

DEPARTMENT OF HIGHER EDUCATION AND TRAINING**NOTICE 58 OF 2018****DHET 010: Data Dissemination Standard**

I, Hlengiwe Buhle Mkhize, MP, Minister of Higher Education and Training, in terms of section 45 of the Continuing Education and Training Act, 2006 (Act No. 16 of 2006); read with section 3 of the Higher Education Act, 1997 (Act No. 101 of 1997); section 8(2)(b) of the National Qualifications Framework Act, 2008 (Act No. 67 of 2008); section 5(1)(a)(i) of the Skills Development Act, 1998 (Act No. 97 of 1998) and the Higher Education and Training Information Policy, 2013 (36973 of 2013), hereby publish the standard DHET010: Data Dissemination Standard as set out in the schedule.



Prof HB Mkhize, MP

Minister of Higher Education and Training

Date:13/12/2017

DEPARTMENT OF HIGHER EDUCATION AND TRAINING INFORMATION STANDARD

DHET 010

DATA DISSEMINATION STANDARD OF THE DEPARTMENT OF HIGHER EDUCATION AND TRAINING

2017



**higher education
& training**

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1. Background

- 1.1 This publication on the Data Dissemination Standard (DDS) is informed by the Promotion of Access to Information Act, 2000 (Act No.2 of 2000) and the Higher Education and Training Information Policy, 2013 (No. 36973 Government Gazette of 1 November 2013).
- 1.2 The Post-School Education and Training (PSET) sector comprises education and training institutions as well as entities that have, for the purposes of data management and data collection activities and responsibilities, been grouped as follows:
 - 1.2.1 Public and private Higher Education Institutions (HEIs);
 - 1.2.2 Technical and Vocational Education and Training (TVET) Colleges;
 - 1.2.3 Community Education and Training (CET) Colleges;
 - 1.2.4 Private Colleges;
 - 1.2.5 Sector Education and Training Authorities (SETAs);
 - 1.2.6 Quality Councils:
 - i) The Council on Higher Education (CHE);
 - ii) Umalusi;
 - iii) The Quality Council on Trades and Occupations (QCTO);
 - 1.2.7 National Student Financial Aid Scheme (NSFAS);
 - 1.2.8 The South African Qualifications Authority (SAQA); and
 - 1.2.9 The National Institute of Higher Education.
- 1.3 The Promotion of Access to Information Act, 2000 (Act No.2 of 2000) requires the Department to make information available to the public. At the same time the Department has to ensure that confidential information about a third party is not disclosed. If the information is already publicly available or the person whose privacy is affected consents, then the information may be disclosed.
- 1.4 The Higher Education and Training Information Policy, 2013 (No. 36973 Government Gazette of 1 November 2013) requires the Department to develop a data reporting system for PSET, and that information can be made available to the public according to the publication and/ or data dissemination standard.
- 1.5 The Protection of Personal Information Act, 2013 (Act No.4 of 2013) and the Higher Education and Training Information Policy, 2013 (No. 36973 Government Gazette of 1 November 2013) requires the Department to ensure that personal information acquired by the Department through its data collection systems, is protected.

2. Purpose and Applicability

- 2.1 The publication provides a standard process to be followed by the Department in disseminating data and statistics publication on the PSET sector to the public, and also to make the public aware of what information is made available to them.
- 2.2 The publication applies only to the Department, not its institutions or its entities.

3. Statistical Publication

- 3.1 The Department will publish statistical reports on post-school education based on data obtained from the Higher Education and Training Management Information System (HETMIS) following the specifications indicated in the Standard of Publication, published on 28 March 2014 in the Government gazette, Vol 202, No 37461 (DHE T009: Standard for the Publication of Post-School Education and Training Statistics Report in South Africa).
- 3.2 Such reports will cover particular components or aspects of the PSET sector. The reports will not include private and confidential data provided by individual students, workers and workplaces.
- 3.3 The Department will publish a statistical report on the entire PSET sector, which will provide statistical information as per categories listed in Table 1 below.
- 3.4 The Statistical report on PSET system will be published on the departmental website by March every year, reflecting data of the two preceding years.
- 3.5 There must be a schedule published on the internet indicating the time and date when the statistical publication will be released and it should be publicized.
- 3.6 If the publication will not be released on a pre-determined date, such changes should be communicated to the users a week before the actual date.
- 3.7 Metadata/ data dictionary should accompany the statistics to help users interpret the statistics.
- 3.8 There should be summary and key findings of the statistics publication.
- 3.9 Whenever there are changes in the methodology/source of data, such information should be communicated to the users on time. Revisions of data should be indicated and explanation given to the users.

- 3.10 Statistical publication should be verified by the line management as follows: Data Managers, Director, HETIS Officer, Chief Director, Deputy Director-General and finally signed off by the Director-General before dissemination.

4. Information to be provided

- 4.1 Table 1 below indicates the type of information that will be made available to the public from each of the education and training sub-sectors, as well as on workplace education and training. It also indicates the specific database from which the information will be sourced and states the cycle period when information will be available.

Table 1: Information per sub-sector, data source(s) and the cyclic period of its availability

| | Sub-sector | Information¹ | Data source(s) | Periodicity |
|----|---|--------------------------------|--|--------------------|
| 1 | Public Higher Education Institutions (HEIs) | Tables 2 to 11 of Appendix 2 | DHET Higher Education Management Information System (HEMIS) | Annual |
| 2 | Private HEIs (PHEIs) | Tables 12 to 13 of Appendix 2 | Higher Education Quality Committee Information System (HEQCIS) via Council on Higher Education (CHE) | Annual |
| 3 | Technical and Vocational Education and Training (TVET) Colleges | Tables 14 to 25 of Appendix 2 | DHET Technical and Vocational Education and Training Management Information System (TVETMIS) | Annual |
| 4 | National Examinations for TVET | Tables 26 to 32 of Appendix 2 | National Examinations System | Annual |
| 5 | Community Education and Training (CET) Colleges | Tables 33 to 36 of Appendix 2 | Annual Survey of CET Colleges | Annual |
| 6 | National Examinations for CET Colleges | Tables 37 to 41 of Appendix 2 | National Examinations System | Annual |
| 7 | Private Colleges | Tables 42 to 47 of Appendix 2 | Annual Survey of Private Colleges | Annual |
| 8 | National Examinations for Private Colleges | Tables 48 to 54 of Appendix 2 | National Examinations System | Annual |
| 9 | Sector Education and Training Authorities (SETA) | Tables 55 to 59 of Appendix 2 | DHET SETA Information System (SETIS) | Annual |
| 10 | National Artisans Moderation Body (NAMB) | Tables 60 to 64 of Appendix 2 | SETIS and Artisan Information System | Annual |
| 11 | National Student Financial Aid Scheme (NSFAS) | Tables 65 to 67 of Appendix 2 | NSFAS Administrative Information System | Annual |
| 12 | National Skills Funds (NSF) | Tables 68 to 71 of Appendix 2 | NSF project information system through DHET | Annual |

The full standard is available on this link:

<http://www.dhet.gov.za/SiteAssets/HRD%20PMC%20Information%20standards/DHET%20010%20he%20Data%20Dissemination.pdf>

¹Appendix 2 shows a sample of tables providing information as reflected in Table 1