

Guidelines for filling Student Data Template for Board Marksheet					
This Sheet will serve as a guideline to fill the student data for marksheet and transcript. Please conform the formatting of fields wherever required; otherwise, data will not be processed. Note: When an AI opts for NAD model, AI needs to register on NAD Version 2.7					
	CSV Template Headers	Field Name	Description	Mandatory/Optional	
				With ABC ID	Without ABC ID
AI Details					
	ORG_CODE	School ID as Allotted by AI	Code of the School as provided by AI	O	O
	ORG_NAME	School Name in English	Name of the School in English as to be displayed on the Certificate	O	O
	ORG_NAME_L	School Name in Regional Language	Name of the School in regional language as to be displayed on the Certificate.	O	O
	ORG_ADDRESS	School Address	Complete address in English	O	O
	ORG_CITY	School City	City in English	O	O
	ORG_STATE	School State	State in English	O	O
	ORG_PIN	School Pin Code	PIN (6-digit numeric value)	O	O
Course Details					
	STD	Standard	Class X or Class XI	M	M
	TERM_TYPE	Subtitle for the Course/ Program / Degree to be Awarded in English	Subtitle to be displayed on the Certificate. <i>Allows letters (both uppercase and lowercase), numbers, hyphens, periods, ampersands, parentheses, and slashes.</i>	O	O
	STREAM	Discipline / Stream	Discipline/ Trade/ Stream Name in English	O	O
	SESSION	Session	Period of Course (Academic Year to be mentioned)	O	O
Student Details					
	REGN_NO	Student's Program Level Unique Number	Unique Identification no given by AI. Example - Registration No. or Enrollment Number etc. <i>Allows letters (both uppercase and lowercase), numbers, hyphens, periods, and single quotes.</i>	M	M
	RROLL	Student's Exam Level Unique Number	Identification Code of Student in Exams. Example - Roll No. or Admit Card No. etc. <i>Allows letters (both uppercase and lowercase), numbers, hyphens, periods, slashes, underscores, colons, and commas.</i>	M	M
	CNAME	Student's Name	Name of the Student to be appeared on the Certificate, in English as per the AI Database	M	M
	AADHAAR_NAME	Student's Name as per Aadhaar Card	Name of the Student to be appeared on the Aadhaar Card, in English (For Award uploading/ fetching)	M	O
	DOB	Student's Date of Birth	Date (DD/MM/YYYY) on student was born as per birth certificate	M	M
	GENDER	Student's Gender	Gender of the Student (Should be matching the Gender in Aadhaar Card) M - Male, F - Female T - Transgender, X – Not Available	M	M
	CASTE	Student's Caste	GEN - General, OBC - Other backward class, OBCNC - Other backward class Non creamy, SC - Scheduled caste, ST - Scheduled Tribe	O	O
	RELIGION	Student's Religion	H - Hindu, I - Islam, C - Christian, S - Sikh, B - Buddhism, J - Jain, Z - Zoroastrian, O - Others	O	O
	NATIONALITY	Student Nationality	Mention IN for India. Refer to Short Code document for codes of other countries.	O	O
	PH	Disability Status	Y - Yes if disabled N - Not disabled	O	O
	MOBILE	Student's Mobile No	Only 10 digits	O	O
	EMAIL	Student's Email ID	Students' valid email ID	O	O
	FNAME	Student's Father Name	Father Name. Only Alphabets	O	O
	MNAME	Student's Mother Name	Mother Name. Only Alphabets	O	O
	GNAME	Student's Guardian/Spouse Name	Guardian/Spouse name Only Alphabets	O	O
	STUDENT_ADDRESS	Student's Postal Address	Student's Postal Address	O	O

	PHOTO	Student's Photograph	Image file naming convention - (registration/roll/enrollment no_academic year).jpg/jpeg/png. Year wise photographs should be uploaded in NAD	O	O
	STUDENT_TYPE	Student's TYPE	Possible Values - FRESHER, REPEATER, PRIVATE	O	O
Exam Marks/Results Details					
	MRKS_REC_STATUS	Operation to be performed on records	O-Original, M-Modification, C-Cancellation	M	M
	RESULT	Result Description	Description of result to be printed on marksheet. For example - PASS, FAIL, QUALIFIED, COMPULSORY REPEAT, ABSENT	O	O
	YEAR	Year of Exam	Year to be entered in YYYY format in which year the exam was conducted	M	M
	MONTH	Month of Exam	Month Name to be entered in the format – January, April, October etc	M	M
	DIVISION	Division of the student result	Description of division to be printed on the certificate, in English. For example - FIRST, SECOND etc.	O	O
	GRADE	Grade Obtained	Grade to be printed on the certificate.	O	O
	PERCENT	Percentage Obtained	Decimal Value. Please don't suffix (%) symbol in the value to be entered.	O	O
	DOR	Certificate Registration Date/ Result Issue Date	Date (DD/MM/YYYY) on which certificate was registered with institution or results were issued	O	O
	DOI	Certificate Issue Date/ Convocation Date	Date (DD/MM/YYYY) on which certificate was issued to Student. It can also be considered as convocation date	O	O
	DOV	Certificate Validity Date	Date (DD/MM/YYYY) till which certificate issued is valid	O	O
	REMARKS	For Further information/clarification	Can be used for added data display like student performance	O	O
	CERT_NO	Certificate Sl. No	Unique Certificate No given by AI & Printed on certificate	O	O
	MEDIUM	Subject Language used for teaching	Language used for the course	O	O
	CENTRE_NAME	Examination Centre Name	Name of the Centre of examination in English.	O	O
	EXAM_TYPE	Category	Type of exam as need to be printed on certificate. For example - Regular, Part Time, Correspondence etc	O	O
	TOT	TOTAL MAXIMUM MARKS FOR A SEMESTER/YEAR	Numeric value	O	O
	TOT_MIN	TOTAL MINIMUM MARKS FOR A SEMESTER/YEAR	Numeric value	O	O
	TOT_MRKS	TOTAL MARKS OBTAINED FOR A SEMESTER/YEAR	Numeric value	O	O
	TOT_MRKS_WRDS	TOTAL OBTAINED IN WORDS	Marks obtained as to be printed on the certificate (in English)	O	O
	GRACE	GRACE MARKS OBTAINED	Total Grace Marks Obtained	O	O
	CGPA	CGPA	Value on scale of 10. Allow letters (both uppercase and lowercase), numbers, periods, and forward slashes.	O	O
	SUB1NM	SUBJECT 1 NAME	Subject Name (in English)	M	M
	SUB1	SUBJECT 1 CODE	Subject Code as given by the AI	M	O
	SUB1MAX	SUBJECT 1 MAX	Maximum passing marks in a subject (numeric value)	O	O
	SUB1MIN	SUBJECT 1 MIN	Minimum passing marks in a subject (numeric value)	O	O
	SUB1_TH_MAX	SUBJECT 1 THEORY MAX	Maximum Marks in theory (Numeric Value)	O	O
	SUB1_TH_MIN	SUBJECT 1 THEORY MIN	Minimum Passing Marks in theory (Numeric Value)	O	O
	SUB1_PR_MAX	SUBJECT 1 PRACTICAL MAX	Maximum Marks in Practical (Numeric Value)	O	O
	SUB1_PR_MIN	SUBJECT 1 PRACTICAL MIN	Minimum Passing Marks in Practical (Numeric Value)	O	O
	SUB1_CE_MAX	SUBJECT 1 INTERNAL MAX	Maximum Marks in Internal (Numeric Value)	O	O
	SUB1_CE_MIN	SUBJECT 1 INTERNAL MIN	Minimum Passing Marks in Internal (Numeric Value)	O	O
	SUB1_TH_MRKS	SUBJECT 1 THEORY/ TEE MARKS OBTAINED	Marks Obtained in Theory (Numeric Value)	O	O
	SUB1_PR_MRKS	SUBJECT 1 PRACTICAL OBTAINED	Marks obtained in Practical (Numeric Value)	O	O

	SUB1_CE_MRKS	SUBJECT1 INTERNAL ASSESSMENT MARKS	Marks Obtained in Subject 1 Assessment (Numeric)	O	O
	SUB1_TOT	SUBJECT 1 TOTAL OBTAINED	Total Marks (Numeric Value)	O	O
	SUB1_TOT_WRDS	SUBJECT 1 TOTAL OBTAINED in words	Total Marks in words	O	O
	SUB1_STATUS	SUBJECT1 STATUS	Status (Pass or Fail)	O	O
	SUB1_GRADE	SUBJECT1 GRADE	Grade as to be printed on the certificate	M	O
	SUB1_GRADE_POINTS	SUBJECT1 GRADE POINTS	Grade points as to be printed on the certificate	M	O
	SUB1_CREDIT	SUBJECT1 CREDIT	Credits accrued in this subject	M	O
	SUB1_CREDIT_POINTS	SUBJECT1 CREDIT POINTS	Credit points accrued in this subject	M	O
	SUB1_GRACE	SUBJECT1 GRACE MARKS	Grace Markes (if applicable)	O	O
	SUB1_TYPE	Indicator whether this subject is additional/elective	Possible Values - ADDITIONAL, ELECTIVE, GRADED	O	O
Kindly note: Similar Fields can be added for other subjects by referring to the above CSV column headers (for example. SUB2NM, SUB2 and so on)					
Kindly contact Onboarding/Support for further assistance					