

Mr John Gilchrist
Freedom of Information Officer

18 September 2017

Ref: FOI/August 2017/ Dominic Stone

By email to dcstone1@outlook.com

The Burroughs
Hendon
London
NW4 4BT
United Kingdom

Tel: +44 (0)20 8411 4061
e-mail:
j.gilchrist@mdx.ac.uk
www.mdx.ac.uk

Dear Mr Stone

Your request for information received on 21 August 2017 has been dealt with under the provisions of the Freedom of Information Act 2000 (FOIA).

You asked:

I would like to request the following information:

- 1) The number and percentage of final year UG students who graduated in 2015/16 who also used the university Careers Service in 2015/16?
- 2) The number and percentage of PGT students who graduated in 2015/16 who also used the university Careers Service in 2015/16?

- 1) The number and percentage of final year UG students who graduated in 2014/15 who also used the university Careers Service in 2014/15?
- 2) The number and percentage of PGT students who graduated in 2014/15 who also used the university Careers Service in 2014/15?

For clarification, by 'used the University Careers Service' I mean any engagement within the Careers Service office either via drop-in or appointment.

University Response

In terms of the number and percentage of final year UG and PGT students who used the University Careers Service in 2015/16 and 2014/15, we are writing to advise you that it has been necessary to refuse this request under the Freedom of Information Act (FOIA).

We estimate that compliance with your request would exceed the appropriate costs limit established by section 12 of the Freedom of information Act 2000; this is currently set at £450 (or 18 hours work) by virtue of the [1] Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Our estimate has considered the time it would take to determine whether we hold the information and then to locate, retrieve and extract it. We estimate that to

determine whether we hold the requested information, and then to locate, retrieve, and extract that information would take longer than 18 hours to complete.

This is mainly due to the fact that whilst the management system we have in place for the Careers Service does capture individual interactions by students, the system does not capture year of study or even a student ID number.

We have circa 30,000 recorded interactions with the Careers Service over the 2 academic years requested. To manually check each interaction in terms of finding their ID number and then confirming their level of study at the time of the interaction would likely take at least 5 minutes per student. That is 2,500 hours to complete at a conservative estimate, so above the 18 hour threshold. So in accordance with Section 17 of the Freedom of Information Act 2000, (the Act), this letter acts as a Refusal Notice.

I trust this satisfies your request sufficiently. Under the Freedom of Information Act 2000, you have the right to complain about the University's response to your request for information. If you have such a complaint, you may contact Mrs Teresa Kelly, Clerk to the Board of Governors, Middlesex University, Hendon campus, London NW4 4BT, tel: 020 8411 6018, t.kelly@mdx.ac.uk within 40 days of the date of this letter for a review of the University's decision. If you remain unsatisfied with the outcome of that complaint, you may seek further recourse by lodging an appeal with the Information Commissioner.

Yours sincerely

John Gilchrist
Freedom of Information Officer