

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 2.2

	CSV Template Headers	Field Name	Description	Mandatory/Optional
UNIVERSITY		AI DETAILS		
	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		COURSE DETAILS		
	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		STUDENT INFORMATION		
	REGN_NO	Student's Program Level Unique Number	Unique Identification no given by AI. Eg Regsitratio 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
	ABC_ACCOUNT_ID	Student's Academic Bank of Credit ID	12 digit ABC ID	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_regisrtration number_academic year). Yearwise photographs should be uploaded in NAD	O	
		MARKS / RESULT		
	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 first 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
MARKS	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

	CSV Template Headers	Field Name	Description	Mandatory/Optional
S H E E T	GRAND_TOT_MAX	GRAND TOTAL MAXIMUM MARKS	Numeric value	0
	GRAND_TOT_MIN	GRAND TOTAL MINIMUM MARKS	Numeric value	0
	GRAND_TOT_MRKS	GRAND TOTAL OBTAINED MARKS	Numeric value	0
	TOT_CREDIT	TOTAL OF CREDIT FOR ONE SEMESTER/YEAR	Total Credits accrued	0
	TOT_CREDIT_POINTS	TOTAL OF CREDIT POINTS FOR ONE SEMESTER/YEAR	Total Credit Points accrued in numbers with decimal	0
	GRAND_TOT_CREDIT_POINTS	GRAND TOTAL CREDIT POINTS	Grand total credit points in numbers with decimal	0
	CGPA	CGPA	Value on scale of 10	0
	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_MRKS	SUBJECT 1 INTERNAL OBTAINED	Marks obtained in Internal (Numeric Value)	
	SUB1_VV_MRKS	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_MRKS		Marks obtained in Internal (Numeric Value)	
SUB2_VV_MRKS		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)		