



Education & Skills  
Funding Agency

# Learning Aim Class Codes 2020 to 2021

July 2020

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## Introduction and purpose of the document

1. This document contains details of the generic learning aim codes (class codes) that are available to use in the ILR in 2020 to 2021 to record non-regulated provision.
2. You should only use non-regulated provision in areas already identified and agreed by us as detailed in the relevant published funding documentation.

This document covers the period of 1 August 2020 to 31 July 2021 and is our current advice for the funding year. We know that providers are working through exceptional circumstances due to Coronavirus (COVID-19). We may publish further updates to this document about the impact of COVID-19 on our funding rules as these become clear. We will tell you about any changes in our ESFA update. We would like to take this opportunity to thank you for your continued hard work in these difficult times.

You might find our [published information](#) about what colleges and other providers need to do during the coronavirus (COVID-19) outbreak useful.

3.

## Understanding our terminology

4. The term 'we' refers to the Education and Skills Funding Agency. When we refer to 'you' or 'providers', this includes colleges, Higher Education Institutions, training organisations, local authorities and employers that receive funding from us to deliver education and training.

## Changes from 2019 to 2020 version of this document

5. Addition of a one learning aim class code for T level industry Placements in Other Class Codes, Category I: Work experience/placement: Work experience within a 16 to 19 (excluding Apprenticeships) funded study programme or a traineeship.

## Overview of Generic Learning Aim Codes

6. In this document, we describe the categories of generic learning aim codes for using in the ILR Learning aim reference field (LearnAimRef).
7. We do not list all of the generic learning aim codes in this document, these are in the [Learning Aims Reference Service \(LARS\)](#) database. The LARS database holds details of all learning aims and their funding eligibility, which we determine by our funding policies.
8. The generic learning aim codes are sequential numeric codes prefixed by the letter 'Z'.
9. The table below provides the categories of generic learning aim codes you can use, and identifies the type of provision you should use them for. The provision can be on the following funding models (FundModel):
  - 16 to19 (excluding Apprenticeships) (FundModel = 25)
  - Other 16 to19 (FundModel = 82)
  - Adult skills (FundModel = 35)
  - Community learning (FundModel = 10) or (FundModel = 99 and Source of Funding (SOF) = 108)
  - ESF (FundModel = 70)
  - Other Adult (FundModel = 81)
  - Apprenticeships from 1 May 2017 (FundModel = 36)
  - Non-funded learning aims (FundModel = 99)

|                   |                         |   | Availability by LARS Validity Category / Funding Model |  |                                    |     |  |
|-------------------|-------------------------|---|--|--|------------------------------------|-----|--|
| Funding Model     |                         |   | 25 or 82   | 35                                     | 10                                 | 70  | 36, 81 or 99                             |
| Validity Category |                         |   | 16 to 19 EFA   | ADULT_SKILLS<br>OLASS_ADULT            | COMM_LEARN                         | ESF | ANY                                      |
| Category          | LARS<br>Category<br>Ref | Category description  | 16 to 19 (exc.<br>Apprenticeships)<br>and Other 16-19  | Adult Skills and<br>OLASS <sup>1</sup> | Community<br>Learning <sup>2</sup> | ESF | Other                                    |
| A                 | 23                      | Non Regulated Provision (Adult Skills formula funded)                             |  | Yes                                    |                                    | Yes |  |
| B                 | • 24                    | Non regulated English, Maths and ESOL Provision (Adult skills formula funded)     |  | Yes                                    |                                    | Yes |  |
| E                 | 27                      | Non Regulated Provision (not Community Learning or Adult skills formula funded)   | Yes  |  |                                    |     | Yes                                      |
| F                 | 28                      | Non Regulated Provision (Community Learning)                                      |  |  | Yes                                |     | Yes <sup>2</sup> (except FundModel = 36) |
| G                 | 29                      | Non regulated English, Maths and ESOL Provision (not Adult skills formula funded) | Yes  |  | Yes                                |     | Yes (except FundModel = 36)              |
| I                 | 31                      | Work experience/placement   | Yes  | Traineeships only                      |                                    | Yes |  |
| J                 | 32                      | Supported Internship  | Yes  |  |                                    |     |  |
| K                 | 33                      | Programme aim   | Yes  | Yes                                    |                                    |     | Yes                                      |
| L                 | 34                      | ESF   |  |  |                                    | Yes |  |
| M                 | 35                      | Conversion Codes between Higher National Qualifications                           |  |  |                                    |     | Yes (except FundModel = 36)              |
| O                 | 36                      | Education Assessments   |  | OLASS only                             |                                    |     |  |

<sup>1</sup> Offender Learning (OLASS) is now the responsibility of the Ministry of Justice

<sup>2</sup> Also available for Community learning provision that is subcontracted to a college and recorded using funding model 99

## Adult Education Budget Funded Provision

10. As part of local flexibility, you can use non-regulated learning aims in 2020 to 2021 as set out in the [Adult education budget funding rules 2020 to 2021](#) and the [Qualifications eligible for public funding](#) guidance.
11. There are four elements associated with each of the generic learning aim codes for Adult skills funded provision:
  - 1) **Notional level of learning** - the level of learning, for example: Entry level, Level 1 and Level 2.
  - 2) **Sector** - the Sector Subject Area (SSA) of the provision using the tier 2 classification. See Appendix B for a listing of the tier 2 sector subject areas.
  - 3) **Funding band** - Non-regulated learning aims funded through our Adult skills funding methodology are funded using rates from the single activity matrix in the [Funding Rates and Formula 2020 to 2021](#) document.
  - 4) **Programme weighting** - The Programme weighting is determined by the Sector Subject Area (SSA) tier 2 category of the provision
12. You should choose the appropriate code from the LARS database depending upon the level of learning, the sector subject area, the funding band for hours and the programme weighting of the learning aim you are delivering.

*For example: If you deliver 150 hours of learning at entry level for preparation for work, then you use the following code:*

*Z0001543 - Non regulated Adult skills formula funded provision, Entry Level, Preparation for Work, 101 to 196 hrs, PW A – Base*

## Category Codes search facility

13. The [Learning Aims search](#) has a category search filter, which you can use to search for codes in each of the categories listed in this document. The category filter is in the 'Additional filters' section on the [Learning Aims search](#) page.

## Category A: Non Regulated Provision (Adult skills formula funded)

14. You must use the codes in this category for non-regulated provision funded through the Adult skills funding model (FundModel 35) or ESF funding model (FundModel 70), unless it is English, Maths or ESOL. For English, Maths and ESOL, you must use the distinct codes from the Category B section detailed below.
15. Each code includes the level of learning (Entry level to Level 2), SSA tier 2, the funding band for hours and the programme weighting of the learning aim.

*For example:*

|          |  |
|----------|--|
| Z0001543 | Non regulated Adult skills formula funded provision, Entry Level, Preparation for Work, 101 to 196 hrs, PW A       |
| Z0003079 | Non regulated Adult skills formula funded provision, Level 1, Crafts, Creative Arts and Design, 45 to 68 hrs, PW C |

## Category B: Non Regulated English, Maths and ESOL Provision (Adult skills formula funded)

16. You must use the codes in this category for non-regulated English, Maths and ESOL provision funded through the Adult skills funding model (FundModel 35) or ESF funding model (FundModel 70).
17. There are separate codes for English, Maths and ESOL provision. Each code includes the level of learning (Pre-Entry level to Level 2) and funding band for hours of the learning aim.

*For example:*

|          |  |
|----------|--|
| Z0004301 | Non regulated Adult skills formula funded provision, Pre-Entry Level, ESOL, 197 to 292 hrs |
| Z0004407 | Non regulated Adult skills formula funded provision, Entry Level, Maths, 93 to 100 hrs     |



## **Education and Skills Funding Agency Funded (not Adult skills formula funded) and Non funded provision**

18. You must use the following categories of codes to record non-regulated provision funded through the funding models below:

- 16 to19 (excluding Apprenticeships) funding model (FundModel 25)
- Other 16 to 19 funding model (FundModel 82)
- Other Adult funding model (FundModel 81) - this includes non-regulated learning delivered as part of an apprenticeship standard.
- Community Learning funding model (FundModel 10)
- Non-funded learning aims (FundModel 99)

19. There are three categories of generic learning aim codes. These codes follow a similar structure to those used for Adult skills formula funded provision but do not contain details of a funding band for hours or a programme weighting.

### **Category E: Non Regulated Provision (16 to19 (excluding Apprenticeships) funded, Other 16 to 19 funded, Other Adult funded, Apprenticeships, Non-funded)**

20. You must use the codes in this category for non-regulated provision you fund through these funding models unless the provision is English, Maths or ESOL:

- 16 to 19 funding models (FundModel 25 or 82)
- Other Adult funding model (FundModel 81)
- Apprenticeship funding model (FundModel 36)
- non-funded learning aims (FundModel 99)

21. To record English, Maths and ESOL provision, you must use the distinct codes from the Category G section.

22. For an example of how to record a non-regulated learning aim for apprenticeship standards under funding model 36, see appendix A.

23. This category of codes is not available for Community Learning funded provision, which should be recorded using codes from Category F.
24. These codes include the level (Entry level to Level 7 and SSA tier 2 of the learning aim).

*For example:*

|          |  |
|----------|--|
| Z0001729 | Non regulated provision, Entry Level, Medicine and Dentistry |
|----------|--|

## **Category F: Non Regulated Provision (Community Learning)**

25. You must use the codes in this category for the majority of non-regulated provision delivered under Community learning funding unless it is English, Maths or ESOL provision.
26. You must record English, Maths or ESOL aims using the codes from Category G.
27. These codes do not have a notional level of learning and describe only the Sector Subject Area (tier 2) of the learning aim.

*For example:*

|          |  |
|----------|--|
| Z0002105 | Non regulated Community Learning provision, Crafts, Creative Arts and Design |
|----------|--|

## **Category G: Non regulated English, Maths and ESOL Provision (for these funding models: 16 to 19 (excluding Apprenticeships) funded, Other 16 to 19 funded, Other Adult funded, Community Learning funded, Non-funded)**

28. You must use the codes in this category to record non-regulated English, Maths and ESOL provision based on national standards for adult literacy and numeracy.
29. For the '16 to 19 (excluding Apprenticeships)' and 'Other 16 to 19 funded' funding model learners, you should only use these codes when this provision meets the needs of learners. We expect that all learners who are capable of taking approved qualifications to be on substantial programmes that include these.

30. There are separate codes for each of the English, Maths and ESOL provision categories for each level of learning (Pre-Entry level to Level 3)

*For example:*

|          |  |
|----------|--|
| Z0002130 | Non regulated provision, Entry Level, ESOL |
|----------|--|

## Other Class Codes

### Category I: Work experience/placement

#### Work experience within a 16 to 19 (excluding Apprenticeships) funded study programme or a traineeship

31. You must use this code to record the time spent on work experience or work placements that are part of a 16 to 19 (excluding Apprenticeships) funded study programme or a traineeship, where the learner is placed with an employer to develop job-specific skills and gain an awareness of a particular sector.
32. You should record internal work placements that take place within a college environment using this code. Non-regulated work preparation activity should be recorded using codes from Category A or E.

| Learning Aim Reference | Learning Aim Title   | Validity                                       |
|------------------------|--|--|
| ZWRKX001               | Work experience/placement  | 16 to 19 EFA, Adult skills (Traineeships only) |
| ZWRKX002               | Industry placement (315+ hours, aged 16 – 18, level 2 or 3 with a vocational or technical core aim, occupationally specific, must be studying towards a type of qualification that may align to T levels in future | 16 to 19 EFA                                   |
| ZWRKX003               | T level Industry Placement   | 16 to 19 EFA                                   |

33. You must also record further details of the work experience/placement using the Work Placement data entity in the [ILR specification, validation rules and appendices 2020 to 2021](#). This includes a record of the planned hours of the individual work placements that you attached to this aim. See the [ILR specification, validation rules and appendices 2020 to 2021](#), Appendix B migration specification and the [Provider Support Manual](#) for further details.

## ESF funded work experience

34. You must use the following codes to record work experience or work placements that are funded as part of an ESF contract, and are only valid for the ESF funding model (FundModel 70):

| Learning Aim Reference | Learning Aim Title                               |
|------------------------|--|
| Z0009070               | Work experience/placement, 7 to 12 hrs, PW A     |
| Z0007861               | Work experience/placement, 13 to 20 hrs, PW A    |
| Z0007862               | Work experience/placement, 21 to 44 hrs, PW A    |
| Z0007863               | Work experience/placement, 45 to 68 hrs, PW A    |
| Z0007864               | Work experience/placement, 69 to 92 hrs, PW A    |
| Z0007865               | Work experience/placement, 93 to 100 hrs, PW A   |
| Z0007866               | Work experience/placement, 101 to 196 hrs, PW A  |
| Z0007867               | Work experience/placement, 197 to 292 hrs, PW A  |
| Z0007868               | Work experience/placement, 293 to 388 hrs, PW A  |
| Z0007869               | Work experience/placement, 389 to 580 hrs, PW A  |
| Z0007870               | Work experience/placement, 581 to 1060 hrs, PW A |
| Z0007871               | Work experience/placement, 1061 + hrs, PW A      |

## Category J: Supported Internship

35. You must use the code Z0002347 for 16 to 19 (excluding Apprenticeships) funded learners to record a study programme delivered mainly on an employer's premises.
36. It is only used for young people aged 16 to 24, who have learning difficulties and/or disabilities and are subject to an Education Health Care Plan, for whom an apprenticeship is not a realistic option.
37. You must also record further details of the supported internship using the Work Placement data entity in the ILR. See the [ILR specification, validation rules and appendices 2020 to 2021](#). for further details.

## Category K: Programme Aims

38. You must use the code ZPROG001 in the 'Learning aim reference' field for apprenticeship, T level and traineeship programme aims.

## Category L: ESF funded

39. You must use the ZESF0001 code (titled 'ESF learner start and assessment') in the 'Learning aim reference' field for all ESF funded learners.

## Non-regulated learning across multiple sector subject areas

40. If a learner is following a programme of learning that involves learning across several sector subject areas, then you should record one of the learning aims in the range Z0007848 - Z0007859. However, if the learner is undertaking learning in a single sector subject area you should use a Learning aim reference from Category A.

*For example:*

|          |   |
|----------|---|
| Z0007849 | Non regulated Adult skills formula funded provision, Mixed Sector Subject Areas, 13 to 20 hrs |
|----------|---|

## Non-regulated learning – Preparation for work or Foundations for learning and life

41. If a learner is undertaking learning in sector subject area 14.1 (Foundations for Learning and Life) or 14.2 (Preparation for work) and the learning has no defined indicative level, then you must record one of the learning aims in the range (Z0007872 - Z0007895). Where you know the level of learning, you should record an aim from Category A instead.

*For example:*

|          |  |
|----------|--|
| Z0007876 | Non regulated Adult skills formula funded provision, No defined level, Preparation for Work, 69 to 92 hrs, PW A              |
| Z0007888 | Non regulated Adult skills formula funded provision, No defined level, Foundations for Learning and Life, 69 to 92 hrs, PW A |

42. The learning aim reference XESF0001 is not valid for use in the 2014-2020 ESF programme.

## Category M: Conversion Codes between Higher National Qualifications

43. You must use the following codes to record the conversion from a Higher National Certificate to a Higher National Diploma.

44. These codes have the following characteristics:

|                        |   |
|------------------------|---|
| Learning Aim Reference | 00283xxx  |
| Title                  | HNC to HND Conversion Code – zzzzzzzzzzzz where zzzzzzzzzz is the subject matter.           |
| Learning Aim Type      | 1454<br>Higher National Certificate to Higher National Diploma (HNC to HND) Conversion Code |

## Category O: Education Assessments

45. You must use these codes to record education assessments that you carry out. You must only use them for OLASS education assessments.

| Learning Aim Reference | Learning Aim Title              | Validity |
|------------------------|---------------------------------|----------|
| Z0007842               | Education assessment in Maths   | OLASS    |
| Z0007843               | Education assessment in English | OLASS    |

## Capacity and Delivery Fund Industry Placement Learning Aim

46. You must only use this learning aim where you are in receipt of [Capacity and Delivery Fund Industry Placement \(CDFIP\)](#) from 1 August 2019 – 31 July 2020, to record the total number of hours spent on work placement for CDFIP qualifying students. We will use this data to monitor delivery of the number of work placements required by the CDFIP allocation.
47. The CDFIP funding is additional to the mainstream allocation to enable you to prepare for and deliver substantial work placements of 45-60 days, covering a **minimum** of 315 hours - you cannot enter a figure lower than 315 hours. You must also undertake the work placement on an external site to the learning environment to qualify.
48. Students must be:
- aged between 16 and 18
  - enrolled on a full time Level 2 or Level 3 study programme with a vocational or technical core aim, and
  - studying towards a type of qualification that may align to T levels in future.

| Learning Aim Reference | Learning Aim Title  | Validity |
|------------------------|---|----------|
| ZWRKX002               | Industry placement (315+ hours, aged 16 – 18, level 2 or 3 with a vocational or technical core aim, occupationally specific, must be studying towards a type of qualification that may align to T levels in future and includes an external work placement) | 16 to 19 |



## Appendix A - Apprenticeship standards using Category E Code

49. This is an example for how to record a non-regulated learning aim for apprenticeship standards recorded under funding model 36; we are using the Team Leader / Supervisor apprenticeship standard that is code 105.

50. For the learning aims, the [Provider Support Manual](#) states:

- **6.1.4 Recording apprenticeship standards**

535. All apprenticeship standard aims must be recorded using Programme type code 25

(apprenticeship standard).

536. You must complete the Apprenticeship standard code field with the code for the standard from the LARS database.

537. The Learning planned end date for an apprenticeship standard programme aim must

include both the training and end point assessment period.

You record this apprenticeship on the ILR with the following two aims:

1. Programme aim: LearnAimRef = ZPROG001, Aim type = 1

2. And then either

2.1 a Learning Aim Reference for the qualification being studied or

2.2 where there is no qualification, you must record a the appropriate generic learning aim reference as a component learning aim (Aim type = 3). For this example, you would use LearnAimRef = Z0001926 (Non regulated provision, Level 3, Business Management)

51. The codes are also listed on the [Apprenticeship Standards funding bands spreadsheet](#) in Column K.

## **Appendix B - Sector subject areas (SSAs)**

52. The SSAs (also called sector subject categories) are a single framework of sectors and subjects used to categorise qualifications. This common framework was developed for using across relevant education agencies and bodies in England, Wales and Northern Ireland.

| <b>SSA T1 Code</b> | <b>SSA Tier 1 Description</b>                    | <b>SSA T2 Code</b> | <b>SSA Tier 2 Description</b>                         |
|--------------------|--|--------------------|---|
| 01                 | Health, Public Services and Care                 | 01.1               | Medicine and Dentistry                                |
|                    |  | 01.2               | Nursing and Subjects and Vocations Allied to Medicine |
|                    |  | 01.3               | Health and Social Care                                |
|                    |  | 01.4               | Public Services                                       |
|                    |  | 01.5               | Child Development and Well Being                      |
| 02                 | Science and Mathematics                          | 02.1               | Science   |
|                    |  | 02.2               | Mathematics and Statistics                            |
| 03                 | Agriculture, Horticulture and Animal Care        | 03.1               | Agriculture   |
|                    |  | 03.2               | Horticulture and Forestry                             |
|                    |  | 03.3               | Animal Care and Veterinary Science                    |
|                    |  | 03.4               | Environmental Conservation                            |
| 04                 | Engineering and Manufacturing Technologies       | 04.1               | Engineering   |
|                    |  | 04.2               | Manufacturing Technologies                            |
|                    |  | 04.3               | Transportation Operations and Maintenance             |
| 05                 | Construction, Planning and the Built Environment | 05.1               | Architecture  |
|                    |  | 05.2               | Building and Construction                             |
|                    |  | 05.3               | Urban, Rural and Regional Planning                    |
| 06                 | Information and Communication Technology         | 06.1               | ICT Practitioners                                     |
|                    |  | 06.2               | ICT for Users   |
| 07                 | Retail and Commercial Enterprise                 | 07.1               | Retailing and Wholesaling                             |
|                    |  | 07.2               | Warehousing and Distribution                          |
|                    |  | 07.3               | Service Enterprises                                   |
|                    |  | 07.4               | Hospitality and Catering                              |
| 08                 | Leisure, Travel and Tourism                      | 08.1               | Sport, Leisure and Recreation                         |
|                    |  | 08.2               | Travel and Tourism                                    |
| 09                 | Arts, Media and Publishing                       | 09.1               | Performing Arts                                       |
|                    |  | 09.2               | Crafts, Creative Arts and Design                      |
|                    |  | 09.3               | Media and Communication                               |
|                    |  | 09.4               | Publishing and Information Services                   |
| 10                 | History, Philosophy and Theology                 | 10.1               | History   |
|                    |  | 10.2               | Archaeology and Archaeological Sciences               |

| <b>SSA T1 Code</b> | <b>SSA Tier 1 Description</b>     | <b>SSA T2 Code</b> | <b>SSA Tier 2 Description</b>                          |
|--------------------|-----------------------------------|--------------------|--|
|                    |                                   | 10.3               | Philosophy   |
|                    |                                   | 10.4               | Theology and Religious Studies                         |
| 11                 | Social Sciences                   | 11.1               | Geography  |
|                    |                                   | 11.2               | Sociology and Social Policy                            |
|                    |                                   | 11.3               | Politics   |
|                    |                                   | 11.4               | Economics  |
|                    |                                   | 11.5               | Anthropology   |
| 12                 | Languages, Literature and Culture | 12.1               | Languages, Literature and Culture of the British Isles |
|                    |                                   | 12.2               | Other Languages, Literature and Culture                |
|                    |                                   | 12.3               | Linguistics  |
| 13                 | Education and Training            | 13.1               | Teaching and Lecturing                                 |
|                    |                                   | 13.2               | Direct Learning Support                                |
| 14                 | Preparation for Life and Work     | 14.1               | Foundations for Learning and Life                      |
|                    |                                   | 14.2               | Preparation for Work                                   |
| 15                 | Business, Administration and Law  | 15.1               | Accounting and Finance                                 |
|                    |                                   | 15.2               | Administration   |
|                    |                                   | 15.3               | Business Management                                    |
|                    |                                   | 15.4               | Marketing and Sales                                    |
|                    |                                   | 15.5               | Law and Legal Services                                 |



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