

# How to access linked data at the UK Data Service

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# Types of access levels and conditions

Each dataset held in the UK Data Service collection has a designated access level.

We provide access to data via a three-tier access policy:

- Open.
- Safeguarded.
- Controlled (also known as secure).

The UK Data Service provides the different levels of research access as agreed with the data owners, they do not own any of the data they provide access to.

<https://ukdataservice.ac.uk/find-data/access-conditions/>

Access level	Access conditions	Who can access?
Open	Open data - open licence – minimal restrictions might be applicable for example non-commercial use only.	<b>Non-registered users.</b>
Safeguarded	End User Licence Agreement terms and conditions.	<b>Registered users.</b>
	End User Licence Agreement terms and conditions plus other special conditions for example publication clearance.	<b>Registered users</b> who accept the additional special conditions.
	End User Licence Agreement terms and conditions and depositor permission.	<b>Registered users</b> who complete the depositor application, request (and await) depositor permission.
	End User Licence Agreement terms and conditions and subject to the Special Licence User Agreement.	<b>Registered users</b> who complete the Special Licence application, request (and await) depositor permission and agree to the additional terms and conditions of the Special Licence User Agreement. These data are not available for commercial use.
	End User Licence Agreement terms and conditions and subject to the Secure Access User Agreement; available only via the UKDS SecureLab (remote access), SafePods or SafePoints via the SafePod Network or safe room access (on site).	<b>Registered users</b> who are trained and accredited, complete the application and request (and await) approval for projects demonstrating public good, with a Secure Access User Agreement countersigned by their institution in place. These data are not available for commercial use.



# How to identify the access level

## Access study data

The Data Collection is available to users registered with the UK Data Service.

Commercial use is not permitted.

Use of the data requires approval from the data owner or their nominee. Registered users must apply for access via a Secure Access application.

Registered users must complete the Safe Researcher Training course.

Registered users must be based in the UK when accessing data.

The Data Collection must be accessed via a secure connection method in a safe environment approved by the UK Data Service.

Add these data to your account. (Only available via Secure Lab remote access)

 Add to account

## Share this study



## Next Steps: Linked Administrative Datasets (Student Loans Company Records), 2007 - 2021: Secure Access

**Details** **Documentation** **DOI change log** **Resources**

### Details

**Title** Next Steps: Linked Administrative Datasets (Student Loans Company Records), 2007 - 2021: Secure Access

**Study number** 8848

**Series** [Next Steps \(also known as the Longitudinal Study of Young People in England\)](#)

**Access** These data are [controlled](#)

**Persistent identifier (DOI)** [10.5255/UKDA-SN-8848-1](https://doi.org/10.5255/UKDA-SN-8848-1)

**Data creator(s)** University College London, UCL Institute of Education, Centre for Longitudinal Studies

### Citation and copyright

### Abstract

### Main topics

### Topics

# Live Demo

How to assign datasets to your project and view their respective workflows



# Who can apply for Secure Access data?

- Except for selected non-ONS datasets made available via our [IDAN agreements](#), controlled datasets are only available to **researchers who are both physically based in the UK and affiliated to a UK organisation that would take legal responsibility for their data access.**
- Some datasets are restricted to access by researchers in institutions of UK Higher and Further Education.
- PhD students must apply jointly with their supervisor(s). Their supervisor(s) must complete all necessary application forms and attend training as directed during the application process.

# The Five Safes, a framework for safe data access



The Five Safes	
Research projects are approved by data owners for the public good.	Safe projects +
Researchers are trained and authorised to use data safely.	Safe people +
SecureLab (TRE) environment prevents unauthorised use.	Safe setting +
Data is treated to protect any confidentiality concerns.	Safe data +
Screened and approved outputs that are non-disclosive.	Safe outputs =
	Safe use

# Application components

Project Application

Accredited Researcher

Safe Researcher Training

Secure Access User Agreement

SecureLab account setup

# Project Application

## Which secure data application process?

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Different application pathways set by data providers and legislative requirements mean there are slight variations in application processes. Please check carefully which pathway you need to follow.

Apply to access non-ONS data ➤

Apply to access ONS data ➤

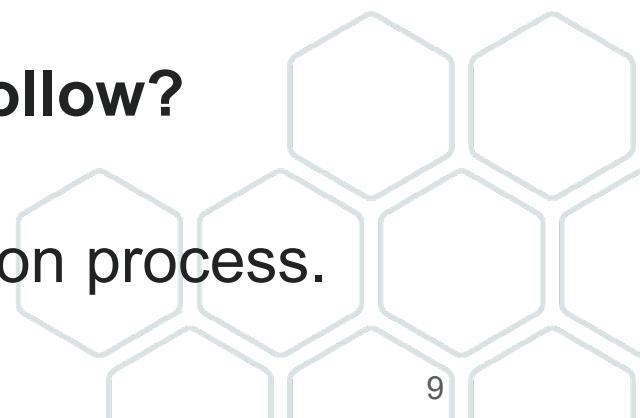
Apply to access Smart Energy Research Lab data (SERL) ➤

Apply to access non-ONS data from outside UK ➤

<https://ukdataservice.ac.uk/find-data/access-conditions/secure-application-requirements/>

**Q: How can I identify which application process to follow?**

A: The 'workflow' will guide you through the relevant application process.



# Examples





Introduction



Accept standard EUL



Complete ESRC Accredited Researcher Project Proposal



Complete ESRC Accredited Researcher Application



Complete Secure Access User Agreement



Depositor approval



Training



SecureLab account setup

## Complete ESRC Accredited Researcher Project Proposal

The project lead must complete the Accredited Researcher Project Proposal form and email it to [secure.applications@ukdataservice.ac.uk](mailto:secure.applications@ukdataservice.ac.uk), quoting the Project Number in the subject line of the email.

If your project has been approved and you require any changes, such as the addition of new datasets or the addition of new researchers, please email us with your request at [secure.applications@ukdataservice.ac.uk](mailto:secure.applications@ukdataservice.ac.uk), quoting the Project Number in the subject line of the email .



[ESRC Accredited Researcher Project Proposal](#)

Your changes will be saved automatically.

Close

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Next

SN 8848

Next Steps: Linked Administrative Datasets (Student Loans Company Records), 2007 - 2021: Secure Access

## Complete actions for access



Introduction



Accept standard EUL



Additional conditions of use



Complete ESRC Accredited Researcher Project Proposal



Complete ESRC Accredited Researcher Application



Complete Secure Access User Agreement



Depositor approval



Training



SecureLab account setup

### Complete ESRC Accredited Researcher Application

Each user on the project must complete this ESRC Accredited Researcher Application form and email it to [secure.applications@ukdataservice.ac.uk](mailto:secure.applications@ukdataservice.ac.uk).



[ESRC Accredited Researcher Application form](#)

SN 8481

Millennium Cohort Study: Linked Education Administrative Datasets (National Pupil Database - KS1-KS5), England, 2003-2021: Secure Access

Your changes will be saved automatically.

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Introduction



Accept standard EUL

Complete ESRC Accredited  
Researcher Project ProposalComplete ESRC Accredited  
Researcher ApplicationComplete Secure Access User  
Agreement

Depositor approval



Training



SecureLab account setup

## Complete Secure Access User Agreement

This Secure Access User Agreement form must be completed once by each user. If a user will be accessing the Secure Lab from more than one organisation, then they will need to complete a Secure Access User Agreement form for each of those organisations.

Please return completed Secure Access User Agreement forms by email to [secure.applications@ukdataservice.ac.uk](mailto:secure.applications@ukdataservice.ac.uk).

Please note that this Secure Access User Agreement form covers a user's access for the entire duration of their continuous affiliation with an organisation, regardless of which project(s) they are working on. If a user moves organisation and needs to continue working on a Secure Lab project, then they will need to complete the Secure Access User Agreement form again.

[Secure Access User Agreement form](#)

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Next

SN 9258

Understanding  
Society: Main  
Survey, Linked  
Credit Reference  
Agency (CRA)  
Dataset, 2009-2021:  
Secure Access



Introduction



Accept standard EUL



Additional condition of use

Complete Research Project  
Application DocumentationComplete ESRC Accredited  
Researcher ApplicationComplete Secure Access User  
AgreementAccept UK Location  
Agreement

Depositor approval



Training



SecureLab account setup

## Complete Research Project Application Documentation

The Project Lead must download the zip file below and ensure all forms are completed as applicable. Please read the cover sheet of the Project Application form included in the zip first.

All project members will need to enter into an additional access agreement with CLS as part of the application, on an individual basis. The Project Lead must send all completed agreements with the Project Application form and the variable selection spreadsheets. The license agreement(s) will be countersigned by CLS if the project is accepted, these do not need to be sent to CLS separately before the application is complete. Any queries regarding this additional agreement should be sent to [clsfeedback@ucl.ac.uk](mailto:clsfeedback@ucl.ac.uk).

The project lead will also have to complete the Excel "Variable selection sheet" for the HES study or studies they are applying for. The bundle contains one Excel file for each CLS study linked with HES data available via the UK Data Service.

The completed set of forms should be returned by email to [secure.applications@ukdataservice.ac.uk](mailto:secure.applications@ukdataservice.ac.uk).

[HES Linked Data Application Pack](#)

SN 9030

Millennium Cohort  
Study: Linked Health  
Administrative  
Datasets (Hospital  
Episode Statistics),  
England, 2000-  
2023: Secure  
Access



Introduction



Accept standard EUL



Complete DEA Research

Project Application



Obtain DEA Accredited  
Researcher Status



Complete Secure Access User  
Agreement



Depositor approval



Training



SecureLab account setup

## Obtain DEA Accredited Researcher Status

Please read and accept the following:

Accredited Researcher Status (full or provisional, as appropriate).

Applications for accreditation must be made through the Office for National Statistics (ONS) Hub. Researchers are required to:

- Create and activate a Hub account with two-step verification
- Complete a verification check for qualifications or research experience
- Successfully complete an approved Safe Researcher Training (SRT) course and assessment
- Submit an accreditation application through the Hub
- Accept the Researcher Access Declaration

Further information is available on the ONS webpage "[Become an accredited researcher](#)".

I have read and accept the above statement.

SN 7421

Vacancy Survey,  
2005-2025: Secure  
Access

## What happens next?

- Initial application screening, training checks and invitations (Access Team).
- Validity checks. (User Support Team).
- Technical checks and SecureLab project set-up (Technical Support Team).
- Data owner/s receive the completed application.
- Project accreditation.
- SecureLab accounts are delivered to the applicants, and access is granted (subject to data owner/s approval and project accreditation).



## SecureLab Home working access

- Additional measures agreed with data owners to facilitate access to Secure data outside of institutional environments.
- Is my SecureLab project eligible for homeworking?
- Compulsory homeworking application process.
- Screening and technical checks.

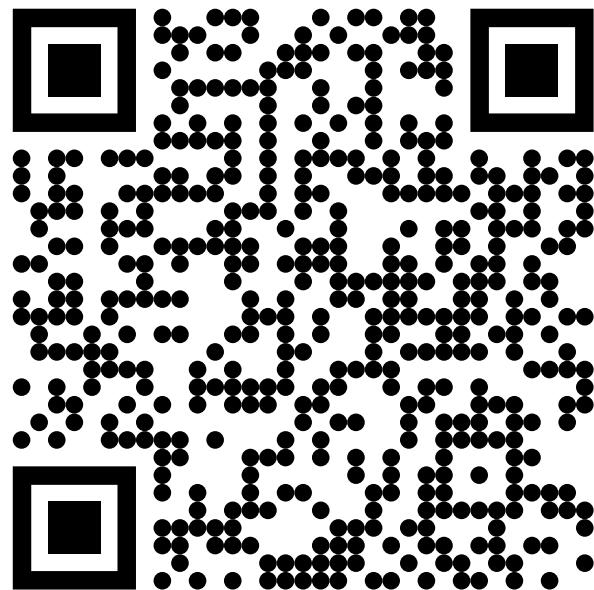
<https://ukdataservice.ac.uk/help/homeworking/securelab-working-from-home/>



Thank you.

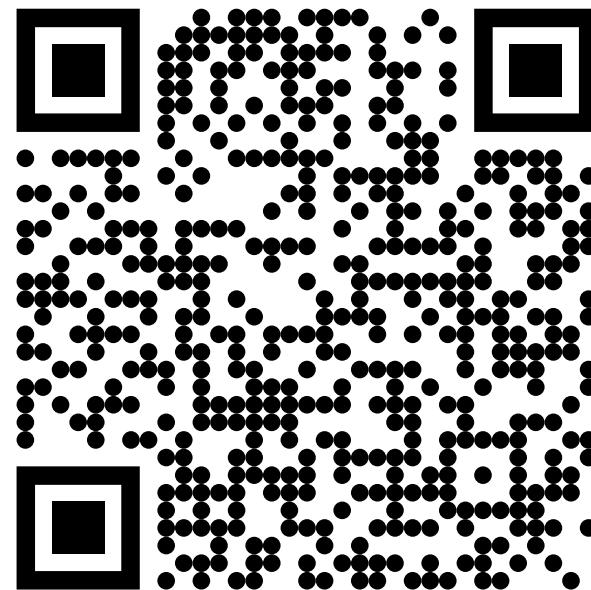


# Register for the UK Data Service



[beta.ukdataservice.ac.uk/myaccount/login](https://beta.ukdataservice.ac.uk/myaccount/login)

# UK Data Service training and events



[ukdataservice.ac.uk/training-events/](https://ukdataservice.ac.uk/training-events/)

