

Student Excel Upload

Instructions to be followed:

- 1) Enter valid inputs for School Name, Stream Name, Class Name, Division name, Religion, Caste, Caste Category and these details should match with data's which are present in School database.
- 2) Enter Admission Date and Date Of Birth in MM-DD-YYYY or MM/DD/YYYY format are mandatory.
- 3) First Name, Admission No., Student Status, Nationality and Mother tongue are mandatory.
- 4) If Class is having Specialization then only give valid input otherwise leave it blank, Specialization is optional.
- 5) More than one spaces between words are not valid.
- 6) Last Name and Permanent Address are optional.
- 7) Enter the valid Mobile No., accept only numeric values.
- 8) Primary Person and Present Address are mandatory.
- 9) Excel Format headings will not be saved.
- 10) Avoid altering and interchanging the Excel sheet headings.
- 11) Format the data cells before uploading. For example, Follow url:
<http://www.excel-easy.com/basics/format-cells.html>.
- 12) Don't refresh the browser after uploading excel sheet.
- 13) Data may not save properly if don't follow the excel sheet format and instructions.