# Annex H – List of administrative data fields included/excluded from analysis

| **Data Field(s)** | **Field Structure** | **Description** | **Used?** | **Comments** |
| --- | --- | --- | --- | --- |
| **Indigenous Cadetship Support (ICS) Program[[1]](#footnote-1)** | | | | |
| ICS Employer Trading Name | Free text field | As described | Y |  |
| ICS Employer Contact Location/ State/Postcode | Free text field | Usually a registered head office address (not necessarily the location the cadet was based) e.g. Usually a registered head office address (not necessarily the location the cadet was based). | N | Not a reliable indicator of the location the cadet was placed. |
| ICS Cadetship Actual Start | Date (dd/mm/yyyy) | The date the cadetship started | Y |  |
| ICS Cadetship Actual End | Date (dd/mm/yyyy) | The date the cadetship ended | Y |  |
| ICS Student Gender | Option List (Male/Female) | Biological sex of the student | Y |  |
| Provider Name | Free text field | Same as ‘ICS Employer Trading Name’ in all cases | N | ‘ICS Employer Trading Name’ used instead |
| ICS Student Course Discipline | Unknown (145 unique entries) | 1-2 word description of the cadet’s course discipline (e.g. main course of study or major). | Y | As the large number of unique entries made analysis difficult, evaluators transformed these course disciplines into a new field ‘ICS Course Category’ with the following options:   * Agriculture, Environmental and Related * Architecture and Building * Creative Arts * Engineering and Related * Education * Law * Health * Information Technology * Food, Hospitality and Personal Services * Management and Commerce * Natural and Physical Sciences * Society and Culture |
| ICS Student Course Type | Option List:   * Associate Degree * Bachelor - Double Degree (Honours) * Bachelor - Double Degree * Bachelor (Graduate Entry) * Bachelor (Honours) * Bachelor (Pass) * Diploma * Graduate Diploma * Not Specified * Does not correspond * Masters (more than 1/3 by coursework) | As described | Y | However initial analysis showed no trends in relation to completion outcomes so this was not included in the final report. |
| ICS Student Course Length Years | Number | The total number of years of the course (FTE) that the student was enrolled in at the time of application | Y |  |
| ICS Student Course Start Year | Year (yyyy) | The year the student started the course enrolled in | Y | Used to determine the % of cadets who began their cadetship in the first year of their degree (by comparing this date with the cadetship start date). |
| ICS Student Course End Year | Year (yyyy) | The year the student will finish the course enrolled in according to the total number of FTE years | N | This is a predicted figure not an actual figure and research shows the actual number of years taken to complete the degree is likely to be much higher. |
| ICS Job Location/State | Free-text | The ‘Job-seeker’ suburb/state (i.e. cadet’s address) | Y | This data was analysed with the caveat that it is not representative of the cadet’s home address as many would have entered the address they were living at while studying. This field had a 10-character limit, so some entries were incomplete and had to be completed to the evaluator (e.g. SURREY HILLS showed as SURREY HIL) |
| ICS Student Study Load | Option List:   * Full-time * Part-time * Correspondence * Not tagged * Other |  | Y |  |
| ICS Agreement End Reason | Option List:   * Student Withdrew * Unsatisfactory Performance * Organisation Withdrew * Successful Completion * Other | The reason the cadetship concluded | Y | The most relevant age point for the purposes of the evaluation was 22 – at which point a student was considered a mature age student and independent for the purposes of ABSTUDY/AUSSTUDY assessment. |
| ICS Student Age at Placement | Number | As described | N | Not relevant. Actual age used instead. |
| ICS Student Age Grouping at Placement | 0-14 and then by 5-year age groups until 60-64 |  |  |  |
| ICS Outcomes - Combined Data | Option List:   * Outcome not known * Other * Student Withdrew – Outcome Unknown * Successful Completion – Outcome Unknown * Successful Completion – Achieved employment outcome * Successful Completion – Continued education * Unsatisfactory Performance - Terminated * Employer Withdrew – Outcome Unknown | This is a combined field resulting from the combination of two Option Lists. The second part of the field describes the employment/education outcome for cadets at the conclusion of the cadetship. | Y | To enable a more detailed analysis, this field was separated out into two fields (i.e. uncombined) |
| ICS Job Title | Free-text | The working job-title of the cadet | N | Not relevant |
| **Tailored Assistance Employment Grants (TAEG) Cadetships Program[[2]](#footnote-2)** | | | | |
| Provider Name | Free-text | Name of the employer or third-party provider | Y |  |
| Activity Start Date | Date (dd/mm/yyyy) | Unknown | N | Advised by NIAA to use the ‘Placement State/End Date’ fields instead of Active ‘Start/End Date’. |
| Activity End Date | Date (dd/mm/yyyy) | Unknown | N | As above |
| $ Approved Cost | Amount $ | The total funds to be remitted as per the contract with the employer/provider | N | Not relevant |
| Total Original Approved Cost | Amount $ | Unknown | N | Not relevant |
| Total Spent Funds | Amount $ | The total amount of funds spent at the time data was extracted | N | Not relevant |
| Total Employment Max Places | Number | Total number of cadetships that the employer/provider is contracted to provide. | N | Not relevant |
| Employment Commencements | Number | The number of cadets who ‘used’ a cadetship placement (e.g. in the case where one or more students withdrew) | N | Inside policy had numerous discussions with NIAA about an accurate way to determine the total number of unique commencements, however the requested data was not provided to Inside Policy to make a final conclusion. |
| 13 Week Employment Outcomes | Binary 0;1 | Not applicable (see comments) | N | These fields are only applicable to IEPs where providers are paid based on outcome. A 1 in this column indicates a outcome based payment was released to the employer/provider and is therefore a proxy indicator for employment outcome. This field is not relevant to TAEG Cadetships. |
| 26 Week Employment Outcomes | Binary 0;1 | Not applicable (see comments) | N | See above |
| 52 Week Employment Outcomes | Binary 0;1 | Not applicable (see comments) | N | See above |
| Placement Start Date | Date (dd/mm/yyyy) | The date the cadet started the placement | Y |  |
| Placement Actual End Date | Date (dd/mm/yyyy) | The date the cadet was expected to end the placement | Y |  |
| Job Seeker Gender | Option List (Male/Female) | As described | Y |  |
| Placement Location | Suburb | The suburb where the cadet was placed | N |  |
| Job Seeker Home Suburb/State/Postcode | Free-text | The job-seeker ‘home’ address (see comments) | Y | This data was analysed with the caveat that it is not representative of the cadet’s home address as many would have entered the address they were living at while studying. |
| Age Group at Placement | Number | As described | N | Not relevant. Actual age used instead. |
| Age at Placement | 0-14 and then by 5-year age groups until 60-64 | As described | Y |  |
| Placement Outcome - Outcome Description | Option List:   * Successfully completed * Continued employment with provider * Went onto other employment * Went onto other education * Outcome not known | Describes the employment/education outcome for cadets at the conclusion of the cadetship | N | Reasons outlined in report |
| Activity Industry Group | Option List:   * Education * Finance and Insurance * Government Administration and Defence * Health and Community Services * Mining * Property and Business Services | Describes the employer/provider’s industry | N | Data not reliable. E.g. Data not reliable. E.g. Contract managers entered many CareerTrackers’ interns as ‘Finance and Insurance’ regardless of industry. Industry of employer is not necessarily an indicator of the industry of placement. |

1. The following fields are excluded from this table as they were considered not considered for analysis: Employer ABN, Employer Contact Name, Employer Contact Mobile, Employer Contact Phone, Employer Contact Fax, Employer Contact Email [↑](#footnote-ref-1)
2. The following fields are excluded from this table as they were considered not considered for analysis: IEP Program Element, Activity Name, Original Activity Approved Date, IEP Provider ID, Provider ACN, Activity Description, Legal Contract Executive, Extract Date, Activity Recruitment End Date, Delivery Electorate, Delivery Locations, Primary Delivery Location, Supervising Office, Activity Contract Manager, Delivery States, Activity Provider Rep Email, Provider Contact Name, Provider Physical Address, Placement Outcome Service Stream. [↑](#footnote-ref-2)