methods.

'A' files

'A' or 'B' files

Learner deletion record

Providers should maintain a record within their own systems of learner records to be deleted so that they can be removed from the Skills Funding Agency's database as part of the next file submission made.

Skills Funding Agency

This page will help you deal with learners who have been returned in different ILR return types or have multiple reference numbers. Click each item below to find the actions you will need to take.

Can I use FIS?

What about learners with more than one reference?

New learners

How to create an ILR file – merging learner records

Skills Funding Agency

This page will help you deal with learners who have been returned in different ILR return types or have multiple reference numbers. Click each item below to find the actions you will need to take.

Can I use FIS?

What about learners with more than one reference?

New learners

Yes. You can use the **Funding Information System (FIS)** to merge learner records, where the learner has previously been returned in two, or more, different return types. FIS will only merge learner records for learners who have identical learner reference numbers and learner records in each file.

Skills Funding Agency

This page will help you deal with learners who have been returned in different ILR return types or have multiple reference numbers. Click each item below to find the actions you will need to take.

Can I use FIS?

What about learners with more than one reference?

New learners

If a learner has more than one learner reference number, use one in the 'Learner Reference number' field and record the other as 'Learner reference number in previous year'.

Remember that a learner's details must be merged to a single reference number.
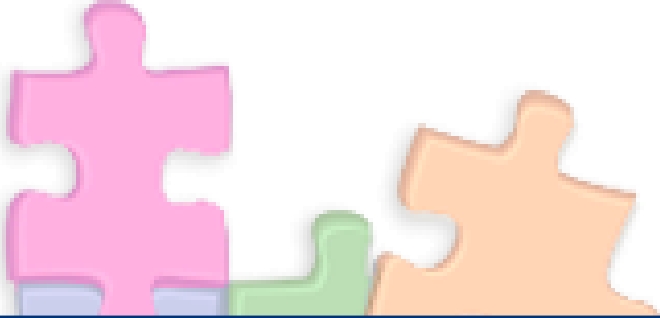
Skills Funding Agency

This page will help you deal with learners who have been returned in different ILR return types or have multiple reference numbers. Click each item below to find the actions you will need to take.

Can I use FIS?

What about learners with more than one reference?

New learners

All new learners must be recorded using a single learner record and therefore, have only one learner reference number.

Skills Funding Agency

The ILR collection timetable details when providers must return data to the Skills Funding Agency. Refer to the **Appendix A** collection timetable for the relevant year which is located from the **ILR documents page** for information on when to return an ILR file.

Return dates

Transmission frequency

Provider responsibility

End of year hard close

The ILR collection timetable details when providers must return data to the Skills Funding Agency. Refer to the **Appendix A** collection timetable for the relevant year which is located from the **ILR documents page** for information on when to return an ILR file.

Return dates

Transmission frequency

Provider responsibility

End of year hard close

The collection timetable defines the dates by which ILR data must be returned. There are collection dates throughout the year for specific funding and provider types. Provider data must be returned during a collection window, which closes on the published return date.
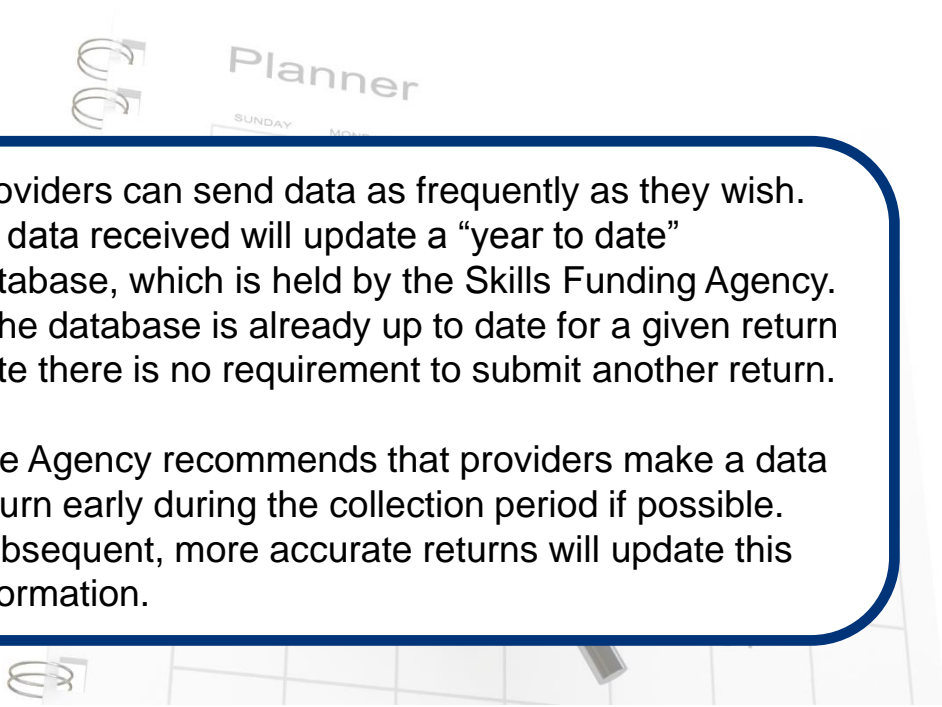
The ILR collection timetable details when providers must return data to the Skills Funding Agency. Refer to the **Appendix A** collection timetable for the relevant year which is located from the **ILR documents page** for information on when to return an ILR file.

Return dates

Transmission frequency

Provider responsibility

End of year hard close

Providers can send data as frequently as they wish. All data received will update a "year to date" database, which is held by the Skills Funding Agency. If the database is already up to date for a given return date there is no requirement to submit another return.

The Agency recommends that providers make a data return early during the collection period if possible. Subsequent, more accurate returns will update this information.

Collection timetable

The ILR collection timetable details when providers must return data to the Skills Funding Agency. Refer to the **Appendix A** collection timetable for the relevant year which is located from the **ILR documents page** for information on when to return an ILR file.

Return dates

Transmission frequency

Provider responsibility

End of year hard close

You are responsible for ensuring your data is fully up to date for each return. If you miss a return date, then your data may not fully reflect your provision at the date requested. You will be able to reflect this at the next return date, but there is no way of amending your data for the original return.
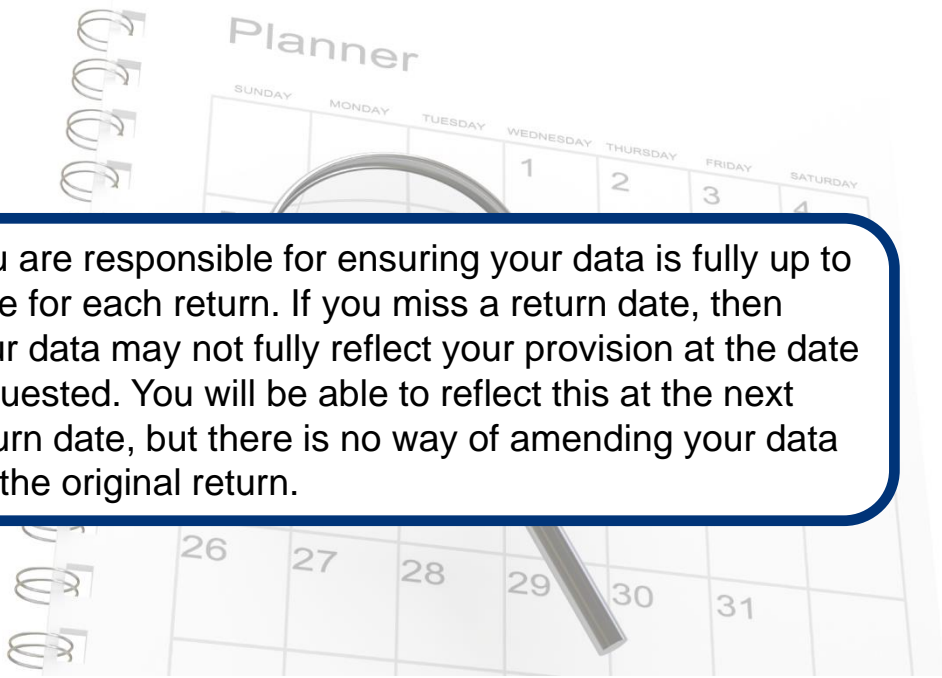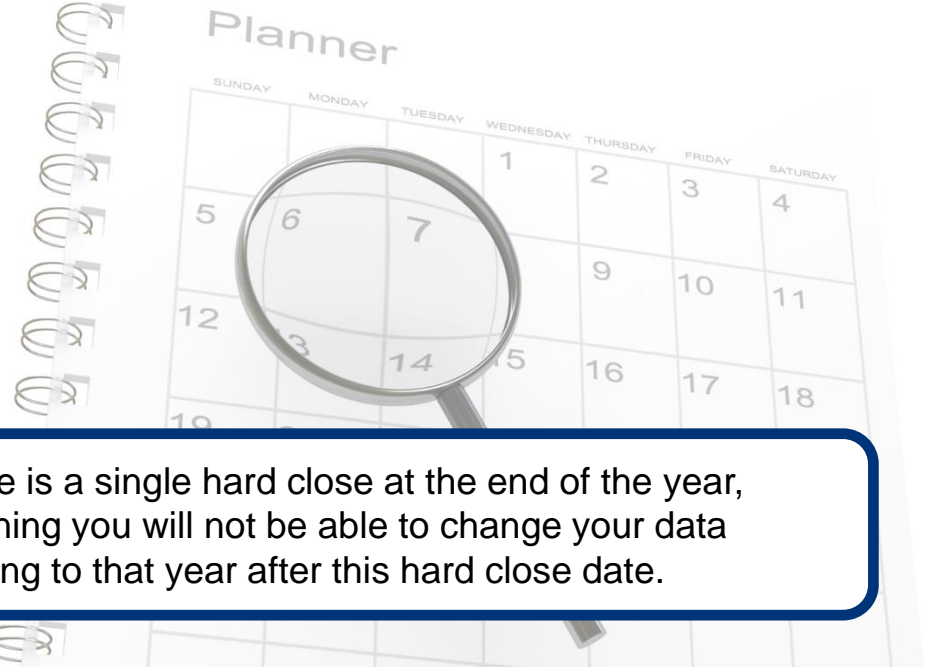
Skills Funding Agency

The ILR collection timetable details when providers must return data to the Skills Funding Agency. Refer to the **Appendix A** collection timetable for the relevant year which is located from the **ILR documents page** for information on when to return an ILR file.

Return dates

Transmission frequency

Provider responsibility

End of year hard close

There is a single hard close at the end of the year, meaning you will not be able to change your data relating to that year after this hard close date.

This page summarises the contents of the **Appendix A** collection timetable for the relevant year, which is located from the **ILR documents page** for information on when to return an ILR file.

Colleges and Local Authorities

Private training organisations

16 – 18 apprenticeships

Skills Funding Agency
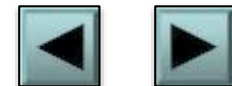
This page summarises the contents of the **Appendix A** collection timetable for the relevant year, which is located from the **ILR documents page** for information on when to return an ILR file.

Colleges and Local Authorities

Private training organisations

16 – 18 apprenticeships

You will need to ensure your data is up to date for a quarterly return in December, February, June and September (with the exception of 16-18 apprenticeships).

Skills Funding Agency

This page summarises the contents of the **Appendix A** collection timetable for the relevant year, which is located from the **ILR documents page** for information on when to return an ILR file.

Colleges and Local Authorities

Private training organisations

16 – 18 apprenticeships

You will need to ensure that your data is up to date on a monthly basis. The data return will be closed on the fourth working day of each month.
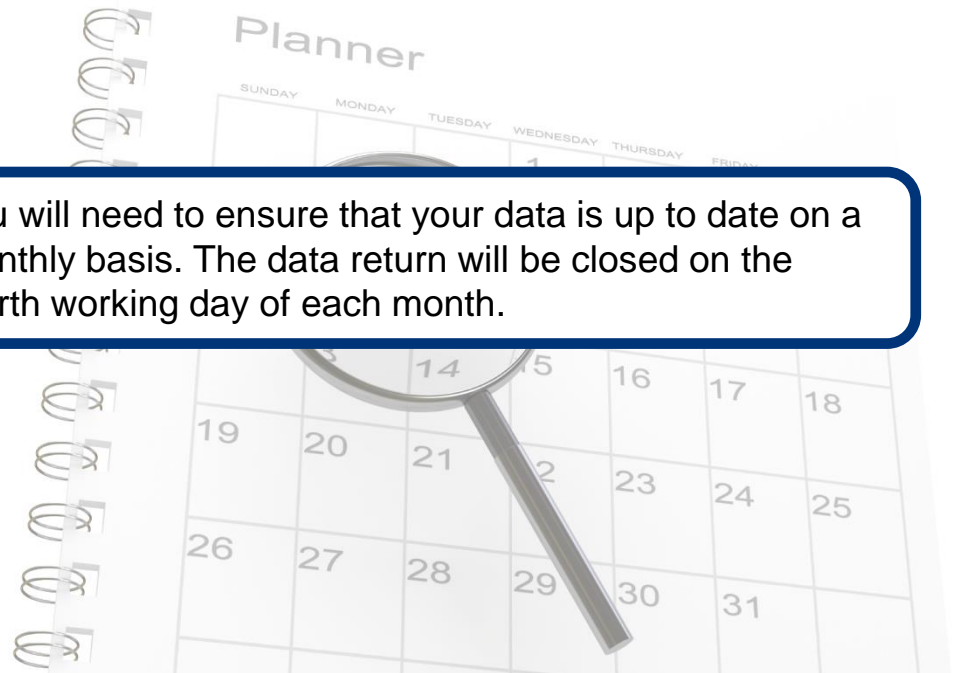
Collection timetable - summary

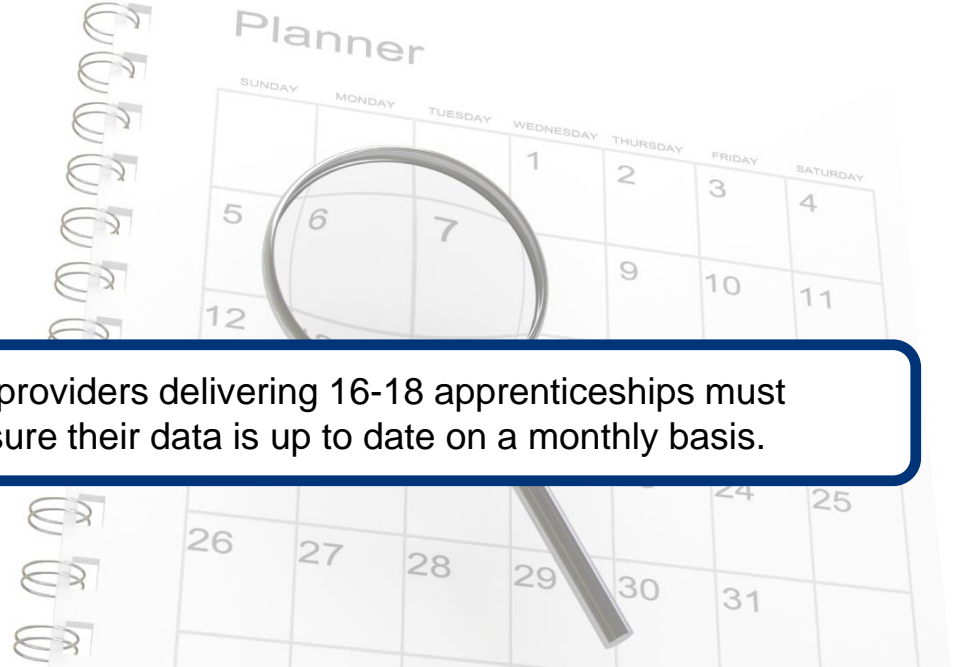This page summarises the contents of the **Appendix A** collection timetable for the relevant year, which is located from the **ILR documents page** for information on when to return an ILR file.

Colleges and Local Authorities

Private training organisations

16 – 18 apprenticeships

All providers delivering 16-18 apprenticeships must ensure their data is up to date on a monthly basis.

All of the documents mentioned in this programme, along with other ILR-related information, can be viewed or downloaded from the **ILR documents page**.

ILR specification, appendices and business rules page

ILR guidance page

Collection
Individualised Learner Record (ILR)

From: Skills Funding Agency
First published: 25 February 2014
Last updated: 13 June 2014, see all updates

Information to help further education (FE) providers collect, return and check the quality of Individualised Learner Record (ILR) and other learner data.

Contents
- 2014 to 2015 Individualised Learner Record (ILR) data
- 2014 to 2015 ILR guidance
- ILR data applications
- ILR portals
- ILR news and updates
- 2013 to 2014 ILR data and guidance
- 2013 to 2014 non-ILR data

2014 to 2015 Individualised Learner Record (ILR) data

Information about learner data that publicly funded colleges, training organisations, local authorities and employers (FE providers) must collect and return in the 2014 to 2015 funding year.

ILR specification, validation rules and appendices 2014 to 2015
25 July 2014   Guidance

2014 to 2015 ILR guidance

Information to support the collection of learner data by further education (FE) providers. Includes: ILR Provider Support Manual and the ILR Data Collection Template.

ILR guides and templates for 2014 to 2015
8 September 2014   Guidance

ILR documents location list

Skills Funding Agency

All of the documents mentioned in this programme, along with other ILR-related information, can be viewed or downloaded from the **ILR documents page**.

ILR specification, appendices and business rules page

ILR guidance page

Collection
Individualised Learner Record (ILR)

From: Skills Funding Agency

This link to **GOV.UK** will open the 2014 to 2015 ILR specification, appendices and business rules page in a new window.

- 2014 to 2015 Individualised Learner Record (ILR) data
- 2014 to 2015 ILR guidance
- ILR data applications
- ILR portals
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2014 to 2015 ILR guidance

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ILR guides and templates for 2014 to 2015
8 September 2014   Guidance

How to contact us

If after using this programme you have any comments or suggestions for future ILR-related learning programmes, please contact the Sector Engagement team at **cst@sfa.bis.gov.uk**

If you are having issues using this programme, coding your ILR or other general ILR-related issues, then please contact the Service Desk. You can find details of how to contact the team at **www.gov.uk/government/publications/sfa-data-services-help-and-support**

If you have any other general enquiry that you wish to send to the Skills Funding Agency, please send to **cst@sfa.bis.gov.uk**

Visit **feconnect,** our online forum, to discuss data issues and get help with any ILR-related problems.