

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
Ministry of Education, Government of India
Accredited by NAAC with 'A' Grade (3rd Cycle)

Dr.P.ANANDHARAJAKUMAR
CONTROLLER OF EXAMINATIONS i/c



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Ref:CoE/2024-2025/

Date:10.09.2024

CIRCULAR

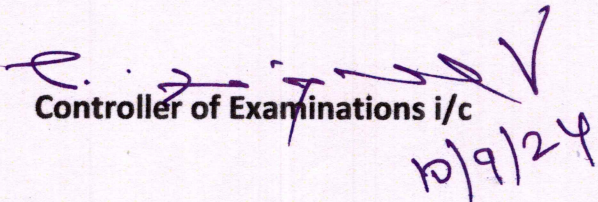
The Deans/Heads/Directors/Coordinators are hereby requested to ensure that the first year UG/PG/Diploma/PG Diploma and certificate programme students enter the following details in student's portal in the GRI website.

1. APAAR/ABC ID (Academic Bank of Credits)
2. EMIS ID number
3. Anti-Ragging undertaking reference ID

The above may please be done on or before 27.09.2024 and failing which the Office of the Controller of Examinations will not be able to provide services to the students.

Further, it is requested that the downloaded copy of APAAR/ABC ID account creation may be submitted to the Office of the Controller of Examinations.

The details required for creating APAAR/ABC ID are enclosed herewith for ready reference.


Controller of Examinations i/c

Copy to:

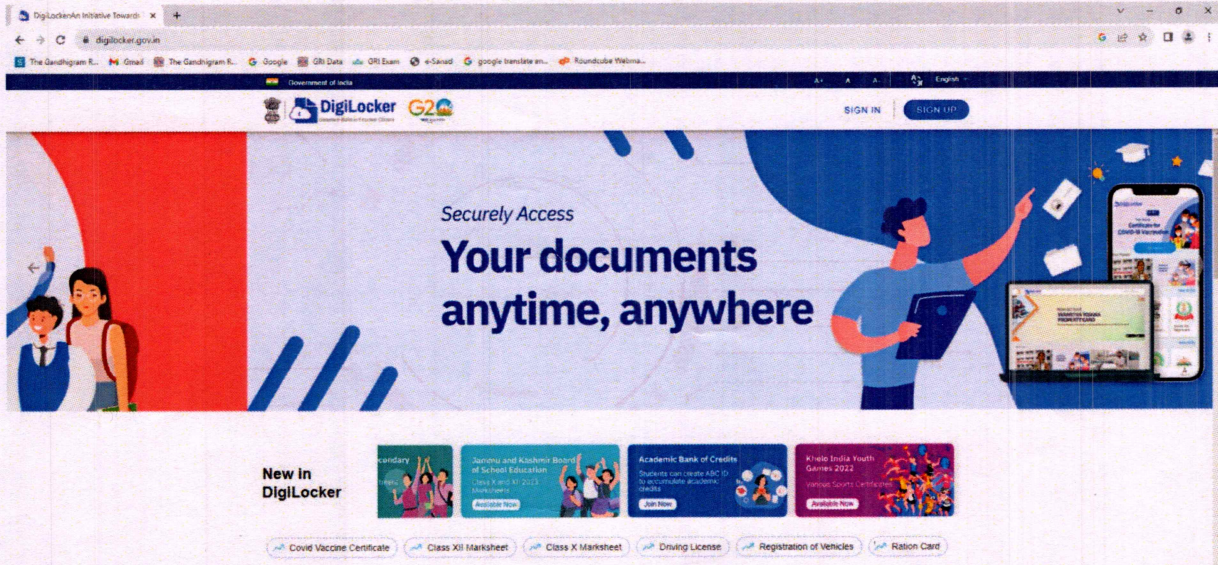
1. The Vice-Chancellor
2. The Registrar
3. Nodal Officer, ABC
4. The Coordinator, CBCS
5. The Joint Registrar (AC)
6. The Liasion Officer,
Reservation Cell

} For kind information.

ANNEXURE

Steps to be followed to create DigiLocker Account

Step-1: Go to the URL <https://digilocker.gov.in>. Home page of DigiLocker appears as shown below.



Step-2: Click on **SIGN UP** which is in the top right corner of the home page of DigiLocker website.

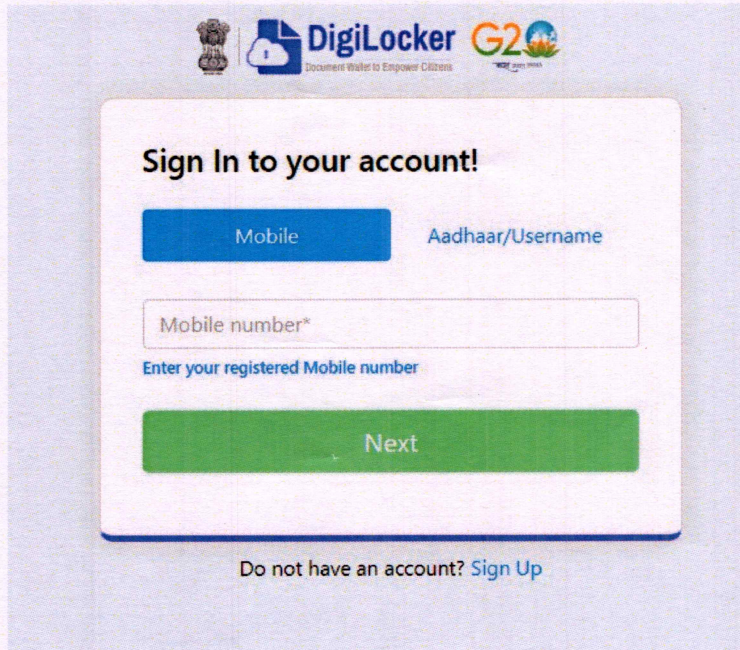
If you click on **SIGN UP** button then you will be redirected to the page as shown below.

A screenshot of the DigiLocker account creation form. The form is titled 'Creating account is fast and easy!' and includes the following fields: 'Full Name*', 'Date of Birth*' (with dropdowns for Date, Month, and Year), gender selection (Male, Female, Other), 'Mobile Number*', 'Email ID', and 'Set 6 digit security PIN*' (with an eye icon for visibility). A blue 'Submit' button is at the bottom. Below the button, it says 'I agree to the DigiLocker Terms of Service'. At the very bottom, there is a link: 'Already have an account? Sign In'. The DigiLocker and G20 logos are at the top of the form area.

Step-3: After fill up all the required fields (Full Name, Date of Birth, Gender, Mobile Number and Email ID should be matched with your Aadhaar Card details), click **Submit** button. Then you will be asked for OTP to verify your identity. After verification, your DigiLocker account will be created successfully.

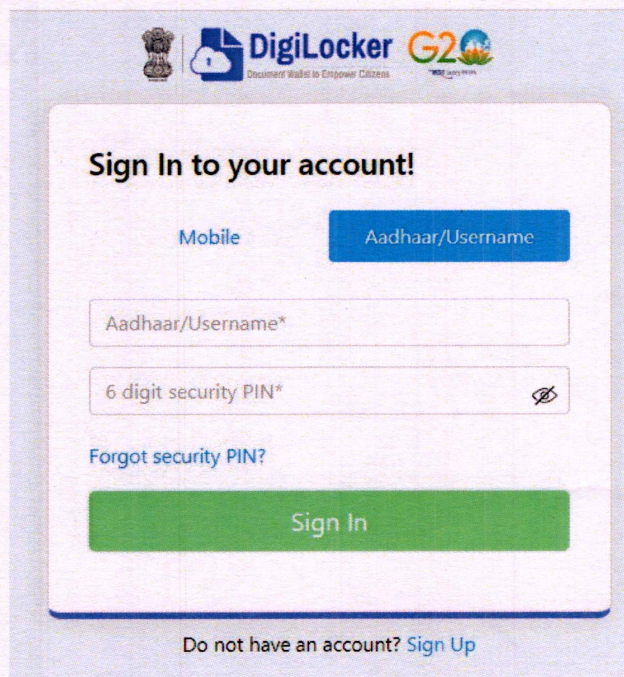
Step-4: After creation of your DigiLocker account, you can **SIGN IN** into your DigiLocker account in any one of the below two ways,

➤ **Sign in by Mobile Number and 6 digit security PIN**



The screenshot shows the DigiLocker sign-in interface. At the top, there are logos for the Government of India, DigiLocker (with the tagline 'Document Wallet to Empower Citizens'), and G20 India 2023. The main heading is 'Sign In to your account!'. Below this, there are two tabs: 'Mobile' (selected) and 'Aadhaar/Username'. A text input field is labeled 'Mobile number*' with a hint 'Enter your registered Mobile number'. Below the input field is a large green button labeled 'Next'. At the bottom, there is a link: 'Do not have an account? Sign Up'.

➤ **Sign in by Aadhaar/Username and 6 digit security PIN**



The screenshot shows the DigiLocker sign-in interface. At the top, there are logos for the Government of India, DigiLocker (with the tagline 'Document Wallet to Empower Citizens'), and G20 India 2023. The main heading is 'Sign In to your account!'. Below this, there are two tabs: 'Mobile' and 'Aadhaar/Username' (selected). There are two text input fields: the first is labeled 'Aadhaar/Username*' and the second is labeled '6 digit security PIN*' with a visibility icon. Below the input fields is a link: 'Forgot security PIN?'. At the bottom, there is a large green button labeled 'Sign In'. At the very bottom, there is a link: 'Do not have an account? Sign Up'.

Steps to be followed to create Academic Bank of Credits Account (APAAR ID)

The ABC Id can be created by the students in any one of the below two options,

OPTION A (APAAR ID creation through DigiLocker):

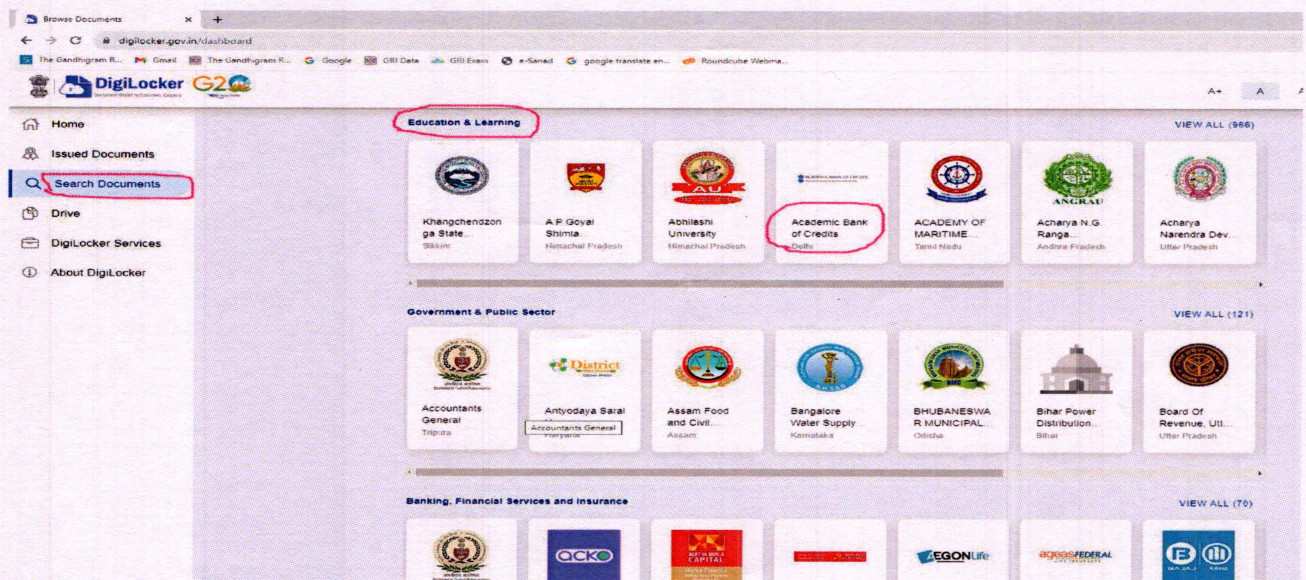
Step-1: Sign In to your DigiLocker account by visiting <https://digilocker.gov.in>.

Step-2: Click on 'Search Documents' tab and then type 'Academic Bank of Credits' to get Academic Bank of

Credits Widget.

(OR)

Scroll Down to 'Education & Learning' and then click 'Academic Bank of Credits' Widget.



Step-3: Click on the 'APAAR ID' widget to get the Name, Gender and Date of Birth.

The screenshot shows the 'APAAR ID' form in DigiLocker. The form fields are as follows:

Name (as per Aadhaar)	P Prabha
Date of Birth	09-02-1993
Gender	Female
Identity Type	Select *
Identity Value	Enter Identity Value Ex: 102780X
Admission Year	Select *
I am a student at	Select I am a student at *

I provide my consent to DigiLocker to share my details with the Issuers for the purpose of fetching my documents.

[Get Document](#)

Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD). In the sense, NAD is the backbone of ABC, where the students' academic data are held and academic awards are stored (i.e. storehouse of academic awards). Despite the fact that ABC enables students to register or commence credit transfer, the final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records, are administered by academic institutions via the NAD Platform. Hence being the owner of academic awards, Academic Institutions must mandatorily register themselves under ABC via NAD.

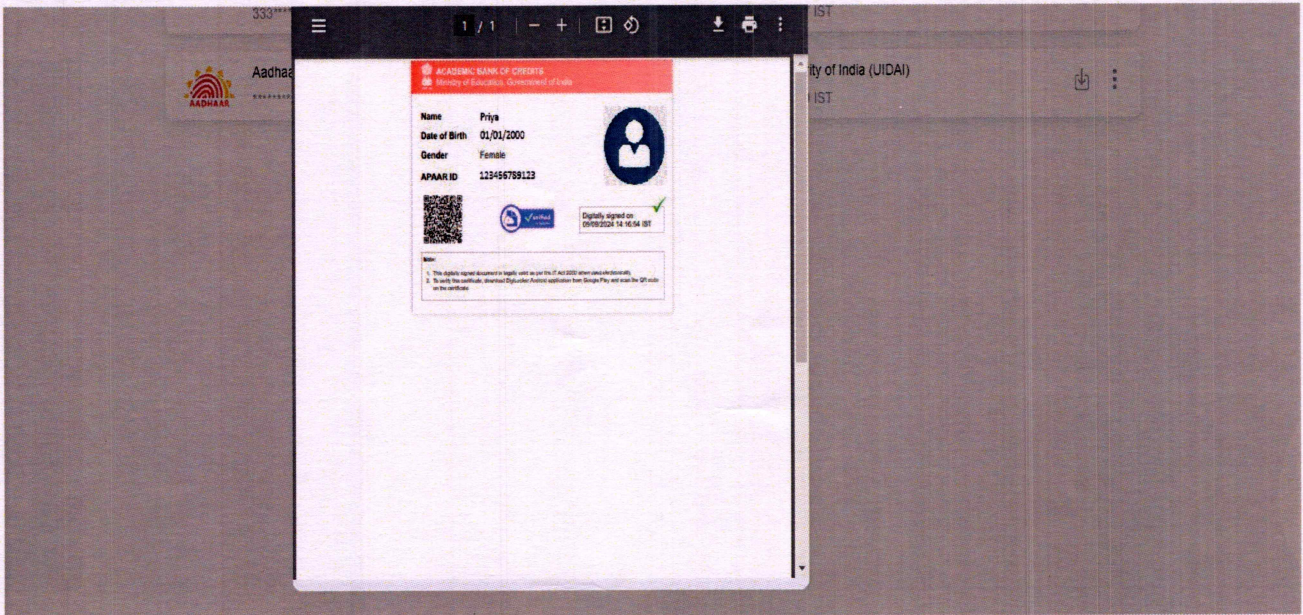
Step-4: Select 'Identity Type' as **Registration Number** and then type your Registration Number in the **Identity Value** field.

Step-5: Select your '**Admission Year**' (2024 for I year students, 2023 for II year students and 2022 for III year students, 2021 for IV year students and 2020 for V year students).

Step-6: Select '**I am a student at**' as "**The Gandhigram Rural Institute**" and then click '**Get Document**' to get your **APAAR ID card**.

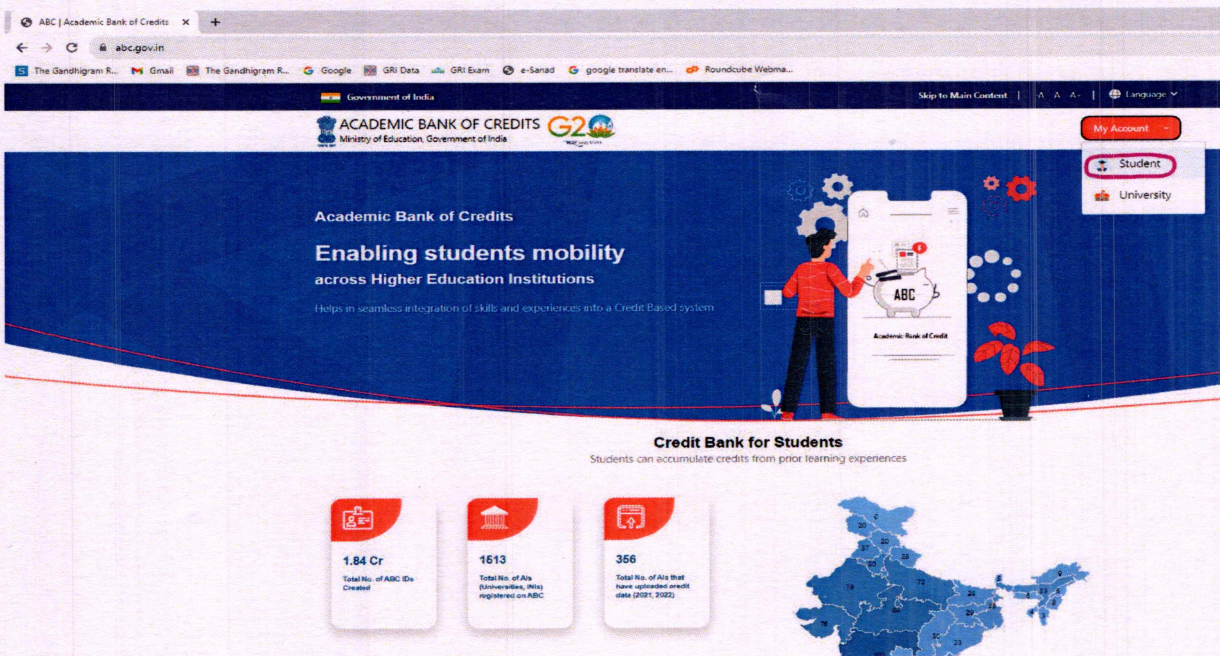
Step-7: Your APAAR ID card will be available in the '**Issued Documents**' section.

Step-8: You can download and take printout of this APAAR ID card for your reference.

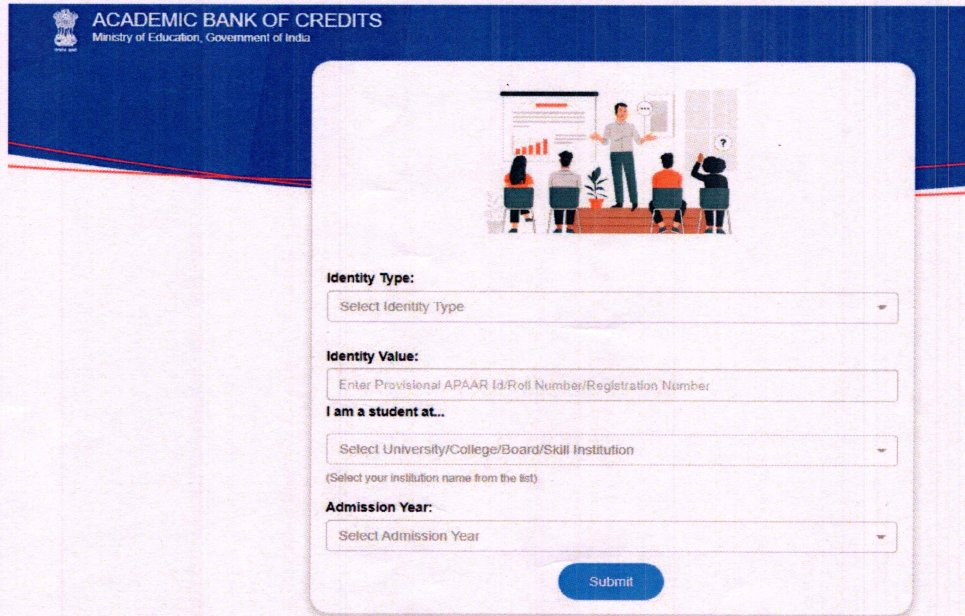


Option B (APAAR ID creation through ABC portal):

Step-1: Go to the URL <https://abc.gov.in>. Home page of ABC portal appears as shown below and then Click on My Account -> Student.



Step-2: After you have click on the **My Account -> 'Student'** in the home page of ABC portal, it will redirect you to **Sign In** to your DigiLocker account through your user credentials. Fill up the details in the form appears as below:

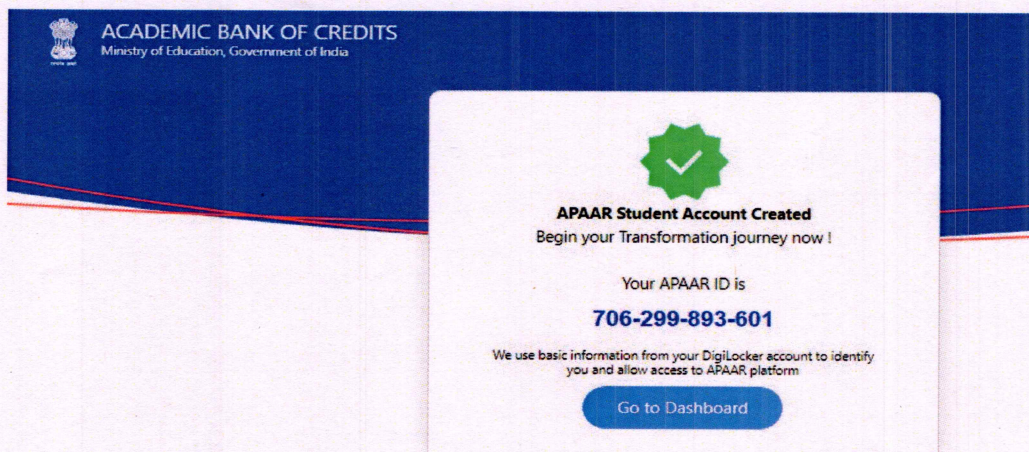


The screenshot shows the 'ACADEMIC BANK OF CREDITS' logo and name at the top left. The main content is a white form with a blue header. At the top of the form is an illustration of a teacher and students. Below the illustration are four input fields: 'Identity Type' (a dropdown menu), 'Identity Value' (a text input field), 'I am a student at...' (a dropdown menu), and 'Admission Year' (a dropdown menu). A blue 'Submit' button is located at the bottom right of the form.

Step-3: Select '**Identity Type**' as **Registration Number**. Then type your Registration Number in the **Identity Value** field and Click **Submit**.

Step-4: Select '**I am a Student at**' as "**The Gandhigram Rural Institute**".

Step-5: Select your '**Admission Year**' (2024 for I year students, 2023 for II year students and 2022 for III year students, 2021 for IV year students and 2020 for V year students). Then click '**Submit**'.Your APAAR ID is created successfully. You can download and take printout of this APAAR ID card for your reference.



The screenshot shows the 'ACADEMIC BANK OF CREDITS' logo and name at the top left. The main content is a white confirmation box with a blue header. At the top of the box is a green checkmark icon. Below the icon is the text 'APAAR Student Account Created' and 'Begin your Transformation journey now !'. The text 'Your APAAR ID is' is followed by the ID number '706-299-893-601' in bold. Below the ID number is the text 'We use basic information from your DigiLocker account to identify you and allow access to APAAR platform'. A blue 'Go to Dashboard' button is located at the bottom of the box.
