

SOEP/CNEF ACCESS PROCEDURES

From Cornell University

Receiving German SOEP data from DIW

Researchers in European Union member countries can get the 100% Scientific Use Files of the SOEP directly from the DIW.

Every researcher must submit a proposal to DIW that describes their project. Each researcher is approved to use the data and must sign a contract with the DIW. The DIW charges a nominal fee to use the data. The DIW release of the SOEP contains files with variables equalized to the CNEF definitions. Correspondence may be mailed directly to: soepmail@diw.de.

Receiving German SOEP data from Cornell

Researchers can also obtain SOEP data from Cornell but the files sent from Cornell cover only 95% of the full sample. By German law, 5% of the sample must be randomly dropped for users outside of the EU.

Every researcher must submit a proposal to DIW that describes their project. Each researcher is approved to use the data and must sign a contract with the DIW. When the member receives the approved contract, the contract is then forwarded to Cornell to CNEF@cornell.edu.

In addition, every individual researcher who gets data through Cornell is required to pay a fee of \$125 the first time he or she receives (any) data from Cornell. The fee helps fund operations through periods where there is no federal funding for the project. This project operates on a shoestring budget and so even in situations where there are multiple researchers working in the same university or institution, each researcher is required to establish an account and pay the fee. Until now, only a "one-time" fee has been charged - the first time a researcher initially receives data from Cornell. So far, that arrangement has generated enough revenue to keep the operation running. The situation may change, but hopefully this procedure can continue.

CNEF data files (from Cornell)

The Cross-National Equivalent File is a project that is related to but also separate from the SOEP. The Cross-National Equivalent Files (CNEF) consist of a subset of variables from the British Household Panel Study (BHPS), the German Socio-Economic Panel (GSOEP), the Household Income and Labour Dynamics in Australia survey (HILDA), the Panel Study of Income Dynamics (PSID), the Canadian Survey of Labour and Income Dynamics (SLID), the Korea Labor and Income Panel Study (KLIPS), and the Russia Longitudinal Monitoring Survey (RLMS-HES). The variable subset includes variables that various researchers have developed and recalibrated to be comparable.

To access the SOEP-CNEF, BHPS-CNEF, HILDA-CNEF, SHP-CNEF, KLIPS-CNEF, or RLMS-HSE-CNEF files you must apply for and be approved to use those data by the respective country's data manager. The PSID-CNEF file is public use. The SLID-CNEF file is not actually on the CD - only instructions for how to run programs using the SLID-CNEF file at Statistics Canada (we have a special arrangement). Researchers may get the original data from the data providers in each of these countries.

For all data except SLID-CNEF, a researcher who requests the equalized CNEF versions of the data gets them from Cornell.

To access CNEF versions of the data researchers must:

1. Apply to the data provider in each country for permission to access the data
2. In some cases such as Australia, the country requires the user to pay a separate fee
3. Pay the \$125 USD fee to Cornell the first-time a researcher uses (any one) of the CNEF data sets.

There are two exceptions to the above:

1. PSID-CNEF data files are posted on the Cornell website and can be downloaded free of charge by anyone: [[click here](#)]
2. SLID data are only available by remote access - researchers submit a program to Statistics Canada - all they must do is register with the CNEF staff (CNEF@cornell.edu). To submit a program, send an e-mail to the SLID Client Services Unit at Statistics Canada (slidremote@statcan.gc.ca).

CNEF Access Procedures:

SOEP-CNEF access procedures

To access the SOEP-CNEF files you need to apply to the DIW to use the data and sign a contract with them.

STEP 1: Apply for a Contract

Send an email to soepmail@diw.de to request a contract. In your application you will need to describe your project. If you are a graduate student, you must have a faculty member sign the contract. In signing the contract you (he/she) agrees to protect the confidentiality of the data.

STEP 2: Send your Contract and Payment to Cornell

Email our project assistant at SOEP@cornell.edu. We will email you an invoice for \$125 (USD). Once the contract is signed with the DIW, you should email a copy of it to SOEP@cornell.edu, or fax a copy to 607-255-4071. Once we receive your contract and your payment, we will mail you the discs.

The whole process takes about a week to ten days. This application process, by the way, also gives you access to the full SOEP data which are currently included on the CD.

For more information, visit the following page: [[click here](#)]

If your question is about	Contact
Completing the DIW contract	soepmail@diw.de
The German SOEP data	soepmail@diw.de
Receiving a copy of the dataset	soep@cornell.edu

BHPS-CNEF access procedures

To get access to the BHPS-CNEF files one needs to be registered with the Economic and Social Data Service (ESDS) at the University of Essex.

STEP 1: For non-UK users. Apply for a username at the UK Data Archive.

<http://www.data-archive.ac.uk/sign-up/credentials-application>

STEP 2: Register with ESDS.

<http://www.esds.ac.uk/aandp/access/access.asp>

STEP 3: Email your registration details to Cornell's CNEF project assistant.

CNEF@cornell.edu

Cornell will verify your user credentials and send you an invoice for the \$125 (US) fee. Upon receiving payment, Cornell will mail you the data.

If your question is about	Contact
Obtaining your UK Data Archive Username	help@esds.ac.uk
The BHPS data	longitudinal@esds.ac.uk
Receiving a copy of the dataset	cnef@cornell.edu

HILDA-CNEF access procedures

To obtain the HILDA-CNEF dataset, you need to apply for permission from the Department of Families, Community Services and Indigenous Affairs (FaCSIA). To initiate this process you need to complete a Deed of License and send it to FaCSIA. Please note that the HILDA requires the user to annually re-register for the data.

STEP 1: Download a copy of the Deed of License

You need to complete a paper copy of the Deed of License HILDA-CNEF Dataset appropriate to the release for which you are applying. The Deed can be downloaded from the HILDA website at <http://www.melbourneinstitute.com/hilda/>

STEP 2: Complete the Deed

You must read the Deed. By signing it you are signing that you understand all provisions set out in the Deed and are willing to abide by them. Ensure that all parts highlighted in grey are completed with the requested information. Note that completing the Deed will not automatically give you permission for access to the dataset. The Deed is not enforceable until signed by both parties, the first being you and the second being the HILDA authorizing officer from FaCSIA.

STEP 3: Lodge the Deed

Send the completed Deed to:

HILDA Applications
Research and Analysis Branch
Department of Families, Community Services and Indigenous Affairs
Box 7788
Canberra Mail Centre
ACT 2610 AUSTRALIA

The HILDA Team at FaCSIA will then process your application. We will contact you if we have any questions or if your Deed is not completed properly.

STEP 4: Notification about your application

The HILDA Team will email you to let you know whether or not permission has been granted. The HILDA Team will also inform the CNEF team at Cornell University. This will indicate to them that FaCSIA has granted you permission to have access to the dataset.

STEP 5: Obtain the HILDA-CNEF Dataset

Once you have received confirmation from FaCSIA, you need to contact the CNEF team at Cornell University (CNEF@cornell.edu) and provide a copy of your contract and your payment. The password to access the dataset will be forwarded to you separately from the dataset itself.

The CNEF team will notify FaCSIA once a copy of the HILDA-CNEF dataset has been provided to you.

Questions:

If your question is about	Contact
Completing the Deed or the progress of your application.	hilda@facsia.gov.au
The HILDA data	hilda-inquiries@unimelb.edu.au
Receiving a copy of the dataset	cnef@cornell.edu

SHP-CNEF access procedures

STEP 1: Apply for a Contract. Go to www.swisspanel.ch and download the contract. In the contract you will need to describe your project. If you are a graduate student, you must have a faculty member sign the contract. In signing the contract you (he/she) agree to protect the confidentiality of the data.

STEP 2: Mail or fax your signed Contract to the SHP. Fax number: +41 21 692 37 35. Mail address: Swiss Household Panel, FORS, c/o University of Lausanne, Vidy 1015 Lausanne, Switzerland.

STEP 3: Register for the SHP-CNEF data at Cornell. Once you receive back the contract signed by the SHP, fax or email a copy to CNEF at Cornell University (001 607-255-4071) or CNEF@cornell.edu. Cornell will email you an invoice for \$125 (US). Once payment is received, the disk set will be mailed to you.

If your question is about	Contact
Completing the SHP contract	swisspanel@fors.unil.ch
The SHP data	swisspanel@fors.unil.ch
Receiving a copy of the dataset	cnef@cornell.edu

PSID-CNEF access procedures

If you only want to use the PSID-CNEF files you can download them for free from the Cornell web-site: <http://www.human.cornell.edu/pam/research/centers-programs/german-panel/cnef-data-files.cfm>

If you want the CD with the PSID-CNEF and all other CNEF files on them, send an e-mail message and check for \$125 (made payable to Cornell University) to cnef@cornell.edu. When we get the check, we will send the data.

SLID-CNEF access procedures

To get access to the SLID-CNEF files send e-mail to: CNEF@cornell.edu.

The SLID data are not available outside Statistics Canada. To analyze the data, one needs to submit a program which will be executed against the database. Results will be returned. Although SAS programs are preferred, SPSS and Stata programs will also be accepted. The file pathname is X:\INCOME\SLID\CNEF\RY2009\SAS_Files (or SPSS_Files or STATA_Files as the case may be). To submit a program, send an e-mail to the SLID Client Services Unit at Statistics Canada (slidremote@statcan.gc.ca). This option is only available to researchers who have registered and are approved to use the CNEF files.

IMPORTANT NOTE: In the output, users may not include information which could be used to identify individual respondents. A SLID survey officer will scan all output before any output is returned to users. Researchers will be advised if their output is unacceptable for release. They will be required to change their program to comply with Statistics Canada policies.

If your question is about	Contact
Submitting a program	slidremote@statcan.gc.ca income@statcan.ca
Receiving a copy of the dataset	cnef@cornell.edu

KLIPS-CNEF access procedures

STEP 1: Send an e-mail to klips@kli.re.kr for a User Agreement.

STEP 2: Mail the complete and signed User Agreement to:
KLIPS Team (Room 1017), Korea Labor Institute, 35, Eunhaenggil,
Yeongdeungpo-gu, Seoul, 150-740, Republic of Korea

Or fax to:
+82 02 3775 0041

STEP 3: Once the User Agreement is verified and accepted by the KLIPS team, the Korea Labor Institute will notify both the applicant and the CNEF Team at Cornell that permission has been granted. Once the applicant pays the \$125 one-time fee, Cornell will send the data.

The website for the KLIPS at the Korea Labor Institute
is: <http://www.kli.re.kr/klips/en/about/introduce.jsp>

The website for the Korea Labor Institute
is: http://www.kli.re.kr/kli_home/main/main.jsp

If your question is about	Contact
Completing the KLIPS User Agreement	klips@kli.re.kr
The KLIPS data	klips@kli.re.kr
Receiving a copy of the dataset	cnef@cornell.edu

RLMS-HSE-CNEF access procedures

To access the RLMS-HSE-CNEF files you must:

STEP 1. Register your project with CNEF at cnef@cornell.edu (Include your name, institution, work address, e-mail, FAX, and phone number)

STEP 2. In the same email, describe your project and how you will use the RLMS-HSE data

CNEF staff will review your project. If approved, we will add your name to the list of registered users and send data.

If necessary we will ask for more information.

If your question is about	Contact
Registering your project	cnef@cornell.edu
Receiving a copy of the dataset	cnef@cornell.edu

If you have other questions, ask.

Best regards,
Dean Lillard