**From:** HESA administration mailing list [<mailto:ADMIN-HESA@JISCMAIL.AC.UK>] **On Behalf Of** Liaison  
**Sent:** 01 May 2013 10:07  
**To:** [ADMIN-HESA@JISCMAIL.AC.UK](mailto:ADMIN-HESA@JISCMAIL.AC.UK)  
**Subject:** C12041 Institution Profile collection coding manual V1.2 now available



[distributed to HESA Institution Profile record contacts and HESA-STUDENT and ADMIN-HESA JISCMAIL groups]

Dear Colleague

Version 1.2 of the C12041 coding manual is now live on the HESA website at <http://www.hesa.ac.uk/C12041>.

Full details of changes are given in the [Revision history](http://www.hesa.ac.uk/index.php/component/option,com_studrec/task,show_file/Itemid,233/mnl,12041/href,RevisionHistory.html/) against version 1.2. This version includes, amongst other things:

### Schema changes

* The label for valid entry 'PS' in [Campus.COUNTRY](http://www.hesa.ac.uk/component/option,com_studrec/task,show_file/Itemid,233/mnl,12041/href,A%5E_%5ECOUNTRY.html/) has been changed from 'Occupied Palestinian Territories [Palestinian Territory, Occupied] {formerly West Bank (including East Jerusalem) and Gaza Strip}' to 'Occupied Palestinian Territories [Palestine, State of] {formerly West Bank (including East Jerusalem) and Gaza Strip}', to align with the ISO 3166-1 standard.

### Addition of documentation

* [Derived field specifications](http://www.hesa.ac.uk/C12041/Derived_field_specs)

The first release of derived field specifications is included under the 'Downloadable files' section.

* [Frequently asked questions](http://www.hesa.ac.uk/C12041/Frequently_asked_questions)

The first release of a frequently asked questions pasge is included under the 'Additional guidance' section.

* [Preparation guide](http://www.hesa.ac.uk/content/view/2862/687/)

The preparation guide for the 2012/13 Institution Profile collection is available to view in the Circulars Library.This guide includes key information on the HESA data collection system, guidance and information from Statutory Customers that you will need to be aware of in completing the return.

* [User guide](http://www.hesa.ac.uk/index.php?option=com_content&task=view&id=2859&Itemid=290)

A user guide is also available and provides step-by-step guidance on how to submit data to HESA.

Yours sincerely,

**Institutional Liaison**  
Higher Education Statistics Agency  
95 Promenade, Cheltenham, GL50 1HZ  
T:01242 211144 F:01242 211122 W:www.hesa.ac.uk

Try our free UK HE Stats iPhone app - <http://www.hesa.ac.uk/iapp1>

No iPhone? Use our mobile website - [http://m.hesa.ac.uk/](%20http:/m.hesa.ac.uk/)

Higher Education Statistics Agency Ltd (HESA) is a company limited by guarantee, registered in England at 95 Promenade Cheltenham GL50 1HZ. Registered No. 2766993. The members are Universities UK and GuildHE. Registered Charity No. 1039709. Certified to ISO 9001 and ISO 27001.

HESA Services Ltd (HSL) is a wholly owned subsidiary of HESA, registered in England at the same address. Registered No. 3109219.

This email is private and confidential. If you have reason to believe that you have received this message in error, please contact the sender immediately and remove it from your system.

No employee or agent is authorised to conclude any agreement binding on HESA/HSL without express written confirmation by the Chief Executive or an employee of HESA/HSL with director in their title.