

The Early Learning Information (ELI) System

The Ministry of Education's [Early Learning Information \(ELI\) System](#) collects and stores information on enrolment and attendance in Early Childhood Education (ECE) for approximately 200,000 children throughout Aotearoa. Through ELI, attendance information is collected on an ongoing basis at a child level. This information enhances our ability to monitor and forecast ECE expenditure, and design new policies, which is part of an increasing focus on children making a stronger start in their early learning.

ELI Information Requirements

Licensed early learning services, unless specifically exempt, need to return the following information through ELI:

- **Children's National Student Numbers**
Each child who enrolls in ECE requires a National Student Number (NSN). The NSN stays with the child throughout their primary, secondary and tertiary education. To support the allocation of unique NSNs, services must sight a copy of each child's official identification document and enter the child's details, as written on the sighted document.
- **Up-to-date child enrolment and attendance information**
Enrolment and attendance information should be updated and confirmed at least monthly. The previous month's information needs to be confirmed by the end of the following month. This is done using the confirmation function within ELI Web or an alternative approved Student Management System (SMS).
- **The Annual ECE Return**
The Annual ECE Return is an electronic collection of information from early learning services that focuses on weekly service activity at specified times, as advised by the Ministry.
- **The Electronic RS7 Return**
The electronic RS7 Return is the main funding claim for early learning services.

New licensed early learning services should begin sending ELI information to the Ministry within eight weeks from the date that the licence is issued. Services connected to ELI need to act on requests to make changes to their ELI information to ensure its completeness and accuracy. Such requests should also be completed within eight weeks. For more information, please refer to the **ELI Principles of Use** tab on the ELI Homepage: <https://www.education.govt.nz/early-childhood/funding-and-data/early-learning-information/eli-principles-of-use/>

Getting Connected

To send ELI information to the Ministry, early learning services can connect to ELI in one of two ways:

1) Student Management System (SMS)

For early learning services that choose to use an SMS, the information will be sent to the Ministry through your SMS's connection with ELI.

2) ELI Web

The ELI Web application is for services that choose not to use an SMS. ELI Web provides the Ministry with the required information, but it does not incorporate all the functions of a traditional SMS.



Please use the **ELI: Getting Connected** diagram overleaf in conjunction with the [Education Sector Account User Guide](#) to ensure your service successfully connects to ELI. Education Sector account Forms A and Form B are accessible from our [website](#).

It is recommended that you bookmark or add the [ELI Homepage](#): to your favourites. On the ELI Homepage you will find:

- The **logon** point for [ELI Web](#) and [ELI Reports](#)
- [Training](#) for early learning services using ELI Web and ELI Reports
- A range of [Questions & Answers](#)

For any ELI queries, contact the Ministry on **0800 ECE ECE (0800 323 323)** or ELI.queries@education.govt.nz

