

QS HUB Instructions

QS HUB is used for:

- 1) Data submission for the QS World University Rankings
- 2) Updating your basic or advanced university profile for www.topuniversities.com

Examples of the advanced profiles:

[Universidad Privada del Norte](#) (Peru)

[Victoria University of Wellington](#) (New Zealand)

[Plekhanov Russian University of Economics](#) (Russia)

Examples of the basic profiles:

[National Technical University of Athens](#) (Greece)

[Kaunas Technical University](#) (Lithuania)

[University of Vermont](#) (USA)

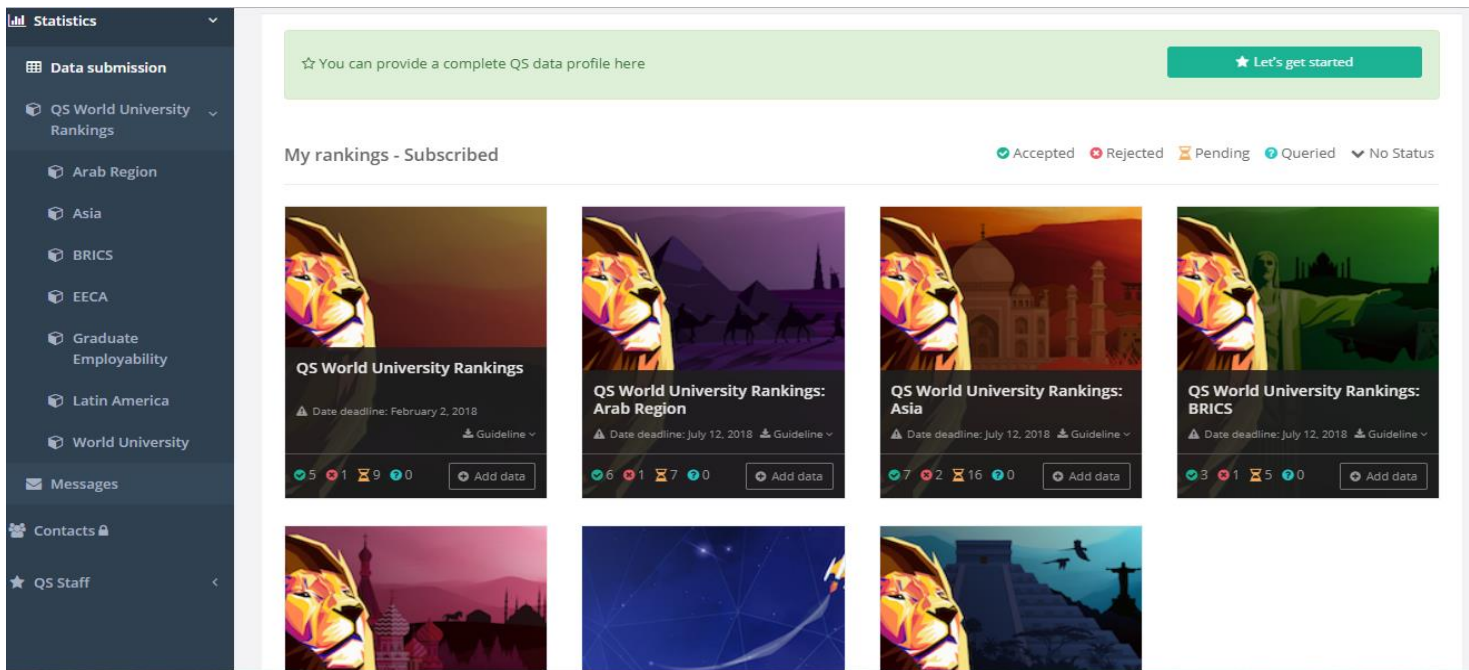
QS HUB: <https://qs-hub.qs.com>

If you do not have your login details please contact us at rankings@qs.com.

To update your statistics for the QS World University Rankings please go to **Statistics** → **Data Submission Rankings**. To update your statistics for any QS Regional Rankings: for e.g.: EECA please go to **Statistics** → **QS World University Rankings** → **EECA**.

On top left had the **My rankings – Subscribed** shows the Rankings of which the University is subscribed to.

➤ Click on + **Add Data** for the respective Ranking.



The screenshot shows the 'Statistics' dashboard with a sidebar on the left containing navigation options like 'Data submission', 'QS World University Rankings', and various regional categories. The main content area is titled 'My rankings - Subscribed' and features a grid of ranking cards. Each card includes a QS lion logo, the ranking name, a date deadline, a 'Guideline' link, and a status bar with icons for accepted, rejected, pending, queried, and no status items, along with an 'Add data' button.

Ranking Category	Date deadline	Accepted	Rejected	Pending	Queried	No Status
QS World University Rankings	February 2, 2018	5	1	9	0	0
QS World University Rankings: Arab Region	July 12, 2018	6	1	7	0	0
QS World University Rankings: Asia	July 12, 2018	7	2	16	0	0
QS World University Rankings: BRICS	July 12, 2018	3	1	5	0	0

All sections in the **World University Rankings** and **Regional (if applicable)** tabs are mandatory.

In case there is only one tab **All**, please fill in only first 4 sections:

- Faculty Level Staff
- Students – Undergraduate
- Students – Graduate / Postgraduate
- Student – Overall

Data submission

QS World University Rankings

Arab Region

Asia

BRICS

EECA

Graduate Employability

Latin America

World University

Messages

Contacts

★ QS Staff

The QS World University Rankings continue to enjoy a remarkably consistent methodological framework, compiled using six simple metrics that we believe effectively capture university performance.

☆ Please note that indicators below with an asterisk (*) will automatically update if that indicator also appears in other QS rankings

Faculty Staff ⓘ	Full Time	Part Time	Headcount	FTE ⓘ	Estimate	Source	Status
International Faculty Staff *	51503	3	12	1000	<input type="checkbox"/>	Direct	
Faculty Staff *	501	110	610	12321	<input type="checkbox"/>	Direct	
Students - Undergraduate ⓘ							
Undergraduate International Students *	48	15	60	50	<input type="checkbox"/>	Direct	
Undergraduate Students *	200	2000	500	380	<input type="checkbox"/>	Direct	
Students - Graduate / Postgraduate ⓘ							
Graduate/Postgraduate International Students *	60	21	81	67	<input type="checkbox"/>	Direct	
Graduate/Postgraduate Students *	200	30	230	210	<input type="checkbox"/>	Direct	
Students - Overall ⓘ							
Students - Overall *					<input type="checkbox"/>	Direct	
Number of Female Students *	190	200	400	200	<input type="checkbox"/>	Direct	
International Students - Overall *	170	130		250	<input type="checkbox"/>	Direct	
Number of Male Students *	123	50	170	150	<input type="checkbox"/>	Direct	
Average Tuition Fees ⓘ	Total		Currency		Source		Status

finition History Messages

November 2, 2017 by: Rabia Sana
rabia@zeptosystems.com
FT: 51503 PT: 3 HC: 12
FTE: 1000
Source: Direct

November 2, 2017 by: QS Staff
tautydas@qs.com
FT: 51503 PT: 3 HC: 12
FTE: 1000
Source: Direct

June 26, 2017 by: Catarina Cunha
catarina@qs.com
FT: 5150 PT: 3 HC: 12
FTE: 1000
Source: Direct

February 23, 2016 by: Master
Dragomir Enachi dragomir@qs.com
FT: 5150 PT: 3 HC: 12
FTE: 10
Source: Direct

September 19, 2014 by: Nick Yule
nick@qs.com
FT: 5150 PT: 3 HC: 12
FTE: 10
Source: Direct

Each tab contains guidelines on the Left hand of the page under **Definition** as to what and how should be included into the count. Please read them carefully before submitting the statistics.

Accepted ✖ Rejected ⌚ Pending ? Queried ▼ No Status

methodological framework, compiled using six simple metrics that

that indicator also appears in other QS rankings

FTE ⓘ	Estimate	Source	Status
1000	<input type="checkbox"/>	Direct	✖
12321	<input type="checkbox"/>	Direct	⌚
FTE ⓘ	Estimate	Source	Status
50	<input type="checkbox"/>	Direct	✔
380	<input type="checkbox"/>	Direct	✔
FTE ⓘ	Estimate	Source	Status
67	<input type="checkbox"/>	Direct	⌚
210	<input type="checkbox"/>	Direct	⌚

International Faculty Staff

Definition

Number of academic faculty staff who contributes to academic teaching or research or both at your university for a minimum period of at least three months and who are of foreign nationality.

The term 'international' is hereby determined by citizenship.

For EU countries, this includes all foreign nationals, even if from another EU state. In Hong Kong, this includes professors from Mainland China.

Inclusion and exclusion mirrors those for academic faculty staff.

➤ You can enter the stats by clicking on the name of each indicator.

QS World University Rankings

Institutions / Statistics / Data submission / QS World University Rankings

← Back to landing page
World University
✔ Accepted ✖ Rejected ⌚ Pending ? Queried ▼ No Status

The QS World University Rankings continue to enjoy a remarkably consistent methodological framework, compiled using six simple metrics that we believe effectively capture university performance.

☆ Please note that indicators below with an asterisk (*) will automatically update if that indicator also appears in other QS rankings

Faculty Staff ⓘ	Full Time	Part Time	Headcount	FTE ⓘ	Estimate	Source	Status
International Faculty Staff *	5000	300	5300	5100	<input type="checkbox"/>	Direct	✖
Faculty Staff *	501	110	610	12321	<input type="checkbox"/>	Direct	⌚
Students - Undergraduate ⓘ	Full Time	Part Time	Headcount	FTE ⓘ	Estimate	Source	Status
Undergraduate International Students *	48	15	60	50	<input type="checkbox"/>	Direct	✔
Undergraduate Students *	200	2000	500	380	<input type="checkbox"/>	Direct	✔
Students - Graduate / Postgraduate ⓘ	Full Time	Part Time	Headcount	FTE ⓘ	Estimate	Source	Status
Graduate/Postgraduate International Students *	60	21	81	67	<input type="checkbox"/>	Direct	⌚
Graduate/Postgraduate Students *	200	200	200	210	<input type="checkbox"/>	Direct	⌚

International Faculty Staff

Definition

Number of academic faculty staff who contributes to academic teaching or research or both at your university for a minimum period of at least three months and who are of foreign nationality.

The term 'international' is hereby determined by citizenship.

For EU countries, this includes all foreign nationals, even if from another EU state. In Hong Kong, this includes professors from Mainland China.

Inclusion and exclusion mirrors those for academic faculty staff.

➤ Please do not forget to click a **Save** button after submitting the statistics!

The screenshot shows the data submission interface for 'World University'. The main form includes sections for 'Students' and 'Average Tuition Fees'. A red circle highlights the 'Save' button at the bottom right. On the right side, there is a 'Definition' panel for 'International Faculty Staff' with a 'History' tab.

Students - Graduate / Postgraduate	Full Time	Part Time	Headcount	FTE	Estimate	Source	Status
Undergraduate International Students *	48	15	60	50	<input type="checkbox"/>	Direct	Accepted
Undergraduate Students *	200	2000	500	380	<input type="checkbox"/>	Direct	Accepted
Graduate/Postgraduate International Students *	60	21	81	67	<input type="checkbox"/>	Direct	Pending
Graduate/Postgraduate Students *	200	30	230	210	<input type="checkbox"/>	Direct	Pending

All history and changes made to the statistics can be viewed in the window on the right – **History**. After entering the data into QS HUB all stats will have “Pending” status. During the analysis experts of the Intelligence Unit will either accept the data (its status will change into “Accepted”), or will query the data (its status will change into “Queried”) and will ask to provide additional explanation via email.

The screenshot shows the 'Statistics' page for 'World University'. The 'International Faculty Staff' row is highlighted in green and has a status of 'Accepted'. The 'History' panel on the right shows a list of updates, with the most recent one by 'Ajita Rane' on November 8, 2017, highlighted in red.

Faculty Staff	Full Time	Part Time	Headcount	FTE	Estimate	Source	Status
International Faculty Staff *	5000	300	5300	5100	<input type="checkbox"/>	Direct	Accepted
Faculty Staff *	501	110	610	12321	<input type="checkbox"/>	Direct	Pending

We also ask you to provide the data on the tuition fees for local and international students. This data is not mandatory to enter and will not affect your position in the Rankings however will help us to present the more detailed information about your institution on www.topuniversities.com. Tuition fees can be entered via:

Please enter the data in USD Dollars and the conversion rates are based on 6th December 2016 or 2017, using the following link: <http://www.oanda.com/currency/converter/>

Students - Overall	Full Time	Part Time	Headcount	FTE	Estimate	Source	Status
Students - Overall *					<input type="checkbox"/>	Direct	
Number of Female Students *	190	200	400	200	<input type="checkbox"/>	Direct	
International Students - Overall *	170	130		250	<input type="checkbox"/>	Direct	
Number of Male Students *	123	50	170	150	<input type="checkbox"/>	Direct	
Average Tuition Fees	Total		Currency		Source		Status
Undergraduate Fees - International *			USD		Direct		
Undergraduate Fees - Domestic *			USD		Direct		
Graduate/postgraduate Fees - Domestic *	1000		USD		Direct		
Graduate/postgraduate Fees - International *			USD		CNT		
Overall Student Fees - Domestic *	1000		USD		Direct		
Overall Student Fees - International *			USD		Select option		

Average Tuition Fees

Undergraduate Fees - International *

Undergraduate Fees - Domestic *

Graduate/postgraduate Fees - Domestic *

Graduate/postgraduate Fees - International *

Overall Student Fees - Domestic *

Overall Student Fees - International *

User deleted_test@qs.com

FT : 19 PT : 0 HC : 7364
FTE : 0

June 11, 2010 by: Mr Test
User deleted_test@qs.com

FT : 190 PT : 200 HC : 400
FTE : 200

June 11, 2010 by: Mr Test
User deleted_test@qs.com

FT : 190 PT : 200 HC : 400
FTE : 200

Source: Direct

May 7, 2010 by: Demo User
deleted_demo

FT : 10 PT : 0 HC : 7364
FTE : 0

January 7, 2010 by: Mr David Smith
deleted_d_smiff@hotmail.com

FT : 0 PT : 0 HC : 7364
FTE : 0

Source: Direct