NCVER

Apprentice and trainee outcomes 2021: terms and definitions

National Centre for Vocational Education Research

Introduction

This document covers the terms used in the *Apprentice and trainee outcomes 2021* publication and related products.

Terms are listed in alphabetical order with the following information provided for each:

- Definition: a brief explanation of the term.

- Classification categories: defined categories that apply to each term are listed, where applicable.

- Source: a description of the source of this information, including details of any calculations or derivations.

Data are sourced from the National Student Outcomes Survey as well as the National VET Provider Collection, the National VET in Schools Collection and the National Apprentice and Trainee Collection.

- The National Student Outcomes Survey is an annual survey of students who completed their vocational education and training (VET) in Australia during the previous calendar year. The survey collects information on VET students' reasons for training, their employment outcomes, satisfaction with training, and further study outcomes.

- The National VET Provider and National VET in Schools collections are administrative collections governed by the *Australian Vocational Education and Training Management Information Statistical Standard: VET Provider Collection Specifications Release 8.0* and *AVETMISS Data Element Definitions Edition 2.3.*

- The National Apprentice and Trainee Collection is an administrative collection governed by the *Australian Vocational Education and Training Management Information Statistical Standard Apprentice and Trainee Collection specifications: release 7.0.*

The national VET data standards are available from NCVER's Portal at: <https://www.ncver.edu.au>. References to the applicable field definitions within the Standards, which further define the data collected, are provided in the 'Source' section.

Terms and acronyms that have a broader VET application have not been included in this document. Readers are referred to the *Glossary of VET*, which is available at <http://www.voced.edu.au/glossary-vet>.

Terms and definitions

Term	Definition	Classification categories	Source
Age	The age of the student as at the last Friday in May of the survey year. It is generally reported in age ranges.	15 to 17 years (excluded from the report) 18 to 19 years 20 to 24 years 25 to 44 years 45 years and over	Calculated based on the VET Provider AVETMISS field *Date of Birth* from the *Client* file.
Apprentice or trainee	A person who undertook a contract of training with an employer and a training provider.	N/A	Calculated based on the VET Provider AVETMISS field *Client identifier – apprenticeships* from the *Training activity* file.
Completers	Those apprentices/trainees who are reported as completing all of the prescribed requirements of their apprenticeship or traineeship contract between January and December 2020 or those who self-identify as completing all requirements.	N/A	Derived from the contract status in the National Apprentice and Trainee Collection and self-reported in the National Student Outcomes 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.	N/A	
Developed problem-solving skills	Apprentices/trainees were asked to rate the extent they agree or disagree that the training developed their problem-solving skills on a five-point scale.	Agree Strongly agree Agree Neither agree nor disagree Disagree Disagree Strongly disagree Not applicable Not stated	Self-reported in the National Student Outcomes Survey.
Disability status	Whether the person self-identifies as having a disability, impairment or long-term condition.	With a disability Without a disability Not stated	Collected from the VET Provider AVETMISS field *Disability flag* from the *Client* file and if data not known, self-reported in the National Student Outcomes Survey.
Employed with same employer	Apprentices/trainees were asked if they were employed with the same employer as at May 2021 as when they undertook their apprenticeship/traineeship.	Employed with same employer Employed with different employer	Self-reported in the National Student Outcomes 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 Apprentice and Trainee AVETMISS fields *Employer type Identifier* from the *Employer* file.
Enrolled in further study	Apprentices/trainees were asked if they commenced another course or further study since undertaking the training they were being surveyed about.	Yes No	Self-reported in the National Student Outcomes Survey.

Term	Definition	Classification categories	Source
Gender	Whether the apprentice/trainee identifies as male, female or other/not stated. 'Other and not stated' gender includes not known specified responses as well as individuals who may have mixed or non-binary sexual characteristics; identify as gender diverse; or identify as neither male nor female.	Males Females Other and not stated	Derived from the VET Provider AVETMISS field *Gender* from the *Client* file.

Improved numerical skills	Apprentices/trainees were asked to rate the extent they agree or disagree that the training improved their numerical skills on a five-point scale.	Agree
		    Strongly agree
		    Agree
		Neither agree nor disagree
		Disagree
		    Disagree
		    Strongly disagree
		Not applicable
		Not stated
			Self-reported in the National Student Outcomes Survey.

Improved writing skills	Apprentices/trainees were asked to rate the extent they agree or disagree that the training improved their writing skills on a five-point scale.	Agree
		    Strongly agree
		    Agree
		Neither agree nor disagree
		Disagree
		    Disagree
		    Strongly disagree
		Not applicable
		Not stated
			Self-reported in the National Student Outcomes Survey.

Indigenous status	Whether the apprentice/trainee self-identifies as being of Aboriginal or Torres Strait Islander descent.	Indigenous Non-Indigenous Not stated	Derived from the VET Provider AVETMISS field *Indigenous Status Identifier* from the *Client* file and if data not known, self-reported in the National Student Outcomes Survey.

Term	Definition	Classification categories	Source

Labour force status	Describes an apprentice/trainee's employment status.
	
	Employed
	
	Persons who, during the reference period(s) self-reported as having a job (including where absent on holidays, paid leave or on strike and where temporarily stood down). A job means any type of work including full-time, casual, temporary or part-time work if it was for one hour or more over a two-week period.
	
	Note: For both reference periods, apprentices/trainees were only asked to report employment which lasted two weeks or more.
	
	Unemployed
	
	People who were not employed or were undertaking unpaid work during the reference period and who had actively looked for work at any time during that period.
	
	Not in labour force
	
	People who were neither employed, nor unemployed, as defined above.
	
	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.
	
	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).
	
	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).
	
	Employed – hours not stated or zero
	
	Employed persons who worked zero hours or did not report the hours worked in their main job during the reference period(s).
		Employed
		
		    Employed full-time
		
		    Employed part-time
		
		    Employed - no further information
		
		Not employed
		
		    Unemployed
		
		    Not in labour force
		
		    Not employed - no further information
		
		Not stated
			Derived from self-reported responses in the National Student Outcomes Survey.

Language other than English spoken at home	Whether the apprentice/trainee speaks a language other than English at home.	Yes No Not stated	Derived from the VET Provider AVETMISS field *Language identifier* from the *Client* file and if data not known, self-reported in the National Student Outcomes Survey. Language identifier must be a valid 4-digit Australian Standard Classification of Languages code.

Term	Definition	Classification categories	Source
Level of education being studied	The level of education identifies the level of a program in which the apprentice/trainee is enrolled. It identifies the degree of complexity of the program of study. See also *Qualifications*.	Diploma or higher Certificate IV Certificate III Certificate II Certificate I	Derived from the VET Provider AVETMISS field *Program level of education identifier* from the *Program* file. This classification is based on the Australian Standard Classification of Education (ASCED), ABS catalogue no.1272.0, 2001.

Main reason actively looking for work	Apprentices/trainees employed after training and looking for work were asked their main reason for looking for work	Employment-related reasons
		  Pay is too low
		  Poor working conditions
		  I am not happy with the job prospects
		  I am not happy with the job prospects in the industry
		  I don't like the type of work
		  I don't get on with my boss or other people at work
		  Lack of work
		  Broaden knowledge and skills
		  For a change/to try a different career
		Personal or other reasons
		  Problems with travelling/transport
		  Illness/health reasons
		  Family reasons
		  Finished contract/was stood down
		  Want to switch to either full-time or casual hours
		  Any other major reason
			Self-reported in the National Student Outcomes Survey.

Term	Definition	Classification categories	Source

Main reason for changing employer	Apprentices/trainees employed after training with a different employer were asked their reason for changing employers	Employment-related reasons
		    Got offered a better job
		    The pay was too low
		    Poor working conditions
		    I am not happy with the job prospects in the industry
		    I don't like the type of work
		    I don't get on with my boss or other people at work
		    I lost my job/ was made redundant
		    I transferred to another apprenticeship/traineeship
		    Lack of work
		    Broaden knowledge and skills
		    For a change/to try a different career
		    Employment not continued at the end of my training contract
		Personal or other reasons
		    Problems with travelling/transport
		    Illness/health reasons
		    Family reasons
		    Moved
		Other reasons
		    Business closed down / changed owner
		    Started my own business / work for myself
		    Commenced study / went to uni
		    Other
			Self-reported in the National Student Outcomes Survey.

Term	Definition	Classification categories	Source
Main reason for undertaking apprenticeship/traineeship	Apprentices/trainees were asked their main reason for undertaking their apprenticeship/traineeship	**Employment related reasons** Wanted to work in that type of job Wanted a job (any type) It was a requirement of my job Recommended / offered by company (non-mandatory) Change of career **Training related reasons** To gain a recognised qualification or certificate Get paid to learn Opportunity to further knowledge and skills Part of a school program / curriculum / offered through school / requirement for school **Future prospects** It had good job prospects It had good pay once qualified To start my own business **Other reasons** Didn't get into university / didn't want to go to university Family influence / interest / tradition / business To get out of school / didn't like school / dropped out of school Passion for subject / area of interest / for enjoyment Recommend by friend Fall back Travel Location Other	Self-reported in the National Student Outcomes Survey.
Non-response bias	Non-response bias occurs when the characteristics of those not responding to the survey differ to those responding to the survey in relation to the variables or items of interest. Non-response can affect the reliability of results and can introduce bias.	N/A	
Non-sampling error	Non-sampling errors (as distinct from sampling errors) may occur because of non-response bias, incorrect responses, interviewer errors, and processing errors.	N/A	
Non-trade occupations	Occupations that are not classified as *technicians and trade workers*. Occupations are classified using the Australian and New Zealand Standard Classification of Occupations (ANZSCO), First edition, Revision 2. See definition for *Occupation*.	N/A	Derived from the occupation in the VET Provider/Apprentice and Trainee AVETMISS field *ANZSCO Identifier* from the *Program* file.

Term	Definition	Classification categories	Source
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.	N/A	
Occupation (ANZSCO) group	Occupations are classified using the Australian and New Zealand Standard Classification of Occupations (ANZSCO) First Edition, Revision 2.	Managers Professionals Technicians and trades workers Community and personal service workers Clerical and administrative workers Sales workers Machinery operators and drivers Labourers Not known Not stated	Occupation before and after training is defined according to the survey responses in the National Student Outcomes Survey and classified to the Australian and New Zealand Standard Classification of Occupations (ANZSCO). Occupation during the apprenticeship or traineeship is derived from the VET Provider AVETMISS field *ANZSCO Identifier* from the *Program* file.
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). Apprentices and trainees were selected to participate in the National Student Outcomes Survey based on their off-the-job training undertaken during 2020.	N/A	
Online learning	Refers to training and/or assessment made available via the internet in a different location from the training provider or trainer.	N/A	
On-the-job training delayed in 2020 due to the COVID-19 pandemic	Apprentices and trainees were asked if their on-the-job training was delayed in 2020 due to the COVID-19 pandemic	Yes No	Self-reported in the National Student Outcomes Survey.
Program field of education	Describes the broad area of study related to a qualification in which an apprentice/trainee is enrolled.	Natural and physical sciences Information technology Engineering and related technologies Architecture and building Agriculture, environmental and related studies Health Education Management and commerce Society and culture Creative arts Food, hospitality and personal services Mixed field programmes Not assigned	Collected from the VET Provider AVETMISS field *Program field of education identifier* from the *Program* file. This classification is based on the Australian Standard Classification of Education (ASCED), ABS catalogue no.1272.0, 2001.

Term	Definition	Classification categories	Source
Received support from training provider to transition to online learning	Apprentices/trainees who transitioned to online learning during 2020 due to the COVID-19 pandemic were asked to indicate if they received support from their training provider to assist with the shift to online learning.	Yes No	Self-reported in the National Student Outcomes Survey.
Reference periods	Apprentices/trainees were asked questions about their labour force status during the two reference periods: ■ before the training: during the six months before starting the training ■ after the training: last Friday in May 2021.	N/A	Self-reported in the National Student Outcomes Survey.

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 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
		   Major cities
		   Inner and outer regional
		Remote/very remote
		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.

Response rate	The total number of questionnaires completed, expressed as a percentage of the total number of in scope selections. Out of scope selections comprise apprentices/trainees who contacted the survey fieldwork contractor to indicate they did not undertake the training they were being surveyed about.	N/A	
Sampling error	Estimates calculated from the National Student Outcomes 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 over the page.	N/A	

Satisfaction with assessment	Apprentices/trainees were asked to rate how satisfied they were that the way they were assessed was a fair test of their skills and knowledge on a five-point scale.	Satisfied
		   Very satisfied
		   Satisfied
		Neither satisfied nor dissatisfied
		Dissatisfied
		   Dissatisfied
		   Very dissatisfied
		Not stated
		Not applicable
			Self-reported in the National Student Outcomes Survey.

Term	Definition	Classification categories	Source

Satisfaction with the skills learnt on-the-job	Apprentices/trainees were asked to rate how satisfied they were with the skills learnt on-the-job.	Satisfied
		  Very satisfied
		  Satisfied
		Neither satisfied nor dissatisfied
		Dissatisfied
		  Dissatisfied
		  Very dissatisfied
		Not stated
			Self-reported in the National Student Outcomes Survey.

Satisfaction with off-the-job training overall	Apprentices/trainees were asked to rate how satisfied they were with their training overall (referring to the qualification they undertook) on a five-point scale.	Satisfied
		  Very satisfied
		  Satisfied
		Neither satisfied nor dissatisfied
		Dissatisfied
		  Dissatisfied
		  Very dissatisfied
		Not stated
			Self-reported in the National Student Outcomes Survey.

Satisfaction with teaching	Apprentices/trainees were asked to rate how satisfied they were with the quality of their trainers/teachers /instructors on a five-point scale.	Satisfied
		  Very satisfied
		  Satisfied
		Neither satisfied nor dissatisfied
		Dissatisfied
		  Dissatisfied
		  Very dissatisfied
		Not stated
		Not applicable
			Self-reported in the National Student Outcomes 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	
State or territory	This is the state or territory in which the apprentice/trainee usually resides.	New South Wales Victoria Queensland South Australia Western Australia Tasmania Northern Territory Australian Capital Territory	Collected from the VET Provider AVETMISS field *State identifier* from the *Client* file.
Trade occupations	Occupations that are classified as *technicians and trade workers*. Occupations are classified using the Australian and New Zealand Standard Classification of Occupations (ANZSCO), First edition, Revision 2. See definition for *Occupation*.	N/A	Derived from the occupation in the VET Provider/Apprentice and Trainee AVETMISS field *ANZSCO Identifier* from the *Program* file.
Training shifted to online learning during 2020 due to the COVID-19 pandemic	Apprentices/trainees were asked if their training shifted to online learning in 2020 due to the COVID-19 pandemic.	Yes, training shifted to online learning No, training did not shift to online learning Not stated	Self-reported in the National Student Outcomes Survey.