

No. EDN-HE(3)F(1)-54/2025
Directorate of Higher Education
Himachal Pradesh

Dated: Shimla -171001, the 26th November, 2025

To

All the Principal(s)
Govt. Degree/Sanskrit/Pvt. Colleges in H.P.

Subject:- Regarding Mandatory collection/creation of APAAR ID and maintenance of student records.

This is to inform you that all affiliated colleges in Himachal Pradesh must collect/create the **APAAR ID** (Automated Permanent Academic Account Registry ID) of every student at the time of admission to ensure the accuracy and completeness of student academic records being uploaded to the respective affiliating universities. In addition to the APAAR ID, each institution must maintain a complete and updated record of every student, including details such as **Name of the Student, Roll Number / Registration Number, Date of Birth, Aadhaar APAAR ID etc.** It should be noted that the **details entered in Aadhaar must match the details on student marksheet.**

Proper maintenance, regular updation, and timely submission of the above information will facilitate smooth data processing and prevent any inconvenience during verification or uploading of educational records on authenticated academic platforms.

In the aforesaid context, you are directed to implement the above instructions **with immediate effect** and ensure strict compliance. For any clarification, the institutions may contact the Directorate of Higher Education/concerned affiliating university authorities.

OSD (C)

Directorate of Higher Education
Himachal Pradesh

26th November, 2025

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Copy for information to:

1. The Secretary (Education) to the Government of Himachal Pradesh Shimla-2 हिमचल-2
2. The Secretary, Himachal Pradesh Private Educational Institutions Regulatory Commission Shimla H.P.
3. The Registrar(s) Himachal Pradesh University Summer Hill Shimla-5, Sardar Patel University Mandi H.P.
4. Ms. Sonali Rawat, the State Coordinator-DigiLocker-NAD/ABC Digital India Corp. National eGovernance Division (NeGD) Ministry of Electronics and Information Technology (MeitY) Government of India, New Delhi-110003.

5. Guard file.
6. The Technical officer IT cell to upload the same on departmental website.

OSD (C)

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Himachal Pradesh