Guidelines for filling Student Data Template

This Sheet will serve as a guideline to fill the student data. Please confirm 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
Version 2.1

	CSV Template Headers	Field Name	Description	Mandatory/Optional
			AI DETAILS	
U N I V E R S I T	ORG_CODE	**College ID as Allotted by AI**	Code of the Colleges as provided by AI	O
	ORG_NAME	**College Name**	Name of the Colleges in English as to be entered on the Certificate	O
	ORG_NAME_L	**College Name in Regional**	Name of the College in Regional Language as to be entered on the certificate	O
	ORG_ADDRESS	**College Address**	College's Complete address in English	O
	ORG_CITY	**College City**	College's City in English	O
	ORG_STATE	**College State**	College's State in English	O
	ORG_PIN	**College Pin Code**	College's PIN (6 digit numeric value)	O
			COURSE DETAILS	
C O U R S E	ACADEMIC_COURSE_ID	**AI Course ID**	Unique Program ID given by AI. The program code used by AI in its system	M
	COURSE_NAME	**Display Name of the Program / Degree to be Awarded**	Programme Name to be displayed on Certificate	M
	COURSE_NAME_L	**Programme Name_Regional**	Programme Name to be displayed on Certificate (Regional Language)	O
	STREAM	**Discipline / Stream**	Discipline/ Trade/ Stream Name in English	O
	STREAM_L	**Discipline / Stream_Regional**	Discipline Name in Regional Language	O
	STREAM_SECOND	**Discipline / Stream**	Discipline/ Trade/ Stream Name in English	O
	STREAM_SECOND_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**	Unique Identification no given by AI. Eg Regsitration No. or Enrollment Number etc.	M
	RROLL	**Student's Exam Level Unique Number**	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 Student to be appeared on the Certificate, in English (Should be matching the name in Aadhaar Card)	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
	DOB	**Student's Date of Birth**	Should be matching the Date of Birth in Aadhaar Card in **DD/MM/YYYY** format	M
	BLOOD_GROUP	**Student's Blood Group**	The possible values can be: A +ve, A -ve, AB +ve, AB -ve, O +ve etc	O
	CASTE	**Student's Caste**	GEN - General, OBC - Other backward class, OBCNC - Other backward class Non creamy, SC - Scheduled caste, ST - Scheduled Tribe	O
	RELIGION	**Student's Religion**	H- Hindu, I- Islam, C- Christian, S- Sikh, B- Buddhism, J- Jain, Z- Zorastrian, O- Others	O
	NATIONALITY	**student Nationality**	Mention IN for India. Refer to Short Code document for codes of other countries.	O
	PH	**Disability Status**	Y- Yes ie if disabled N- Not disabled	O
	MOBILE	**Student's Mobile No**	Only 10 digits	O
	EMAIL	**Student's Email ID**	Students' valid email ID	O
	FNAME	**Student's Father Name**	Only alphabets	O
	MNAME	**Student's Mother Name**	Only alphabets	O
	GNAME	**Student's Gaurdian Name**	Only alphabets	O
	STUDENT_ADDRESS	**Student's Postal Address**	Student's Postal Address	O
	PHOTO	**Student's Photograph Path**	Image file naming convention -(AI Code_regsitration number_academic year). Yearwise photographs should be uploaded in NAD	O
			MARKS / RESULT	
M A R K S	MRKS_REC_STATUS	**Operation to be performed on records**	(**O**-Original, **M**-modification, **C**-cancellation)	M
	RESULT	**Result Description**	Description of result to be printed on certificate/marksheet For eg:- PASS, FAIL, QUALIFIED, COMPULSORY REPEAT, ABSENT	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	**Division of the student result**	Description of division to be printed on the certificate, in English For example :- FIRST, SECOND etc.	O
	GRADE	**Grade Obtained**	Grade to be printed on the certificate.	O
	PERCENT	**Percentage Obtained**	Decimal Value. 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/ Convocation Date**	Date (DD/MM/YYYY) on which certificate was issued to Student. It can also be considered as convocation date	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
	SEM	**SEMESTER**	I for fisrt semester and II for second semester. It should be in roman letter.	O
	EXAM_TYPE	**EXAM TYPE**	Type of exam as need to be printed on certificate. For example - Regular, Part Time, Correspondence etc	O
	TOT	**TOTAL MAXIMUM MARKS FOR A SEMESTER/YEAR**	Numeric value	O
	TOT_MIN	**TOTAL MINIMUM MARKS FOR A SEMESTER/YEAR**	Numeric value	O
	TOT_MRKS	**TOTAL MARKS OBTAINED FOR A SEMESTER/YEAR**	Numeric value	O
	TOT_MRKS_WRDS	**TOTAL OBTAINED IN WORDS**	Marks obtained as to be printed on the certificate (in English)	O
	GRAND_TOT_MAX	**GRAND TOTAL MAXIMUM MARKS**	Numeric value	O

CSV Template Headers	Field Name	Description	Mandatory/Optional
GRAND_TOT_MIN	**GRAND TOTAL MINIMUM MARKS**	Numeric value	O
GRAND_TOT_MRKS	**GRAND TOTAL OBTAINED MARKS**	Numeric value	O
TOT_CREDIT	**TOTAL OF CREDIT FOR ONE SEMESTER/YEAR**	Total Credits accrued	O
TOT_CREDIT_POINTS	**TOTAL OF CREDIT POINTS FOR ONE SEMESTER/YEAR**	Total Credit Points accrued in numbers with decimal	O
GRAND_TOT_CREDIT_POINTS	**GRAND TOTAL CREDIT POINTS**	Grand total credit points in numbers with decimal	O
CGPA	**CGPA**	Value on scale of 10	O
SGPA	**SGPA**	Value on scale of 10	
SUB1NM	**SUBJECT 1 NAME**	Subject Name (in English)	M
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_VV_MAX	**SUBJECT 1 VIVA MAX**	Maximum Marks in Viva (Numeric Value)	
SUB1_VV_MIN	**SUBJECT 1 VIVA MIN**	Minimum Passing Marks in Viva (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_MARKS	**SUBJECT 1 INTERNAL OBTAINED**	Marks obtained in Internal (Numeric Value)	
SUB1_VV_MARKS	**SUBJECT 1 VIVA OBTAINED**	Marks obtained in Viva (Numeric Value)	
SUB1_TOT	**SUBJECT 1 TOTAL OBTAINED**	Total Markers (Numeric Value)	
SUB1_STATUS	**SUBJECT1 STATUS**	Status (Pass /Fail)	
SUB1_GRADE	**SUBJECT1 GRADE**	Garde as to be printed on the certificate	
SUB1_GRADE_POINTS	**SUBJECT1 GRADE POINTS**	Garde 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 Markes (if applicable)	
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_VV_MAX		Maximum Marks in Viva (Numeric Value)	
SUB2_VV_MIN		Minimum Passing Marks in Viva (Numeric Value)	
SUB2_TH_MRKS		Marks Obtained in Theory (Numeric Value)	
SUB2_PR_MRKS		Marks obtained in Practicals (Numeric Value)	
SUB2_CE_MARKS		Marks obtained in Internal (Numeric Value)	
SUB2_VV_MARKS		Marks obtained in Viva (Numeric Value)	
SUB2_TOT		Total Markers (Numeric Value)	
SUB2_STATUS		Status (Pass /Fail)	
SUB2_GRADE		Garde as to be printed on the certificate	
SUB2_GRADE_POINTS		Garde 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 Markes (if applicable)	