

TRAC(T) 2008-09

Validation passed

This workbook contains four sections: A; B; C; and D (in 4 worksheets)
 A provides source data for Subject-FACTs
 B is the calculation of Subject-FACTs
 C provides an analysis of costs and should be of value in understanding your figures
 D provides further analysis of student FTEs

Only Sections A and B are mandatory (part of the **minimum requirements**).
 Sections C and D are optional.

Institution: Code: UKPRN:

A Source Data MANDATORY

This section **should** be completed by all institutions.
 The purpose of this Section is to provide a reconciliation to the figures returned under annual TRAC.

	£000	
Total expenditure in financial statements	0	per annual TRAC report
plus net cost adjustments	0	per annual TRAC report
gives TRAC costs	0	per annual TRAC report
less Research	0	per annual TRAC report
Other	0	per annual TRAC report
gives Teaching	0	per annual TRAC report
		% of Teaching
less NPFT	0	0.0% per annual TRAC report
non-Funding Council-fundable PFT	0	0.0%
gives Funding Council-fundable PFT	0	0.0%
		% of Funding Council-fundable
less non-subject related		
funding proxy	0	0.0% per funding table (Appendix 10 or Appendix 12-2) (note 1)
bursaries (note 2)	0	0.0% actual costs and charges included in financial statements
total non-subject related	0	0.0%
gives Subject-related costs of Funding Council-fundable provision	0	

Notes:

- The funding proxy total **should** agree to the total costs of non-subject related areas where Funding Council funding is used as the proxy, provided at the bottom of the table in Appendix 10/Appendix 12-2 of the TRAC(T) guidance. The main exceptions to this are listed in Part VIII, Section C, paragraph 9, and are:
 - institutions with collaborative awards or arrangements eg. Summer Schools, Strategic Alliance Partnership
 - lead institutions in HEFCE-recognised funding consortia
 - institutions with 'London whole institution' funding
 - three named institutions
 - institutions with negative funding
 - institutions who are carrying forward or bringing forward some of this income, or who are capitalising it.
 Please note that the figures in Appendix 10/Appendix 12-2 are displayed to the nearest £ and need to be divided by 1000 before entering in this table Appendix 10 and Appendix 12-2 for 2007-08 can be found on the JCPSG website (www.jcpsg.ac.uk/guidance/2008/) Please give reasons for differences to Appendix 10/Appendix 12-2 in the "Validation" worksheet or on a separate word document if necessary.
- Bursaries comprise the actual costs or charges made to the financial statements for bursaries, fee remissions, hardship payments and scholarships of taught students. Please note that any scholarships relating to research students should not be included in this figure - those are research costs and should be deducted under the line "less Research" in the table above.

A.1 Cost recording methods MANDATORY

Do you believe that you have met all of the minimum requirements (once your figures have been benchmarked and reviewed for reasonableness)?
 Please select Yes or No from the drop-down list

To inform their teaching funding methods, the Funding Councils need representative data for the sector covering all subject areas, so that they can determine the relative (rather than absolute) costs of different subjects. Do you believe that your TRAC(T) figures are fit for the purpose of informing the relevant funding council's review of its teaching funding method?
 Please select Yes or No from the drop-down list

Do you consider your figures to be robust at the level of department? (Robustness is defined as: meeting the minimum requirements and recording academic time allocation data that are statistically robust at the level of department)
 Please select Yes or No from the drop-down list

Do you produce a cost per student by department for use by institutional managers?
 Please select Yes or No from the drop-down list

Are you showing a surplus on PFT (above 5%) on your annual TRAC return and if so have you assessed the impact of this on your subject-FACTS?
 Please select Yes, No or n/a from the drop-down list

Institution:
Code:
UKPRN:

B. Report to Funding Councils

MANDATORY

This section **should** be completed by all institutions.

The purpose of this section is to collect the information that could be used by the Funding Councils.

		Price groups currently in use	Total subject-related costs of Funding Council-fundable provision £000	Funding Council- fundable student FTEs from HESA (b) FTEs	Subject-FACTS (c)=((a)/(b))*1000 £
HESA academic cost centre					
01	Clinical medicine	A	0	0.00	0
		B	0	0.00	0
		Total	0	0.00	0
02	Clinical dentistry	A	0	0.00	0
		B	0	0.00	0
		Total	0	0.00	0
03	Veterinary science	A	0	0.00	0
		B	0	0.00	0
		Total	0	0.00	0
04	Anatomy and physiology		0	0.00	0
05	Nursing and paramedical studies		0	0.00	0
	Professional qualifications (Scottish institutions only)		0	0.00	0
		Total	0	0.00	0
06	Health and community studies		0	0.00	0
07	Psychology and behavioural sciences		0	0.00	0
08	Pharmacy and pharmacology		0	0.00	0
10	Biosciences		0	0.00	0
11	Chemistry		0	0.00	0
12	Physics		0	0.00	0
13	Agriculture and forestry		0	0.00	0
14	Earth, marine and environmental sciences		0	0.00	0
16	General engineering		0	0.00	0
17	Chemical engineering		0	0.00	0
18	Mineral, metallurgy and materials engineering		0	0.00	0
19	Civil engineering		0	0.00	0
20	Electrical, electronic and computer engineering		0	0.00	0
21	Mechanical, aero and production engineering		0	0.00	0
23	Architecture, built environment and planning		0	0.00	0
24	Mathematics		0	0.00	0
25	Information technology and systems sciences, and computer software engineering		0	0.00	0
26	Catering and hospitality management		0	0.00	0
27	Business and management studies		0	0.00	0
28	Geography		0	0.00	0
29	Social studies		0	0.00	0
30	Media studies	B	0	0.00	0
		C	0	0.00	0
		D	0	0.00	0
		Total	0	0.00	0
31	Humanities and language based studies		0	0.00	0
33	Design and creative arts		0	0.00	0
34	Education	C	0	0.00	0
		D	0	0.00	0
	Professional qualifications (Scottish institutions only)		0	0.00	0
		Total	0	0.00	0
35	Modern languages		0	0.00	0
37	Archaeology		0	0.00	0
38	Sports science and leisure studies	B	0	0.00	0
		C	0	0.00	0
		D	0	0.00	0
		Total	0	0.00	0
41	Continuing education		0	0.00	0
Total in HESA academic cost centres			0	0.00	0
99	Cost centre not assignable			0.00	
Total			0	0.00	0

Notes:

1. Where students in one cost centre are funded across a number of price groups, please enter costs against the relevant price group/s where possible. If this is not possible, enter figures in the Total line for that cost centre (over-riding the formulae that are in the 'Total' cells). Please do not allocate costs between price groups using the current price group relativities - just enter a figure in the Total line.

2. The total costs in column (a) should agree with the total subject-related costs of Funding Council-fundable provision at the bottom of Section A.

3. The student FTEs in column (b) are defined in Part VII, Chapter E.3 of the Guidance. These are Funding Council-fundable student FTEs, excluding sandwich year-out students. If you require further information on how these FTEs have been derived you should refer to Annex M of the '2007-08 statistics derived from HESA data: Guide to HEFCE web facility' (2008/30) publication which can be found in the publications section of the HEFCE website.

Institution: Code: UKPRN:

Please use the box below, or a separate word document if you want to make commentary on the data above eg. If you know reasons why any of the figures may be an outlier

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Institution: Code: UKPRN:

C. Further analysis OPTIONAL

This section is **not mandatory**. However, institutions are strongly encouraged to complete as much as they can, even if the figures can only be roughly estimated. Section C.2 should be relatively straightforward to complete. Institutions with medical schools are also strongly advised to complete the section on Impact of Other Clinical Services (Section C.3).

The purpose of this section is to understand the makeup of the figures, so that differences between the cost centres in an institution, and between institutions, can be better explained. In addition, it is to provide information on the nature of provision (e.g. international students in a cost centre, or amount of non-Funding Council-fundable activity) as this affects the figures calculated as Subject-FACTS. The information on variability provides useful information about the potential impact of decisions to expand/reduce provision.

Where possible, the analysis should be provided by subject. For comparability, the headings of the HESA academic cost centres need to be used. However, it is recognised that this level of data may only be available in your systems by department, subject area or faculty. If so, for this section alone, please use the easiest method to map this analysis of costs onto HESA academic cost centres. For example, a department could be reported in just one HESA academic cost centre (where the majority of provision takes place) rather than being split as required either for HESA, or for calculating Subject-FACTS. The totals in each HESA academic cost centre do NOT, therefore, need to agree with those in Section B, which would have been calculated more robustly.

C.1 Analysis of Farm costs

	Teaching	Research	Other	Total
How farm costs have been allocated	0	0	0	0
% of total	0.0%	0.0%	0.0%	0.0%

Notes:

1. Total farm costs are the total costs reported in the institutional management accounts, before any recharges to academic departments for Teaching or Research use.

C.2 Surplus/(deficit) on Teaching activities

	Income £000	TRAC costs £000	Surplus/ (deficit) £000
NPFT	0	0	0
PFT: non-Funding Council-fundable T	0	0	0
PFT: Funding Council-fundable T	0	0	0
Total	0	0	0

C.3 Impact of Other Clinical Services (O(CS))

(O(CS)) is defined as covering all of O(CS)(T), O(CS)(R), O(CS)(CS)). The final allocations should be shown.

	Funding Council-fundable T			Other T	R	O	Total
	Clinical medicine £000	Clinical dentistry £000	Other cost centres £000	£000	£000	£000	£000
How the pay costs of O(CS) time have been allocated	0	0	0	0	0	0	0
% of total	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% of subject related T	0.0%	0.0%					

Do the pay costs you have entered here cover only part of your O(CS) time, i.e. is some O(CS) recorded by academics directly to T or R?

Please select Yes or No from the drop-down list

C.4 Impact of all activities excluded from Subject-FACTS

HESA academic cost centre		Costs excluded from the subject-related costs of Funding Council-fundable PFT							Total costs excl from subject-related costs (g)=(b)+(c)+(d)+(e)+(f) £000	Costs of excluded activities as % of total institutional costs (h)=(g)/(a) %
		Price groups currently in use	Total institutional costs per TRAC (a) £000	Research (b) £000	Other (c) £000	NPFT (d) £000	Non-Funding Council-fundable PFT (e) £000	Non-subject related (f) £000		
01	Clinical medicine	A	0	0	0	0	0	0	0	0.0%
		B	0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
02	Clinical dentistry	A	0	0	0	0	0	0	0	0.0%
		B	0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
03	Veterinary science	A	0	0	0	0	0	0	0	0.0%
		B	0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
04	Anatomy and physiology		0	0	0	0	0	0	0	0.0%
05	Nursing and paramedical studies		0	0	0	0	0	0	0	0.0%
	Professional qualifications		0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
06	Health and community studies		0	0	0	0	0	0	0	0.0%
07	Psychology and behavioural sciences		0	0	0	0	0	0	0	0.0%
08	Pharmacy and Pharmacology		0	0	0	0	0	0	0	0.0%
10	Biosciences		0	0	0	0	0	0	0	0.0%
11	Chemistry		0	0	0	0	0	0	0	0.0%
12	Physics		0	0	0	0	0	0	0	0.0%
13	Agriculture and forestry		0	0	0	0	0	0	0	0.0%
14	Earth, marine and environmental sciences		0	0	0	0	0	0	0	0.0%
16	General engineering		0	0	0	0	0	0	0	0.0%
17	Chemical engineering		0	0	0	0	0	0	0	0.0%
18	Mineral, metallurgy and materials engineering		0	0	0	0	0	0	0	0.0%
19	Civil engineering		0	0	0	0	0	0	0	0.0%
20	Electrical, electronic and computer engineering		0	0	0	0	0	0	0	0.0%
21	Mechanical, aero and production engineering		0	0	0	0	0	0	0	0.0%
23	Architecture, built environment and planning		0	0	0	0	0	0	0	0.0%
24	Mathematics		0	0	0	0	0	0	0	0.0%
25	Information technology and systems sciences, and computer software engineering		0	0	0	0	0	0	0	0.0%
26	Catering and hospitality management		0	0	0	0	0	0	0	0.0%
27	Business and management studies		0	0	0	0	0	0	0	0.0%
28	Geography		0	0	0	0	0	0	0	0.0%
29	Social studies		0	0	0	0	0	0	0	0.0%
30	Media studies	B	0	0	0	0	0	0	0	0.0%
		C	0	0	0	0	0	0	0	0.0%
		D	0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
31	Humanities and language based studies		0	0	0	0	0	0	0	0.0%
33	Design and creative arts		0	0	0	0	0	0	0	0.0%
34	Education	C	0	0	0	0	0	0	0	0.0%
		D	0	0	0	0	0	0	0	0.0%
	Professional qualifications		0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
35	Modern languages		0	0	0	0	0	0	0	0.0%
37	Archaeology		0	0	0	0	0	0	0	0.0%
38	Sports science and leisure studies	B	0	0	0	0	0	0	0	0.0%
		C	0	0	0	0	0	0	0	0.0%
		D	0	0	0	0	0	0	0	0.0%
		Total	0	0	0	0	0	0	0	0.0%
41	Continuing education		0	0	0	0	0	0	0	0.0%
Total costs in HESA academic cost centres			0	0	0	0	0	0	0	0.0%
Residences and other institutional costs not assignable to an academic cost centre			0	0	0			0	0	0.0%
Bursaries and any other academic department costs not included above			0	0	0	0	0	0	0	0.0%
Total institutional costs per TRAC			0	0	0	0	0	0	0	0.0%

Notes:

- The costs of departments split across several cost centres may be left out of the analysis if this would make the return easier. The total of these departments should instead be returned in the line "Bursaries and any other academic department costs not included above" (row 109 of the spreadsheet). The total institutional costs should therefore agree to those reported in Section A.
- The non-subject related costs (column f) will be those in Appendix 10/Appendix 12-2, plus bursaries, less exceptions - see Part VIII, Section C, paragraph 9.
- Bursaries and scholarships should be reported in the line "Bursaries and any other academic department costs not included above" (row 109 of the spreadsheet).
- Department of Health nursing and paramedical provision, and TDA-funded ITT provision, should be reported in the "Professional qualifications" line of cost centre 05 and 34 respectively. This provision should be reported in the non-Funding Council-fundable column for institutions in England and NI, but should not be shown as an activity excluded from subject-related costs for Scottish institutions.
- The costs of administration and academic services will have all been allocated to activities and should be reported against the relevant cost centre, and not under the line "Any other academic department costs not included above".
- The costs in columns (d) and (e) (if completed) will be divided by the student numbers from Table D.2 to calculate a cost per student in each of these categories. These will be shown in Table C.6

C.5 Cost elements of Funding council-fundable activities

		Analysis of costs of Funding Council-fundable PFT							Total subject related costs of Funding Council-fundable PFT (h)=(a)+(b)+(c)+(d)+(e)+(f)+(g)
		Total costs of Funding Council-fundable T, including non-subject related							
HESA academic cost centre	Price groups currently in use	Academic staff costs (a) £000	All other academic dept or faculty costs (b) £000	Costs of central services (c) £000	Estates costs (d) £000	Costs of franchised-out provision (e)	O(CS) costs (f)	Non-subject related costs (g)	£000
01	Clinical medicine	A	0	0	0	0	0	0	0
		B	0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
02	Clinical dentistry	A	0	0	0	0	0	0	0
		B	0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
03	Veterinary science	A	0	0	0	0	0	0	0
		B	0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
04	Anatomy and physiology		0	0	0	0	0	0	0
05	Nursing and paramedical studies		0	0	0	0	0	0	0
	Professional qualifications (Scottish institutions only)		0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
06	Health and community studies		0	0	0	0	0	0	0
07	Psychology and behavioural sciences		0	0	0	0	0	0	0
08	Pharmacy and pharmacology		0	0	0	0	0	0	0
10	Biosciences		0	0	0	0	0	0	0
11	Chemistry		0	0	0	0	0	0	0
12	Physics		0	0	0	0	0	0	0
13	Agriculture and forestry		0	0	0	0	0	0	0
14	Earth, marine and environmental sciences		0	0	0	0	0	0	0
16	General engineering		0	0	0	0	0	0	0
17	Chemical engineering		0	0	0	0	0	0	0
18	Mineral, metallurgy and materials engineering		0	0	0	0	0	0	0
19	Civil engineering		0	0	0	0	0	0	0
20	Electrical, electronic and computer engineering		0	0	0	0	0	0	0
21	Mechanical, aero and production engineering		0	0	0	0	0	0	0
23	Architecture, built environment and planning		0	0	0	0	0	0	0
24	Mathematics		0	0	0	0	0	0	0
25	Information technology and systems sciences, and computer software engineering		0	0	0	0	0	0	0
26	Catering and hospitality management		0	0	0	0	0	0	0
27	Business and management studies		0	0	0	0	0	0	0
28	Geography		0	0	0	0	0	0	0
29	Social studies		0	0	0	0	0	0	0
30	Media studies	B	0	0	0	0	0	0	0
		C	0	0	0	0	0	0	0
		D	0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
31	Humanities and language based studies		0	0	0	0	0	0	0
33	Design and creative arts		0	0	0	0	0	0	0
34	Education	C	0	0	0	0	0	0	0
		D	0	0	0	0	0	0	0
	Professional qualifications (Scottish institutions only)		0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
35	Modern languages		0	0	0	0	0	0	0
37	Archaeology		0	0	0	0	0	0	0
38	Sports science and leisure studies	B	0	0	0	0	0	0	0
		C	0	0	0	0	0	0	0
		D	0	0	0	0	0	0	0
		Total	0	0	0	0	0	0	0
41	Continuing education		0	0	0	0	0	0	0
Total costs in HESA academic cost centres			0	0	0	0	0	0	0
Costs not easy to analyse by cost centre.			0	0	0	0	0	0	0
Bursaries					0			0	0
Total institutional costs of FC-fundable provision			0	0	0	0	0	0	0

Notes:

- The costs of departments split across cost centres may be left out of the analysis if this would make the return easier. The total of these departments should instead be returned in row 182 of the spreadsheet. The total institutional subject-related costs of Funding Council-fundable provision should therefore agree to those reported in Section A.
- Academic staff costs in (a) should include both direct and Support time.
- All other academic dept or faculty costs in (b) should include: (i) support staff costs excluding technicians and (ii) non-staff costs.
- Costs of central services in (c) should include: (i) all costs not in academic departments or estates; (ii) an appropriate portion of the estates costs (for central departments); (iii) an appropriate portion of the infrastructure adjustment for central departments; (iv) 100% of the RFI adjustment (RFI on Assets and RFI on expenditure).
- Estates costs in (d) should include: (i) the space costs of academic departments including equipment; (ii) technicians; (iii) an appropriate portion of the infrastructure adjustment.
- The analysis above in (a) to (d) is of Funding Council-fundable provision only. However, this analysis may only be available for all teaching provision, or all PFT or all FC-fundable provision. In that case, the %s this gives in each cost centre, across each type of expenditure, could be assumed to apply pro rata to the costs in columns (a) to (d) and could be used to complete this table.
- Only enter costs in column (e) franchised-out provision if you have entered franchised-out student numbers in Table D.1

8. The costs in column (g) non subject-related will be pre-filled from Table C.4. These costs are part of the costs in columns (a) to (f). They are therefore deducted when the subject-related cost total is derived, as shown in column (h).

9. All bursaries and scholarships costs should be recorded on the Bursaries row. These are pre-filled with the Funding Council-fundable bursaries figures provided in cell I109 of Table C.4.

C.6 Cost per Funding Concil-fundable (PFT), non-Funding Council-fundable (PFT) and NPFT student FTE (data in this table will only show if you have completed data in both Table

Have you completed Table C.4?

Have you completed Table C.5?

Have you completed Table D.2?

This table requires no input from the institution and will be calculated automatically once data is entered in both C.4 and D.2

	Price groups currently in use	From C.5		From B	Cost per Funding Council-fundable PFT student (c)=(a)/(b)*1000	From C.4 column (e)		From D.2 column (g)		From C.4 column (d)		From D.2 column (h)	
		£000	FTEs			Non-Funding Council-fundable PFT costs	Non-Funding Council-fundable PFT student FTEs	Funding Council-fundable PFT student FTEs	NPFT costs £000s	NPFT student FTEs	Cost per NPFT student		
												£	£
HESA academic cost centre													
01	Clinical medicine	A	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		B	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
02	Clinical dentistry	A	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		B	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
03	Veterinary science	A	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		B	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
04	Anatomy and physiology		0	0.00	0	0	0.00	0	0	0	0.00	0	0
05	Nursing and paramedical studies		0	0.00	0	0	0.00	0	0	0	0.00	0	0
	Professional qualifications		0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
06	Health and community studies		0	0.00	0	0	0.00	0	0	0	0.00	0	0
07	Psychology and behavioural sciences		0	0.00	0	0	0.00	0	0	0	0.00	0	0
08	Pharmacy and pharmacology		0	0.00	0	0	0.00	0	0	0	0.00	0	0
10	Biosciences		0	0.00	0	0	0.00	0	0	0	0.00	0	0
11	Chemistry		0	0.00	0	0	0.00	0	0	0	0.00	0	0
12	Physics		0	0.00	0	0	0.00	0	0	0	0.00	0	0
13	Agriculture and forestry		0	0.00	0	0	0.00	0	0	0	0.00	0	0
14	Earth, marine and environmental sciences		0	0.00	0	0	0.00	0	0	0	0.00	0	0
16	General engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
17	Chemical engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
18	Mineral, metallurgy and materials engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
19	Civil engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
20	Electrical, electronic and computer engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
21	Mechanical, aero and production engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
23	Architecture, built environment and planning		0	0.00	0	0	0.00	0	0	0	0.00	0	0
24	Mathematics		0	0.00	0	0	0.00	0	0	0	0.00	0	0
25	Information technology and systems sciences, and computer software engineering		0	0.00	0	0	0.00	0	0	0	0.00	0	0
26	Catering and hospitality management		0	0.00	0	0	0.00	0	0	0	0.00	0	0
27	Business and management studies		0	0.00	0	0	0.00	0	0	0	0.00	0	0
28	Geography		0	0.00	0	0	0.00	0	0	0	0.00	0	0
29	Social studies		0	0.00	0	0	0.00	0	0	0	0.00	0	0
30	Media studies	B	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		C	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		D	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
31	Humanities and language based studies		0	0.00	0	0	0.00	0	0	0	0.00	0	0
33	Design and creative arts		0	0.00	0	0	0.00	0	0	0	0.00	0	0
34	Education	C	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		D	0	0.00	0	0	0.00	0	0	0	0.00	0	0
	Professional qualifications		0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
35	Modern languages		0	0.00	0	0	0.00	0	0	0	0.00	0	0
37	Archaeology		0	0.00	0	0	0.00	0	0	0	0.00	0	0
38	Sports science and leisure studies	B	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		C	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		D	0	0.00	0	0	0.00	0	0	0	0.00	0	0
		Total	0	0.00	0	0	0.00	0	0	0	0.00	0	0
41	Continuing education		0	0.00	0	0	0.00	0	0	0	0.00	0	0

TRAC(T) 2008-09

Institution:
Code:
UKPRN:

D. Analysis of student numbers OPTIONAL

This section is **not mandatory**. The purpose of this section is to provide student FTEs. Where possible data will be pre-filled with analysis from your HESA student record. Student FTEs will be used for four purposes:

- Funding Council-fundable FTEs (column (a) of D.1) are the denominator of Subject-FACTS in section B.
- Franchised out provision (column (f) of Table D.1) gives an indication of the size of that provision in each cost centre (not pre-filled).
- PGT and Long course FTEs (columns (c), (d) and (e) of Table D.1) will give an indication of the proportion of those students in each cost centre.
- Non-Funding Council-fundable and NPFT provision (Table D.2) will be used to calculate a cost per student for each of these categories if Table C.4 is also completed. The results of this will be shown in Table C.6.

D.1 Analysis of Funding Council-fundable student FTEs

Columns (a), (b), (c), (d), (e) will be pre-filled with data from your HESA student record. Column (a)=(b)+(c)+(d)+(e). Column (f) requires completion.

HESA academic cost centre	Price groups currently in use	Total Funding Council-fundable FTEs as per section B (a)	UG and FD		PGT		Funding Council-fundable franchised out student FTEs (FT and PT) (f)
			Standard (FT and PT) FTEs (b)	Long (FT and PT) FTEs (c)	Standard (FT and PT) FTEs (d)	Long (FT and PT) FTEs (e)	
01 Clinical medicine	A	0.00	0.00	0.00	0.00	0.00	0.00
	B	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
02 Clinical dentistry	A	0.00	0.00	0.00	0.00	0.00	0.00
	B	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
03 Veterinary science	A	0.00	0.00	0.00	0.00	0.00	0.00
	B	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
04 Anatomy and physiology		0.00	0.00	0.00	0.00	0.00	0.00
05 Nursing and paramedical studies		0.00	0.00	0.00	0.00	0.00	0.00
Professional qualifications (Scottish institutions only)		0.00	0.00	0.00	0.00	0.00	0.00
Total		0.00	0.00	0.00	0.00	0.00	0.00
06 Health and community studies		0.00	0.00	0.00	0.00	0.00	0.00
07 Psychology and behavioural sciences		0.00	0.00	0.00	0.00	0.00	0.00
08 Pharmacy and pharmacology		0.00	0.00	0.00	0.00	0.00	0.00
10 Biosciences		0.00	0.00	0.00	0.00	0.00	0.00
11 Chemistry		0.00	0.00	0.00	0.00	0.00	0.00
12 Physics		0.00	0.00	0.00	0.00	0.00	0.00
13 Agriculture and forestry		0.00	0.00	0.00	0.00	0.00	0.00
14 Earth, marine and environmental sciences		0.00	0.00	0.00	0.00	0.00	0.00
16 General engineering		0.00	0.00	0.00	0.00	0.00	0.00
17 Chemical engineering		0.00	0.00	0.00	0.00	0.00	0.00
18 Mineral, metallurgy and materials engineering		0.00	0.00	0.00	0.00	0.00	0.00
19 Civil engineering		0.00	0.00	0.00	0.00	0.00	0.00
20 Electrical, electronic and computer engineering		0.00	0.00	0.00	0.00	0.00	0.00
21 Mechanical, aero and production engineering		0.00	0.00	0.00	0.00	0.00	0.00
23 Architecture, built environment and planning		0.00	0.00	0.00	0.00	0.00	0.00
24 Mathematics		0.00	0.00	0.00	0.00	0.00	0.00
25 Information technology and systems sciences, and		0.00	0.00	0.00	0.00	0.00	0.00
26 Catering and hospitality management		0.00	0.00	0.00	0.00	0.00	0.00
27 Business and management studies		0.00	0.00	0.00	0.00	0.00	0.00
28 Geography		0.00	0.00	0.00	0.00	0.00	0.00
29 Social studies		0.00	0.00	0.00	0.00	0.00	0.00
30 Media studies	B	0.00	0.00	0.00	0.00	0.00	0.00
	C	0.00	0.00	0.00	0.00	0.00	0.00
	D	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
31 Humanities and language based studies		0.00	0.00	0.00	0.00	0.00	0.00
33 Design and creative arts		0.00	0.00	0.00	0.00	0.00	0.00
34 Education	C	0.00	0.00	0.00	0.00	0.00	0.00
	D	0.00	0.00	0.00	0.00	0.00	0.00
	Professional qualifications (Scottish institutions only)	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
35 Modern languages		0.00	0.00	0.00	0.00	0.00	0.00
37 Archaeology		0.00	0.00	0.00	0.00	0.00	0.00
38 Sports science and leisure studies	B	0.00	0.00	0.00	0.00	0.00	0.00
	C	0.00	0.00	0.00	0.00	0.00	0.00
	D	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	0.00	0.00	0.00	0.00	0.00
41 Continuing education		0.00	0.00	0.00	0.00	0.00	0.00
Total in HESA academic cost centres		0.00	0.00	0.00	0.00	0.00	0.00
99 Cost centre not assignable		0.00	0.00	0.00	0.00	0.00	0.00
Total		0.00	0.00	0.00	0.00	0.00	0.00

Notes:

1. Funding Council-fundable franchised out FTEs should include those students franchised out to FECs, HEIs or private organisations, whether partially or wholly franchised-out. These numbers will be part of the student FTEs included in column (a).
2. Institutions in Scotland should note that the long course columns are not pre-filled with any data. Long course are not formally defined or used in Scotland. Therefore these columns will be blank for institutions in Scotland.
3. All student FTEs in this table exclude sandwich year-out students.

35	Modern languages	UG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		PGT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	Archaeology	UG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		PGT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	Sports science and leisure studies	B	UG	0.00	0.00	0.00	0.00	0.00	0.00
			PGT	0.00	0.00	0.00	0.00	0.00	0.00
		C	UG	0.00	0.00	0.00	0.00	0.00	0.00
			PGT	0.00	0.00	0.00	0.00	0.00	0.00
		D	UG	0.00	0.00	0.00	0.00	0.00	0.00
			PGT	0.00	0.00	0.00	0.00	0.00	0.00
		Total	UG	0.00	0.00	0.00	0.00	0.00	0.00
			PGT	0.00	0.00	0.00	0.00	0.00	0.00
41	Continuing education	UG	0.00	0.00	0.00	0.00	0.00	0.00	
		PGT	0.00	0.00	0.00	0.00	0.00	0.00	
Total in HESA academic cost centres	UG	0.00	0.00	0.00	0.00	0.00	0.00		
	PGT	0.00	0.00	0.00	0.00	0.00	0.00		
99	Cost centre not assignable	UG	0.00	0.00	0.00	0.00	0.00	0.00	
		PGT	0.00	0.00	0.00	0.00	0.00	0.00	
Total	UG	0.00	0.00	0.00	0.00	0.00	0.00		
	PGT	0.00	0.00	0.00	0.00	0.00	0.00		

Notes:

1. All figures should exclude PGR students.
2. All figures should include full-time, part-time and sandwich year-out students.
3. UG includes those students studying for a foundation degree.
4. No weightings for UG or PGT students are now included. The benchmark reports will show total costs per student (unweighted) in each HESA academic cost centre for non-Funding Council -
5. There are categories of students who are not reported to HESA – for example, non-credit bearing students or students studying for the whole of their program of study outside of the UK and those not funded for study by distance learning (see November update section 6). Please enter these into columns (e) and (f).

TRAC(T) 2008-09 Validation report

Your workbook has passed all validation checks

Please ensure that your return shows "validation passed" for checks 1 to 17 before submitting your workbook to HEFCE.

1. Total subject-related costs of Funding Council-fundable provision in Section A should equal those returned in Section B.

Validation passed

2. Funding proxy figures used for non-subject related costs in Section A should be returned in £000s.

Validation passed

3. Total institutional costs in column (a) of Section C.4 should equal those returned in Section A.

Validation passed

4. Total Research costs returned in column (b) of Section C.4 should equal those returned in Section A.

Validation passed

5. Total Other costs returned in column (c) of Section C.4 should equal those returned in Section A.

Validation passed

6. Total NPFT costs returned in column (d) of Section C.4 should equal those returned in Section A.

Validation passed

7. Total non-Funding Council-fundable costs returned in column (e) of Section C.4 should equal those returned in Section A.

Validation passed

8. Total non-subject related costs returned in column (f) of Section C.4 should equal those returned in Section A.

Validation passed

9. Bursaries should be completed in Section A . If you have a genuine reason for having no bursaries please provide commentary in the box below.

Validation passed

Comments box on no bursaries

10. Total subject-related costs of Funding Council-fundable T returned in column (h) of Section C.5 should equal those returned in Section A

Validation passed

11. Section A.1 is mandatory and should be completed.

Validation passed

12. Funding proxy figures provided in Section A should agree to the total provided in Appendix 10/Appendix 12-2. If you have a genuine reason for altering the income proxy figure used (eg. institutions with collaborative awards) please provide commentary on this in the box below.

Validation passed

Comments box on funding proxy differences

13. Section B should not be showing cost centre(s) with costs but no students or students but no costs. If it is, please amend or provide commentary on this in the box below.

Validation passed

Comments box on cost centre(s) with costs but no students or students but no costs.

14. Section C.2 should be completed for all activities. If you are choosing to complete this table, please do not partially complete the table.

Validation passed

15. Section C.4 should not contain negative figures.

Validation passed

16. Section C.4 column (g) should be less than or equal to column (a).

Validation passed

17. Section C.6 should not be showing cost centre(s) with costs but no students or students but no costs

Validation passed

Data will be subject to some additional validation checks on submitting the data to HEFCE. The results of these will appear below in the results package.

18. Total expenditure reported in Section A should equal total expenditure returned through the annual TRAC return in January 2010.

19. Net cost adjustments reported in Section A should equal net cost adjustments returned through the annual TRAC return in January 2010.

20. Research costs reported in Section A should equal Research costs returned through the annual TRAC return in January 2010.

21. Other costs reported in Section A should equal Other costs returned through the annual TRAC return in January 2010.

22. NPFT costs reported in Section A should equal NPFT costs returned through the annual TRAC return in January 2010.

23. NPFT income reported in Section C.2 should equal NPFT income returned through the annual TRAC return in January 2010.

24. Total PFT income reported in Section C.2 should equal total PFT income returned through the annual TRAC return in January 2010.

If you find that any of the data returned in your annual TRAC return at the end of January 2010 are incorrect please contact Stacy Gwilliam (e-mail: s.gwilliam@hefce.ac.uk, tel: 0117 931 7292).