

AVETMISS supplementary (A) files

This fact sheet outlines what the supplementary files are and when and how to use them in an AVETMISS submission.

This supplement was introduced in AVETMISS release 8.0 as an addition to the National VET Provider Collection specifications.

These files are only required when the information is not on the national training register www.training.gov.au (TGA), for example for locally recognised training that is also government funded and is reported to a state training authority (STA).

NCVER does **not** accept the supplementary (A) files via direct submissions. Only submissions to state training authorities can be made where required.

What are supplementary (A) files?

There are two 'A' files; one for the NAT00010 and one for the NAT00030 file contained in the AVETMISS Standard for VET Providers release 8.0.

- A NAT00010A file **must** be used if the reported data contains a *Training organisation identifier* which is not on TGA i.e. non-registered training organisations.
- A NAT00030A file **must** be used if the data being reported contains a *Program identifier* which is not on TGA i.e. locally recognised training.

What is the purpose of the supplementary (A) files?

These files were introduced because in AVETMISS release 8.0 fields which could be sourced from TGA were removed from the NAT00010 and NAT00030 files (e.g. *Training organisation type identifier* and *Program level of education identifier*). However, this information cannot be sourced externally for non-registered training organisations or locally recognised training and therefore needs to be provided via these supplementary files.

Using the wrong file in your submission will cause validation errors e.g. submitting the Training organisation (NAT00010) file when your training organisation is not registered, or the Program (NAT00030) file when your training organisation is delivering locally recognised training.

Which file should I use?

Organisation type	Submitter type	Training type	What files
Registered training organisations (RTOs)	Fee-for-service (FFS) direct to NCVER	Offers only TGA listed training (NCVER does not accept non-TGA data)	NCVER does not accept 'A' files for submission to NCVER
Registered training organisations (RTOs)	State/territory funded (can include FFS) validating in AVS but submitting to STA	Offers only TGA listed training	Submit a NAT00010 and NAT00030 to STA
Registered training organisations (RTOs)	State/territory funded (can include FFS) validating in AVS but submitting to STA	Offers a mixture of TGA and non -TGA listed training	Submit a NAT00010 and NAT00030A to STA
Non-registered training organisations (not on TGA)	State/territory funded validating in AVS but submitting to STA	Offers only non-TGA training	Submit a NAT00010A and NAT00030A to STA

Note: STAs in QLD, VIC or WA have their own data validation software. Please contact the relevant STA for reporting requirements.

What do I use if I have a mix of training activity?

When the data provided by a registered training organisation (RTO) is a combination of TGA and non-TGA data, it must all go into the NAT00030A version of the file; it **must not** be separated out into different files. That is, an RTO cannot report both a NAT00030 and a NAT00030A file (when reporting to the STA). See the table below for valid combinations.

Valid combinations of NAT files that can be submitted together			
NAT00010	NAT00030A	VALID	RTOs can deliver locally recognised training
NAT00030	NAT00030A	INVALID	Cannot submit two Program files
NAT00010A	NAT00030	INVALID	Non-registered training organisation cannot deliver nationally recognised activity
NAT00010A	NAT00030A	VALID	Non-registered training organisations can deliver locally recognised training
NAT00010	NAT00010A	INVALID	Cannot submit two Training organisation files
NAT00030	NAT00030A	INVALID	Combination of TGA and non-TGA data should be reported in NAT00030A

Submissions with mixed training activity cannot be submitted direct to NCVER, please contact the relevant STA for reporting requirements.

What help is available?

NCVER has a dedicated Client Services team to help you with your AVETMISS related queries and can be contacted a number of ways:

Contacting the AVETMISS support team			
Fill out our contact form	Email: support@ncver.edu.au	Phone: 08 8230 8400	Toll free: 1800 649 452