

Instructions to be followed:

1. Uploading Excel sheet size should be less than 100KB.
2. Enter valid inputs for Branch 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.
3. Enter Admission Date and Date of Birth in MM-DD-YYYY or MM/DD/YYYY format are mandatory.
4. First Name, Admission No., Student Status, Nationality and Mother tongue are mandatory.
5. If Class is having Specialization then only give valid input otherwise leave it blank, Specialization is optional.
6. If Student having transport facility then only give 'Yes' otherwise 'No'.
7. If Transport is 'Yes' then Transport Category, Transport Location and Route which are mandatory, otherwise leave it blank.
8. Last Name and Permanent Address are optional.
9. Enter the valid Mobile No., accept only numeric values.
10. Primary Person and Present Address are mandatory.
11. Present Address and Permanent Address which are mandatory.
12. Excel Format headings will not be saved.
13. Avoid altering and interchanging the Excel sheet headings.
14. Format the data cells before uploading.
15. For more, Follow url: <http://www.exceleasy.com/basics/format-cells.html>.
16. Do not refresh the browser after uploading excel sheet.
17. Data may not save properly if don't follow the excel sheet format and instructions.