ರಾಜ್ಯ ವಿದ್ಯಾರ್ಥಿವೇತನ ತಂತ್ರಾಂಶ   ಡೌನ್ಲೋಡ್ ⊕   ಕನ್ನಡ

ಮೆಟ್ರಿಕ್ ನಂತರ ವಿದ್ಯಾರ್ಥಿವೇತನ ಅರ್ಜಿಗಾಗಿ ಅಗತ್ಯ ಮಾಹಿತಿ

ವಿದ್ಯಾರ್ಥಿಗಳ ಎಸ್.ಎ.ಟಿ.ಎಸ್ ಗುರುತಿನ ಸಂಖ್ಯೆ /
College Registration Number

ವಿದ್ಯಾರ್ಥಿ ಮತ್ತು ಪೋಷಕರ ಆಧಾರ್ ಸಂಖ್ಯೆ

ಮೊಬೈಲ್

ಜಾತಿ ಮತ್ತು ಅದಾಯ ಪ್ರಮಾಣ ಪತ್ರಗಳು

e-Attestation Numbers

Disability Card Number issued by GOI in
case of Physically Challenged

Click here for e-Attestation Portal (Students)	Click here for e-Attestation Portal (e-Attestation Officers)

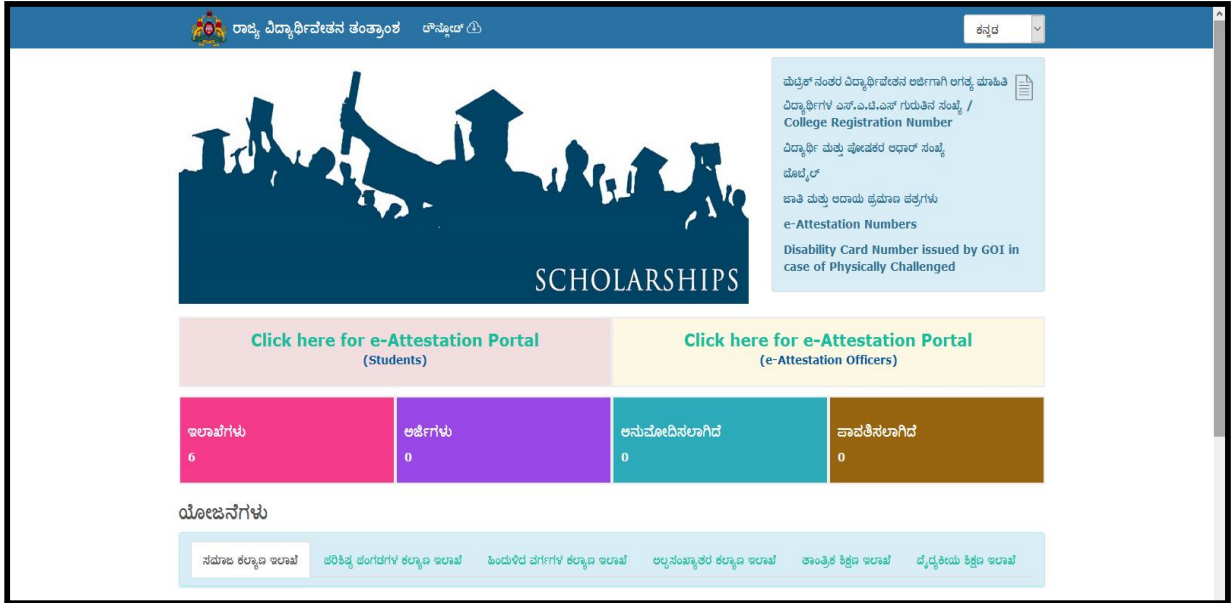| ಇಲಾಖೆಗಳು 6	ಅರ್ಜಿಗಳು 0	ಅನುಮೋದಿಸಲಾಗಿದೆ 0	ಪಾವತಿಸಲಾಗಿದೆ 0

ಯೋಜನೆಗಳು

ಸಮಾಜ ಕಲ್ಯಾಣ ಇಲಾಖೆ   ಪರಿಶಿಷ್ಟ ಪಂಗಡಗಳ ಕಲ್ಯಾಣ ಇಲಾಖೆ   ಹಿಂದುಳಿದ ವರ್ಗಗಳ ಕಲ್ಯಾಣ ಇಲಾಖೆ   ಅಲ್ಪಸಂಖ್ಯಾತರ ಕಲ್ಯಾಣ ಇಲಾಖೆ   ತಾಂತ್ರಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆ   ವೈದ್ಯಕೀಯ ಶಿಕ್ಷಣ ಇಲಾಖೆ
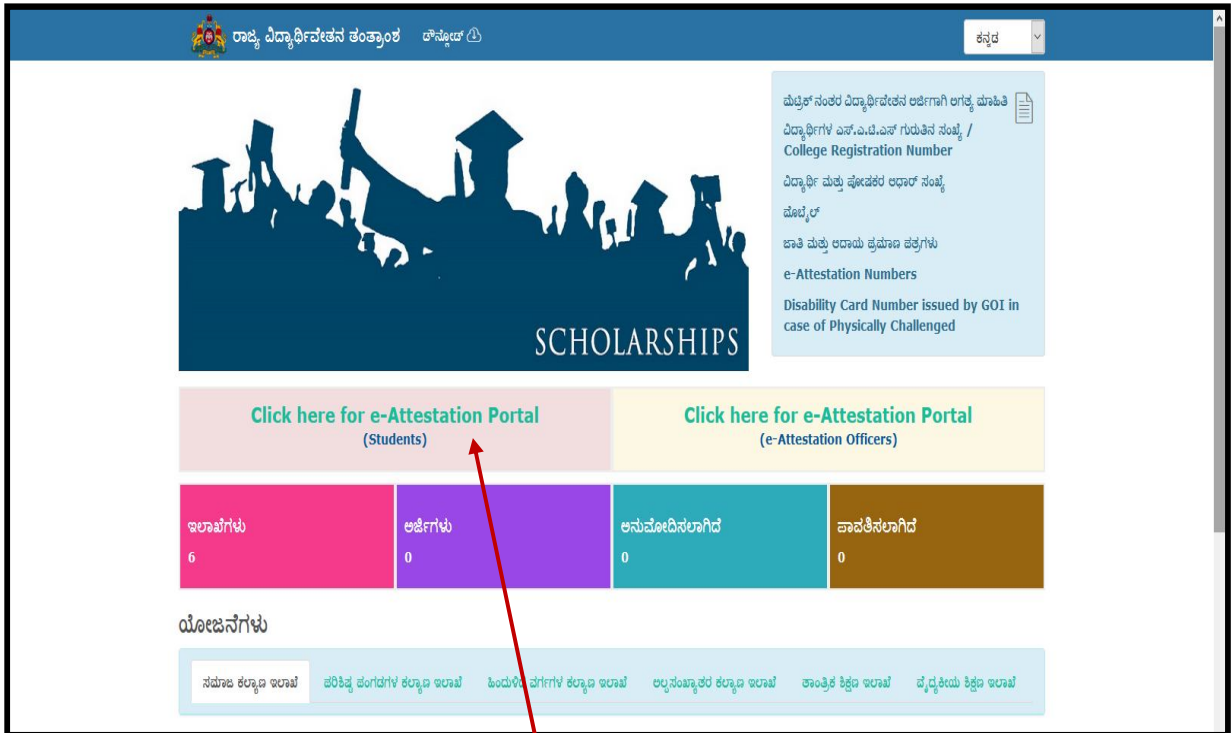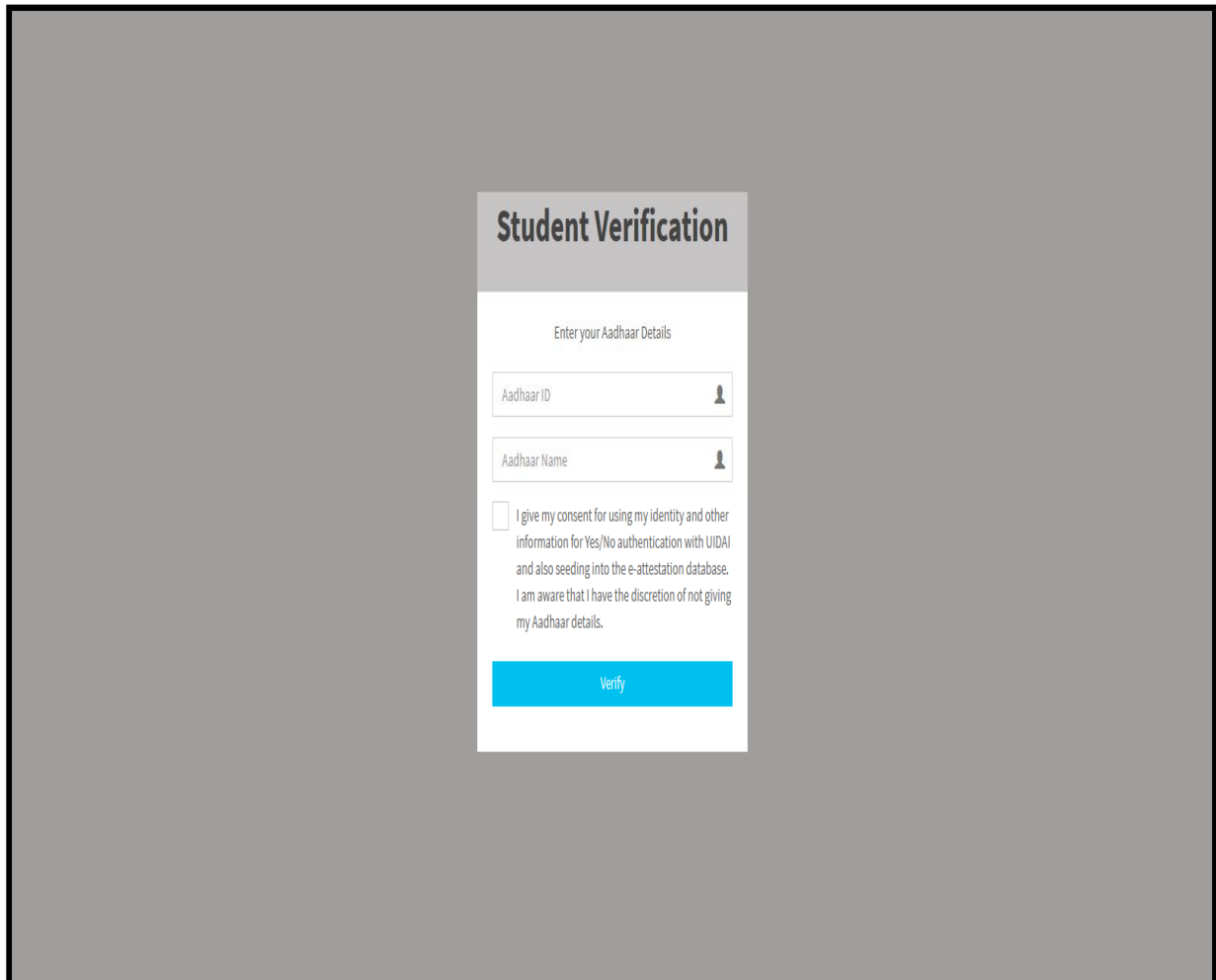
User Manual for Students to Upload & Submit Documents for e-Attestation

Contents

In order to access the e-Attestation application from an internet browser, open your internet browser and type **[**http://ssp.postmatric.karnataka.gov.in **]** in the address bar and press enter. Web Page as shown in the above screenshot will open.

Student should click on "**Click here for e-Attestation Portal (Students)**" link in order to access the e-Attestation application.

1. STUDENT LOGIN

- ➢ Student should enter his/her Aadhaar details i.e; **Aadhaar Number**, **Name as in Aadhaar**, in the input fields provided, should click on the **Aadhaar Consent checkbox** and should then click on **Verify** button.
- ➢ If the **Aadhaar Number of the Student** and **Name as in Student Aadhaar** match, then verification would be successful and the student will be redirected to **Student Profile** page.

2. STUDENT PROFILE UPDATE

Student should update his/her Academic details by providing the following details:

- ➢ District of his/her College
- ➢ Taluk of his/her College
- ➢ University
- ➢ College
- ➢ Course
- ➢ Course-Combination/Discipline
- ➢ Type of Seat
- ➢ Year in which he/she is studying
- ➢ Whether he/she is staying hostel or not

If the student is a hosteller, then he/she should provide the following details:

- Hostel Management Type(Government/Private)
- Department which is administering the hostel
- District of his/her Hostel(should provide only if the student is staying in a private hostel)
- Taluk of his/her Hostel(should provide only if the student is staying in a private hostel)
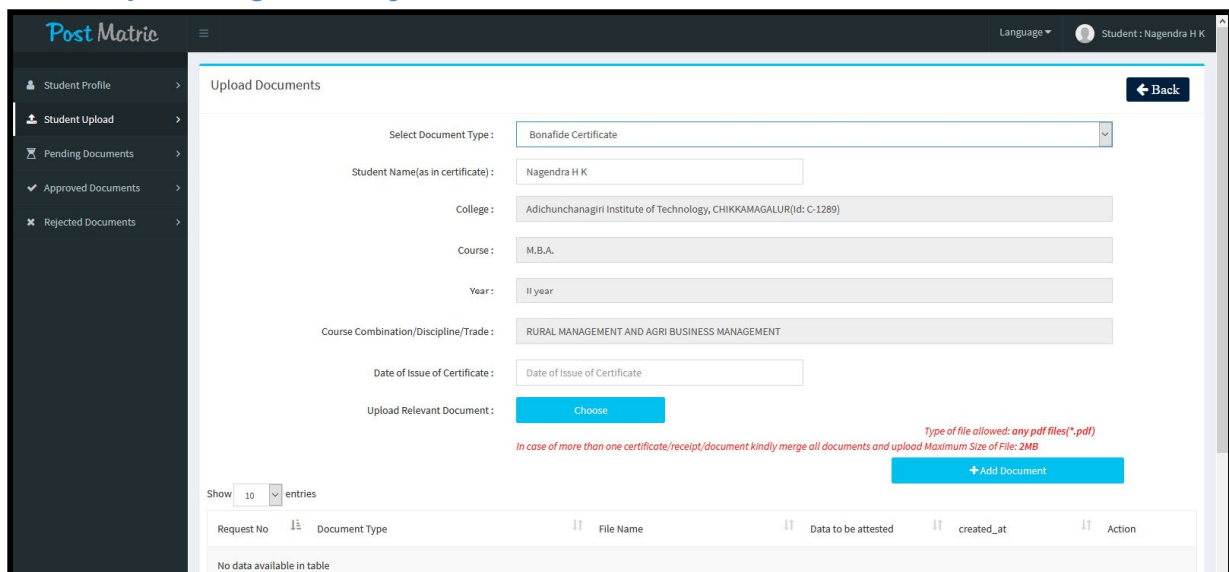- Name of the Hostel(should provide only if the student is staying in a private hostel)

Student should provide the above mentioned details by selecting appropriate data from the drop-down lists provided and should then click on "**Save**" button.

3. UPLOADING OF DOCUMENTS

Student should then select the **document type** (Study/Bonafide Certificate, Fee Receipt, Marks Sheet/Promotion Certificate and Hostel Admission Certificate (For hostellers)) which he/she has to upload and submit for e-Attestation from the "**Select Document Type**" drop-down list.

3.1 Uploading of Study/Bonafide Certificate:

Student should select "**Study/Bonafide Certificate**" option from the "**Select Document Type**" drop-down list, enter "**Date of Issue of Certificate**" in the input field provided, should **browse** and **upload** the scanned document and should then click on "**Add Document**" button.

NOTE: Details such as "**Student Name as in Certificate, College, Course, Year, and Course-Combination/Discipline/Trade**" will be auto-retrieved from the "**Student Profile**" feature that is updated by the student.

3.2 Uploading Mark Sheet/Promotion Certificate:

Student should select "**Mark Sheet/Promotion Certificate**" option from the "**Select Document Type**" drop-down list, enter his/her "**Marks Obtained & Maximum Marks in Percentage/CGPA in Previous Year**" in the input fields provided, select whether **he/she has been promoted from previous year**, select **whether he/she has been passed in all subjects** , enter "**Date of Issue of Certifi**cate" in the input field provided, should **browse** and **upload** the scanned document and should then click on "**Add Document**" button.

NOTE: "**Student Name as in Certificate**" will be auto-retrieved from the "**Student Profile**" feature that is updated by the student.

3.3 Uploading Fee Receipt:

Student should select "**Fee Receipt**" option from the "**Select Document Type**" drop-down list, enter **amount of various types of fees that he/she has paid** in the input fields provided, enter "**Date of Issue of Certificate**" in the input field provided, should **browse** and **upload** the scanned document and should then click on "**Add Document**" button.

NOTE: "**Student Name as in Certificate**" will be auto-retrieved from the "**Student Profile**" feature that is updated by the student.

3.4 Uploading Hostel Admission Certificate (Applicable only for Students staying in Private Hostels):

Student should select "**Hostel Admission Certificate**" option from the "**Select Document Type**" drop-down list, should enter "**Date of Issue of Certificate**" in the input field provided, should **browse** and **upload** the scanned document and should then click on "**Add Document**" button.

NOTE 1: Details such as "**Student Name as in Certificate, Name of the Hostel & Year**" will be auto-retrieved from the "**Student Profile**" feature that is updated by the student.

NOTE 2: Scanned document should be in **pdf format** & Scanned **document size** should be **less than 2 MB**.
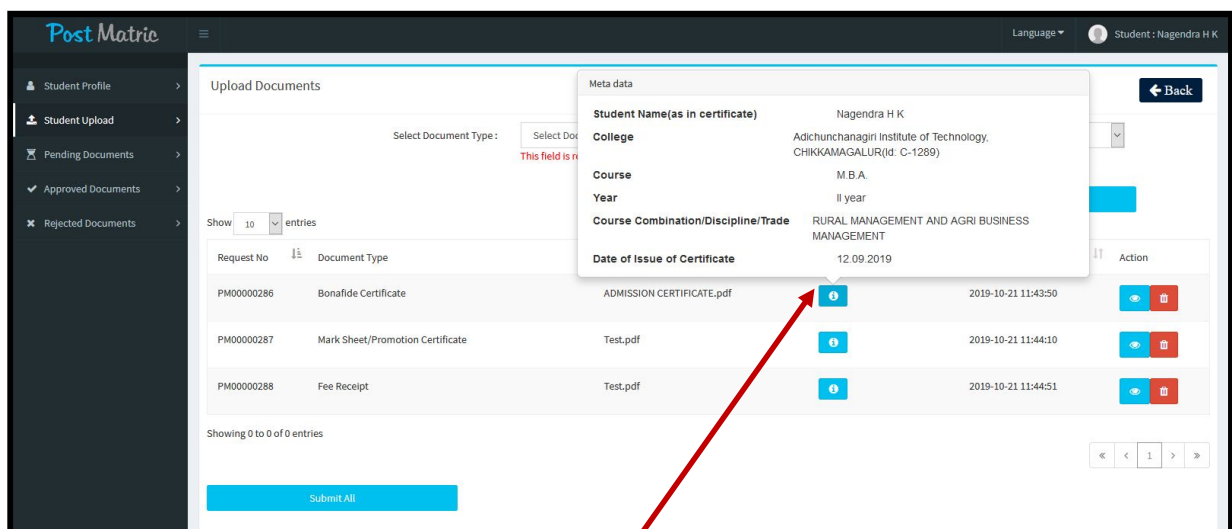
NOTE 3: In case the student has to upload more than one certificate/receipt/document type, then he/she should merge all documents into a single file and then upload.
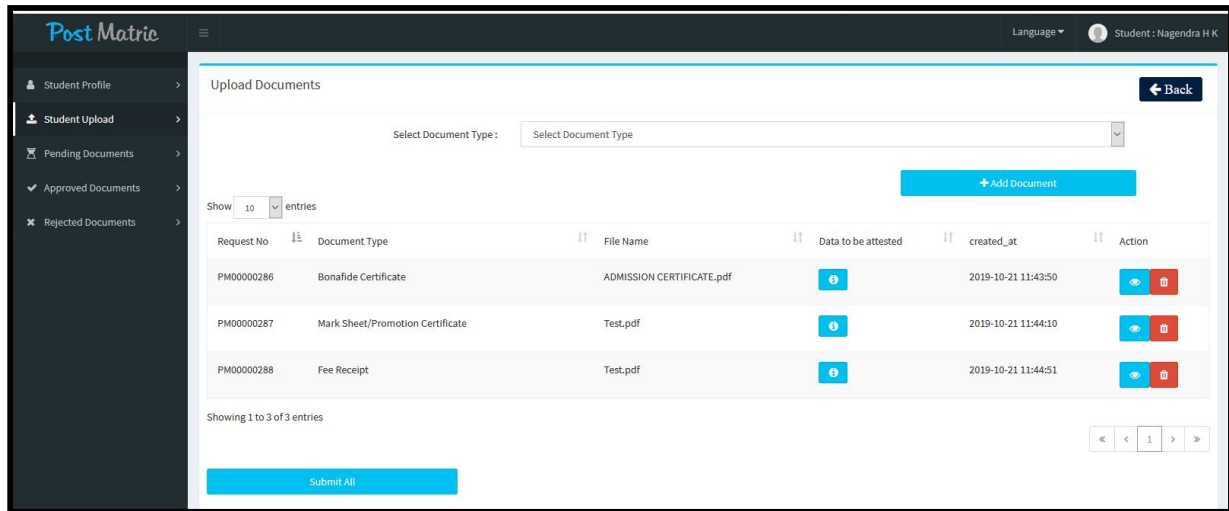
Once the student has uploaded the relevant documents for e-Attestation:

➢ He/she can view the document uploaded by clicking on the "**View document**" icon.

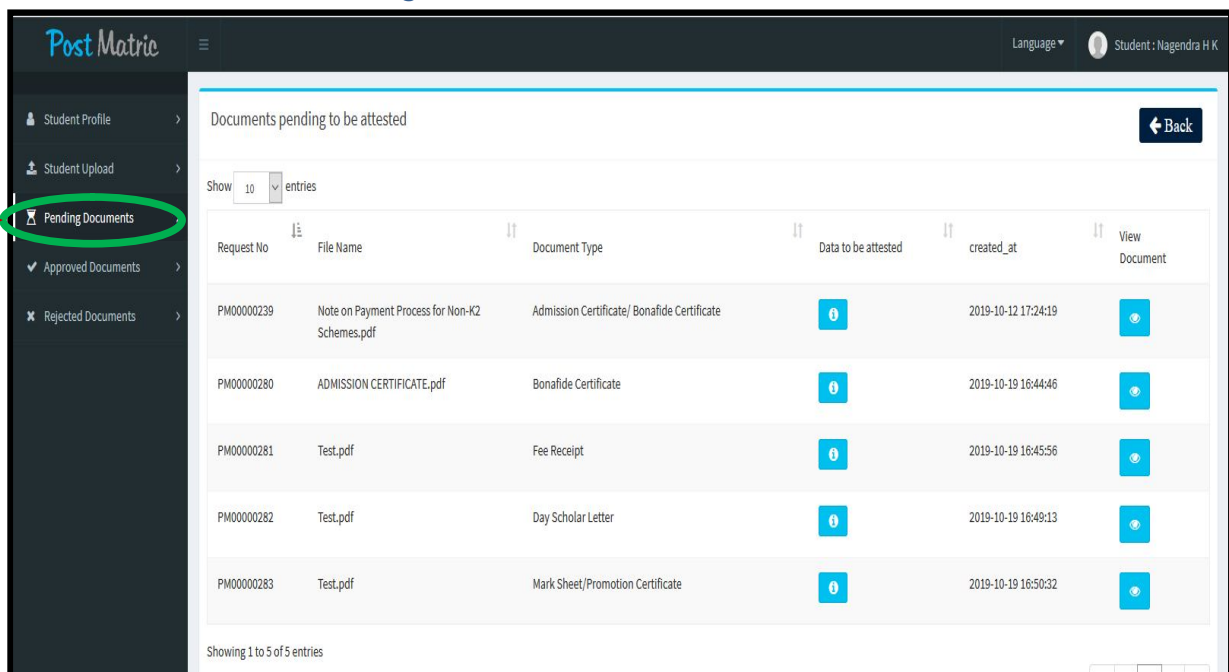➢ He/she can delete the uploaded document by clicking on the "**Delete**" icon.

Student can view the data that will be sent to the e-Attestation officer for verification & attestation by clicking the "**View Data to be Attested**" icon.

NOTE: It is important for the student to ensure that the Meta data (Data to be attested) and the data available in the uploaded document are same. Otherwise there is a possibility of rejection of the document by the e-Attestation Officer during verification process.

Student should click on the "**Submit All**" button after uploading of all relevant documents that are to be e-Attested.
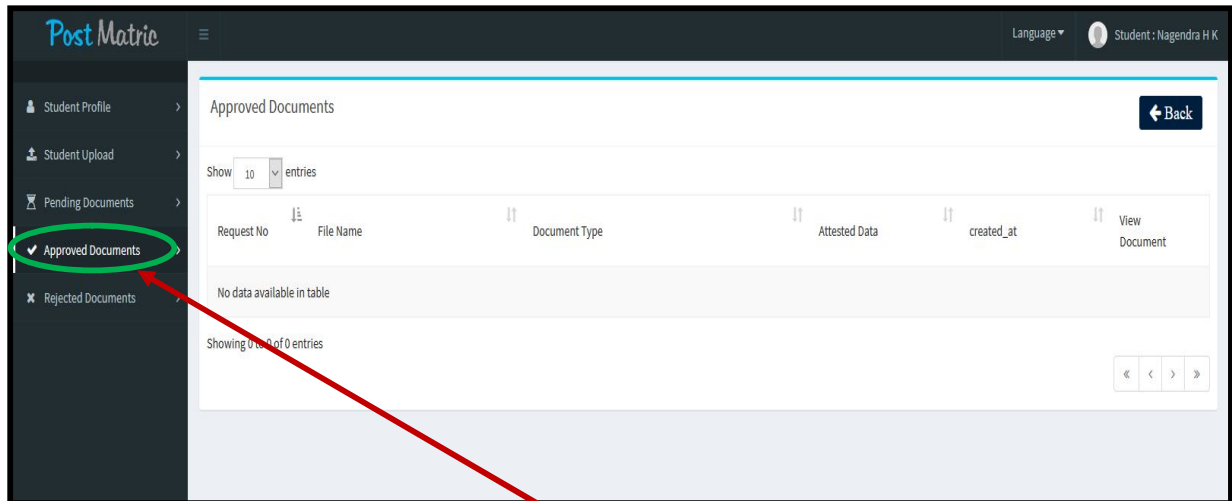
4. Documents Pending to be Attested

All documents that are uploaded by the student but are pending to be attested by the e-Attestation officer will be displayed under "**Pending Documents**" menu.
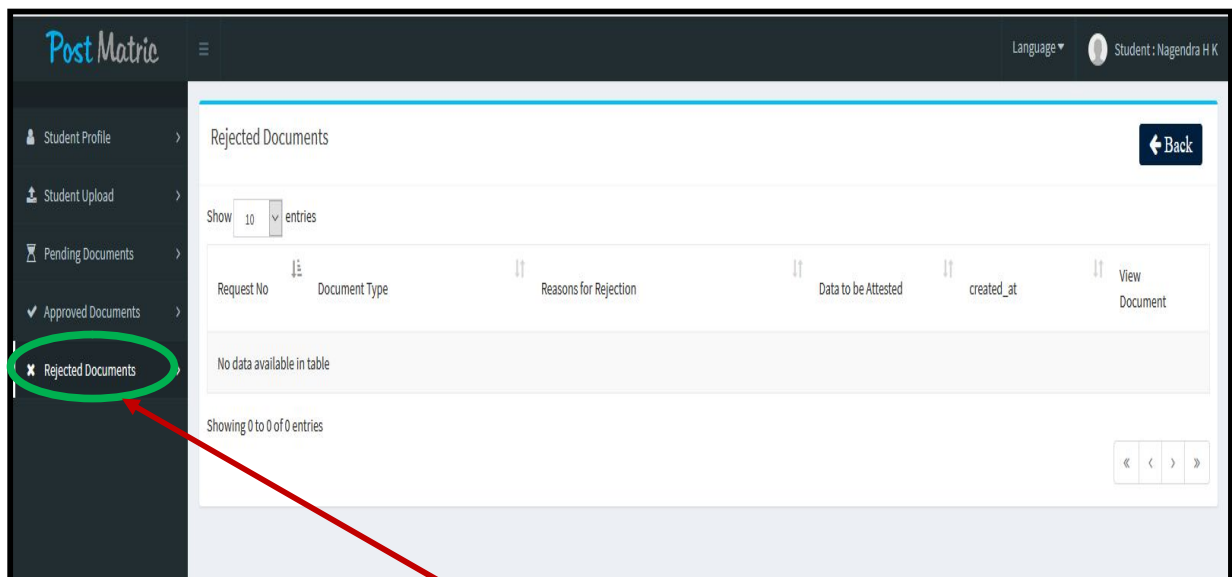
NOTE: Student should visit e-Attestation Officer along with relevant original documents in order to get his/her documents attested.
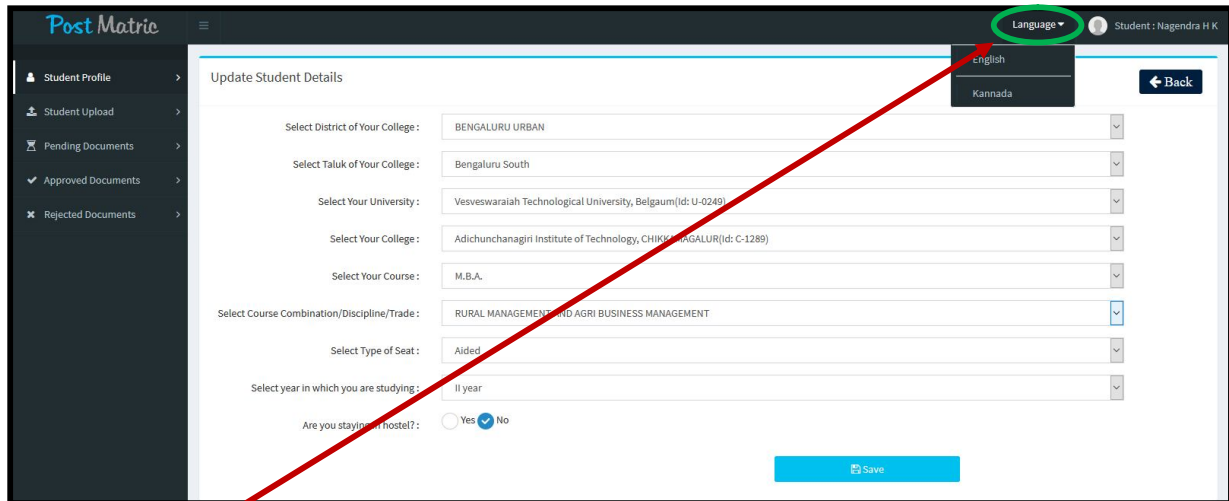
5. APPROVED DOCUMENTS

Student should click on the "**Approved Documents**" menu in order to view the list of documents that have been approved & e-Attested by the Verification Officer.
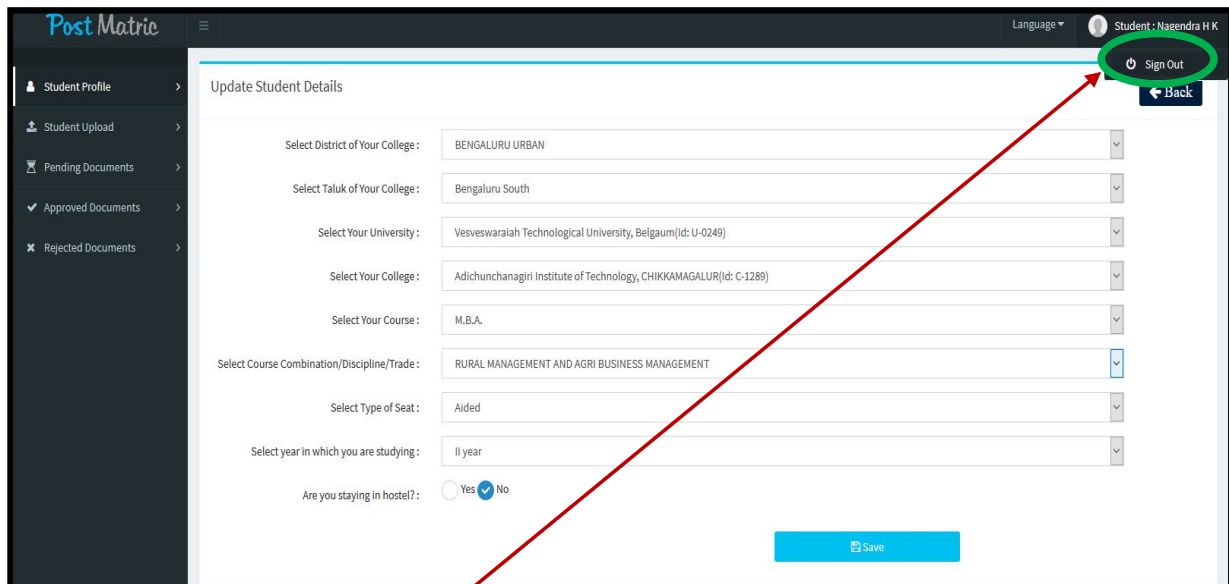
6. REJECTED DOCUMENTS

Student should click on the "**Rejected Documents**" menu in order to view the list of documents that have been rejected by the Verification Officer along with the reason for rejection of the document.

7. CHANGE LANGUAGE

Student   can change the display language to either Kannada or English by clicking on "**Language**" menu.

8. PROFILE SIGN OUT

Student should click on "**Sign Out**" link in order to log out from his/her account.