CDSL Ventures Limited

NATIONAL ACADEMIC DEPOSITORY

User Guide for Students

STUDENT

1. Student Registration – Offline eKYC Aadhaar

(Note: Student registration with Offline eKYC Aadhaar is possible only if Mobile number or Email Id or both are seeded with Aadhaar database. We recommend Offline eKYC Aadhaar based Student Registration.)
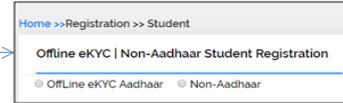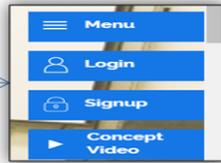
1. Visit CVL NAD website www.cvl.nad.co.in
2. Click on *'Sign-Up'* → *'Student'*
3. Select *'Offline eKYC Aadhaar'* radio button
4. Student will visit the UIDAI website: Click here... (https://resident.uidai.gov.in/offline-kyc)
5. Enter 'Aadhaar Number' or Virtual ID 'VID' and mentioned 'Security Code' in screen, then click on 'Send OTP'.
6. The OTP will be sent to the registered Mobile number/E-mail for the given Aadhaar number or VID. Enter the OTP received, 4 Digit Share code and click on 'Submit' button.
7. Upload Downloaded zip file along with 4 Digit Share code as a password on CVLNAD Website (https://kua.cvlindia.com/EcsOkycAadhaarXML/XMLUpload.jsp) and click on 'Next' Button to proceed ahead with Registration.
8. Enter Mobile Number and Email ID registered in Aadhaar
9. User will get the option to change/update his Email ID and Mobile Number
10. CVL NAD will be sending OTP on Mobile number and E-mail ID mentioned by student
11. Post successful OTP authentication, Student has to fill required fields
12. Student will be asked to create password
13. Once again OTP validation is carried out for Email ID and Mobile Number
14. After OTP validation the User has to seed primary information, password, verification & other details and submit
15. Registration successfully completed message is displayed
16. Student can Login to the website using Email Address and Password

Offline eKYC Aadhaar Student Registration

2. Student Registration – Non-Aadhaar Based

(Note: We recommend Aadhaar based Student Registration.)

1. Visit CVL NAD website www.cvl.nad.co.in
2. Click on '*Sign-Up*' → '*Student*'
3. Select 'Non-*Aadhaar*' radio button
4. Enter the required Student Registration fields
5. Select the check box to agree to the Terms & Conditions and click *'Send OTP'*
6. Enter the OTP received via Email & SMS, and click *'Validate OTP'*
7. Upon successful validation, enter the Student Registration details
8. In 'Other details' section, enter your Academic Institution and Course details. You may enter up to 5 Academic Institutions
9. Click '*Submit*'
10. A link to your CVL NAD profile will be emailed to you
11. Approach your Academic Institution with your CVL NAD profile for them to approve your Student Registration
12. Upon registration approval you will receive login credentials for your CVL NAD profile
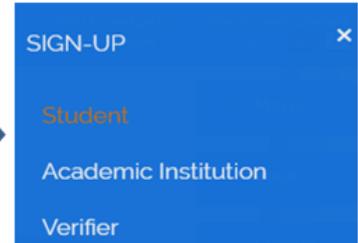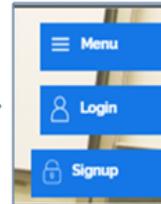
Non-Aadhaar based Student Registration

Student to visit cvl.nad.co.in

https://www.cvl.nad.co.in

Menu
Login
Signup

SIGN-UP
Student
Academic Institution
Verifier

Student Registration
○ Aadhaar   ● Non-Aadhaar

Student Registration
● Aadhaar   ○ Non-Aadhaar

Name *

Mobile Number

Mother's Name

Email ID *

Date of Birth *

☑ CVL NAD-Terms & Conditions for Student Non-Aadhaar Based Registration Read More.

Student Registration
○ Aadhaar   ● Non-Aadhaar
Validate OTP
  Enter Mobile OTP *
  Enter Email OTP *

Validate OTP   Resend OTP

Academic Institution Details
Name
Address Details
Address *
Landmark   City *   District *
State   Country *   Pincode *
Contact Person
Name   Mobile Number   Email
Board Chairman/COE/Registrar
    Mobile Number   Email

Primary Information **Create Password** Verification Details Other Details

New Password *   Confirm Password *

Previous   Next

Previous   Submit

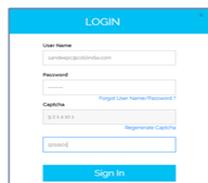Student to submit his/her Email ID and Profile page to AI
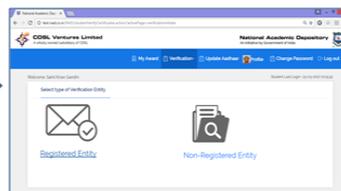
3. Verification Process – Student Initiated

1. Login with Student Credentials
2. Click on '*Verification*'→ '*Initiate*
3. Select the type of verification entity –
   a. Registered Verifier
   b. Non Registered Entity
   c. Registered Academic Institution
4. Enter the required details and click *'Submit'*
5. Select the Academic Awards to be verified by the Verifier. Click '*Next'*
6. Summary of total charges inclusive of taxes will be displayed. Click '*Next'*
7. Select payment by option –
   a. Student
      i. Process the payment
      ii. Upon payment, the Awards will be available for Verifier to view
      iii. Verifier will be notified of the same via Email/SMS
   b. Verifier
      i. Verifier will be notified of the verification request via Email/SMS
      ii. Verifier processes the payment
      iii. Upon payment, the Awards will be available for Verifier to view
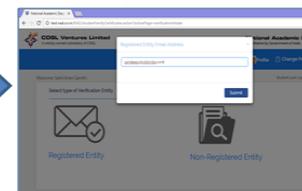
Student Initiated Verification

Student to login using login credentials

Student to click on 'Verification' Tab and select 'Initiate Verification'. Student to select the 'Registered Entity' Icon and enter the Email Id of the Verifier
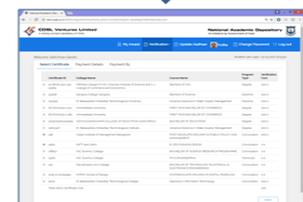
Student to enter 'Registered Entity' Email Address

Student to select the certificates under 'Verify Certificates' tab

Email will be sent to the Verifier on his registered Email Id

Further, the Process (Payment and Verification of Certificates) is same as mentioned in Verifier Initiated Verification

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