Field Description	Field Abbreviation	Field Length	Field Type	Field Version
Highest qualification held	**XHQHELD01**	**1**	**Char**	**1.2.1**

VALID ENTRIES

1	Doctorate
2	Other higher degree
3	Other postgraduate qualification
4	First degree
5	Other undergraduate qualification
6	Other
9	Unknown

ADDITIONAL INFORMATION

The highest qualification held identifies the highest qualification held by the member of staff. This field groups the Staff record Person.HQHELD field into the standard HESA Staff publication categories.

Unknown for the purpose of this field includes records where the highest qualification held by a member of staff was not known (Person.HQHELD=99) as well as records where Person.HQHELD is not applicable (Person.HQHELD is null).

(A null return can be submitted for Person.HQHELD where the Standard Occupational Classification (SOC2010) of the contract activity (Activity.ACTSOC) is coded major groups 4-9 and the terms of employment of the contract (Contract.TERMS) is coded 3).

DEPENDENT FIELDS

none

TECHNICAL SPECIFICATION

HQHELD (CHAR 2)	Person.XHQHELD01
01	1
02	2
03, 09	3
11, 12	4
19, 21, 22, 29	5
31, 32, 97, 98	6
Null or 99	9

Revision 1.2.1 2013-02-06 (Updated for use with the C12025 XML structure. Technical specification updated to reflect the change in Person.HQHELD valid entries - removal of XX and addition of Null. Additional information section updated to reflect these changes)