



Import Guidelines

ARMS provides a dedicated **Data Integration Team** to work with athletic department and campus IT resources. The ARMS Data Integration Team handles the mapping of client data into the ARMS system in order to minimize the requirements on campus IT resources and to take advantage of existing exports already in use.

Requirements

- Imports should be provided in a valid .csv spreadsheet format,
- Each column should have a clear heading, and
- All fields that may contain commas will need to be escaped with double-quotes to prevent data from splitting into multiple columns.

Integration Process

- ARMS provides example data files where applicable.
**Certain data integrations require a minimal set of fields (ie: Course results, Financial Aid awards), whereas other data integrations (ie: Student-Athlete Demographic) are less rigid.*
- ARMS creates a mapping from the source file to ARMS, and completes an initial import of data.
**ARMS will create custom fields for data mapping where default fields are not available.*
- Optionally, ARMS provides a SFTP site to Campus IT resources to upload future files.

Examples of Data Integrations

- Student-Athlete Demographic Information (i.e.: name, sport, contact info)
- Student-Athlete Eligibility Information (i.e. term enrolled, seasons used, credits earned)
- Current Academic Course Schedule
- Past Academic Course Results
- Financial Aid Awards
- Admissions Statuses for Prospective Student-Athletes