

C. Summary of Eligibility

Student type	Eligible?	Notes
Full-time undergraduate students	Y	Full-time undergraduate students registered at participating HEIs, FECs, FEIs and alternative providers are eligible to complete the survey.
Part-time undergraduate students	Y	<p>Part-time undergraduate students registered at participating HEIs, FECs, FEIs and alternative providers are eligible to complete the survey.</p> <p>There are no specific exclusions for part-time courses. Eligibility criteria is the same as full-time courses.</p>
Students studying at directly funded higher education institutions in England or FEIs in Wales	Y	Any students that are eligible to complete the survey who are studying at an institution that is directly funded within the survey period will be included in the NSS target list.
Students studying at alternative providers	Y	Any students that are eligible to complete the survey who are included in the AP student record data return will be included in the NSS target list.

Students studying NHS-funded subjects	Y	NHS funded students are included in the NSS target list.
Students studying Initial Teacher Training courses	Y	It is anticipated that students on Initial Teacher Training courses funded by the National College for Teaching and Leadership will be included in the NSS 2018.
Students expected to be in their final year	Y	Students are included in the 2018 survey population if they are expected to complete between 1 February 2018 and 31 January 2019 inclusive.
Students included in the NSS 2017 target list (whether or not they responded) and who remain at the same institution.	N	<p>If a student was included in the previous year's NSS target list, they will not be able to be added to the current sample. Students are not surveyed in two consecutive years.</p> <p>An exception to this is where students were approved for removal from the 2017 population by HEFCE, in which case they can be added back in for this year via the additions process.</p>
Students on flexible programmes where the final year cannot be predicted	Y	Students will be included after they are expected to have undertaken more than one full-time equivalent (FTE) and not before their fourth academic year of study.
Students on programmes that do not lead to undergraduate qualifications or credits	N	If a student is studying at FE or postgraduate level, they will not be included in the target list.
Students on closed courses	N	Students on closed courses should not be included. These students are removed from the target list. For example, for English institutions, there is a closed course flag in the data and these students are removed, whilst for Scottish institutions this is expressed by the institutions.

Students following a short course	N	If the student is enrolled on a course that does not last for over one FTE, they will not be included in the NSS target list. This could affect HND students where they have been enrolled on two, one year courses, meaning that they will be classed as two short courses.
Students not listed in the student record	N	If a student is not returned to HESA, they will not be on the NSS target list, as there is no information available to link to their responses in the results (e.g. course data/mode data/ethnicity etc.).
Students listed as already finishing their course	N	If a student is listed as already finishing their course, they will not be included on the NSS target list.
Dormant students	N	Dormant students returned on a reduced dormant instance are excluded from the NSS as there is insufficient data to include them. This is because these records lack some of the fields required in the processing of the data, e.g. SLENGTH, STULOAD, etc.
Dormant students that have become active	Y	Dormant/inactive students are excluded from the NSS as there is insufficient data to include them. However, if these students are now active and have been returned through a full HESA record, they can be submitted as additions to HEFCE. When submitting these students, please provide details on changes to their mode of study, i.e. what their mode was, what the mode change is and what the mode of the student(s) is now.
Taught Postgraduate students	N	Taught Postgraduate students are not eligible to take part in the NSS 2018.
Students studying professional graduate certificate in education (PGCE)	N	In 2014, HEFCE decided to remove students studying H71 (Professional Graduate Certificate in Education) qualifications from the NSS target list. The decision to remove H71 students from the NSS was based on the fact that the NSS is aimed at undergraduate students, and we would expect that the normal entry requirements for H71 courses to include being educated to degree level, and therefore not eligible for the survey. This decision also brings these students into line with students studying similar courses (M71 Postgraduate Certificate in Education or

		Professional Graduate Diploma in Education), who are not included in the NSS.
Students that change institution - can they complete the survey for their original institution?	N	Those students who have changed institution cannot complete the survey for their original institution.
Students that change institution - can they complete the survey for their new institution, if they have been there for over a year?	Y	Students should have spent more than one year in the same institution to be surveyed for that institution.
Those whose expected end date is not within the survey period	N	Students will be included on the target list for the survey year where their expected end date falls.
Students with an undefined course length	Y	Students with an undefined course length are surveyed when their total FTE is over 100, provided that they are otherwise eligible for the survey. This total includes the predicted FTE which is expected to be accumulated in the survey year.
Students changing courses within an institution	Y	Eligibility in relation to those that have changed course depends on when the student changed course. If they change course before their penultimate year then their results will be linked to the new course; if they change course for the final year only, then their results will be linked to the old course.
Students that have changed the length of their course	Y	Where a student has changed their original course arrangements, they will be surveyed in the year that they were originally expected to complete their course and not necessarily when they eventually progress to their final year. If there are students whose course lengths have decreased and they now finish within the timings of the

		NSS 2018, please follow the instructions for the additions process in Chapter V .
Students repeating their penultimate year of study	Y	<p>These students are eligible to be included in the survey population however they will not be surveyed in their final year.</p> <p>If you believe these students should be removed from the 2018 population and surveyed when they reach their final years, please follow the instructions for the removals process in Chapter V.</p>
Students who leave early in their programme	Y	If the student has left the institution in the current academic year they will still be included on the NSS target list. The only case where they will not be is where they withdrew within their first year of study.
Students who fail their first year and fail to enrol in their final year	Y	If a student who has failed their first year but meets the wider eligibility criteria, they will be included in the target list. Please note that HEFCE will review students on a case by case example.
Incoming and exchange students	N	Incoming exchange/Erasmus students are <u>not</u> eligible to complete the survey. Students must spend more than a year at a participating UK institution to be eligible.
Outgoing exchange students	Y	Outgoing exchange students are eligible to complete the survey, provided they meet the wider eligibility criteria.
Students that were direct entrants to their final year	N	Students who are direct entrants into their final year are not eligible. However, direct entrants into preceding years are, e.g. a student who was a direct entrant to the second year of a three-year course would be eligible if their total FTE was greater than 1.
Students who complete a foundation degree and then a top up degree	Y	Those following top-up courses are most likely to be included on the NSS target list in the year that they would have completed their foundation degree. Students can only complete the survey once throughout their whole course.

Students who complete a top up degree	N	Please note that top-up degrees are classified as short courses. Therefore, these students are ineligible.
HND students	Y	Students following HND programmes are eligible to complete the survey, unless they have been enrolled on two, one year courses, meaning that they will be classed as two short courses.
HNC students	N	Students following HNC programmes are not eligible to complete the survey. These are classified as short courses.
BEng and MEng students	Y	Those students following BEng and MEng courses will be eligible to complete the survey in their final year of study.
Students following a straight medical course	Y	Those students following medicine courses are eligible to complete the survey in their final year of study.
Intercalating students	Y	For Intercalating Degrees, students are not surveyed with respect to their intercalating year. Students returning from an intercalating year are included in the survey if they meet the wider eligibility criteria. However, if their intercalating year is in their penultimate year of study, their response will be associated with their intercalating instance in the 2016-17 return.
Distance learning students	Y	Distance learning students are included, where they are coded correctly in the HESA data. Where students are on a structured distance learning programme SPLNGTH must be specified.
Students who are doing <u>online courses</u> with an institution but are NOT UK based (overseas students)	N	No. Students not studying in the UK are not included on the NSS target list. Distance learning students studying in the UK are included, where they are coded correctly in the HESA data. Where students are on a structured distance learning programme SPLNGTH must be specified.

Students studying abroad	N	Students recorded as studying abroad as their main study location (LOCSDY=S) are not included.
International students	Y	International students are included if they meet the wider eligibility criteria.
Students on franchised programmes	Y	Students are included on the NSS target list for the institution where they are registered.