



## **Entries by year group**

Guide to the data submission process

September 2019

## Contents

Entries by year group.....	3
General completion guidelines .....	4
File format.....	4
Contacts.....	8

# Entries by year group

## **Introduction**

In order to fulfil our regulatory and accreditation functions as set out in the Qualifications Wales Act 2015<sup>1</sup>, we require awarding bodies to provide exams data for regulated qualifications.

This guidance is based on Ofqual's *Guidance for entries by year group*<sup>2</sup> document.

## **When will data be collected?**

Data will be collected according to the reporting schedule which is agreed and maintained by Qualifications Wales' statistics team.

## **What data will be collected?**

Entries by year group data will be collected for GCSE, AS, A level, Level 1/Level 2 Certificates, the Extended Project Qualification (EPQ) and Welsh Baccalaureate Qualification Skills Challenge Certificate.

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<sup>1</sup> <http://www.legislation.gov.uk/anaw/2015/5/contents/enacted>

<sup>2</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/654550/Guidance\\_for\\_Entries\\_by\\_Year\\_Group.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/654550/Guidance_for_Entries_by_Year_Group.pdf)

## General completion guidelines

This request is for the number of cash-in entries for GCSE and level 1/2 certificate qualifications in all subjects, broken down by year group (yr9- to yr13+) and centre type, A and AS levels qualifications in all subjects, broken down by year group (yr11- to yr14+) and centre type, and Welsh Baccalaureate Qualification Skills Challenge Certificate broken down by year group and centre type.

Only data for centres in Wales for the relevant exam series should be reported.

Cash-in entries by year group are based on age as of 31 August. For example, candidates in in Wales entering the summer 2018 exam series who will be 16 as of the 31st August 2018 should be classified as being in Year 11.

Data for all specification codes should be provided even if it is a nil return.

### Centre codes

Centre Type	Description	
1	Secondary Comprehensive or Middle	Community, Voluntary Aided Controlled
2	Secondary Selective	
3	Secondary Modern	
4	Secondary Comprehensive or Middle	Foundation
5	Secondary Selective	
6	Secondary Modern	
7	Independent	
8	FE Established	
9	Sixth Form College	
10	Tertiary College	
11	Other (including private candidates)	
13	City Academy	
14	Free Schools	

## File format

The file must be CSV format and the first row must be headers as displayed in the 'Name' column of the table below. The subsequent rows must have the values of the data to be reported which must match the format and validation rules below.

Name	Description	Position	Validation Regular Expression	Description of Regular Expression
ExamSeries	Exam series data relates to, for example June 2016	1	^(June November)([0-9][0-9][0-9][0-9])\$	Full month name of exam series and year
ReportingDate	Date the file was due to be submitted regardless of when it was actually uploaded. Format accepted 120 ODBC canonical <b>yyyy-mm-dd</b>	2	^(20)\d\d[-](0[1-9] 1[012])[-](0[1-9] [12][0-9])[3[01]]\$	The date in the following format: year (four digits), a dash, month (two digits), a dash, day (two digits)
AwardingOrganisation	Name of the awarding organisation	3	^.{1,100}\$	1 to 100 characters accepted
QAN	Qualification Accreditation Number, for example 123/1234/1	4	^.{1,10}\$	1 to 10 characters accepted
QWNumber	QW Approval/ Designation Number, for example C00/1234/1	5	^.{1,10}\$	1 to 10 characters accepted, beginning with C  A blank value is accepted if the qualification does not have a QW number
QualificationLevel	Level of qualification, for example GCSE	6	^(GCSE AS Alevel Level1/Level2 Certificates  Project L3  National/Foundation Skills Challenge Certificate  Advanced Skills Challenge Certificate  Foundation (post 16) Skills Challenge Certificate  National (post 16) Skills Challenge Certificate)\$	One of the following list: GCSE, AS, A level, Level 1/Level 2 Certificates or Project L3, National/Foundation Skills Challenge Certificate, Advanced Skills Challenge Certificate, Foundation (post 16) Skills Challenge

				Certificate, National (post 16) Skills Challenge Certificate
SpecificationCode	Specification code also known as Subject Award Code and Cash in Code	7	^.{1,7}\$	1 to 7 characters accepted
SpecificationTitle	Specification title also known as subject title	8	^.{1,150}\$	1 to 150 characters accepted
FullOrShortCourse	To indicate if subject is full or short course for applicable qualifications, for example GCSE  <b>-2 accepted where not applicable, for example A level.</b>  <b>-2 should also be used for double awards</b>	9	^(Full Course Short Course -2)\$	Full course, short course or -2 accepted  <b>-2 accepted where not applicable, for example A level</b>  <b>-2 should also be used for double awards</b>
RouteOfAssessment	To indicate if assessment is modular or linear for applicable qualifications, for example GCSE  <b>-2 accepted where not applicable, for example A level</b>	10	^(Modular Linear -2)\$	Modular, linear or -2 accepted  <b>-2 accepted where not applicable, for example A level</b>
QualificationStatus	To indicate if subject is reformed or legacy, for applicable qualifications	11	^(Reformed Legacy )\$	Reformed or legacy accepted
Country	To indicate that the data relates to Wales only.	12	^Wales\$	Wales accepted
YearGroup	To indicate the year group of entry	13	^(Year 9- Year 10 Year 11 Year 12 Year 13+ Year	<b>Accepted values for GCSE and Level 1/2</b>

			11- Year 13 Year 14+ -2)\$	<p><b>Certificates:</b> Year 9-, Year 10, Year 11, Year 12, Year 13+</p> <p><b>Accepted values for AS and A level:</b> Year 11-, Year 12, Year 13, Year 14+</p> <p><b>-2 accepted where the year group is unknown or where a specification has a nil return</b></p>
CentreType	To indicate centre type based on centre codes detailed on page 4 of this document	14	^\\d{1,2}\$	<p>A numeric value between 1 and 14 accepted</p> <p><b>-2 accepted where a specification has a nil return</b></p>
NumberOfCandidates	Number of candidates by qualification level, specification code, country, year group and centre type specified	15	^\\d{1,8}\$	<p>A numeric value between 0 and 99,999,999 accepted</p>

## Contacts

For all queries relating to the data collection process, amendments to data previously provided, or for general guidance, please contact:

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