



Apprentice and trainee experience and destinations 2019: terms and definitions

National Centre for Vocational Education Research

This document was produced as an added resource for the Apprentice and trainee experience and destinations 2019. The publication and data tables are available at NCVER's Portal: < <https://www.ncver.edu.au/research-and-statistics/collections/apprentice-and-trainee-experience-and-destinations>>.

The views and opinions expressed in this document are those of the author(s) and do not necessarily reflect the views of the Australian Government or state and territory governments. Any errors and omissions are the responsibility of the author(s).

© Commonwealth of Australia, 2019



With the exception of cover design, artwork, photographs, all logos, and any other material where copyright is owned by a third party, all material presented in this document is provided under a Creative Commons Attribution 3.0 Australia <<http://creativecommons.org/licenses/by/3.0/au>>.

The details of the relevant licence conditions are available on the Creative Commons website (accessible using the links provided) as is the full legal code for the CC BY 3.0 AU licence <creativecommons.org/licenses/by/3.0/legalcode>.

This document should be attributed as NCVER 2019, *Apprentice and trainee experience and destinations 2019: terms and definitions*, NCVER, Adelaide.

This work has been produced by NCVER on behalf of the Australian Government and state and territory governments, with funding provided through the Australian Government Department of Employment, Skills, Small and Family Business.

The views and opinions expressed in this document are those of NCVER and do not necessarily reflect the views of the Australian Government or state and territory governments.

Comments and suggestions regarding this publication are welcomed and should be forwarded to NCVER.

Published by NCVER, ABN 87 007 967 311

Level 5, 60 Light Square, Adelaide, SA 5000

PO Box 8288 Station Arcade, Adelaide SA 5000, Australia

Phone +61 8 8230 8400 **Email** [vet_req@ncver.edu.au](mailto:veter_req@ncver.edu.au)

Web <<https://www.ncver.edu.au>> <<http://www.lsay.edu.au>>

Follow us:  <<https://twitter.com/ncver>>  <<https://www.linkedin.com/company/ncver>>

Introduction

This document covers the data terms used in the *Apprentice and trainee experience and destinations survey 2019* publication and related data tools. The primary purpose of this document is to assist users to understand the specific data terms.

Terms that appear in the publication and data items are listed in alphabetical order with the following information provided for each:

- Definition: a brief explanation of the term
- Classification categories: where applicable, defined categories that apply to each term are listed
- Source: a description of the source of this information, including details of any calculations or derivations.

Data is sourced from the Apprentice and Trainee Experience and Destination Survey as well as the Apprentice and Trainee Collection. The Apprentice and Trainee Collection is an administrative collection governed by the Australian Vocational Education and Training Management Information Statistical Standard: VET Provider Collection Specifications Release 7.0 (AVETMISS Release 7.0) and AVETMISS Data Element Definitions Edition 2.2, which are available at: <www.ncver.edu.au>. References to the applicable field definitions within AVETMISS Release 7.0, which further define the data collected, are provided in the 'Source' section.

Terms that have a broader vocational education and training application have not been included in this document. Readers are referred to the VET glossary, which is available at NCVER's Portal: <<https://www.voced.edu.au/vet-knowledge-bank-glossary-vet>>.

Terms and definitions

Term	Definition	Classification categories	Source
Age	The age of the apprentice/trainee as at the survey reference date 31 st of May 2019. It is generally reported in age ranges.	18 to 19 years 20 to 24 years 25 to 44 years 45 and over	Calculated based on the AVETMISS field <i>Date of Birth</i> from the <i>Client</i> file.
Apprentice or trainee	A person who undertook a contract of training with an employer and a training provider.	N/A	National apprentice and trainee collection 99, March 2019 estimates.
Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS)	AVETMISS is a national data standard, which ensures the accuracy and consistency of vocational education and training (VET) information. The 2017 National VET Provider Collection, from which the 2018 National Student Outcomes Survey was sampled, was collected under AVETMISS 7.0 VET Provider Collection Specifications, see < http://www.voced.edu.au/content/ngv%3A56012 >.	N/A	
Cancellations and withdrawals	Training contracts that were terminated prior to successful completion between January and December 2018.	N/A	Collected in the AVETMISS field <i>training contract</i> from the <i>Training contract</i> file. 03 Withdrawal 06 Cancellation
Completers	Those apprentices/trainees who are reported as completing all of the prescribed requirements of their apprenticeship or traineeship contract or those who self-identify as completing all requirements between January and December 2018.	N/A	'Completers' is derived from a combination of Collected contract status and self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey. (More specifically, 'Completer' is where contract status is "04" or where self-reported in the questionnaire as having completed (qre_status = "01").
Completion of pre-vocational / pre-apprenticeship course	Whether a apprentices/trainee self-identifies as having completed a pre-vocational or pre-apprenticeship course prior to undertaking their apprenticeship or traineeship. This includes VET in Schools courses. The training does not need to be relevant or related to the apprenticeship or traineeship.	Yes No Not stated	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Confidence interval	A specified interval, with the sample statistic at its centre, within which the corresponding population value is said to lie with a given level of confidence (ABS, 1998)	N/A	Calculated from Apprentice and Trainee Experience and Destination Survey
Contract status	Refers to the key stages within the life of an apprenticeship/traineeship training contract. For this survey only two contract statuses were included.	Completion Cancellation or withdrawal	Collected in the AVETMISS field <i>training contract</i> from the <i>Training contract</i> file. 03 Withdrawal 04 Completion 06 Cancellation
Disability (including impairment or long-term condition)	Whether the apprentices/trainee self-identifies as having a disability, impairment or long-term condition.	With a disability Without a disability Not stated	Collected in the AVETMISS field <i>Disability Flag</i> from the <i>Client</i> file.
Employed in same occupation	Compares the occupation of the apprenticeship/traineeship and the occupation after training (as at 31 May 2019) at the ANZSCO sub-major group level.	Employed in same occupation Employed in different occupation	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.

Term	Definition	Classification categories	Source
Employed with same employer	Whether the apprentice/trainee is employed with the same employer as when they undertook their apprenticeship/traineeship. Refers to 'host' employer for those apprentices and trainees employed through a group training company.	Employed with same employer Employed with different employer	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Employer type	Whether the apprentice/trainee had a direct employer or Group Training Organisation employer, as identified on the National Apprentice and Trainee Collection administration form.	Group Training Organisation Direct employer	Collected in the AVETMISS field <i>Employer type Identifier</i> from the <i>Employer</i> file.
Gender	Identifies the gender of a student. .	Males Females Not stated	Collected in the AVETMISS field <i>Gender</i> from the <i>Client</i> file.
Indigenous status	Whether a student self-identifies as being of Aboriginal or Torres Strait Islander descent.	Indigenous Non-Indigenous Not stated	Collected in the AVETMISS field <i>Indigenous Status Identifier</i> from the <i>Client</i> file.
Labour force status	<p>EMPLOYED Persons who, during the reference period(s) self reported as having a job. A job means any type of work including full-time, casual, temporary or part-time work if it was for one hour of more over a two-week period. .</p> <p>UNEMPLOYED People who were not employed during the reference period and who had actively looked for work at any time during that period.</p> <p>NOT IN LABOUR FORCE People who were neither employed, nor unemployed, as defined above.</p> <p>NOT EMPLOYED The sum of those unemployed and not in the labour force, as defined above, and includes those not employed where no further information is supplied.</p> <p>EMPLOYED FULL-TIME A person was employed full-time if they usually worked 35 hours or more per week in their main job during the reference period(s).</p> <p>EMPLOYED PART-TIME A person was employed part-time if they usually worked less than 35 hours per week in their main job during the reference period(s).</p>	<p>Employed Employed full-time Employed part-time Not employed Unemployed Not in labour force Not stated</p>	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Main job	The job in which the apprentice/trainee usually worked the most hours during the reference period(s).	N/A	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Non-completers	Those apprentices and trainees who cancelled or withdrew from their contract of training prior to completing all prescribed requirements and did not re-commence in the same qualification before being interviewed or those who self-identify as cancelling or withdrawing between January and December 2018.	N/A	'Non-completers' is derived from a combination of Collected contract status and self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey. (More specifically, 'Non-completer' is where contract status is "03" or "06" and where self-reported in the questionnaire as having not completed (qre_status = "03").

Term	Definition	Classification categories	Source
Non-sampling error	Non-sampling errors (as distinct from sampling errors, see below) may occur because of non-response bias, incorrect responses, interviewer errors, and processing errors.	N/A	N/A
Non-trade occupations	Occupations that are not classified as <i>Technicians and Trades Workers</i> . Occupations are classified using the Australian and New Zealand Standard Classification of Occupations (ANZSCO). See definition for Occupation. Examples of non-trade occupations include sales assistants, waiters, child carers, commercial cleaners, store persons and clerks.	6. Managers and Professionals 7. Community and personal service workers 8. Clerical and administrative workers 9. Sales workers 10. Machinery operators and drivers 11. Labourers	The Australian and New Zealand Standard Classification of Occupations (ANZSCO), Version 1.2 (2013), is used for occupation. This is an Australian Bureau of Statistics classification that identifies occupations according to their primary purpose (ABS Catalogue No 1220.0, September 2006).
Not stated	This is also known as question or partial non-response. Where particular questions have not been answered, but a questionnaire would otherwise be useable, a code has been allocated to indicate that a response was not given for that particular question. Not stated responses are those where respondents were sequenced to answer a question, but did not provide a response.	Not stated	N/A
Occupation	The Australian and New Zealand Standard Classification of Occupations (ANZSCO), Version 1.2 (2013), is used for occupation. This is an Australian Bureau of Statistics classification that identifies occupations according to their primary purpose (ABS Catalogue No 1220.0, September 2006). Occupation is defined based on survey responses and as collected in the National Apprentice and Trainee collection.	1. Automotive and engineering trades workers 2. Construction trades workers 3. Electrotechnology and telecommunications trades workers 4. Food trades workers 5. Other technicians and trades workers 6. Managers and Professionals 7. Community and personal service workers 8. Clerical and administrative workers 9. Sales workers 10. Machinery operators and drivers 11. Labourers	Occupation during apprenticeship or traineeship: Collected in the AVETMISS field <i>ANZSCO Identifier</i> from the <i>Program</i> file. Occupation collected 6 months before undertaking apprenticeship or traineeship and occupation collected at reference date were self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Off-the-job training	For apprentices and trainees refers to training that takes place away from a person's job, usually off the premises (for example, at TAFE) but may also be on the premises (for example, in a special training area).	N/A	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Qualification	A recognised award granted to an individual upon successful completion of a structured program of study. See also Australian Qualifications Framework	Diploma or higher Certificate IV Certificate III Certificate II Certificate I	Collected in the AVETMISS field <i>Program Level of Education Identifier</i> from the <i>Program</i> file.
Reference periods	Apprentices/trainees were asked to respond to questions regarding three reference periods: <ul style="list-style-type: none"> the last week of their apprenticeship/traineeship 31 May 2019 Six months prior to starting their apprenticeship or traineeship 	N/A	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.

Term	Definition	Classification categories	Source
Relevance of apprenticeship/traineeship	How relevant the apprenticeship/traineeship was to the person's main job as at 31 May 2019.	Relevant Highly relevant Some relevance Not relevant Very little relevance Not at all relevant	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Response rate	The number of fully responding interviews out of the attempted numbers.	N/A	N/A
Sampling error	Estimates calculated from the Apprentice and Trainee Destinations Survey are based on information collected from a sample. As a result, they are subject to sampling error (that is, an estimate from a sample may not be equal to the true population value). The most commonly used measure of sampling error is the standard error. For a definition of a standard error see below.	N/A	Calculated from the Apprentice and Trainee Experience and Destination Survey
Satisfaction	Apprentice/trainee satisfaction with various aspects of their apprenticeship/traineeship, including aspects of off-the-job training, aspects of employment and apprenticeship/traineeship overall.	Satisfied Very satisfied Satisfied Neither satisfied or dissatisfied Dissatisfied Dissatisfied Very dissatisfied	Self-reported in the 2019 Apprentice and Trainee Experience and Destinations Survey.
Standard error	There are nineteen chances in twenty that the estimate obtained from a sample will be within two standard errors of the true population value (that is, the value if everyone in the population had been included and responded to the survey).	N/A	Calculated from Apprentice and Trainee Experience and Destination Survey
Speak a language other than English at home	Whether the apprentice/trainee speaks a language other than English at home.	Other language English Not stated	Collected in the AVETMISS field <i>Language Identifier</i> from the <i>Client</i> file.
State or territory where the training contract was registered	This is the state or territory in which the apprenticeship or traineeship training contract was signed.	New South Wales Victoria Queensland South Australia Western Australia Tasmania Northern Territory Australian Capital Territory	Collected in the AVETMISS field <i>State Identifier</i> from the <i>Training contract</i> file.
Student remoteness (ARIA+) region	The degree of remoteness of a location in terms of the ease or difficulty people face in accessing services in non-metropolitan Australia. ARIA+ is an index of remoteness derived from measures of road distance between populated localities and service centres. These road distance measures are then used to generate a remoteness score for any location in Australia. The Australian Standard Geographical Classification (ASGC) divides Australia into six Remoteness Areas and is used for collection and dissemination of geographically classified statistics. It groups locations together into comparative classes of remoteness so that data can be collected, analysed and disseminated for broad regions which are more or less remote.	Major cities Inner regional Outer regional Remote Very remote Outside Australia Not stated	Student remoteness (ARIA+) regions are mapped to the Access/Remoteness Index of Australia Plus (ARIA+), which was developed by the National Centre for Social Applications of GIS (GISCA) at the University of Adelaide. Student remoteness (ARIA+) is based on Australian Bureau of Statistics (ABS) Australian Standard Geographical Classification (ASGC) SA2 regions (which are derived from the AVETMISS fields <i>Postcode</i> and <i>Suburb</i> from the <i>Client</i> file).

Term	Definition	Classification categories	Source
Trade occupations	Occupations that are classified as <i>Technicians and trades workers</i> . Occupations are classified using the Australian and New Zealand Standard Classification of Occupations (ANZSCO). See definition for Occupation. Examples of trade occupations include hairdressers, plumbers, motor mechanics and chefs.	<ol style="list-style-type: none"> 1. Automotive and engineering trades workers 2. Construction trades workers 3. Electrotechnology and telecommunications trades workers 4. Food trades workers 5. Other technicians and trades workers 	The Australian and New Zealand Standard Classification of Occupations (ANZSCO), First Edition, is used for occupation. This is an Australian Bureau of Statistics classification that identifies occupations according to their primary purpose (ABS Catalogue No 1220.0, September 2006).