

Certification Data Field	Acceptable CSV Values	Required Field?	Data Type	Format	Example Value(s) (comma separated)
"username"	Username of the user associated with the record.	Yes	string	"string"	"certified_user@gmail.com", "certified_user2"
"certification_code"	Identifying code of the certification. Codes are optional for certifications, but are required in this case. Please add a code to any certification that lacks one by editing the certification.	Yes	string	"string"	"Cert_1", "SME_CERT"
"certification_issue_date"	Date certification was or will be issued.	Yes	string (date)	YYYY-MM-DD	2019-12-31
"always_valid"	Sets whether or not the certification record expires. If true, the record is created with no date of expiration. If false, you must specify a "certification_expire_date."	Yes	boolean	true/false yes/no 1/0	"yes", "no", true, false, 1, 0
"certification_expire_date"	Date certification was or will be expired. Not valid if certification is "always_valid."	If "always_valid" is false, yes. Otherwise, no.	string (date)	YYYY-MM-DD	2020-12-31
"code"	Code of course or learning plan. Not valid if "type" is "manual" and "external_training."	If "type" is "course" or "learning_plan", yes. Otherwise, no.	string	"string"	"ILT-Cert_1", "LP-SME_CERT"
"type"	Type of item associated with certification record. "Manual" and "external_training" records are not associated with an item.	Yes	string	"string"	"course", "learning_plan", "external_training", "manual"