



Education & Skills
Funding Agency

AO Web Services Interface Application

May 2022

Audience: MI suppliers and IT developers



Education & Skills Funding Agency

Thank you for your application. By registering to develop a set of products offered by the LRS service including any content and material made available by Us, you will be entering into a contract with LRS.

The next sections include terms of the application if successful, registration details and questions to help us understand the way you are developing the solution.

Please read the application carefully. It covers important information, in consideration of You complying with Your obligations for the development and use of LRS web service operations (WS's), the Education and Skills Funding Agency grants You a limited non-exclusive, non-transferable revocable licence to develop a system to system connection to the Learning Record Service (the "LRS") services.

Section	Subject
1.	General Terms & Conditions
2.	Organisation details
3.	Web Service Information
4.	Submit and Get Achievement Batch Job
5.	Verify: <ul style="list-style-type: none">1. Verify Learner Details2. Submit Verify Learner Details Batch3. Get Verify Learner Details Batch Output



Education & Skills Funding Agency

Action

1. Complete ALL sections marked with an * in Sections 1, 2, 3.
2. Complete section 4 depending on what you plan to develop.
3. Return the completed interface application form by email to lrs.support@education.gov.uk

Note: In developing a direct connection to the LRS, You MUST agree to the terms of this application. If You do not agree to the terms/conditions, then Your application to proceed will be rejected.

Service Levels

We aim to complete verification and processing of your application within 10 working days. Should we have any queries related to your request, your organisation will be contacted by DfE.

Developer Pack

Once your application is approved, a Developer Pack will be mailed to you. This has additional information you require to help develop the solution, including a Compatibility Check Request and Evidence form and test scripts.

Our Responsibilities

1. The Education and Skills Funding Agency makes every effort to keep all information required accurate and up-to-date.
2. We will register your organisation and keep it on record to communicate, in the event of:
 - a. Web service changes – technical, decommissioning, new products lines
 - b. Major outages
 - c. Feedback to help improve the service



Pre-requisite

Before you complete and return this form, please ensure the following pre-requisite is complete. Please tick the box to confirm.

Pre-requisite	Tick
1. You or somebody in your organisation has read the “Get started guide (developing LRS web services) v1”.	<input type="checkbox"/>

Note: If the pre-requisite is not met, your application will be rejected.

Section 1 – General Terms & Conditions

Please tick the boxes to confirm agree to the terms set out below:

	Developer Responsibilities	Tick
1.	You are responsible for protecting the confidentiality of all the information you use to develop an interface to our portals and for complying with all guidelines issued by Us to prevent unauthorised access.	<input type="checkbox"/>
2.	You agree to immediately notify the LRS, should You become aware of any unauthorised use of Your WS's, loss or theft of any information which may allow another to gain unauthorised access to the LRS. All information issued by Us is subject to copyright and will not be reproduced.	<input type="checkbox"/>
3.	You are only entitled to develop an interface provided to our portals in accordance with the terms of this registration and will not use the information for any malicious, illegal, or anti-social activity.	<input type="checkbox"/>
4.	You understand non-compliance with the terms of this application will lead to removal of your access rights to development tools and permission to go-live with your solution.	<input type="checkbox"/>

	Access	Tick
1.	The solution will NOT allow unauthorised persons to access learner information from LRS. Only permitted organisations registered with LRS are given access.	<input type="checkbox"/>
2.	The solution will NOT be open to all or any internet user. For example, the development of a website allowing anyone to get anyone's ULN based on Find by demographic web service function is NOT permitted.	<input type="checkbox"/>
3.	The solution will, for each web service transaction, identify and track the client organisation triggering the request.	<input type="checkbox"/>
4.	The solution will track and record individual users, triggering the request including the organisation they belong to.	<input type="checkbox"/>



Education & Skills Funding Agency

	Solution	Tick
1.	Any learner information passed on from LRS will be protected and will not be misused or compromised.	<input type="checkbox"/>
2.	The solution will not allow for students/learners to input or submit their own details to the LRS without verification and approval from the organisation.	<input type="checkbox"/>
3.	The solution will not take information held by LRS to update the clients MIS system. LRS records will be updated and maintained using the latest details verified by your clients.	<input type="checkbox"/>
4.	Business, technical and validation rules will be met as defined in the technical specification.	<input type="checkbox"/>

	Technical	Tick
	Please accept the following conditions to confirm the solution will meet the requirements as set out in the Technical Spec:	
1.	The transport protocol used for interactions with the web services will be HTTPS.	<input type="checkbox"/>
2.	Transport Layer Security – LRS will only support TLS 1.2 and later versions.	<input type="checkbox"/>
3.	All files submitted to the system must be created using UTF-8 file encoding.	<input type="checkbox"/>
4.	The solution will perform validation checks before a call is made to the LRS i.e. date formats, naming conventions etc.	<input type="checkbox"/>
5.	The solution will not return LRS error codes to mask internal errors e.g. it will not return WSEC0999 for a network communication error.	<input type="checkbox"/>

	Support Framework	Tick
1.	Your organisation will be responsible for providing the first and second line support for any solution issues or queries for the solution interface with the LRS before contacting the LRS Service Desk.	<input type="checkbox"/>
2.	Your organisation will inform customers/users of the support model, process, and scope in terms of queries, including the initial set-up.	<input type="checkbox"/>
3.	Your organisation will provide step by step guidance and advise on how to use the new solution including what information needs to be entered.	<input type="checkbox"/>
4.	Your organisation will share support material provided by LRS.	<input type="checkbox"/>



Education & Skills Funding Agency

Section 2 – Developer/Organisation Details

Please provide details for your organisation and whom to contact with any queries regarding this application and/or development:

UKPRN (if applicable) Please supply a UK Provider Number if you have one:	
Legal Organisation Name: * Full organisation name	
Trading or organisation other name (if applicable)	

Application Requester Details	
Contact Name: *	
Position: *	
Contact Telephone No.: * A number which can be used to contact your organisation/you.	
Contact Mobile No (if available) A number which can be used to contact you.	
Contact E-mail Address: *	

Lead Developer Contact Details	
Please tick the box if same as Application Requester:	<input type="checkbox"/>
Contact Name:	
Contact Position:	
Contact Telephone No.: A number to contact the developer.	
Contact Mobile No (if available) A number to contact the developer.	
Contact E-mail Address:	



Education & Skills Funding Agency

Organisation Type	
What type of organisation are you?	Tick
In-house developer (internal)	<input type="checkbox"/>
3 rd party developer (external)	<input type="checkbox"/>

Organisation type – please tick the option which best describes the main function of your organisation. If other, please enter your own description.

Section 3 – Web Service Information

Please answer the following questions about your solution:

Q1. Target organisations that will use the web services	Tick
Awarding Organisation	<input type="checkbox"/> Go to Q2
Learner Registration Body (e.g. schools, academies, colleges, FE Provider, Local Authority, Higher Education)	<input type="checkbox"/> Complete the LRB WS Interface Application (WSP01)
Other	<input type="checkbox"/>
If other, please specify type of organisation	

Q2. Web Service Product					
ID	Product (WS) Name Please tick which web operation(s) you are developing:	Transaction type	User Type	Tick Box	Notes
1002	Submit Achievement Batch Job	Batch	AO	<input type="checkbox"/>	Maximum of 10k records per batch
1002	Get Achievement Batch Job				
10	Verify Learner Details	Batch	AO	<input type="checkbox"/>	
11	Submit Verify Learner Details Batch	Batch	AO	<input type="checkbox"/>	
12	Get Verify Learner Details Batch Output	Batch	AO	<input type="checkbox"/>	



Q3. Please provide more information explaining your reasons for developing these chosen products:

--

Q4. When do you plan to make the solution available to users?

Date	
------	--

Q5. How many organisations are you expecting to use your solutions interface with the Learning Records Service?

Number	In the next 12 months	Long Term

Q6. Is your solution designed to cater for only a single or for multiple organisations using your application within each deployed version of your solution? Please tick one box only.

If you are planning on an internet-based solution which is accessible by many organisations or are an Agent acting for more than one learning provider and you have to enter data for different organisations, then answer as multiple.

Single	Multiple
<input type="checkbox"/>	<input type="checkbox"/>
Please go to Q7 - Conditions	Please go to Q7



Q7. If your solution supports multiple organisations, which deployment method will your organisation adopt?

Internet Based Model	<input type="checkbox"/>
Client Site Model	<input type="checkbox"/>
Agent Model	<input type="checkbox"/>
Other	<input type="checkbox"/>

If other, please provide more information:

	Conditions	Tick
1.	Solution supports only a single organisation per installation: <ul style="list-style-type: none">The solution is configurable to set up a different digital certificate per organisation/installationFor each deployment, clients can change the solution to have the correct UKPRN and password for their organisation.	<input type="checkbox"/>
2.	Solution supports multiple organisations in a single installation: <ul style="list-style-type: none">Each web service call made will identify the correct organisation it was sent fromEach installation will be configured to individual organisation web service connections.	<input type="checkbox"/>

Q8. Your solution will need to deal with Response and Error codes returned by the Learning Records Service. How will these be displayed in your solution for user intervention?



Section 4

If you are implementing the Submit Achievement Batch Job and Get Achievement Batch Job, please answer the following questions in all sub sections.

Section 4a Submit Achievement Batch Job

Submit achievement conditions		Tick
1.	The awarding organisation will always verify the learner's details before any data is uploaded to the PLR.	<input type="checkbox"/>

Q9. Tell us what learner details are stored in your solution (e.g. Given name, Family name, Gender, Date of Birth, and postcode although not all Awarding Organisations collect all demographic details)

Provide a mapping of the fields in your solution to the fields in the Learner Register, e.g. your solution may hold the learner's name in one field (Name) and the Learner Register has 3 fields (Given Name, Family Name and Middle Other Name).

Attached	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

Section 4b Get Achievement Batch Job

Get achievement conditions		Tick
1.	The solution will need to deal with response and error codes returned by LRS. The codes will be displayed in the solution with resolution notes for the user to take action.	<input type="checkbox"/>



Section 5 Verify

If you are implementing any of the 'Verify' web services, please answer the following questions.

Conditions		Tick
1.	<p>When LRS returns WSVRC003 (Possible Match).</p> <p>ULN was found but the associated Given and/or Family Name are similar but not a successful match.</p> <p>"The solution will prompt the user to login to the LRS organisation portal to verify the ULN returned by LRS belongs to their learner. Once logged in, the user is expected to check ALL learner information on the LRS against their own MI system to validate they have the correct ULN record".</p>	<input type="checkbox"/>
2.	<p>When LRS returns WSVRC004 (Possible Linked Match).</p> <p>A match was found on the same basis as described for 'Similar Match' but the ULN Register Record identified is that of a Linked Learner (in other words, it has been merged with one or more ULN records). The details returned will be those of the Master Learner.</p> <p>The solution will prompt the user to login to the LRS organisation portal to verify the ULN returned by LRS belongs to their learner. Once logged in, the user is expected to check the Master ULN Record belongs to their learner otherwise a ULN Data Challenge will need to be raised for the LRS to investigate.</p> <p>Users can only raise a ULN Data Challenge from the LRS organisation portal.</p>	<input type="checkbox"/>
3.	<p>Condition only valid for 'Batch' purposes.</p> <p>A batch submission will not exceed 5000 ULN records.</p>	<input type="checkbox"/>

By signing below, You are certifying that You accept the conditions above and You have been honest with your answers. *

Signature:

Name (please print):

Position within organisation:

Date:



LRS Verification of Request (Official Use Only)

Checked by:	
Checked date:	
Position:	
Result:	
Notes	