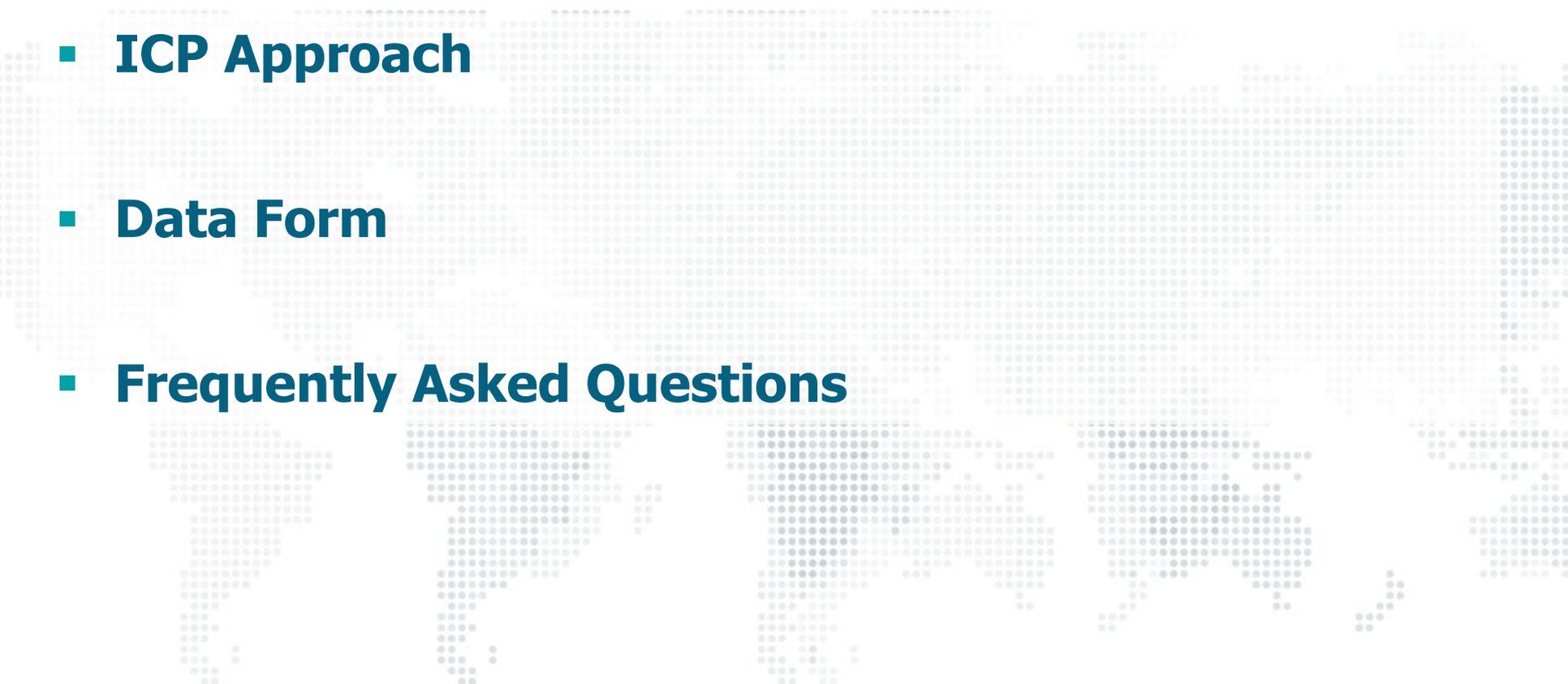


TECHNICAL MEETING ON SPECIAL SURVEYS  
OF THE INTERNATIONAL COMPARISON PROGRAM (ICP) 2021 CYCLE

**ICP 2021 CYCLE**  
PRIVATE EDUCATION SURVEY  
(DATA FORM)

# PRIVATE EDUCATION SURVEY

- **ICP Approach**
  - **Data Form**
  - **Frequently Asked Questions**
- 

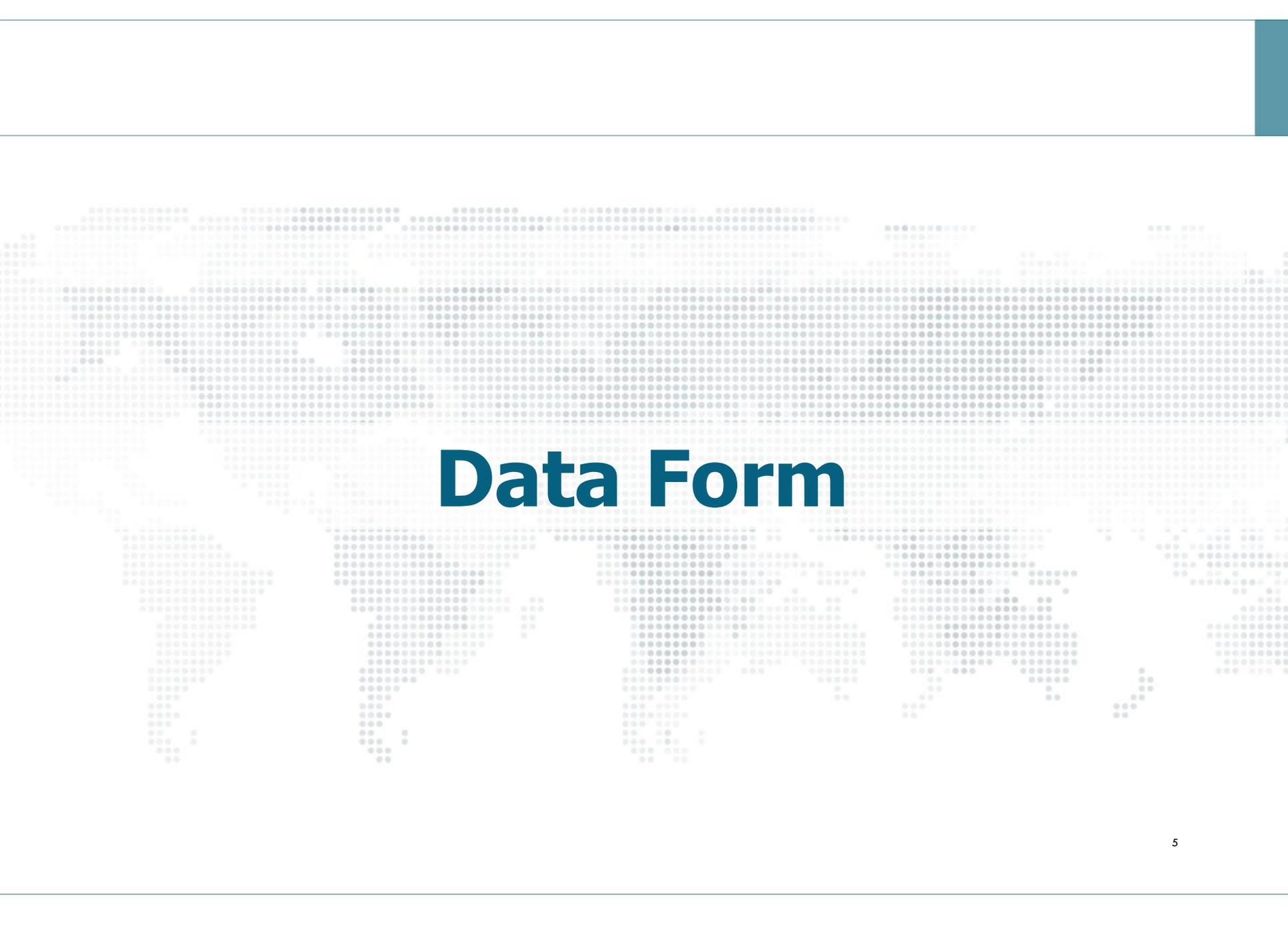
A world map composed of a grid of small dots, with the text "ICP Approach" overlaid in the center. The map is rendered in a light gray color, and the text is in a bold, dark blue font. The background is white, and there is a teal vertical bar on the right side of the image.

# ICP Approach

# ICP Approach: private education

The ICP private education survey implies the following, according to the two principles mentioned above:

- a. Price collection:** Report the annual tuition price for seven defined private educational services (primary, secondary, etc.) according to the UNESCO International Standard Classification of Education (ISCED).
- b. Consistency with NA:** Prices must correspond to the price concept used in the data on private education spending in the national accounts (that is, annual national prices are needed for each educational level based on data collected in private schools)

A world map composed of a grid of small dots, with the text "Data Form" overlaid in the center. The map is rendered in a light blue color, and the text is in a bold, dark blue font. The background is white with a light blue header bar at the top.

# Data Form

# Data Form: private education

- The survey form helps to collect the private education data required by the ICP.
- The excel form contains cells ready to be filled and formulas to help calculate the required averages, such as the yearly tuition fees from different academic years:
  - For example, the tuition fees for 2021 may include two different academic years: 2020/2021 and 2021/2022.



# Sheet 2. Instructions

## General Instructions

Structured Product Descriptions ("SPD") tab provides Structured Product Descriptions of items for each education level or activity whose cost of private education is to be reported. Data Collection Forms ("DCF") tabs are designed to record individual observations to obtain national annual averages. "Database" tab automatically store the annual averages calculated in DCF tabs.

- (1) Provide Country Name, Country Code, Currency, and Reference Year in the tab "3. Country Data"
- (2) Read carefully the SPDs to identify the private education level or activity in request.
- (3) Read carefully the Explanatory Notes (below in this tab) for data entry and also data entry example in the tab "6. DCF Example."
- (4) Enter actual private education costs into the data entry section in each "DCF" (Data Collection Form) tabs.
- (5) Data will be automatically stored in the tab "7. Database"

Please refer to the ICP Operational Guide, Chapter 8, for details.

NOTE: This survey is only for PRIVATE education. The costs of PUBLIC education are collected through the government compensation survey.

## Explanatory Notes

### I. For Primary, Secondary, and Tertiary Education

#### Box A: National Standard Information for Private Education

Please fill these fields at the beginning, before you start entering data for each observation.

#	Entry	Explanation
(1)	Number of Observations	This will be automatically calculated if relevant data is entered.
(2)	Name of Country	This will be automatically filled if the name of your country is provided in "2. County Data" tab.
(3)	Average Annual Tuition	This will be automatically calculated if relevant data is entered.
(4)	Reported Currency	This will be automatically filled if the name of your currency is provided in "2. County Data" tab.
	The objective of the survey is to collect information related to education services provided partly or entirely during a given calendar year Y (e.g. 2017). This can present itself in 2 possible ways: (1) A first academic year starts in calendar year Y-1 and ends in calendar year Y, and a second academic year starts in calendar year Y and ends in calendar year Y+1; (2) There is only one academic year that starts and ends in calendar year Y.	
(5)	Number of school days of Academic Year 1	Please provide the number of planned school days for the first academic year.
(6)	Number of school days of Academic Year 1 that fall within the survey reference year	Please provide the scheduled number of instructional days in Academic Year 1 that fall within the survey reference calendar year Y (e.g. 2017).
(7)	Number of school days of Academic Year 2	Please provide the scheduled number of instructional days in Academic Year 2
(8)	Number of school days of Academic Year 2 that fall within the survey reference year	Please provide the scheduled number of instructional days of Academic Year 2 that fall within the survey reference calendar year Y (e.g. 2017).
(9)	Starting Date (of Month) of Academic Year 1	Please provide the starting date of the Academic Year 1

Read the instructions and explanatory notes carefully

# Sheet 3. Country Data

Start the form by completing the country data table

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<b>Country Name</b>	ABC Republic
<b>ISO Country Code (three-letter)</b>	ABC
<b>Currency</b>	ABC dollar
<b>Reference Year</b>	2021





Data Collection Form 1: Primary Education			
Box A: National Standard Information for Primary Education			
ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.010	Primary Education		
(1) Number of Observations	(2) Name of Country	(3) Average Annual Tuition	(4) Reported Currency
0			
Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days that fall within the survey reference year	(7) Number of school days*	(8) Number of school days that fall within the survey reference year
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)
1: Excluding all vacations and holidays. 2: The above number should be the national standard number. It will automatically be reflected in each observation below. 3: If the number is different for certain observations, please change items 5 and 6 for each observation. Any changes you make will be highlighted.			

Box B: Information for Each Observations

Item #	Observation	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	Location																
2	School																
3	Date of (mm/dd/yyyy)																
4	Tuition																
5																	
6																	
7	Annual tuition support services above tuition below.																
8	Accommodation services (boarding fee)																
9	Transport services																
10	Health care services																
11	Other cost (e.g. association fee)																
12	Total for materials and services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- If the academic year for all schools at this educational level begins and ends in calendar year 2021 (the ICP reference year), then complete the information under 'Academic Year 1' and leave the information blank in the box 'Academic Year 2'
- This is the case is if, for example, all schools at this educational level begin classes in **February 2021** and end in **December 2021** (= the entire school year elapses in calendar year 2021)

Data Collection Form 1: Primary Education			
Box A: National Standard Information for Primary Education			
ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.010	Primary Education		
(1) Number of Observations	(2) Name of Country	(3) Average Annual Tuition	(4) Reported Currency
0			
Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days that fall within the survey reference year	(7) Number of school days*	(8) Number of school days that fall within the survey reference year
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)
1: Excluding all vacations and holidays. 2: The above number should be the national standard number. It will automatically be reflected in each observation below. 3: If the number is different for certain observations, please change items 5 and 6 for each observation. Any changes you make will be highlighted.			

## Box B: Information for Each Observations

- If the academic year begins and ends in different calendar years, for example the 2020/2021 academic year starts in **September 2020** and ends in **June 2021**, then the two boxes' 'Academic year 1' and 'Academic year 2' must be completed.
- If only data corresponding to the 2020/2021 academic year (or the 2021/2022 academic year) are reported, then we would only be covering some months of 2021, which would be wrong.
- **The objective is to cover all the school months of the 2021 calendar year, regardless of the academic year they fall.**

Data Collection Form 1: Primary Education			
Box A: National Standard Information for Primary Education			
ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.010	Primary Education		
(1) Number of Observations	(2) Name of Country	(3) Average Annual Tuition	(4) Reported Currency
0			
Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days within the survey period	(7) Number of school days within the survey period	(8) Number of school days within the survey period
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)

We need to cover the calendar year 2021

1: Excluding all vacations and holidays.

2: The above number should be the national standard number. It will automatically be reflected in each observation below.

Calendar year	2020	2021	2022
Academic year		Academic Year 1=2020/2021	Academic Year 2=2021/2022
Tuition fees for academic year		Tuition 2020/2021	Tuition 2021/2022
School days in academic year		School days 2020/2021	School days 2021/2022
School days in academic year allocated to 2021		School days allocated calendar yr 2021	
Estimated tuition for calendar year 2021		Estimated tuition for calendar year	

Annual tuition should exclude educational materials and support service. If and only if they are included in the above tuition, please indicate (estimate) the amount below.

		Only when the tuition above includes educational materials and support service, estimate below.	Only when the tuition above includes educational materials and support service, estimate below.	Only when the tuition above includes educational materials and support service, estimate below.	Only when the tuition above includes educational materials and support service, estimate below.	Only when the tuition above includes educational materials and support service, estimate below.
8	Educational materials					
9	Educational materials (books, stationery, etc.)					
10	Education support services					
11	Catering services (meal fee)					
12	Accommodation services (boarding fee)					
13	Transport services					
14	Health care services					
15	Other cost (e.g. association fee)					
16	Total for materials and services	0	0	0	0	0

Data Collection Form 1: Primary Education			
Box A: National Standard Information for Primary Education			
ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.010	Primary Education		
(1) Number of Observations	(2) Name of Country	(3) Average Annual Tuition	(4) Reported Currency
0			
Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days that fall within the survey reference year	(7) Number of school days*	(8) Number of school days that fall within the survey reference year
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)

1: Excluding all vacations and holidays.  
 2: The above number should be the national standard number. It will automatically be reflected in each observation below.

Calendar year	2020	2021	2022
Academic year	Academic Year 1=2020/2021		Academic Year 2=2021/2022
Tuition fees for academic year	Tuition 2020/2021		Tuition 2021/2022
School days in academic year	School days 2020/2021		School days 2021/2022
School days in academic year allocated to 2021			School days allocated calendar yr 2021
Estimated tuition for calendar year 2021			Estimated tuition for calendar year

The 2021 yearly tuition fee is calculated based on both academic years that (partially) cover the calendar year 2021

e.g Academic Year 1 = 2020/**2021**  
 Academic Year 2 = **2021**/2022

Item #	Description	2020	2021	2022
8	Educational materials and support service. If and only if they are included in the above tuition, please estimate below.			
9	Educational materials (books, stationery, etc.)			
10	Education support services (e.g. tutoring, remedial classes, etc.)			
11	Catering services			
12	Accommodation (boarding fees)			
13	Transport services			
14	Health care services			
15	Other cost (fees)			
16	Total for materials and services	0	0	0

Data Collection Form 1: Primary Education			
Box A: National Standard Information for Primary Education			
ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.010	Primary Education		
(1) Number of Observations	(2) Name of Country	(3) Average Annual Tuition	(4) Reported Currency
0			
Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days that fall within the survey reference year	(7) Number of school days*	(8) Number of school days that fall within the survey reference year
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)

1: Excluding all vacations and holidays.  
 2: The above number should be the national standard number. It will automatically be reflected in each observation below.  
 3: If the number is different for certain observations, please change items 5 and 6 for each observation. Any changes you make will be highlighted.

Box B: Information for Each Observations

Item #	Observation																			
1	Location																			
2	School																			
3	Date of (mm/dd/yyyy)																			
4	Tuition																			
5																				
6																				
7	Annual tuition support services above tuition below.																			
8	Education																			
9																				
10	Education																			
11																				
12	Accommodation services (boarding fee)																			
13	Transport services																			
14	Health care services																			
15	Other cost (e.g. association fee)																			
16	Total for materials and services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- The information entered in these boxes is automatically copied and applied to each of the schools. For this reason, it is important to fill in these boxes (Academic Years 1 and 2) with information corresponding to the 'national standard' (or the most common case) regarding the academic year for private schools.
- In the event that any school in has an academic calendar other than the national standard, this information can be entered later



**Data Collection Form 2: Lower Secondary General Education**

**Box A: National Standard Information for Lower Secondary General Education**

<b>ICP Code</b>	<b>ICP Item Name</b>		<b>Reference Year</b>
11.10.11.1.01.020	Lower Secondary General Education		2021
<b>(1) Number of Observations</b>	<b>(2) Name of Country</b>	<b>(3) Average Annual Tuition</b>	<b>(4) Reported Currency</b>
0	ABC Republic		ABC dollar

Academic Year 1		Academic Year 2	
<b>(5) Number of school days*</b>	<b>(6) Number of school days that fall within the survey reference year</b>	<b>(7) Number of school days*</b>	<b>(8) Number of school days that fall within the survey reference year</b>
200	130	204	86
<b>(9) Starting Date (mm/dd/yyyy)</b>	<b>(10) Ending Date (mm/dd/yyyy)</b>	<b>(11) Starting Date (mm/dd/yyyy)</b>	<b>(12) Ending Date (mm/dd/yyyy)</b>
9/1/2020	6/3/2021	9/1/2021	6/30/2022

- 1: Excluding all vacations and holidays.
- 2: The above number should be the national standard number. It will automatically be reflected to each observation below.
- 3: If the number is different for certain observations, please change items 5 and 6 for each observation. Any changes you make will be highlighted.

**Box B: Information for Each Observations**

item #	Observation	Example		1		2		3		4		5	
1	Location (city, village, etc.)	Timber City (Capital)											
2	School surveyed (name)	Oak Junior High											
3	Date of Data Collection (mm/dd/yyyy)	01/24/2017											
	Cost of Private School	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2
4	Tuition (course fee only)	11,600	12,200										
5	Number of school days	200	200	200	204	200	204	200	204	200	204	200	204
6	of which fall in the survey reference year	88	117	130	86	130	86	130	86	130	86	130	86
7	Annual Tuition	12,241.00											

Annual tuition should exclude educational materials and support service. If and only if they are included in the above tuition, please indicate (estimate) the amount below.

Only when the tuition above includes educational materials and support service, estimate below.

Only when the tuition above includes educational materials and support service, estimate below.

Only when the tuition above includes educational materials and support service, estimate below.

Only when the tuition above includes educational materials and support service, estimate below.

8	Educational materials												
9	Educational materials (books, stationery, etc.)												
10	Education support services												
11	Catering services (meal fee)												
12	Accommodation services (boarding fee)												
13	Transport services												
14	Health care services												
15	Other cost (e.g. association fee)												
16	Total for materials and services	0	0	0	0	0	0	0	0	0	0	0	0

**EXAMPLE**

In the ABC Republic, the academic year for private schools **generally** begins in September and ends in June, so the academic year covers two separate calendar years.



**Data Collection Form 2: Lower Secondary General Education**

**Box A: National Standard Information for Lower Secondary General Education**

ICP Code	ICP Item Name		Reference Year
11.10.11.1.01.020	Lower Secondary General Education		2021
<b>(1) Number of Observations</b>	<b>(2) Name of Country</b>	<b>(3) Average Annual Tuition</b>	<b>(4) Reported Currency</b>
0	ABC Republic		ABC dollar

Academic Year 1		Academic Year 2	
(5) Number of school days*	(6) Number of school days that fall within the survey reference year	(7) Number of school days*	(8) Number of school days that fall within the survey reference year
200	130	204	86
(9) Starting Date (mm/dd/yyyy)	(10) Ending Date (mm/dd/yyyy)	(11) Starting Date (mm/dd/yyyy)	(12) Ending Date (mm/dd/yyyy)
9/1/2020	6/3/2021	9/1/2021	6/30/2022

1: Excluding all vacation and holidays.  
 2: The above number should be the national standard number. It will automatically be reflected to each observation below.  
 3: If the number is different for certain observations, please change items 5 and 6 for each observation. Any changes you make will be highlighted.

**Box B: Information for Each Observation**

item #	Observation	Location	School	Date of (mm/dd/yyyy)	Cost of
1	Location				
2	School				
3	Date of (mm/dd/yyyy)				
4	Tuition				
5					
6					
7	Annual Tuition				12,241.00

**Academic Year 1 (2020/2021)**  
*Begins: September 2020*  
*Ends: June 2021*

**Academic Year 2 (2021/2020)**  
*Begins: September 2021*  
*Ends: June 2022*

Annual tuition should exclude educational materials and support service. If and only if they are included in the above tuition, please indicate (estimate) the amount below.

Only when the tuition above includes educational materials and support service, estimate below.

Only when the tuition above includes educational materials and support service, estimate below.

8	Educational materials																		
9	Educational materials (books, stationery, etc.)																		
10	Education support services																		
11	Catering services (meal fee)																		
12	Accommodation services (boarding fee)																		
13	Transport services																		
14	Health care services																		
15	Other cost (e.g. association fee)																		
16	Total for materials and services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**EXAMPLE**

As a result, we fill in both boxes; with information corresponding to the 2020/2021 academic year and the 2021/2022 academic year.

The key is to include information from the two academic years that cover the reference calendar year 2021!









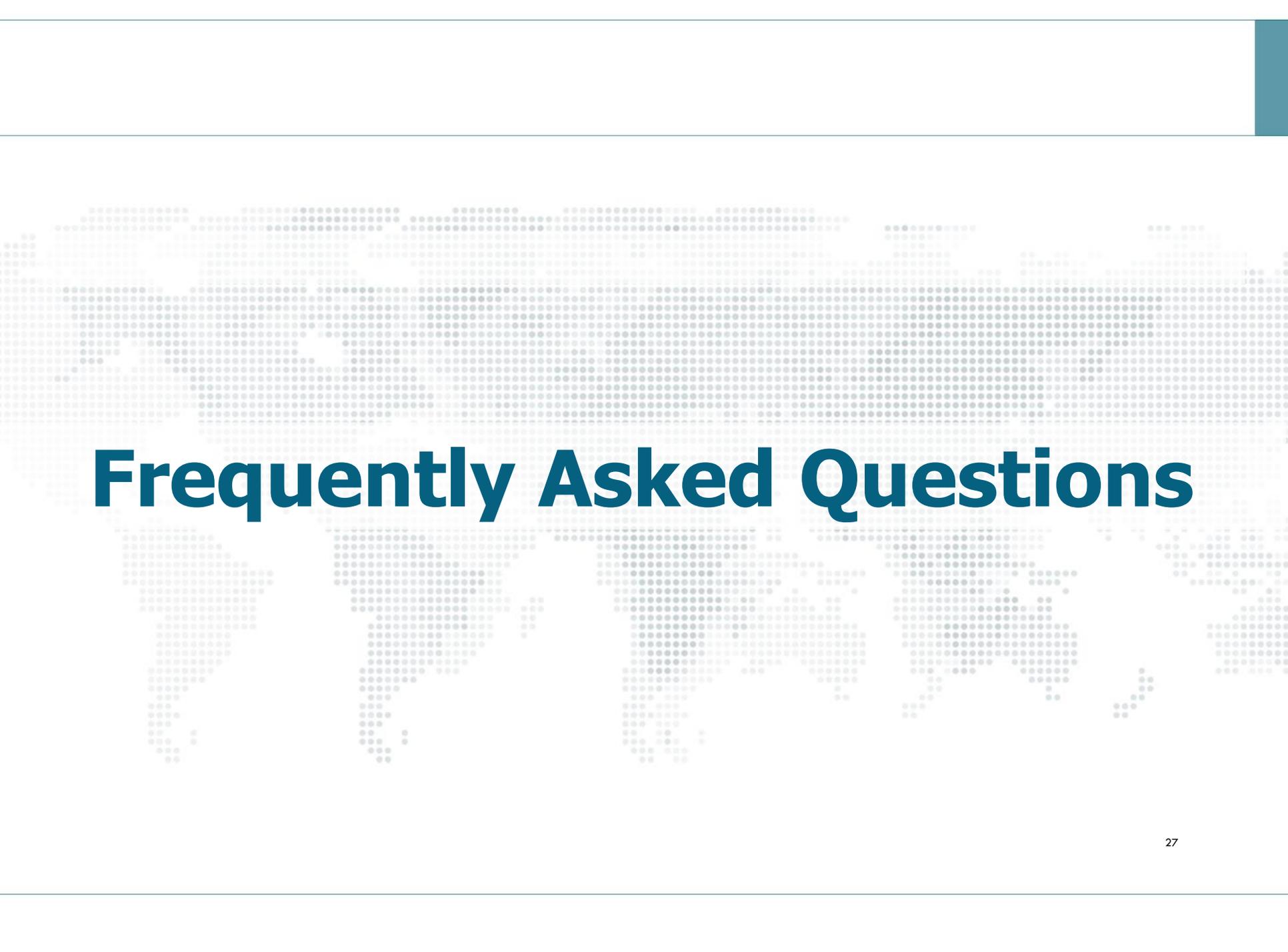


# Sheet 7. Database

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Code	Product Name	Country Name	Country Code	Currency	Reference Year	Number of Observations	Average Annual Tuition or Average Hourly Fee
11.10.11.1.01.010	Primary Education	ABC Republic	ABC	ABC dollar	2021	0	
11.10.11.1.01.020	Lower Secondary General Education	ABC Republic	ABC	ABC dollar	2021	4	6095
11.10.11.1.01.030	Upper Secondary General Education	ABC Republic	ABC	ABC dollar	2021	0	
11.10.11.1.01.040	Tertiary Education (ICTs Degree)	ABC Republic	ABC	ABC dollar	2021	0	
11.10.11.1.01.050	Tertiary Education (Economics Degree)	ABC Republic	ABC	ABC dollar	2021	0	
11.10.11.1.01.060	Other Education Programs (Foreign Language Course or Lessons)	ABC Republic	ABC	ABC dollar	2021	0	
11.10.11.1.01.070	Other Education Programs (Private Lessons in Mathematics, Tutoring Outside School Hours)	ABC Republic	ABC	ABC dollar	2021	0	

The average annual enrollment for each sheet, corresponding to each educational level, will be automatically collected in the "Database" sheet at the end of the form.



# Frequently Asked Questions

# Frequently Asked Questions

## **Can I include public school tuition prices?**

No. The survey is only for private establishments (i.e. private schools). The costs of public education are collected by another survey (government compensation survey).

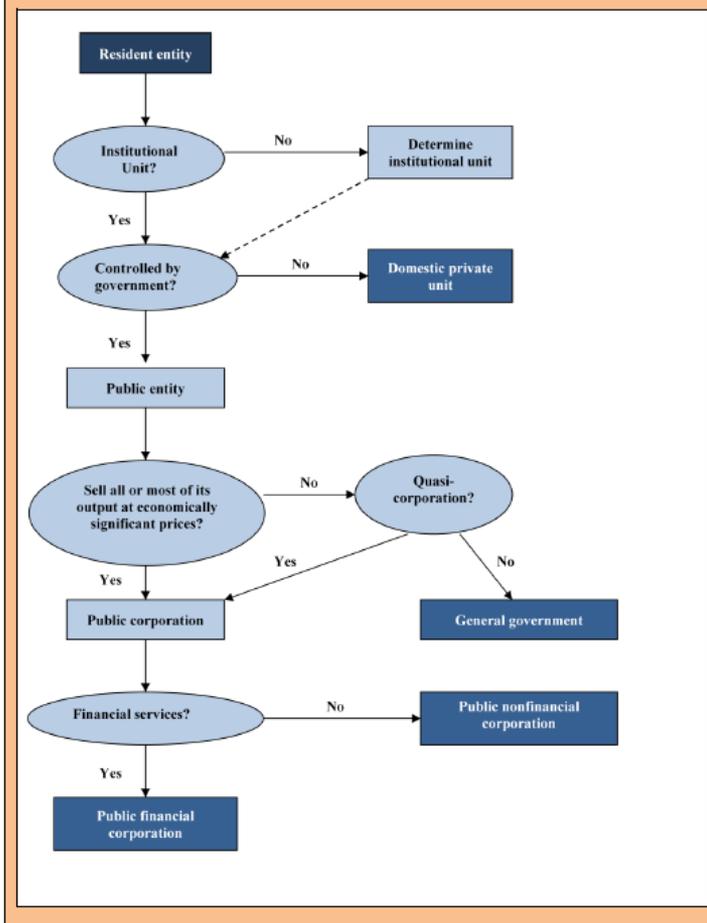
## **What is a private establishment?**

The concept of public and private establishments comes from the national accounts. A private establishment is usually one that is not financed or controlled by a public entity (for example, the Ministry of Education) and that does not receive subsidies from public entities. The decision tree on the next slide can help.

# Frequently Asked Questions

## What is a private establishment?

Figure 3. Decision Tree for Sectoring Public Entities



Source: Government Finance Statistics: Compilation Guide for Developing Countries

(<https://www.imf.org/external/pubs/ft/gfs/manual/compil.pdf>)

# Frequently Asked Questions

**What if different schools of the same educational level follow different academic years?** (For example, some start in February and end in May? others start in March and end in June, etc.?)

Enter information corresponding to the most common or standard academic year in the upper box; this will apply to all schools. Then modify the corresponding cells in the school that have a different calendar, as needed.

**Can I include monthly or quarterly tuition prices?**

No. The form only allows you to report annual tuition prices, that is, the price of a full academic year.

# Frequently Asked Questions

## What if the academic tuition includes additional educational materials and/or services (cost of books, meals, accommodation, etc.)?

The tuition prices reported should only cover the cost of the course. However, if the registration includes additional costs, these should be included at the bottom of the form, items 8 to 15:

Box B: Information for Each Observations

item #	Observation	Example		1		2		3		4	
1	Location (city, village, etc.)	Timber City (Capital)		Timber City (Capital)		Green Town		Blue Town		Red Town	
2	School surveyed (name)	Oak Junior High		Pine Junior High		Green Junior High		Blue Junior High		Red Junior High	
3	Date of Data Collection (mm/dd/yyyy)	01/24/2017		01/24/2017		01/24/2017		01/24/2017		01/24/2017	
	Cost of Private School	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2	Academic Year 1	Academic Year 2
4	Tuition (course fee only)	11,600	12,200	5,000	5,200	7,000	7,100	6,100	6,000	4,500	4,700
5	Number of school days	200	200	200	204	200	204	200	204	200	204
6	of which fall in the survey reference year	88	117	130	86	130	86	130	86	130	86
7	Annual Tuition	12,241.00		5,442.16		7,543.14		6,494.41		4,906.37	
	Annual tuition should <u>exclude educational materials and support service</u> . If and only if they are included in the above tuition, please indicate (estimate) the amount below.			Only when the tuition above includes educational materials and support service, estimate below.		Only when the tuition above includes educational materials and support service, estimate below.		Only when the tuition above includes educational materials and support service, estimate below.		Only when the tuition above includes educational materials and support service, estimate below.	
8	Educational materials										
9	Educational materials (books, stationery, etc.)										
10	Education support services										
11	Catering services (meal fee)										
12	Accommodation services (boarding fee)										
13	Transport services										
14	Health care services										
15	Other cost (e.g. association fee)										
16	Total for materials and services	0	0	0	0	0	0	0	0	0	0

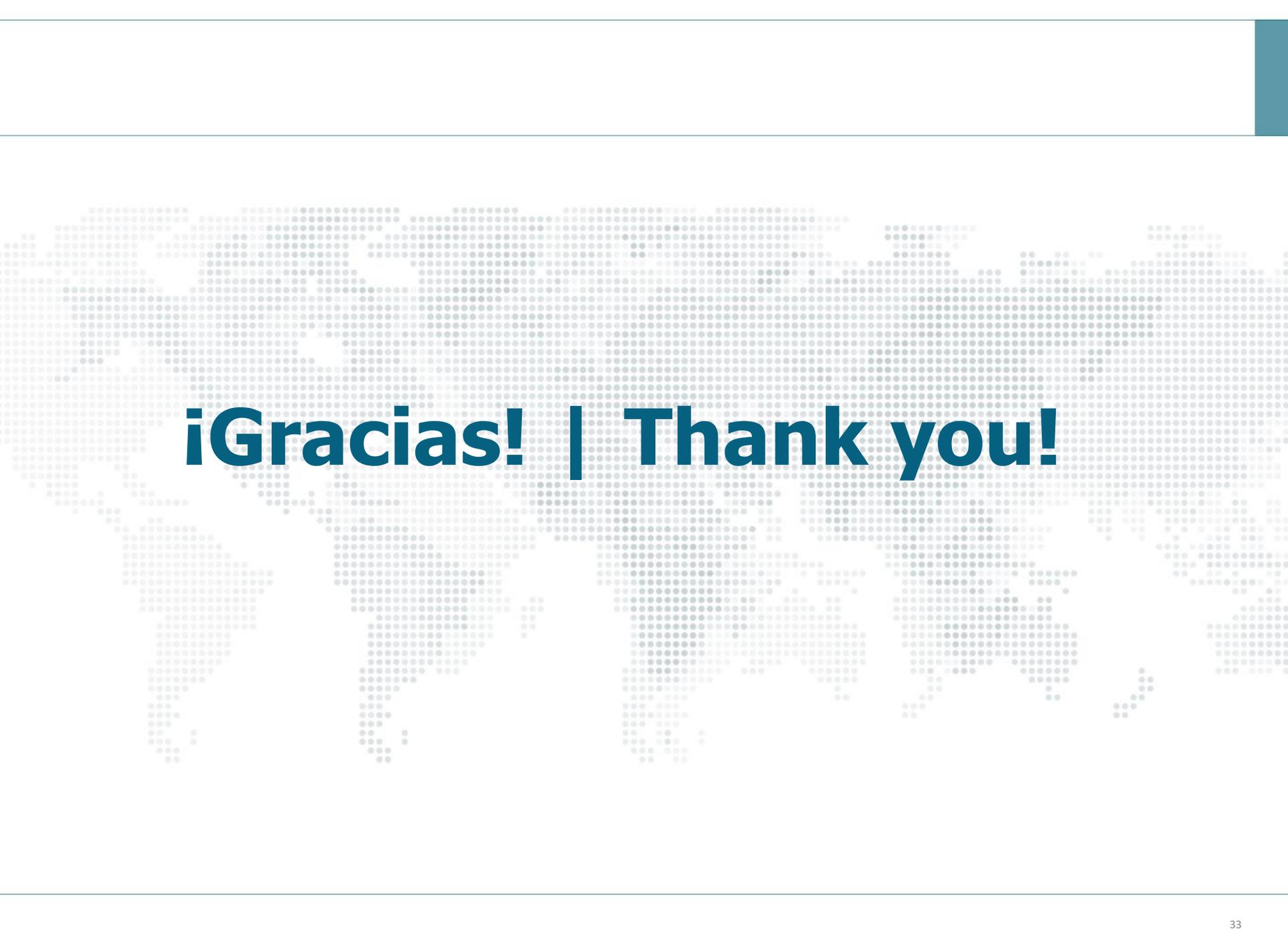
# Frequently Asked Questions

## **How many price observations per school level?**

The more observations (in this case schools) there are, the more representative the national average tuition will be. In general, we recommend that each country report annual tuition prices for at least one school per geographic area and at least five schools in the capital city.

## **Can I report registration prices in different currencies?**

No. All prices must be reported in the official local currency of your country.



**¡Gracias! | Thank you!**