

Current procedures to access the German SOEP data and data from all of the CNEF data files



To clarify what may be a confusing issue for many potential users, we would like to briefly describe the procedure for obtaining the German SOEP Public Use File and/or all files of the Cross-National Equivalent File (CNEF).

Data distribution contract with DIW Berlin—Precondition for German SOEP and CNEF

Direct use of SOEP data is subject to the high standards for lawful data protection in Germany. Signing a data distribution contract with SOEP is therefore a precondition for working either with the data distributed by SOEP or with the data distributed by Cornell (whether SOEP data or CNEF data). If you have not already signed such a contract, you can apply for it [here](#). Since we do not give contracts to PhD candidates or students, the professor or supervisor should sign the application for a contract.

Receiving German SOEP data from DIW Berlin

Researchers in EEA member countries including Switzerland can get the 100% Scientific Use Files of the German SOEP directly from the DIW Berlin.

Every researcher must submit a proposal to DIW Berlin with a title of their project. Each researcher is approved to use the data and must sign a contract with the DIW Berlin. The DIW Berlin charges a nominal data use fee of €30 (+ €8 for shipping/handling).

The DIW Berlin release of the German SOEP contains files with variables equivalized to the CNEF definitions.

[Application form](#)

[Order form](#)

Correspondence may be mailed directly to:

Michaela Engelmann

soemail@diw.de

Receiving German SOEP data from Cornell

Researchers can also obtain German 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 EEA.

Every researcher must submit a proposal to DIW Berlin with a title of their project. Each researcher is approved to use the data and must sign a contract with the DIW Berlin. When the SOEPHotline in Berlin 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 (CNEF) is a project that is related to but also separate from the German SOEP. The Cross-National Equivalent File (CNEF) consists of a subset of variables from the British Household Panel Study (BHPS), the German Socio-Economic Panel (SOEP), the Household Income and Labour Dynamics in Australia survey (HILDA), the Panel Study of Income Dynamics (PSID), and the Canadian Survey of Labour and Income Dynamics (SLID). The variable subset includes variables that various researchers

have developed and recalibrated to be comparable. To access the BHPS-CNEF, German SOEP-CNEF, HILDA-CNEF, or SHP-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 CD does not actually contain the SLID-CNEF file—just 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 firsttime a researcher uses (any one) of the CNEF data sets.

There are two exceptions to the above:

1. PSIDCNEF 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 email to the SLID Client Services Unit at Statistics Canada (dynamics@statcan.ca).

CNEF Access Procedures:

To access the German SOEPCNEF files you need to apply to the DIW Berlin 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 name 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: Send your Contract and Payment to Cornell

Email your request for the data to our project assistant at GSOEP@cornell.edu. We will email you an invoice for \$125 (USD). Once the contract is signed with the DIW Berlin, you should FAX a copy of it

to +16072554071. 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 German 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 Berlin contract	soepmail@diw.de
The German SOEP data	soepmail@diw.de
Receiving a copy of the dataset	gsoep@cornell.edu

BHPS-CNEF access procedures

To get access to the BHPS-CNEF files one needs to register with the UK Data Archive (UKDA). The Institute for Social and Economic Research (ISER) at the University of Essex produces the data, but they are distributed by the UKDA. To register, follow these steps:

▶▶ STEP 1: Apply for an Athens ID

Search for your institution at <http://auth.athensams.net/orglist.php>. If your institution is listed there, apply for an Athens ID from the Athens administrator at your institution. If your institution is not listed there, complete and submit the UKDA Athens registration form at http://www.data-archive.ac.uk/aandp/access/online_form.asp. Print out and sign the summary page and fax or post it to the UKDA (contact details are provided on the page) or scan and email a copy to help@esds.ac.uk. UKDA will process the form and an email will be sent to you with your Athens username and password and a link to registration.

▶▶ STEP 2: Register with UKDA

1. Click on the “Login” link at the top of <http://www.esds.ac.uk> or <http://www.data-archive.ac.uk> and enter your Athens username and password. Submit the registration form and agree to the End User License.
2. Once registration is complete, you will receive a confirmation email.
3. Once you have received the confirmation email, forward it to cnef@cornell.edu. When we get your registration and your payment, we can send you the data.

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





HILDACNEF access procedures

To obtain the HILDACNEF 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 reregister 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 HILDACNEF 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 HILDACNEF 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 HILDACNEF dataset has been provided to you.

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

PSID-CNEF access procedures

If you only want to use the PSID-CNEF files you can download them for free from the Cornell website:

<http://www.human.cornell.edu/che/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.

SHP-CNEF access procedures

To access the SHP-CNEF files you need to apply to the SHP to use the data and sign a contract with them. All of the CNEF users are charged a one-time fee of \$125, regardless if you utilize just the SHP data or all of the data sets (with respective permissions). Currently, continuing users get updates of the data free.

▶ STEP 1:

Complete a Contract. You may download the contract from http://www.swisspanel.ch/file/cnef_contract/cnef_shp_datacontract.pdf

▶ STEP 2:

Send your contract to the SHP. The contact information is listed at the bottom of the form.

▶ STEP 3:

Once the contract is signed with the SHP, you should FAX a copy of it to +1-607-255-4071. Once they receive your contract and it is authorized, they will email you and/or the CNEF team. Once the CNEF team has verified your access, you will be given the password to “unlock” the SHP data from the CNEF disk.

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 T:\CNEF\SAS_FILES. To submit a program, send an e-mail to the SLID Client Services Unit at Statistics Canada (dynamics@statcan.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	income@statcan.gc.ca
Receiving a copy of the dataset	cnef@cornell.edu

