ARMS Parking Person Import

Contents

ARMS

This document outlines the format and required fields for importing person records into ARMS Parking. Use the following column structure in your CSV import file or for your API import.

Required Columns

The following columns are required for a successful import:

Column Name	Description	Example
BILLINGID	Unique alphanumeric ID for the person.	1234ABCE
LASTNAME	Last name of the person.	Borton
FIRSTNAME	First name of the person.	Jenny
EMAIL	Primary email address.	jb256@gmail.com
USER_ROLE	Role within the system (e.g. Student, Admin) (Role created in ARMS Parking).	Student
USERTYPE	Type/category of the user (User Type Code created in ARMS Parking).	STU
SITE	Site name or campus (if applicable) (Site created in ARMS Parking).	Main Campus

Optional Columns

These fields are not required but can be included for more detailed records:

Column Name	Description	Example
MIDDLENAME	Middle name of the person	Beth
SUFFIX	Name suffix (e.g., Jr, Sr, III)	Jr
DATE_OF_BIRTH	Date of birth (MM/DD/YYYY)	1/2/1993
DRIVING_LICENSE_STATE	Issuing state of driver's license	MS
DRIVING_LICENSE_NUMBER	Driver's license number	789432890
CAMPUS_*	Campus address details (street, city, etc.)	Test St, MS
HOME_*	Home address details	Jackson, 38655
CELLPHONE	Mobile phone number	234-324-3234
HOMEPHONE	Home phone number	453-454-3454
CLASSIFICATION	Academic or employment classification (Classification Code created in ARMS Parking).	GRAD, FACU

Formatting Notes

- Date formats must be MM/DD/YYYY.
- Blank optional fields can be left empty.
- Each BILLINGID must be unique to avoid duplicates.