



SAGAR MAHAVIDYALAYA

Affiliated to University of Calcutta, Under 2(f) & 12(B) of UGC

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Memo No. 80/PRIN/SAGAR(M)/OFFICE/2024-25

Date 18.10.2024

Notice

Students of B.A./B.Sc. Semester -I Session 2024-25 are hereby informed to create their ABC (Academic Bank of Credits)/APAAR(Automated Permanent Academic Account Registry) ID required to place at the University registration form following the steps enclosed herewith.

Dr. Surajit Bari
18.10.2024

Dr. Surajit Bari
Principal
Sagar Mahavidyalaya

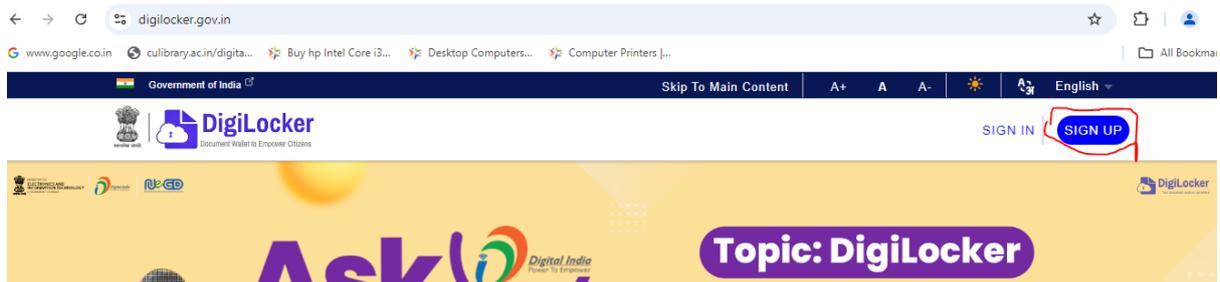
Principal
Sagar Mahavidyalaya
Harinbari, Sagar, South 24 Pgs., Pin-743373

Sagar Mahavidyalaya

Affiliated to the University of Calcutta, NAAC Accredited
Harinbari, Sagar Island, South 24 Parganas, PIN-743373

Steps to Create ABC (Academic Bank of Credits) ID/ APAAR(Automated Permanent Academic Account Registry) ID

1. Please check that your own mobile number is linked /registered with your AADHAAR No.
2. If yes, then go to the website www.digilocker.gov.in
3. Click on **SIGN UP**



4. Enter information in the necessary fields-Full Name, Date of Birth, Male/Female/Other, own mobile number(linked with Aadhaar), own email id, 6-digit security pin (any 6-digit number to be entered by yourself). Please note/write down correctly this 6-digit number. This 6-digit number is a password for future reference for the sign in purpose in the DigiLocker website. Then submit.



Creating account is fast and easy!

Full Name*

Date of Birth*

Date ▼ Month ▼ Year ▼

Male Female Other

Mobile Number*

Email ID

Set 6 digit security PIN*

Submit

[I agree to the DigiLocker Terms of Service.](#)

Already have an account? [Sign In](#)

- Once you click on submit, one OTP will be received in your mobile to verify mobile number. Then enter OTP



Verify Mobile OTP

DigiLocker has sent you an OTP to your mobile (xxxxxx3239)

Enter OTP

Please enter 6 digit OTP to complete verification

Submit

Wait for OTP **00:43**, do not refresh or close!

- Thereafter you will be asked to verify your Aadhaar no. as follows. Enter your Aadhaar No. and click on next . You will receive one OTP in your Aadhaar linked mobile. Enter the OTP and click on submit button.

Verify Aadhaar

Verify your Aadhaar to avail the complete feature of your DigiLocker account.

Enter Aadhaar Number*

DigiLocker uses Aadhaar to verify identity of the user and also enable authentic document access

Next

[Skip for now](#)

Verify Aadhaar OTP

UIDAI has sent a temporary OTP to your mobile ending in *****3239(valid for 10 mins).

Enter OTP

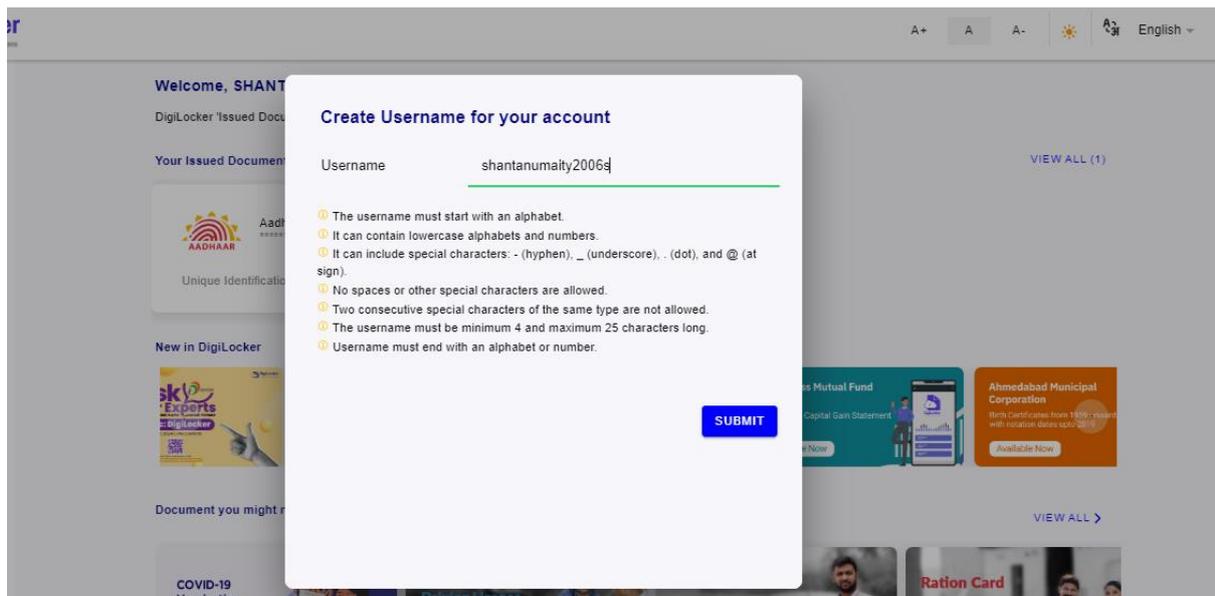
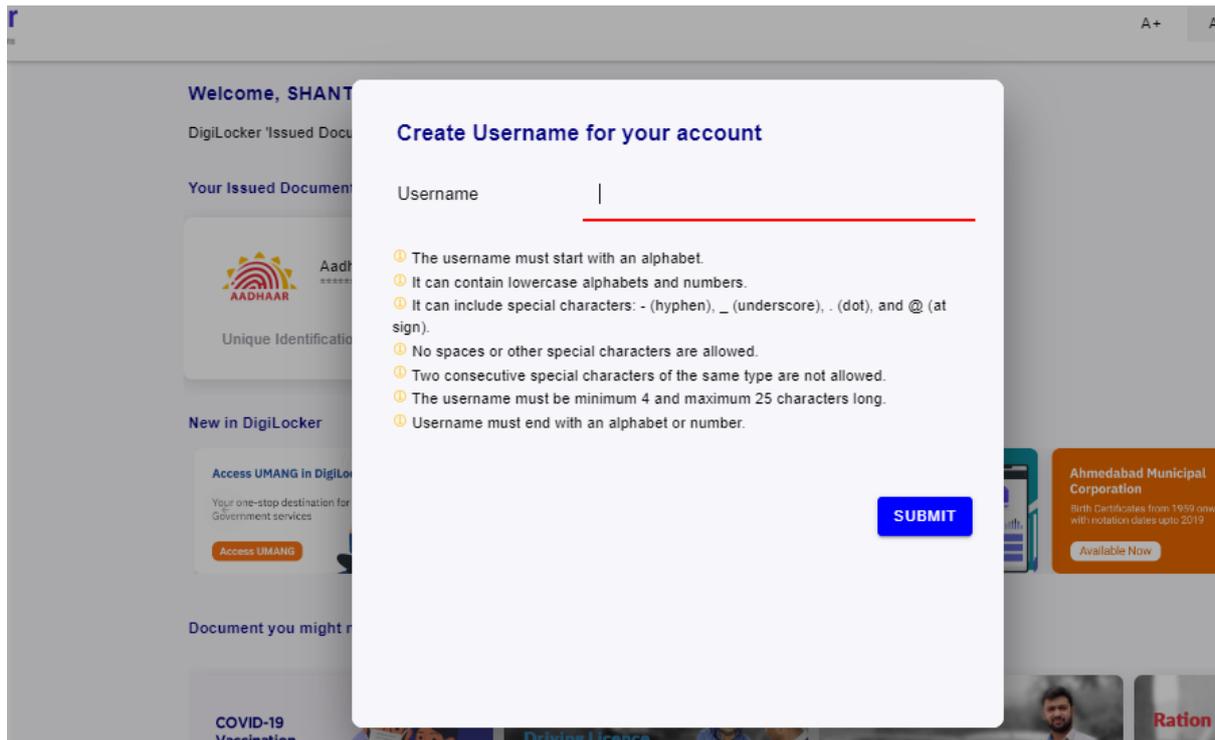
Please enter 6 digit OTP to complete verification

I hereby state that I have no objection in authenticating myself with Aadhaar based authentication system and consent to providing my Aadhaar number and One Time Pin (OTP) data for Aadhaar based authentication. I understand that the OTP I provide for authentication shall be used only for obtaining my e-KYC through Aadhaar e-KYC service to make my Aadhaar card available in DigiLocker

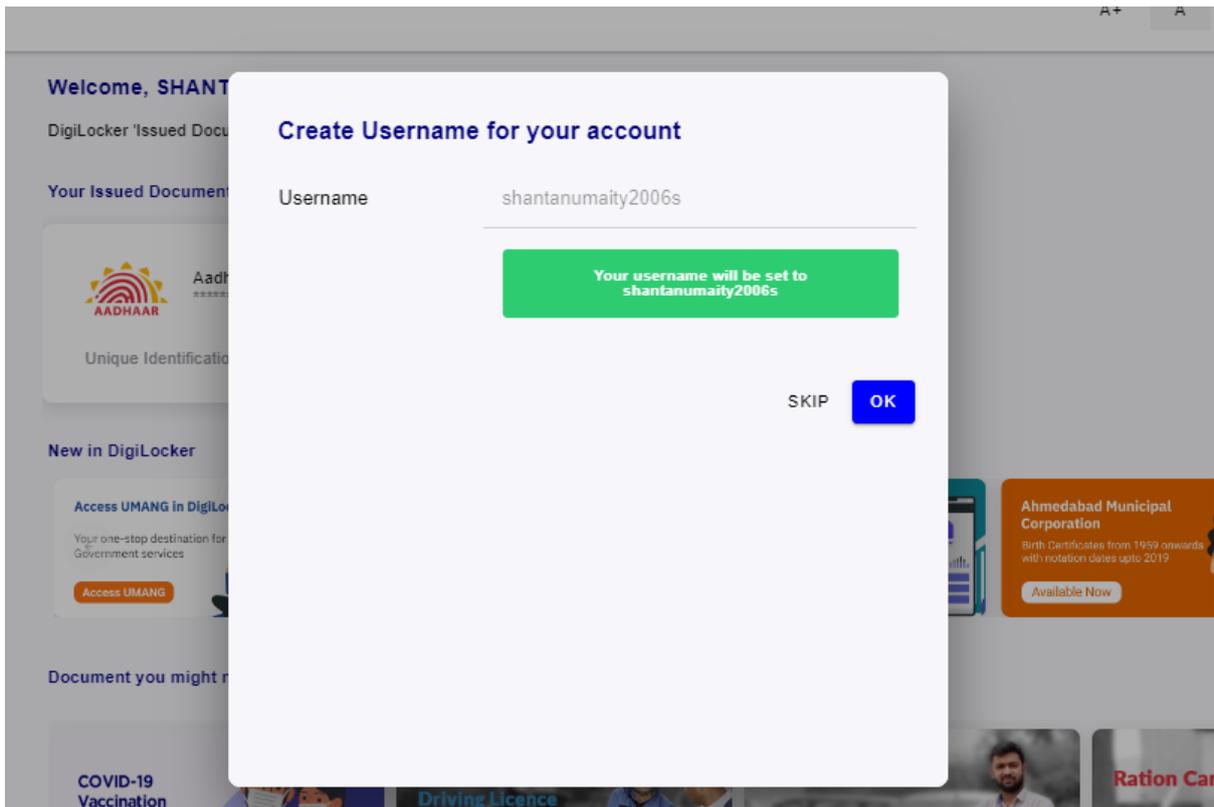
Submit

Wait for OTP 00:55, do not refresh or close!

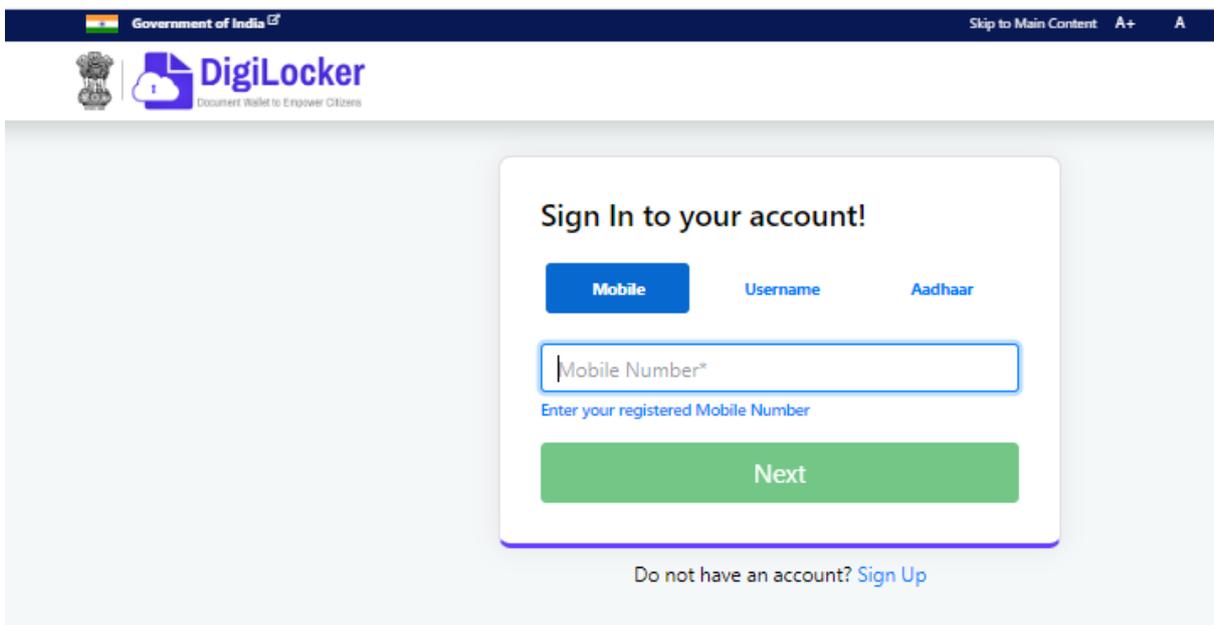
7. Thereafter you will be asked to create username as follows . Please see the guideline to create username (it must start with an alphabet and end with an alphabet or number, it may lowercase alphabet and numbers, it includes special characters: - hyphen, underscore_ , .(dot) and (at sign @), no spaces or other special characters are allowed, two consecutive special characters of the same type are not allowed, user name must be minimum of 4 and maximum of 25 characters long). Enter your username and click on the submit.

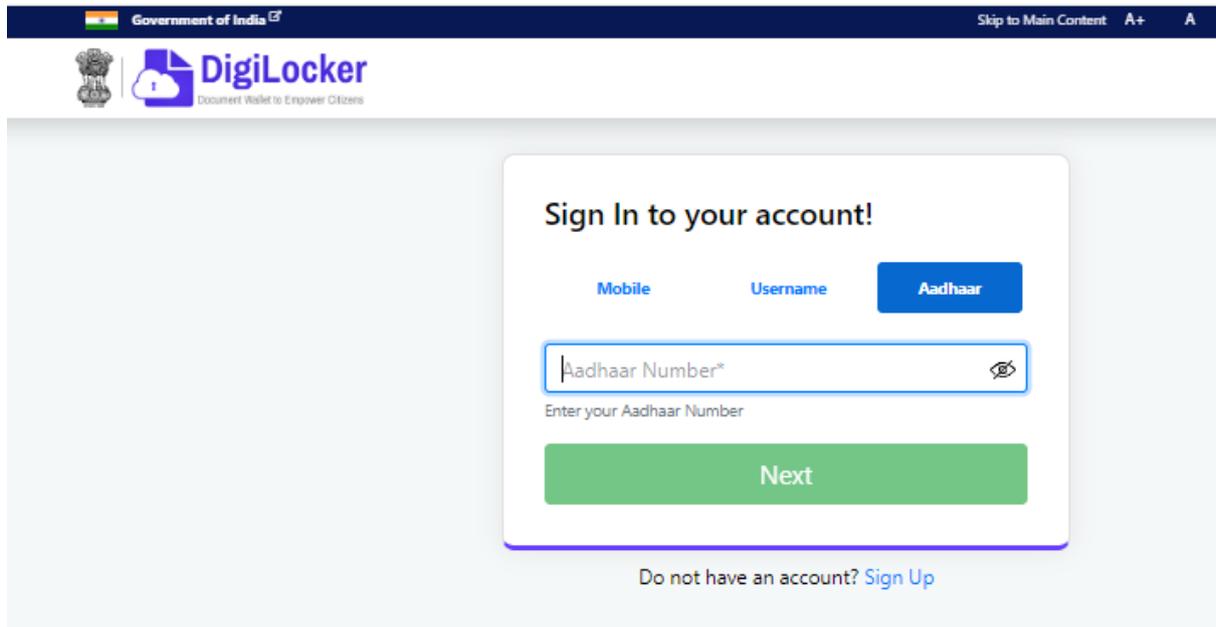


8. If username is accepted by the system, the following type of message will be displayed. Then click ok as follows. Otherwise re-enter different ways till accepted by the system.

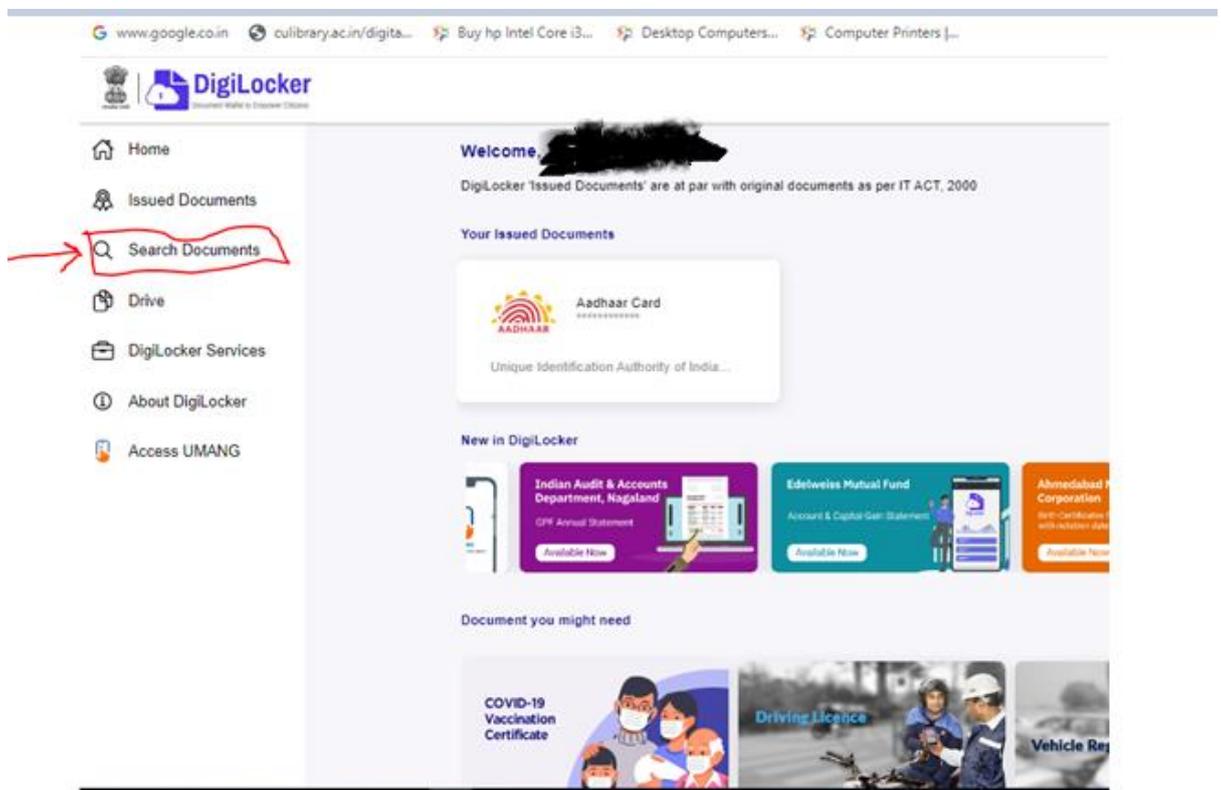


9. Due to power or internet failure, if you are logged out at any time, then you need to login again with the following way either through mobile / Aadhar OTP and 6-digit security pin as will be asked by the system and create username.

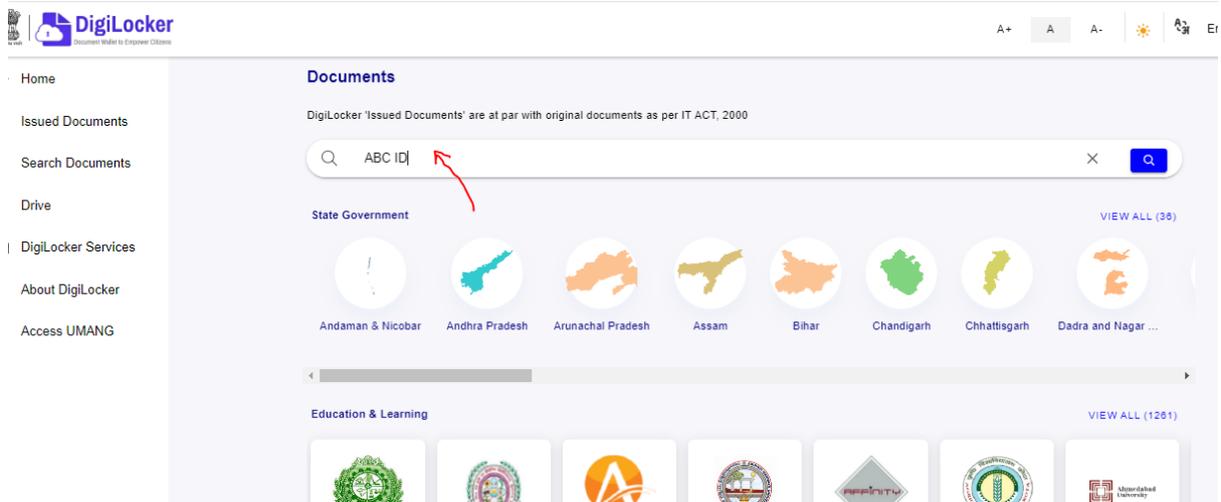




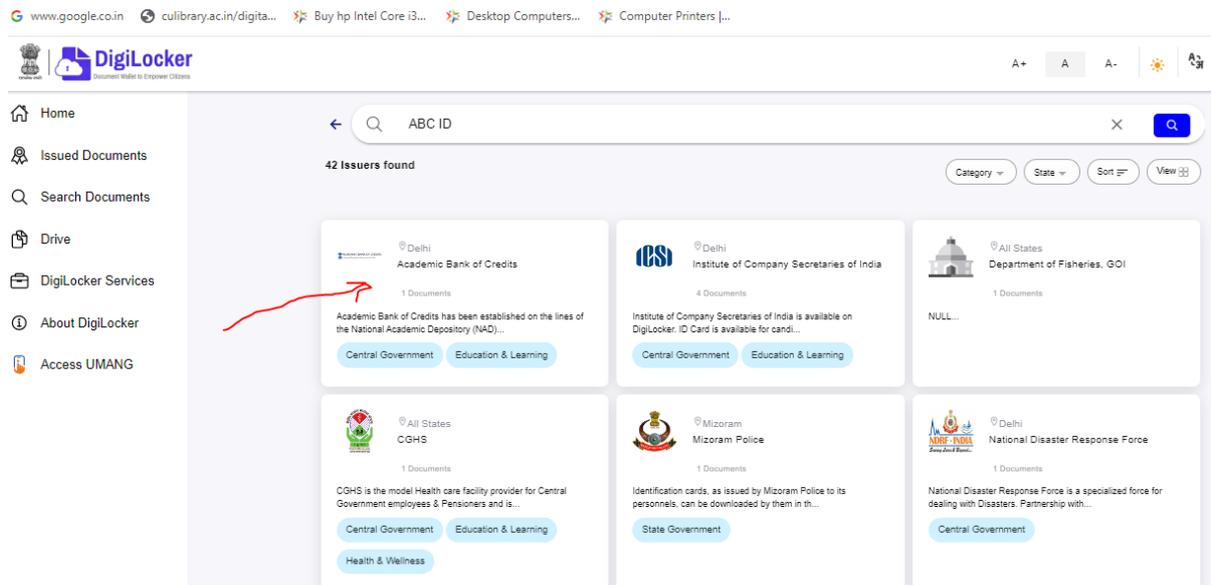
10. Upon successful creation of username, you will be directed to your page. However, if logged out, you need to login again. You will be able to see the page as follows. Your photo will be visible on the right-side corner (top) on the screen. This photo has been populated from your Aadhaar No. by DigiLocker . On the page you will see Welcome, < Your Name>. Then click on search documents.



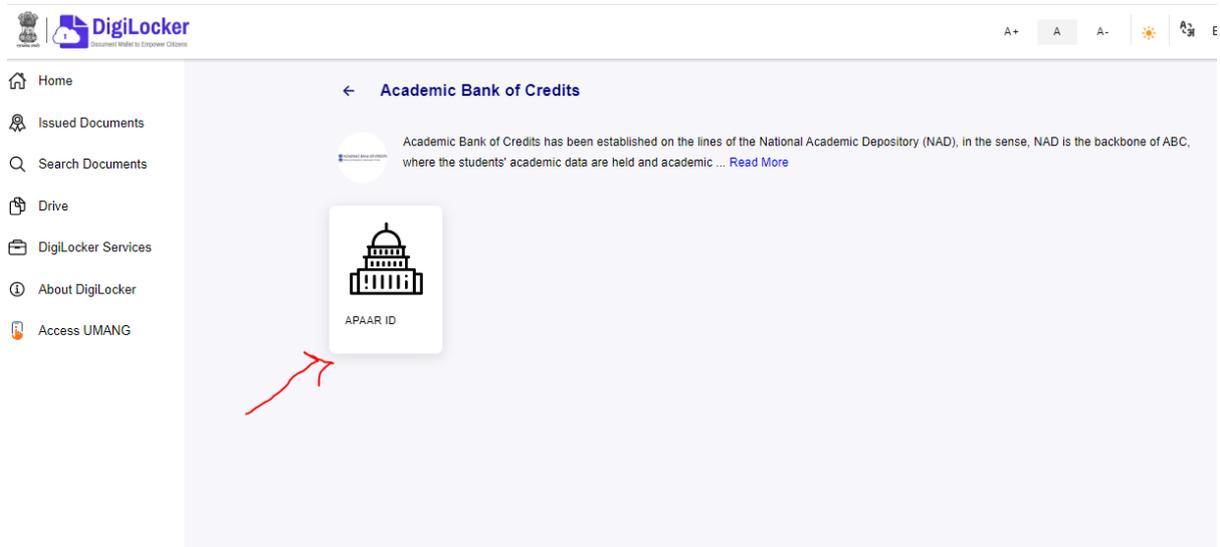
11. Type ABC ID and press enter (from keyboard)



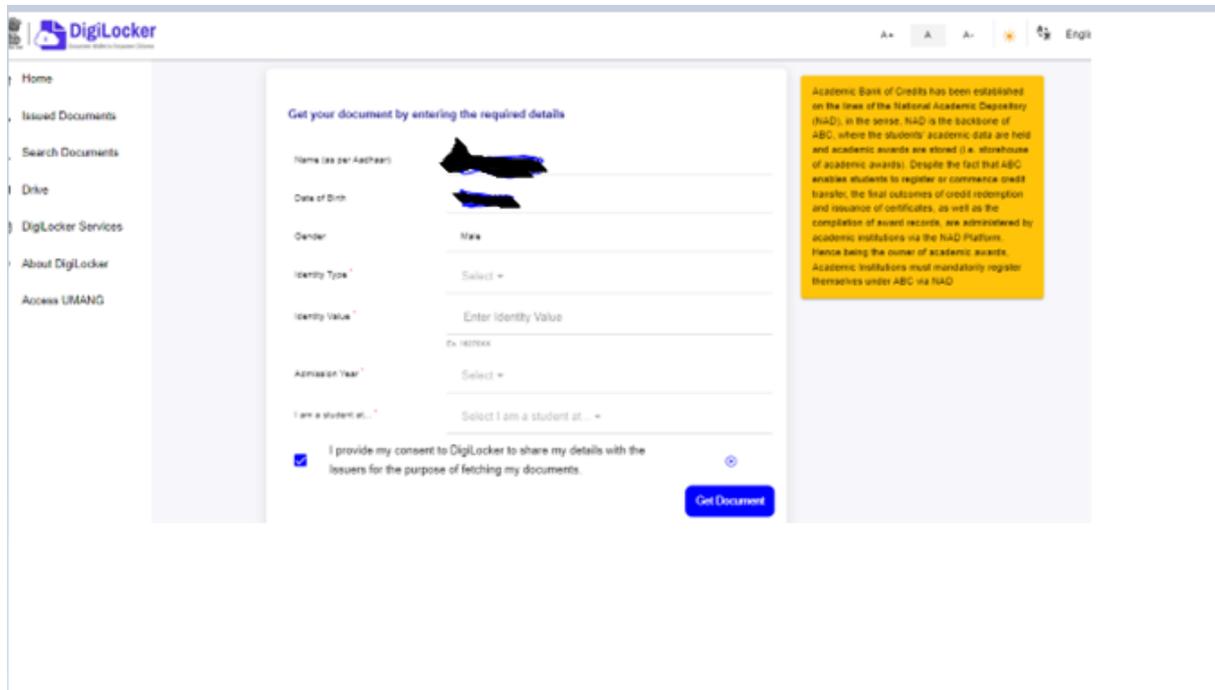
12. You will be able to see Academic Bank of Credits as follows. Click on that issuer.



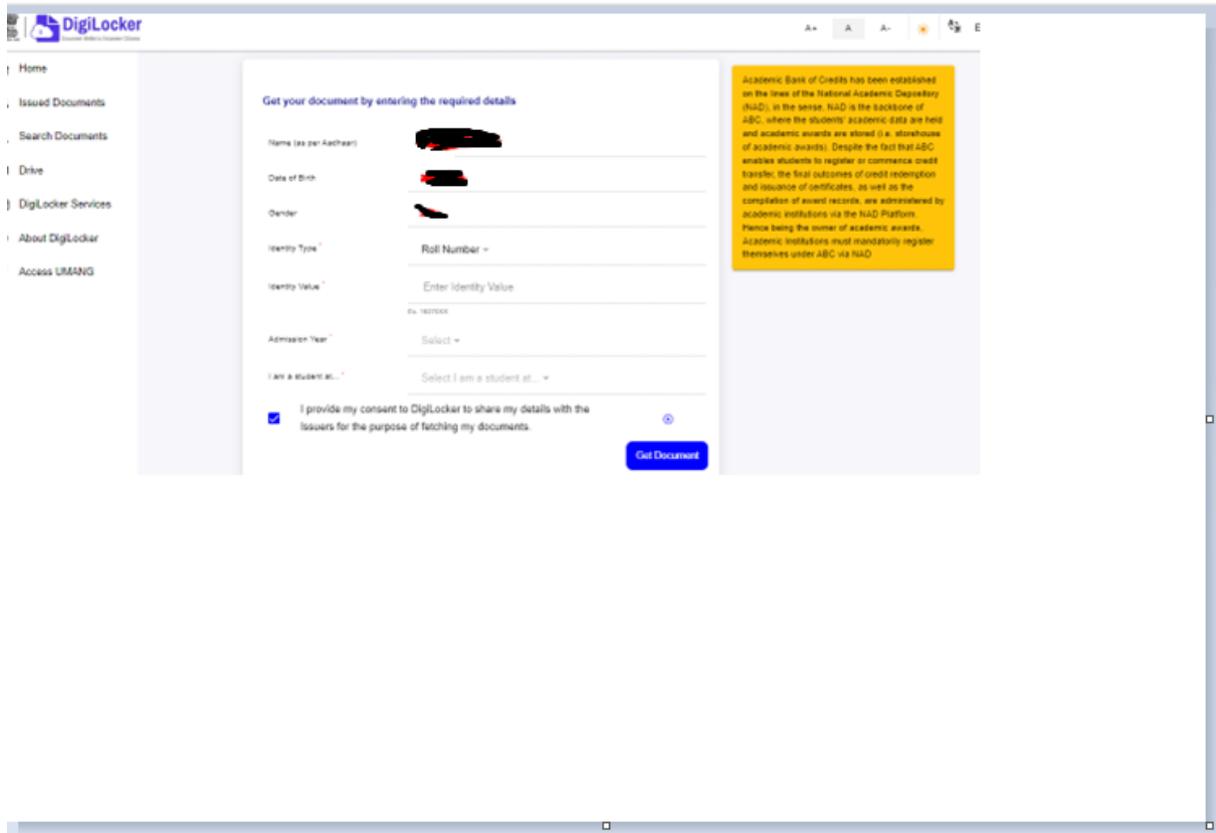
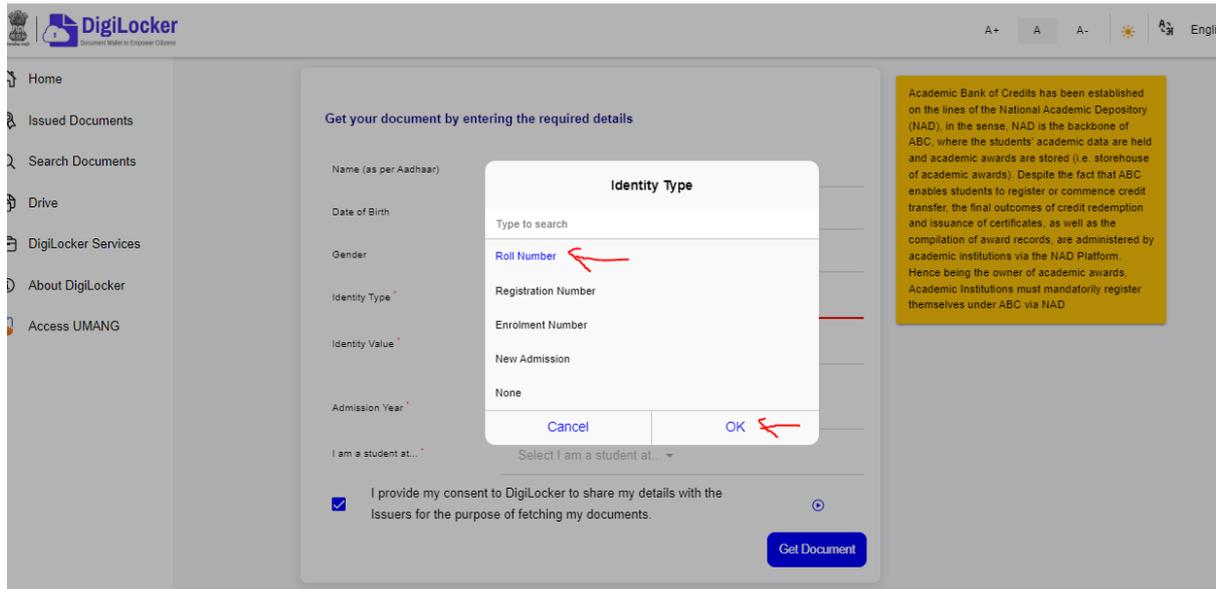
13. Once you will click (as on step 12), you able to see APAAR ID button as follows. Click on APAAR ID button.



14. Thereafter you will be able to see the following window. Your name, date of birth and gender will be displayed. Here, you need to select and enter the information in the following steps



15. Identity Type : Select Identity Type as Roll Number, then click on OK.



16. Then enter identity value as your college roll number. Collect College Roll number from student list against your course against your name. For example, from the list of Political Science College Roll No. of Shantanu Maity is PLSH/24/20. So, student must enter his/her specific college roll no. as identity value.

The screenshot shows the DigiLocker interface for document retrieval. On the left is a navigation menu with options like Home, Issued Documents, Search Documents, Drive, DigiLocker Services, About DigiLocker, and Access UMANG. The main content area is titled "Get your document by entering the required details" and contains the following form fields:

- Name (as per Aadhaar): [Redacted]
- Date of Birth: [Redacted]
- Gender: Male
- Roll Number: [Redacted]
- Identity Value: Enter Identity Value (with a red arrow pointing to the input field)
- Admission Year: Select =
- I am a student at: Select I am a student at. =

At the bottom, there is a consent checkbox: "I provide my consent to DigiLocker to share my details with the issuers for the purpose of fetching my documents." This checkbox is checked. A blue "Get Document" button is located at the bottom right of the form.

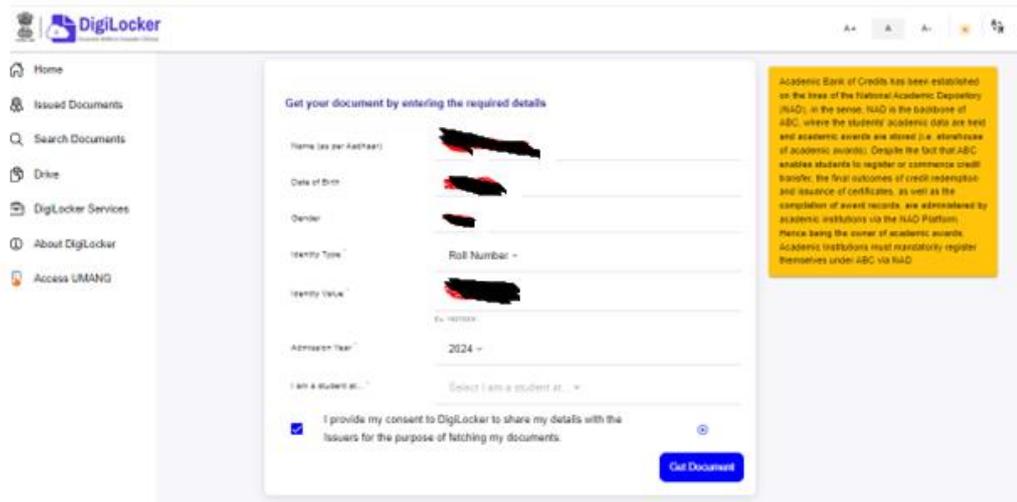
On the right side of the form, there is a yellow informational box with the following text:

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 events are stored i.e. attendance of academic events. 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 completion of award records, are administered by academic institutions via the NAD Platform. Hence being the owner of academic events, Academic Institutions must mandatorily register themselves under ABC via NAD.

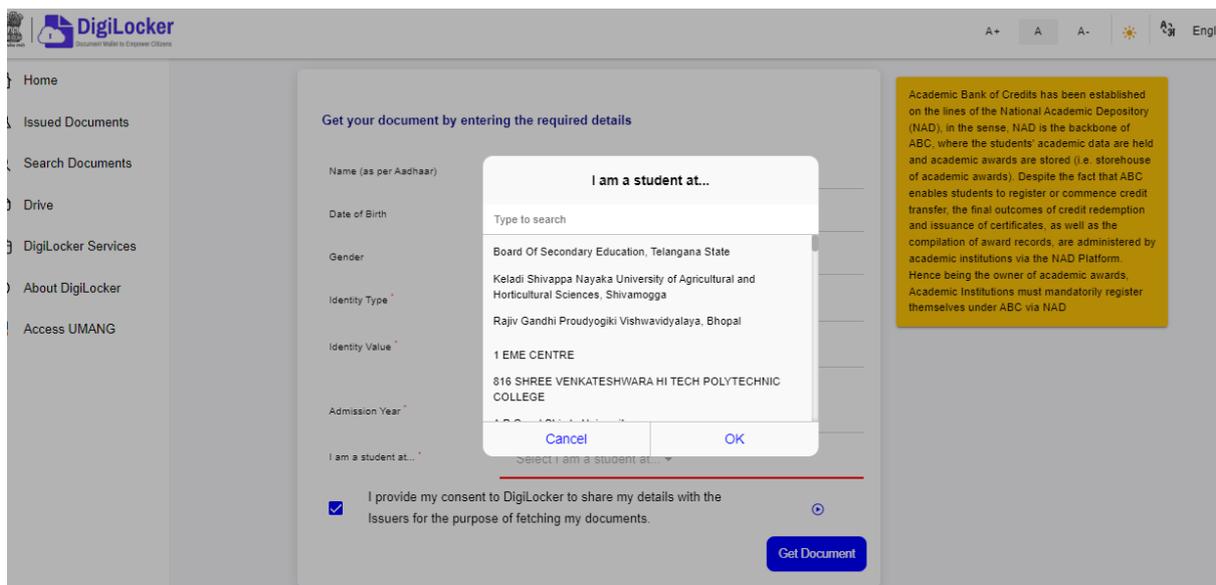
17. Select Admission Year as 2024 and click on OK.

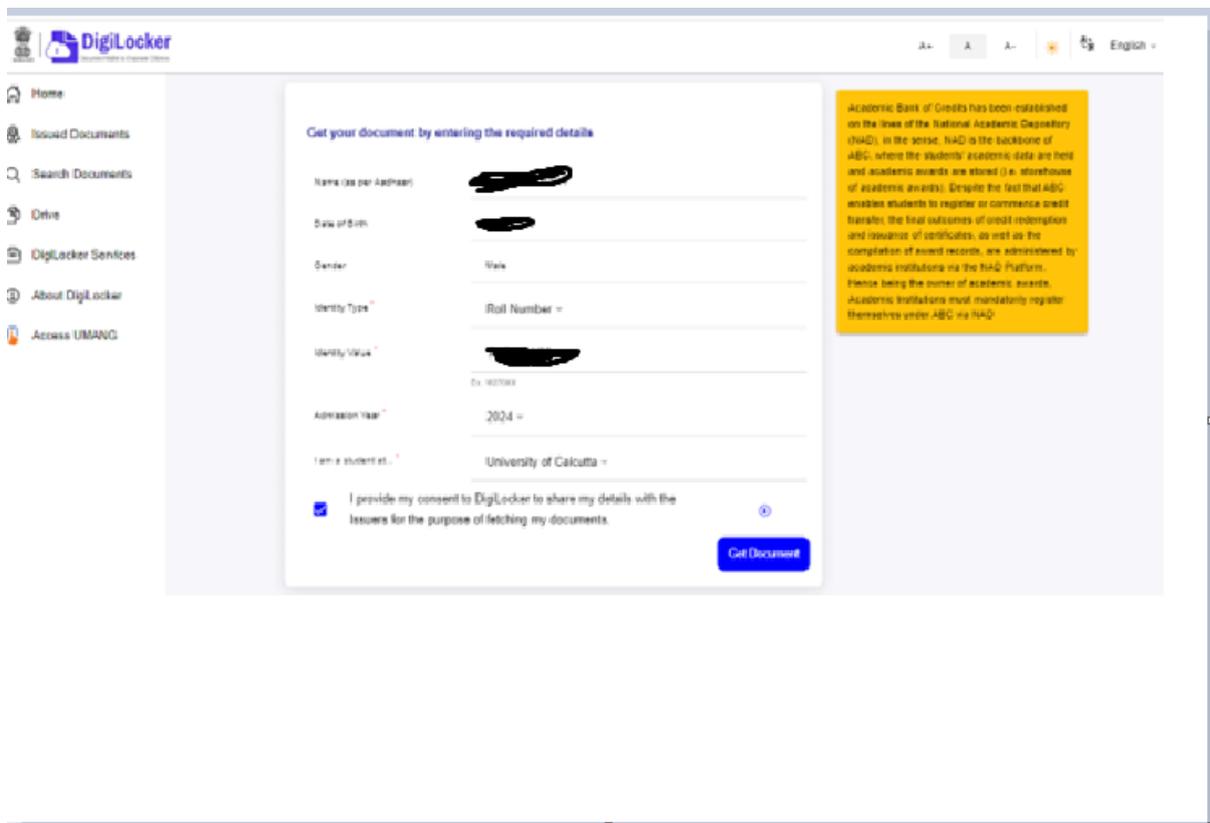
The screenshot shows the DigiLocker interface. On the left is a navigation menu with options: Home, Issued Documents, Search Documents, Drive, DigiLocker Services, About DigiLocker, and Access UMANG. The main content area is titled "Get your document by entering the required details" and contains several input fields: Name (as per Aadhaar), Date of Birth, Gender, Identity Type, Identity Value, Admission Year, and I am a student at. The "Admission Year" field is currently selected, and a dropdown menu is open showing a list of years from 2020 to 2024. The year 2024 is highlighted in blue, and a red arrow points to it. Another red arrow points to the "OK" button at the bottom right of the dropdown menu. Below the dropdown, there is a checkbox for "I provide my consent to DigiLocker to share my details with the Issuers for the purpose of fetching my documents." which is checked. A blue "Get Document" button is located at the bottom right of the form.

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.



18. Then Select , I am a student at University of Calcutta





19. Click on get document

The screenshot shows the DigiLocker portal interface. On the left is a navigation menu with options: Home, Issued Documents, Search Documents, Drive, DigiLocker Services, About DigiLocker, and Access UMANG. The main content area is titled "Get your document by entering the required details" and contains a form with the following fields:

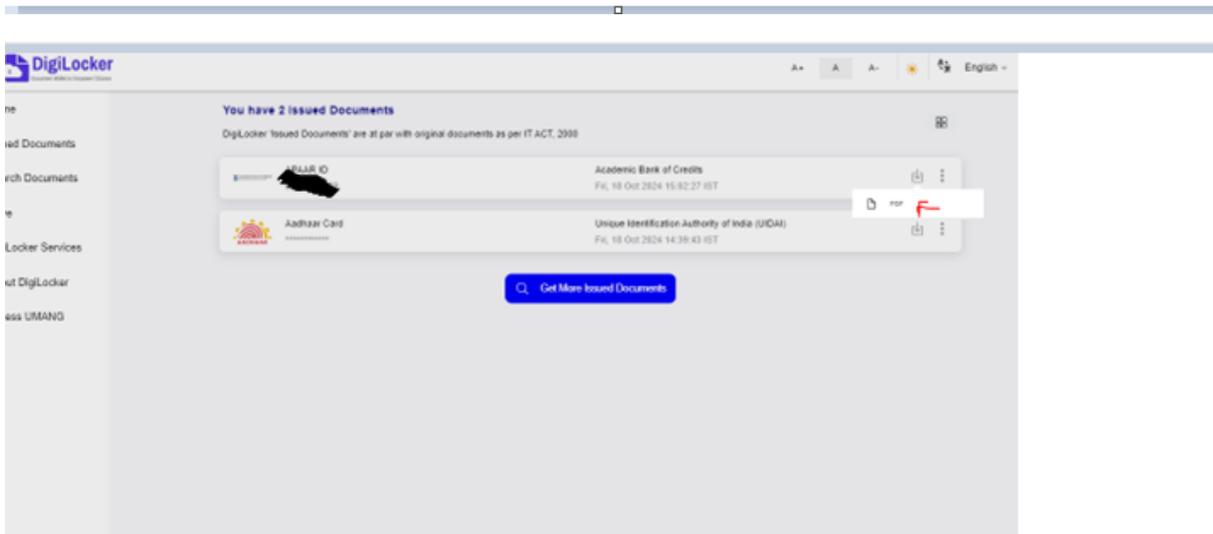
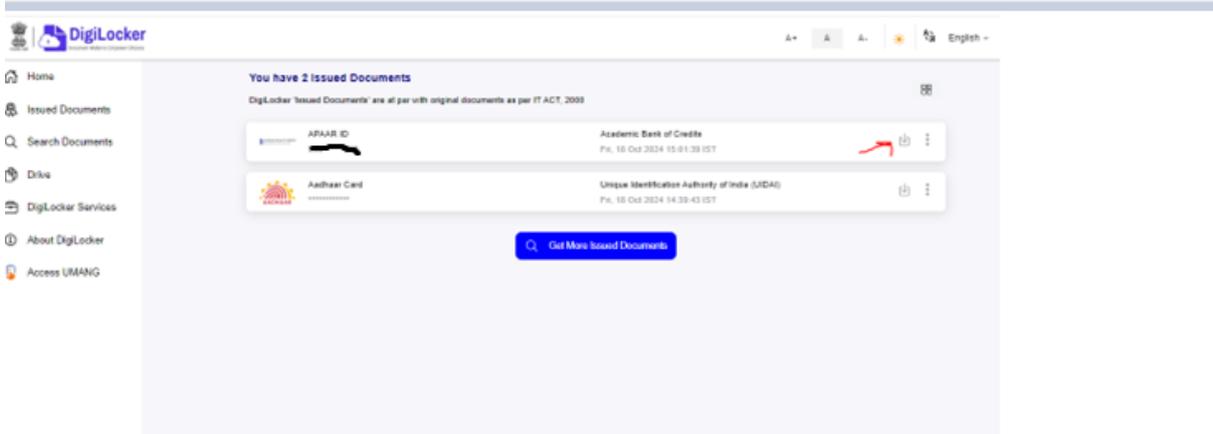
- Name (as per Aadhaar): [Redacted]
- Date of Birth: [Redacted]
- Gender: Male
- Identity Type: Rail Number =
- Identity Value: [Redacted]
- Admission Year: 2024 =
- I am a student at: University of Calcutta =

Below the form is a consent checkbox: I provide my consent to DigiLocker to share my details with the Issuers for the purpose of fetching my documents. A red arrow points to the "Get Document" button.

On the right side, there is a yellow informational box with the following text:

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

20. Download your ABC ID (APAAR ID) and take a printout. One can also download the ABC ID (APAAR ID) by clicking on the Issued Documents in future by login in to DigiLocker Portal.



21. Sample ABC ID (APAAR ID) Card looks like as follows. In your card, you will be able to see your name, DOB, Gender, APAAR ID (ABC ID), QR Code and Your Photo.

 **ACADEMIC BANK OF CREDITS**
Ministry of Education, Government of India

Name [Redacted]

Date of Birth [Redacted]

Gender Male

APAAR ID [Redacted]

[Redacted Photo]



Digitally signed on
18/10/2024 15:01:37 IST

Note:

1. This digitally signed document is legally valid as per the IT Act 2000 when used electronically.
2. To verify this certificate, download DigiLocker Android application from Google Play and scan the QR code on the certificate.