

Guidelines for filling student data template

This sheet will server as guideline to fill student data. Please confirm to the encoding of fields wherever required, otherwise data will not be processed.
Note: When an AI opts for NAD model, AI needs to register on NAD

| CSV Template Headers | Field Name | Description | Maondatory/Optional |
|--|--|--|---------------------|
| AI DETAILS | | | |
| B O A R D | ORG_CODE | Student's College/School ID - As Allotted by AI Unique ID allotted to institutues | O |
| | ORG_NAME | Student's Collge/School Name Name of the departments/ Schools/Faculty in English as to be entered on the certificate | O |
| | ORG_NAME_L | Student's Collge/School Name in regional Name of the departments/ Schools/Faculty in Regional Language as to be entered on the certificate | O |
| | ORG_ADDRESS | AI Complete Address Academic Institution's Complete address in English | O |
| | ORG_CITY | City Academic Institution's City in English | O |
| | ORG_STATE | State Academic Institution's State in English | O |
| | ORG_PIN | Pin Code Academic Institution's PIN (6 digit numeric value) | O |
| COURSE DETAILS | | | |
| C O U R S E | STD | Standard Class X or XII | M |
| | STREAM | Discipline / Stream Discipline/ Trade/ Stream Name in English | O |
| | STREAM_L | Discipline / Stream Regional Discipline Name in Regional Language | O |
| | SESSION | Session Period of Course (academic year to be mentioned) | O |
| STUDENT INFORMATION | | | |
| S T U D E N T | REGN_NO | Student's Program Level Unique Number - Name of Identifier Type of Unique Identification no given by AI. Eg Registration No., Enrolment No., Student ID etc. | M |
| | RROLL | Student's Exam Level Unique Number - Name of Identifier Identification Code of Student in Exams' EG Roll no. or admit card no. etc. | M |
| | AADHAAR_NO | Student's AADHAAR ID Aadhaar number of the student | O |
| | LOCKER_ID | Student's DigiLocker ID 32 digit DigiLocker ID of the student | O |
| | CNAME | Student's Name Name of the students to be appeared on the certificate, in English (Should be matching the name in Aadhaar Card) | M |
| | GENDER | Student's Gender M- Male, F- Female T- Transgender Gender of the students (Should be matching the Gender in Aadhaar Card) | M |
| | DOB | Student's DOB DOB of the students to be appeared on the certificate (Should be matching the DOB in Aadhaar Card) in DD/MM/YYYY format | O |
| | BLOOD_GROUP | Student's Blood Group Student's Blood Group to be printed on the certificate. The possible values can be: A +ve, A -ve, AB +ve, AB -ve, O +ve etc | O |
| | CASTE | Student's Caste Caste of the students to be appeared on the certificate.GEN- General, OBC- Other backward class, OBCNC :- Other backward class Non creamy, SC- Scheduled caste, ST :- Scheduled Tribe, X- If caste not available | O |
| | RELIGION | Student's Religion Student's Religion. H- Hindu, I- Islam, C- Christian, S- Sikh, B- Buddhism, J- Jain, Z- Zorastrian, O- Others, X- Religion not available | O |
| | NATIONALITY | student nationality Student's Nationality Country . Mention IN for India. Refer to Sheet 2 for codes of other countries. | O |
| | PH | PWD STATUS Person's with disability. Y- Yes ie if disabled N- Not disabled X- Status not collected/available | O |
| | MOBILE | Student's Mobile No Students' mobile number (only 10 digits) | O |
| | EMAIL | Student's Email ID Students' valid email ID | O |
| | FNAME | Student's Father Name Students' Father name in English | O |
| | MNAME | Student's Mother Name Students' Mother's name in English | O |
| | GNAME | Student's Gaurdian Name Students' Guardian's name in English | O |
| STUDENT_ADDRESS | Student's Postal Address Student's Postal Address | O | |
| PHOTO | Student's Photograph Student's Photograph - Image file naming convention - (AI Code_regisrtation number_academic year) | O | |
| SIGN | Student's Signature Student's Signature - Image file naming convention -(AI Code_registration number_academic year) | O | |
| MARKS / RESULT | | | |
| M A R K S H E E T | MRKS_REC_STATUS | Reocrd Status (O-Original, M-modification, C-cancellation, R- Revocation) | M |
| | RESULT | Result Description Description of result to be printed on certificate/marksheet For eg:- Passed in 1st class, Passed in distinction etc. | O |
| | YEAR | Year of Exam Year to be entered in YYYY format in which year the exam was conducted | M |
| | MONTH | Month of Exam Month to be entered in MM format in which Month the exam was conducted | O |
| | DIVISION | Result Description in English Description of division to be printed on the certificate, in English For example :- 1st Division, 2nd Division etc. | O |
| | GRADE | Grade Obtained Grade to be printed on the certificate. For ex. - A, B+ etc | O |
| | PERCENT | Percentage Obtained Percentage to be printed on the certificate. In numeric . Please don't suffix (%) symbol in the value to be entered. | O |
| | DOR | Certificate Registration Date Date (DD/MM/YYYY) on which certificate was registered with institution. | O |
| | DOI | Certificate Issue Date Date (DD/MM/YYYY) on which certificate was issued to Student (Printed on certificate) | O |
| | DOV | Certificate Validity Date Date (DD/MM/YYYY) till which certificate issued is valid | O |
| | CERT_NO | Certificate Sl. No Unique Certificate No given by AI & Printed on certificate | O |
| | EXAM_TYPE | EXAM TYPE Type of exam as need to be printed on certificate | O |
| | TOT_MAX | TOTAL MAX MARKS Total maximum marks of the exam | |
| TOT_MIN | TOTAL MIN MARKS Total minimum marks required for passing | | |
| TOT_MRKS | GRAND TOTAL OBTAINED Numeric value | | |
| TOT_MRKS_WRDS | GRAND TOTAL OBTAINED IN WORDS Marks obtained as to be printed on the certificate (in English) | | |

| | | | |
|----------------------------|--|---|--|
| GRACE | GRACE MARKS OBTAINED | Tota Grace marks obtained | |
| TOT_MARKS_AFTER_GRACE | TOTAL MARKS AFTER GRACE | Total marks after grace | |
| TOT_MARKS_AFTER_GRACE_WRDS | GRAND TOTAL OBTAINED IN WORDS AFTER GRACE MARKS | Marks obtained as to be printed on the certificate (in English) | |
| CGPA | CGPA | Value on scale of 10 | |
| SUB1NM | SUBJECT 1 NAME | Subject Name (in English) | |
| SUB1 | SUBJECT 1 CODE | Subject Code as given by the AI | |
| SUB1MAX | SUBJECT 1 MAX | Maximum marks in a subject (numeric Value) | |
| SUB1MIN | SUBJECT 1 MIN | Minimum passing marks in a subject (numeric value) | |
| SUB1_TH_MAX | SUBJECT 1 THEORY MAX | Maximum Marks in theory (Numeric Value) | |
| SUB1_TH_MIN | SUBJECT 1 THEORY MIN | Minimum Passing Marks in theory (Numeric Value) | |
| SUB1_PR_MAX | SUBJECT 1 PRACTICAL MAX | Maximum Marks in Practical (Numeric Value) | |
| SUB1_PR_MIN | SUBJECT 1 PRACTICAL MIN | Minimum Passing Marks in Practical (Numeric Value) | |
| SUB1_CE_MAX | SUBJECT 1 INTERNAL MAX | Maximum Marks in Internal (Numeric Value) | |
| SUB1_CE_MIN | SUBJECT 1 INTERNAL MIN | Minimum Passing Marks in Internal (Numeric Value) | |
| SUB1_TH_MRKS | SUBJECT 1 THEORY OBTAINED | Marks Obtained in Theory (Numeric Value) | |
| SUB1_PR_MRKS | SUBJECT 1 PRACTICAL OBTAINED | Marks obtained in Practicals (Numeric Value) | |
| SUB1_CE_MRKS | SUBJECT 1 INTERNAL OBTAINED | Marks obtained in Internal (Numeric Value) | |
| SUB1_TOT | SUBJECT 1 TOTAL OBTAINED | Total Markers (Numeric Value) | |
| SUB1_TOT_WORDS | SUBJECT 1 TOTAL OBTAINED IN WORDS | Total Markers (String Value) | |
| SUB1_STATUS | SUBJECT1 STATUS | Status (Pass /Fail) | |
| SUB1_GRADE | SUBJECT1 GRADE | Grade as to be printed on the certificate | |
| SUB1_GRADE_POINTS | SUBJECT1 GRADE POINTS | Grade points as to be printed on the certificate | |
| SUB1_CREDIT | SUBJECT1 CREDIT | Credits accrued in this subject | |
| SUB1_CREDIT_POINTS | SUBJECT1 CREDIT POINTS | Credit points accrued in this subject | |
| SUB1_GRACE | SUBJECT1 GRACE MARKS | Grace Marks (if applicable) | |
| SUB1_TYPE | Indicator whether this subject is additional/elective | Possible Values - ADDITIONAL, ELECTIVE, GRADED | |
| SUB2NM | | Subject Name (in English) | |
| SUB2 | | Subject Code as given by the AI | |
| SUB2MAX | | Maximum marks in a subject (numeric Value) | |
| SUB2MIN | | Minimum passing marks in a subject (numeric value) | |
| SUB2_TH_MAX | | Maximum Marks in theory (Numeric Value) | |
| SUB2_TH_MIN | | Minimum Passing Marks in theory (Numeric Value) | |
| SUB2_PR_MAX | | Maximum Marks in Practical (Numeric Value) | |
| SUB2_PR_MIN | | Minimum Passing Marks in Practical (Numeric Value) | |
| SUB2_CE_MAX | | Maximum Marks in Internal (Numeric Value) | |
| SUB2_CE_MIN | | Minimum Passing Marks in Internal (Numeric Value) | |
| SUB2_TH_MRKS | | Marks Obtained in Theory (Numeric Value) | |
| SUB2_PR_MRKS | | Marks obtained in Practicals (Numeric Value) | |
| SUB2_CE_MRKS | | Marks obtained in Internal (Numeric Value) | |
| SUB2_TOT | | Total Markers (Numeric Value) | |
| SUB2_TOT_WORDS | | Total Markers (String Value) | |
| SUB2_STATUS | | Status (Pass /Fail) | |
| SUB2_GRADE | | Grade as to be printed on the certificate | |
| SUB2_GRADE_POINTS | | Grade points as to be printed on the certificate | |
| SUB2_CREDIT | | Credits accrued in this subject | |
| SUB2_CREDIT_POINTS | | Credit points accrued in this subject | |
| SUB2_GRACE | | Grace Marks (if applicable) | |
| SUB2_TYPE | | Possible Values - ADDITIONAL, ELECTIVE, GRADED | |
| SUB3NM | | Subject Name (in English) | |
| SUB3 | | Subject Code as given by the AI | |
| SUB3MAX | | Maximum marks in a subject (numeric Value) | |
| SUB3MIN | | Minimum passing marks in a subject (numeric value) | |
| SUB3_TH_MAX | | Maximum Marks in theory (Numeric Value) | |
| SUB3_TH_MIN | | Minimum Passing Marks in theory (Numeric Value) | |
| SUB3_PR_MAX | | Maximum Marks in Practical (Numeric Value) | |
| SUB3_PR_MIN | | Minimum Passing Marks in Practical (Numeric Value) | |
| SUB3_CE_MAX | | Maximum Marks in Internal (Numeric Value) | |
| SUB3_CE_MIN | | Minimum Passing Marks in Internal (Numeric Value) | |
| SUB3_TH_MRKS | | Marks Obtained in Theory (Numeric Value) | |
| SUB3_PR_MRKS | | Marks obtained in Practicals (Numeric Value) | |
| SUB3_CE_MRKS | | Marks obtained in Internal (Numeric Value) | |
| SUB3_TOT | | Total Markers (Numeric Value) | |
| SUB3_TOT_WORDS | | Total Markers (String Value) | |
| SUB3_STATUS | | Status (Pass /Fail) | |
| SUB3_GRADE | | Grade as to be printed on the certificate | |
| SUB3_GRADE_POINTS | | Grade points as to be printed on the certificate | |
| SUB3_CREDIT | | Credits accrued in this subject | |
| SUB3_CREDIT_POINTS | | Credit points accrued in this subject | |
| SUB3_GRACE | | Grace Marks (if applicable) | |
| SUB3_TYPE | | Possible Values - ADDITIONAL, ELECTIVE, GRADED | |
| SUB4NM | | Subject Name (in English) | |
| SUB4 | | Subject Code as given by the AI | |
| SUB4MAX | | Maximum marks in a subject (numeric Value) | |
| SUB4MIN | | Minimum passing marks in a subject (numeric value) | |
| SUB4_TH_MAX | | Maximum Marks in theory (Numeric Value) | |
| SUB4_TH_MIN | | Minimum Passing Marks in theory (Numeric Value) | |
| SUB4_PR_MAX | | Maximum Marks in Practical (Numeric Value) | |
| SUB4_PR_MIN | | Minimum Passing Marks in Practical (Numeric Value) | |
| SUB4_CE_MAX | | Maximum Marks in Internal (Numeric Value) | |
| SUB4_CE_MIN | | Minimum Passing Marks in Internal (Numeric Value) | |
| SUB4_TH_MRKS | | Marks Obtained in Theory (Numeric Value) | |
| SUB4_PR_MRKS | | Marks obtained in Practicals (Numeric Value) | |
| SUB4_CE_MRKS | | Marks obtained in Internal (Numeric Value) | |
| SUB4_TOT | | Total Markers (Numeric Value) | |
| SUB4_TOT_WORDS | | Total Markers (String Value) | |
| SUB4_STATUS | | Status (Pass /Fail) | |
| SUB4_GRADE | | Grade as to be printed on the certificate | |
| SUB4_GRADE_POINTS | | Grade points as to be printed on the certificate | |
| SUB4_CREDIT | | Credits accrued in this subject | |
| SUB4_CREDIT_POINTS | | Credit points accrued in this subject | |
| SUB4_GRACE | | Grace Marks (if applicable) | |
| SUB4_TYPE | | Possible Values - ADDITIONAL, ELECTIVE, GRADED | |