**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
**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%2Ccom_studrec/task%2Cshow_file/Itemid%2C233/mnl%2C12041/href%2CRevisionHistory.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%2Ccom_studrec/task%2Cshow_file/Itemid%2C233/mnl%2C12041/href%2CA%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**
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