

Title	Guide to searching LARA for Learning aim class codes
Purpose	To help providers to search for the new generic aim codes on LARA by giving examples of the search criteria that can be used for the different categories of class codes.
Intended Audience	This guidance document is aimed at those responsible for making data returns; data specification implementation; and MI system design (including MI managers, commercial software suppliers and own software writers)
Version	1

Document History

Version 1: published 1 July 2013

Guide to searching LARA for Learning aim class codes

The new generic learning aim codes for non-regulated provision, as described in Appendix H of the ILR Specification for 2013/14, are published in LARA. These are numeric codes prefixed with the letter 'Z'

You can search for applicable codes by using combinations of the following search criteria.

Use the search criteria Z0* in the Aim Reference for all new class codes.

Add search text using wild cards where required

Use the search criteria *CAT X* to search for aims from a particular category of Appendix H eg. *CAT B*

Select applicable funding model

Select the Level of learning where applicable

Select the appropriate Sector Subject Area from the drop down list where applicable

The screenshot shows the LARA Search interface. At the top, there is a navigation bar with links: Home, Welcome, LARA Search, LARA Downloads, Misc Downloads, Links, and Help. Below this is the 'LARA Search' section. A text box explains: 'To search the Learning Aim Reference Application (LARA) enter the information you know and press the Search button. When specifying search criteria for text fields you can use the "*" and "%" characters as wild cards.' The search form includes the following fields and options:

- Aim Reference:** A text box containing 'Z0*'. A callout points to this field with the text 'Use the search criteria Z0* in the Aim Reference for all new class codes.'
- Title:** A text box. A callout points to this field with the text 'Add search text using wild cards where required'.
- Awarding Org Aim Reference:** A text box. A callout points to this field with the text 'Use the search criteria *CAT X* to search for aims from a particular category of Appendix H eg. *CAT B*'
- Show:** Radio buttons for 'Current Aims only' (selected) and 'Any Aim'.
- Teaching Year:** A dropdown menu showing '2012/13'.
- Funding/Collection:** Radio buttons for 'All Aims', 'ANY', '16-18 LR', 'Adult LR' (selected), 'ER App', 'ER Other', 'ASL', '16-18 LR SSF', 'OLASS', and 'ASB'. A callout points to this section with the text 'Select applicable funding model'.
- Start Date:** A date field showing '01/08/2012' (dd/mm/yyyy).
- End Date:** A date field showing '31/07/2013' (dd/mm/yyyy).

Below the search form is a section for 'Framework' and 'Desc' with a 'Search Framework' button. Below this is a section for 'Section 96 Approval Status' with a dropdown menu showing 'approved on Section 96 - check Section 96 website', 'component of Section 96- approved qualification', and 'approved on Section 96 in a previous year'. Below this is a section for 'Skills Funding Agency Approval Status' with a dropdown menu showing 'Confirmed for Funding', 'Conditional Confirmation for Funding', and 'No longer confirmed for Funding'. Below this is a section for 'Notional NVQ Level/V2' with radio buttons for 'Notional NVQ Level' and 'Notional NVQ Level V2' (selected). Below this is a section for 'Level 1' with a dropdown menu showing 'Level 1', 'Level 2', 'Level 3', and 'Level 4'. A callout points to this dropdown with the text 'Select the Level of learning where applicable'. Below this is a section for 'Sector Subject Area' with a dropdown menu showing '05.2 - Building and Construction'. A callout points to this dropdown with the text 'Select the appropriate Sector Subject Area from the drop down list where applicable'. Below this is a section for 'Level 2 Category' with a dropdown menu showing 'Full Level 2 Qualification', 'AS/A2', and 'A Level'. Below this is a section for 'Level 3 Category' with a dropdown menu showing 'Full Level 3 Qualification', 'AS/A2', and 'A Level'. Below this is a section for 'QCF Aims' with radio buttons for 'Any Aim' (selected), 'Non-QCF', and 'QCF'. Below this is a section for 'FE/HE Status' with radio buttons for 'Any Aim' (selected), 'FE Aims', and 'HE Aims'. Below this is a section for 'Sector Lead Body' with a dropdown menu. Below this is a section for 'Records Changed From' and 'Records Added From' with date fields and 'Search' and 'Clear' buttons.

Searching for aims from Category A: Non regulated Provision (SFA Formula Funded)

An adult skills funded learner (Funding Model 22: Adult LR) studying a creative arts course would have previously used aim reference **Z9OP109C**

To find the new generic codes to replace this, enter the following search criteria into LARA:

Aim Reference	Z0*
Funding Model	Adult LR
Sector Subject Area	Select the applicable Tier 2 SSA category eg. 09.2 - Crafts, Creative Arts and Design
Level	1

This will return the following results. Providers should use the code for the number of guided learning hours being delivered.

Aim Reference	SSA	Level	Hours	Learning Aim Title
Z0003076	09.2	1	Up to 12	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, Up to 12 hrs, PW C
Z0003077	09.2	1	13 to 20	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 13 to 20 hrs, PW C
Z0003078	09.2	1	21 to 44	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 21 to 44 hrs, PW C
Z0003079	09.2	1	45 to 68	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 45 to 68 hrs, PW C
Z0003080	09.2	1	69 to 92	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 69 to 92 hrs, PW C
Z0003081	09.2	1	93 to 100	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 93 to 100 hrs, PW C
Z0000976	09.2	1	101 to 196	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 101 to 196 hrs, PW C
Z0000975	09.2	1	197 to 292	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 197 to 292 hrs, PW C
Z0000971	09.2	1	293 to 388	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 293 to 388 hrs, PW C
Z0000969	09.2	1	389 to 580	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 389 to 580 hrs, PW C
Z0000970	09.2	1	581 to 1060	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 581 to 1060 hrs, PW C
Z0000972	09.2	1	1061 +	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 1061 + hrs, PW C

Searching for aims from Category B: Non Regulated English, Maths and ESOL Provision (SFA Formula funded)

An adult skills funded learner (Funding Model 22: Adult LR) studying an entry level ESOL Course would have previously used aim reference **CBSE0002**.

To find the new generic code to replace this, enter the following search criteria into LARA:

Aim Reference	Z0*
Title	*ESOL*
Awarding Org Aim Ref	"CAT B"
Funding Model	Adult LR
Sector Subject Area	Not applicable. Leave blank
Level	Entry

This search will return codes for both Pre Entry and Entry Level ESOL provision (as both of these are categorised in LARA as Entry level). Providers should select the appropriate code for Entry level aims for the number of guided learning hours being delivered, as listed below:

Aim Reference	SSA	Level	Hours	Learning Aim Title
Z0004306	n/a	Entry	Up to 12	Non regulated SFA formula funded provision, Entry Level, ESOL, Up to 12 hrs
Z0004307	n/a	Entry	13 to 20	Non regulated SFA formula funded provision, Entry Level, ESOL, 13 to 20 hrs
Z0004308	n/a	Entry	21 to 44	Non regulated SFA formula funded provision, Entry Level, ESOL, 21 to 44 hrs
Z0004309	n/a	Entry	45 to 68	Non regulated SFA formula funded provision, Entry Level, ESOL, 45 to 68 hrs
Z0004310	n/a	Entry	69 to 92	Non regulated SFA formula funded provision, Entry Level, ESOL, 69 to 92 hrs
Z0004311	n/a	Entry	93 to 100	Non regulated SFA formula funded provision, Entry Level, ESOL, 93 to 100 hrs
Z0004312	n/a	Entry	101 to 196	Non regulated SFA formula funded provision, Entry Level, ESOL, 101 to 196 hrs
Z0004313	n/a	Entry	197 to 292	Non regulated SFA formula funded provision, Entry Level, ESOL, 197 to 292 hrs
Z0004314	n/a	Entry	293 to 388	Non regulated SFA formula funded provision, Entry Level, ESOL, 293 to 388 hrs
Z0004315	n/a	Entry	389 to 580	Non regulated SFA formula funded provision, Entry Level, ESOL, 389 to 580 hrs
Z0004316	n/a	Entry	581 to 1060	Non regulated SFA formula funded provision, Entry Level, ESOL, 581 to 1060 hrs
Z0004317	n/a	Entry	1061 +	Non regulated SFA formula funded provision, Entry Level, ESOL, 1061 + hrs

Searching for aims from Category C: NQF Units of Adult Basic Skills Certificates (SFA Formula funded)

An adult skills funded learner (Funding Model 22: Adult LR) studying an NQF ESOL unit at level 1 would have previously used aim reference **ZUNA1ESO**

To find the new generic code to replace this, enter the following search criteria into LARA:

Aim Reference	Z0*
Title	*NQF Unit*
Funding Model	Adult LR
Sector Subject Area	Not applicable. Leave blank
Level	Level 1

This will return the following codes. Providers should use the code for the number of guided learning hours being delivered.

Aim Reference	SSA	Level	Hours	Learning Aim Title
Z0004450	n/a	Level 1	Up to 12	SFA formula funded NQF unit, Level 1, ESOL, Up to 12 hrs
Z0004451	n/a	Level 1	13 to 20	SFA formula funded NQF unit, Level 1, ESOL, 13 to 20 hrs
Z0004452	n/a	Level 1	21 to 44	SFA formula funded NQF unit, Level 1, ESOL, 21 to 44 hrs
Z0004453	n/a	Level 1	45 to 68	SFA formula funded NQF unit, Level 1, ESOL, 45 to 68 hrs
Z0004454	n/a	Level 1	69 to 92	SFA formula funded NQF unit, Level 1, ESOL, 69 to 92 hrs
Z0004455	n/a	Level 1	93 to 100	SFA formula funded NQF unit, Level 1, ESOL, 93 to 100 hrs
Z0004456	n/a	Level 1	101 to 196	SFA formula funded NQF unit, Level 1, ESOL, 101 to 196 hrs
Z0004457	n/a	Level 1	197 to 292	SFA formula funded NQF unit, Level 1, ESOL, 197 to 292 hrs
Z0004458	n/a	Level 1	293 to 388	SFA formula funded NQF unit, Level 1, ESOL, 293 to 388 hrs
Z0004459	n/a	Level 1	389 to 580	SFA formula funded NQF unit, Level 1, ESOL, 389 to 580 hrs
Z0004460	n/a	Level 1	581 to 1060	SFA formula funded NQF unit, Level 1, ESOL, 581 to 1060 hrs
Z0004461	n/a	Level 1	1061 +	SFA formula funded NQF unit, Level 1, ESOL, 1061 + hrs

Searching for aims from Category D: Innovation Code

An adult skills funded learner (Funding Model 22: Adult LR) using the Innovation code for a learning aim in the Building and Construction sector of 25-36 credits would have previously used aim reference **ZINN0004**

To find the new generic code to replace this, enter the following search criteria into LARA:

Aim Reference	Z0*
Title	*Innovation*
Funding Model	Adult LR
Sector Subject Area	Select the applicable Tier 2 SSA category eg. 05.2 - Building and Construction
Level	Select the applicable level of the learning eg. Level 3

This will return the following codes. Providers should use code Z0005477 for 25-36 credits

Aim Reference	SSA	Level	Credit	Learning Aim Title
Z0005470	05.2	Level 3	Small Provision (1)	Innovation code, Level 3, Building and Construction, 1 credit, PWF C
Z0005471	05.2	Level 3	Small Provision (2)	Innovation code, Level 3, Building and Construction, 2 credits, PWF C
Z0005472	05.2	Level 3	Small Provision (3)	Innovation code, Level 3, Building and Construction, 3 credits, PWF C
Z0005473	05.2	Level 3	Small Provision (6)	Innovation code, Level 3, Building and Construction, 6 credits, PWF C
Z0005474	05.2	Level 3	Small Provision (9)	Innovation code, Level 3, Building and Construction, 9 credits, PWF C
Z0005475	05.2	Level 3	Small Provision (12)	Innovation code, Level 3, Building and Construction, 12 credits, PWF C
Z0005476	05.2	Level 3	Certificate (13-24)	Innovation code, Level 3, Building and Construction, 13-24 credits, PWF C
Z0005477	05.2	Level 3	Certificate (25-36)	Innovation code, Level 3, Building and Construction, 25-36 credits, PWF C
Z0005478	05.2	Level 3	Diploma (37-48)	Innovation code, Level 3, Building and Construction, 37-48 credits, PWF C
Z0005479	05.2	Level 3	Diploma (49-72)	Innovation code, Level 3, Building and Construction, 49-72 credits, PWF C
Z0005480	05.2	Level 3	Diploma (73-132)	Innovation code, Level 3, Building and Construction, 73-132 credits, PWF C
Z0005481	05.2	Level 3	Diploma (133+)	Innovation code, Level 3, Building and Construction, 133 credits or more, PWF C

Searching for aims from Category E: Non Regulated Provision (not Community Learning or SFA Formula Funded)

An EFA funded learner (Funding Model 21: 16-18 LR) studying Independent Living Skills, Preparation for Life and Work would have previously had an aim reference of **ZILSK14A**

To find the new generic code to replace this, enter the following search criteria into LARA:

Aim Reference	Z0*
Funding Model	16-18 LR
Sector Subject Area	Select the applicable Tier 2 SSA category eg. 14.1 – Foundations for learning and life
Level	Select the applicable level of the learning eg. Level 1

This will return the following aim:

Aim Reference	SSA	Level	Learning Aim Title
Z0001822	14.1	Level 1	Non regulated provision, Level 1, Foundations for Learning and Life

Searching for aims from Category F: Non Regulated Provision (Community Learning)

A community learning funded learner (Funding Model 10: ASL) studying Sport, Leisure and Recreation would have previously had an aim reference of **Z9OAC081** - Non regulated Community Learning provision, Sport, Leisure and Recreation.

Enter the following search criteria into LARA:

Aim Reference	Z0*
Funding Model	ASL
Sector Subject Area	Select the applicable Tier 2 SSA category eg. 08.1 - Sport, Leisure and Recreation
Level	Not applicable

This will return the following aim:

Aim Reference	SSA	Learning Aim Title
Z0002102	08.1	Non regulated Community Learning provision, Sport, Leisure and Recreation

Searching for aims from Category G: Non regulated English, Maths and ESOL Provision (not SFA Formula Funded)

A non funded learner (Funding Model 99) studying a Basic Numeracy Course at Level 1 would have previously used the code **CBS10003**

Enter the following search criteria into LARA:

Aim Reference	Z0*
Title	*Maths*
Funding Model	Any
Sector Subject Area	Not applicable. Leave blank
Level	Level 1

This will return codes from both Category B and G. Providers should use the following code from category G.

Aim Reference	SSA	Learning Aim Title
Z0002139	n/a	Non regulated provision, Level 1, Maths

Searching for aims from Category H: Units of NQF qualifications

A non funded learner (Funding Model 99) studying an NQF unit at Level 3 in Accounting and Finance would have previously used the code ZUXA315A

Enter the following search criteria into LARA:

Aim Reference	Z0*
Title	*NQF Unit*
Funding Model	Any
Sector Subject Area	Select the applicable Tier 2 SSA category eg. 15.1
Level	Level 3

This will return the following aim:

Aim Reference	SSA	Learning Aim Title
Z0002336	15.1	NQF unit, Level 3, Accounting and Finance