



ಮೈಕ್ರೋ ಸಂಕರ ವಿದ್ಯಾರ್ಥಿವೇತನ ಅರ್ಜಿಗಾಗಿ ಅಗತ್ಯ ಮಾಹಿತಿ
 ವಿದ್ಯಾರ್ಥಿಗಳ ಎಸ್.ಎ.ಟಿ.ಎಸ್ ಗುರುತಿನ ಸಂಖ್ಯೆ /
 College Registration Number
 ವಿದ್ಯಾರ್ಥಿ ಮತ್ತು ಫೋಟೋ ಆಧಾರ್ ಸಂಖ್ಯೆ
 ಪೊಸ್ಟಲ್
 ಶಾಂತಿ ಮತ್ತು ಆದಾಯ 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
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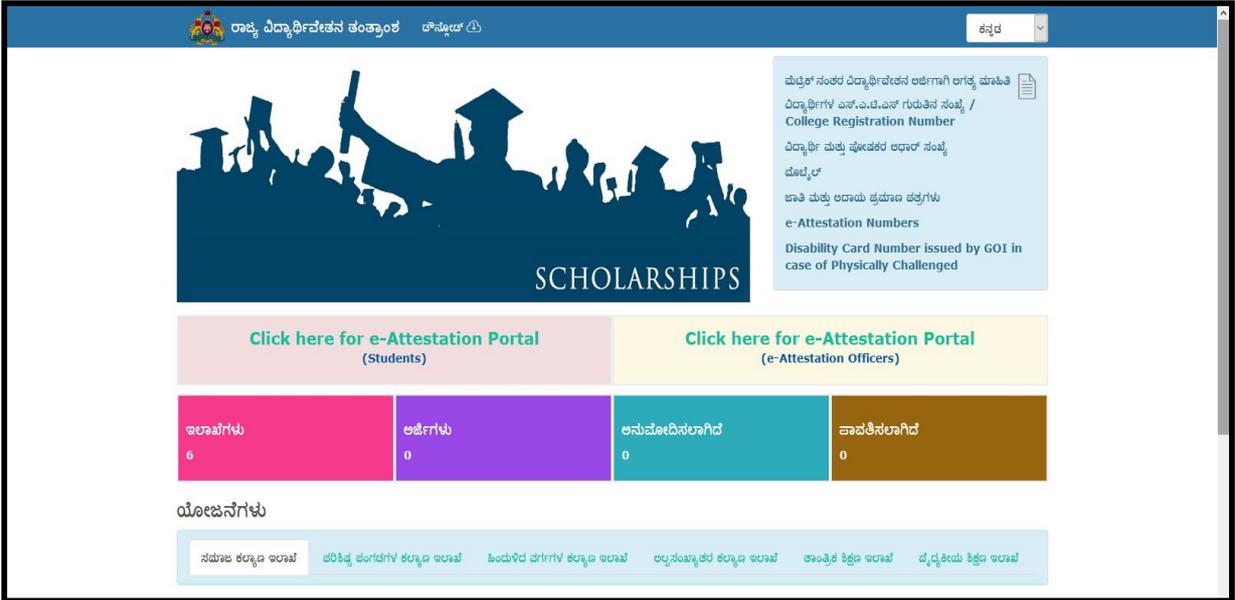
ಯೋಜನೆಗಳು

- ಸಾಮಾನ್ಯ ಕಲ್ಯಾಣ ಇಲಾಖೆ
- ಪರಿಶಿಷ್ಟ ಪಂಗಡಗಳ ಕಲ್ಯಾಣ ಇಲಾಖೆ
- ಹಿಂದುಳಿದ ವರ್ಗಗಳ ಕಲ್ಯಾಣ ಇಲಾಖೆ
- ಅಲ್ಪಸಂಖ್ಯಾತರ ಕಲ್ಯಾಣ ಇಲಾಖೆ
- ಶಾಂತಿ ಕಕ್ಷಣ ಇಲಾಖೆ
- ವೈದ್ಯಕೀಯ ಕಕ್ಷಣ ಇಲಾಖೆ

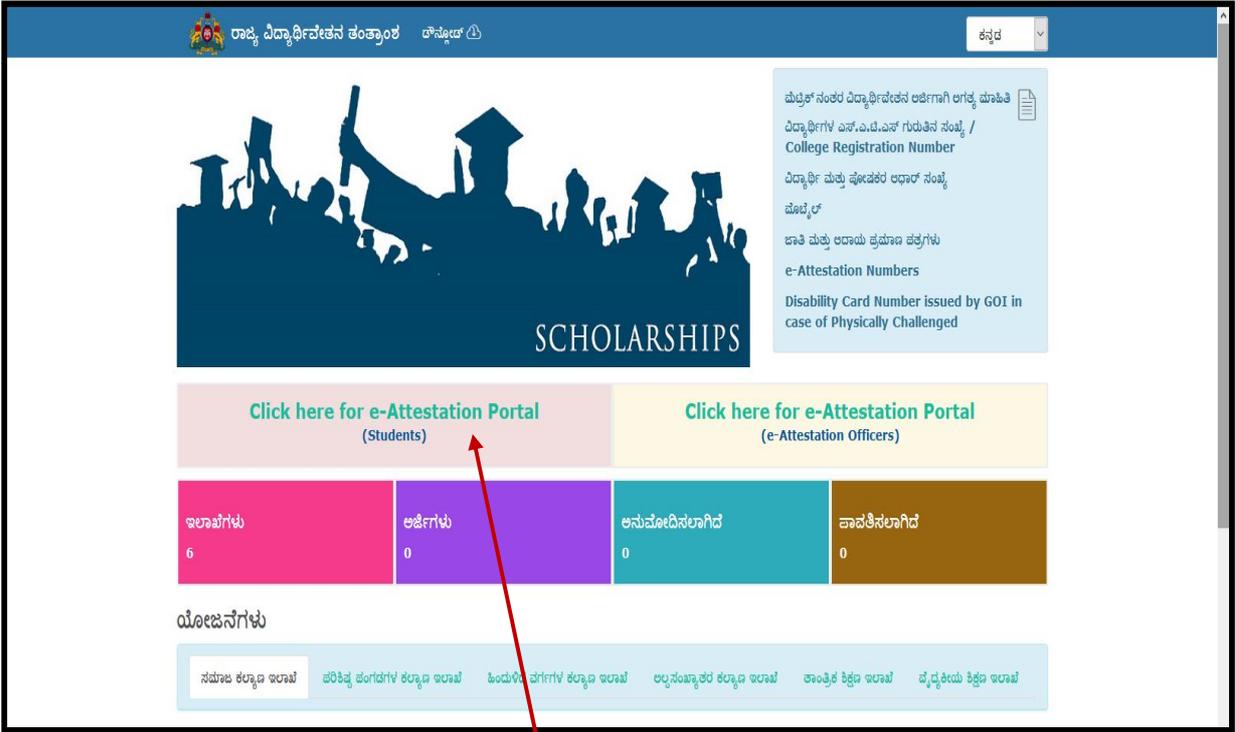
User Manual for Students to Upload & Submit Documents for e-Attestation

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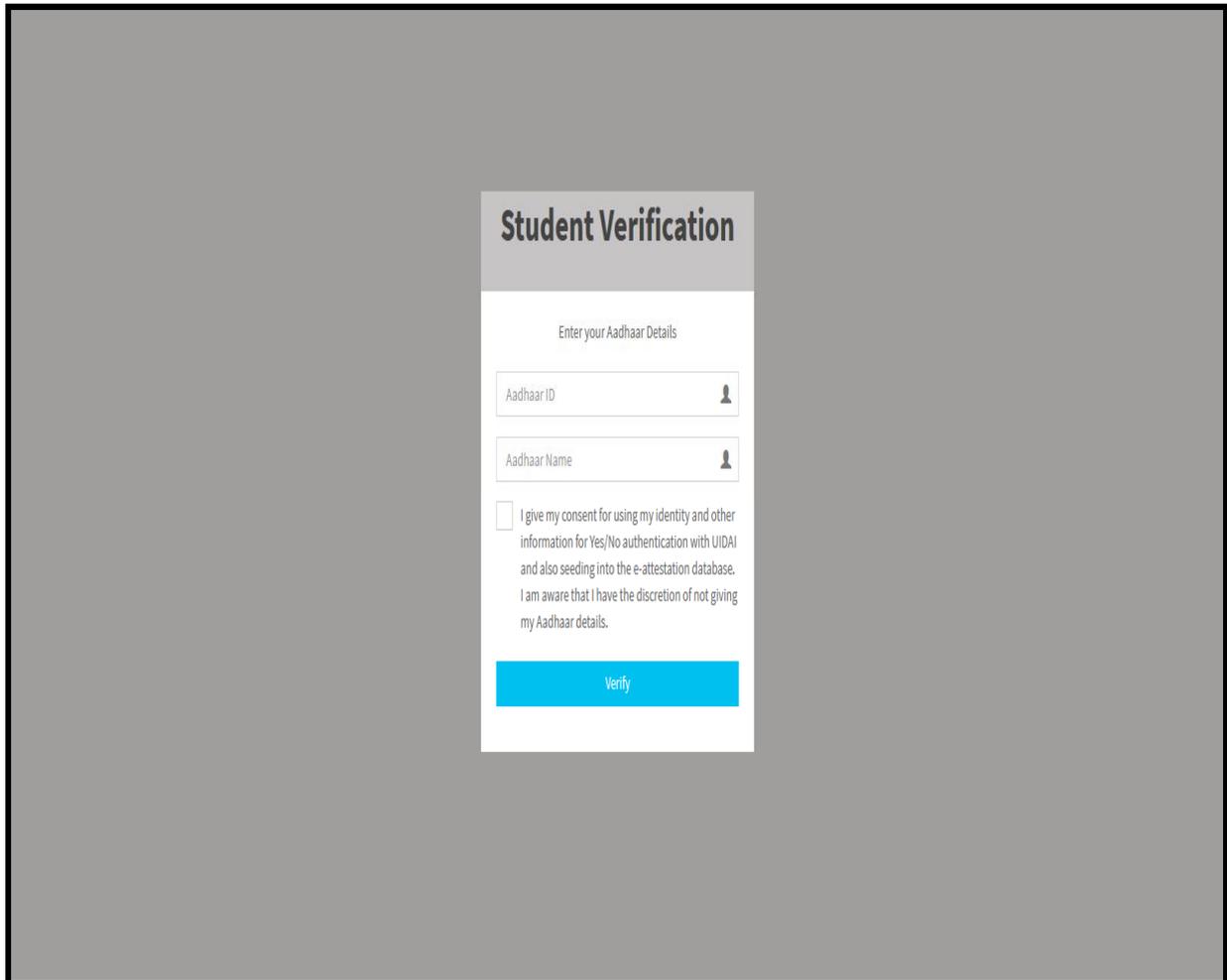


In order to access the e-Attestation application from an internet browser, open your internet browser and type [<http://ssp.postmatric.karnataka.gov.in>] in the address bar and press enter. Web Page as shown in the above screenshot will open.



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

1. STUDENT LOGIN



The screenshot shows a 'Student Verification' form. At the top, it says 'Student Verification'. Below that, it asks to 'Enter your Aadhaar Details'. There are two input fields: 'Aadhaar ID' and 'Aadhaar Name', each with a person icon on the right. Below the input fields is a checkbox labeled 'I give my consent for using my identity and other information for Yes/No authentication with UIDAI and also seeding into the e-attestation database. I am aware that I have the discretion of not giving my Aadhaar details.' At the bottom of the form is a blue 'Verify' button.

- 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

The screenshot shows the 'Update Student Details' form in the PostMetric system. The form includes the following fields:

- Select District of Your College: BENGALURU URBAN
- Select Taluk of Your College: Bengaluru South
- Select Your University: Vesveswaraiah Technological University, Belgaum (Id: U-0249)
- Select Your College: Adichunchanagiri Institute of Technology, CHIKKAMAGALLUR (Id: C-1289)
- Select Your Course: B.E.
- Select Course Combination/Discipline/Trade: AEROSPACE ENGINEERING
- Select Type of Seat: Private
- Select year in which you are studying: II year
- Are you staying in hostel?: Yes No

A 'Save' button is located at the bottom right of the form, and a 'Back' button is in the top right corner.

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

The screenshot shows a web form with the following fields:

- Select Taluk of Your College: Bengaluru South
- Select Your University: Vesveswaraiah Technological University, Belgaum (Id: U-0249)
- Select Your College: Adichunchanagiri Institute of Technology, CHIKKAMAGALUR (Id: C-1289)
- Select Your Course: B.E.
- Select Course Combination/Discipline/Trade: AEROSPACE ENGINEERING
- Select Type of Seat: Private
- Select year in which you are studying: II year
- Are you staying in hostel?: Yes No
- Select Your Hostel: Select Your Hostel
- Select Your Department: revenue
- Select District of Your Hostel: BENGALURU RURAL
- Select Taluk of Your Hostel: Anekal

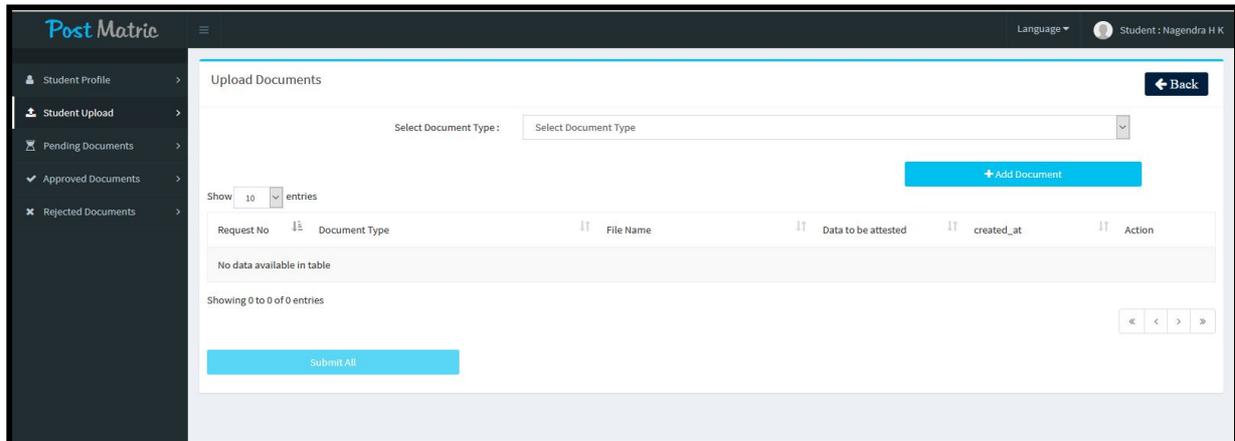
A blue "Save" button is located at the bottom right of the form, with a red arrow pointing to it.

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)

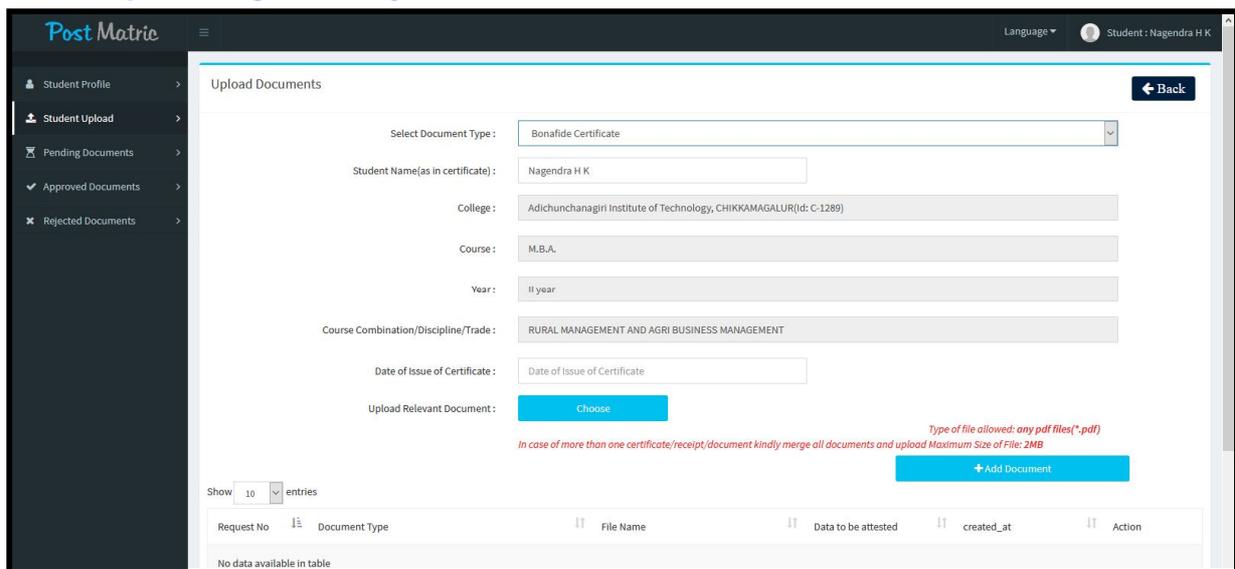
Student should provide the above mentioned details by selecting appropriate data from the drop-down lists provided and should then click on "**Save**" button.

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:

The screenshot shows the 'Upload Documents' interface in the PostMetric system. The sidebar on the left contains navigation links: Student Profile, Student Upload, Pending Documents, Approved Documents, and Rejected Documents. The main content area is titled 'Upload Documents' and includes a 'Back' button. The form fields are as follows:

- Select Document Type:** Mark Sheet/Promotion Certificate
- Student Name(as in certificate):** Nagendra H K
- Obtained Marks in percentage/CGPA in Previous Year:** [Input field]
- Maximum Marks in percentage/CGPA in Previous Year:** [Input field]
- Are you promoted from previous year:** Yes No
- Have you passed in all subjects?:** Yes No
- Date of Issue of Certificate:** [Input field]
- Upload Relevant Document:** Choose

Additional information and buttons:

- File Type Note:** Type of file allowed: any pdf files(*.pdf)
- File Size Note:** In case of more than one certificate/receipt/document kindly merge all documents and upload Maximum Size of File: 2MB
- Buttons:** + Add Document
- Table Header:** Request No, Document Type, File Name, Data to be attested, created_at, Action

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 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.

3.3 Uploading Fee Receipt:

Post Matrix

Language Student : Nagendra H K

Student Profile

Student Upload

Pending Documents

Approved Documents

Rejected Documents

Upload Documents

Back

Select Document Type : Fee Receipt

Student Name(as in Receipt) : Nagendra H K

Admission Fee : Admission Fee

Application Fee : Application Fee

Correspondence Course (books) : Correspondence Course (books)

Development Fee : Development Fee

Escort Allowance : Escort Allowance

Exam Fee : Exam Fee

Food & Accommodation Fee : Food & Accommodation Fee

Lab Exam Fee : Lab Exam Fee

Lab Fee : Lab Fee

Library Fee : Library Fee

Magazine / Calendar Fee : Magazine / Calendar Fee

Thesis Typing / Printing Charges : Thesis Typing / Printing Charges

Transport Allowance : Transport Allowance

Tuition Fee : Tuition Fee

Uniform Fee : Uniform Fee

Union Fee : Union Fee

Date of Issue of Receipt : Date of Issue of Receipt

Upload Relevant Document : Choose

Type of file allowed: any pdf files(*.pdf)
In case of more than one certificate/receipt/document kindly merge all documents and upload Maximum Size of File: 2MB

Add Document

Show 10 entries

Request No	Document Type	File Name	Data to be attested	created_at	Action
No data available in table					

Showing 0 to 0 of 0 entries

Submit All

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):

The screenshot displays the 'Upload Documents' interface in the PostMetric system. The sidebar on the left includes navigation options: Student Profile, Student Upload, Pending Documents, Approved Documents, and Rejected Documents. The main content area is titled 'Upload Documents' and features a 'Back' button in the top right corner. The form contains the following fields and elements:

- Select Document Type:** A dropdown menu currently set to 'Hostel Admission Certificate'.
- Student Name(as in certificate):** A text input field containing 'Nagendra H K'.
- Hostel Name:** A text input field containing 'Government hostel'.
- Year:** A text input field containing '11 year'.
- Date of Issue of Certificate:** A text input field containing 'Date of Issue of Certificate'.
- Upload Relevant Document:** A section with a blue 'Choose' button.
- File Upload Note:** A red text note stating: 'Type of file allowed: any pdf files(*.pdf) In case of more than one certificate/receipt/document kindly merge all documents and upload Maximum Size of File: 2MB'.
- + Add Document:** A blue button to submit the document.

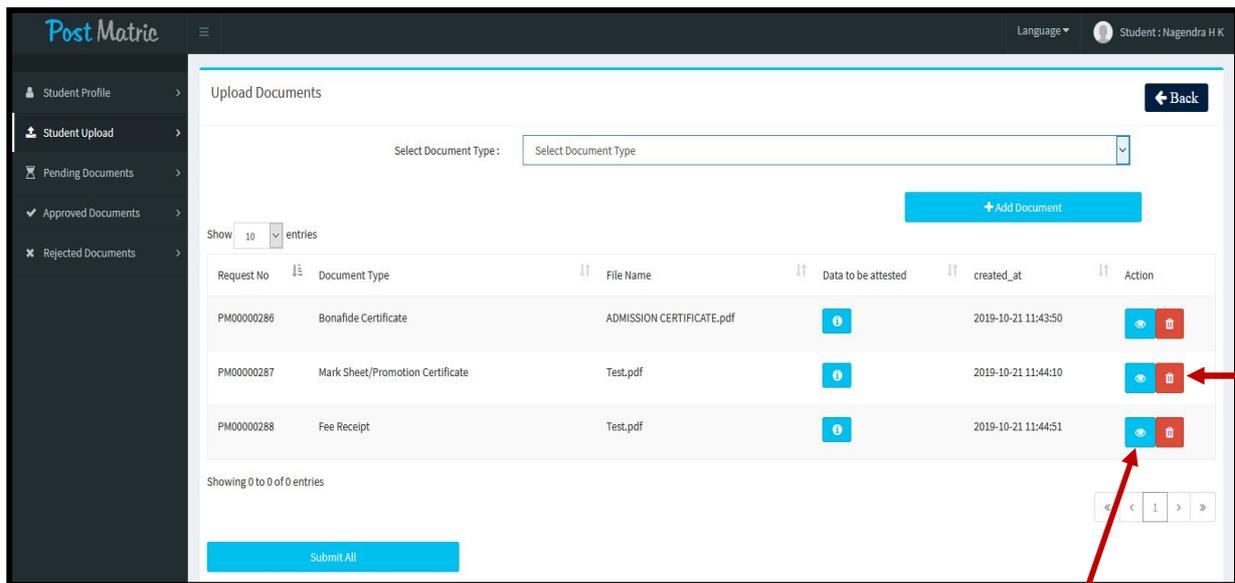
Below the form, there is a table with the following columns: Request No, Document Type, File Name, Data to be attested, created_at, and Action. The table is currently empty, displaying 'No data available in table' and 'Showing 0 to 0 of 0 entries'.

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.

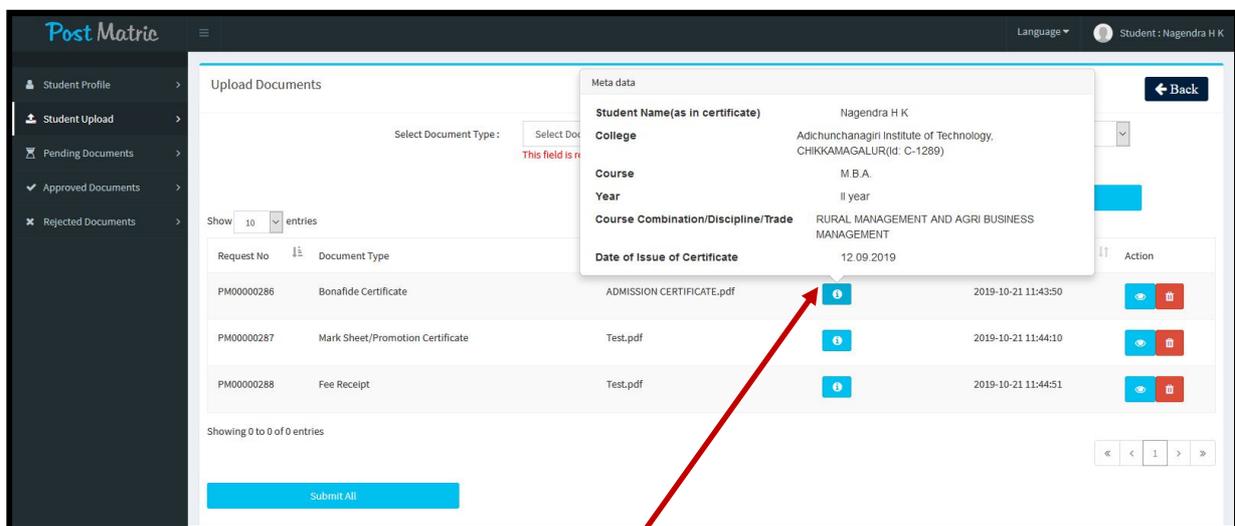
NOTE 2: Scanned document should be in **pdf format** & Scanned **document size** should be **less than 2 MB**.

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.



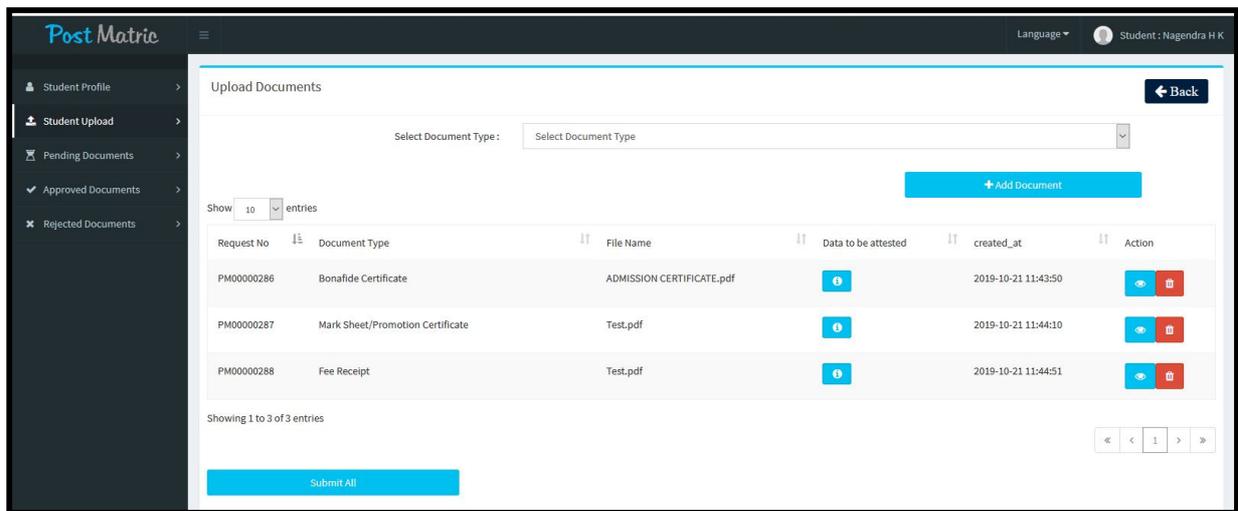
Once the student has uploaded the relevant documents for e-Attestation:

- 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.



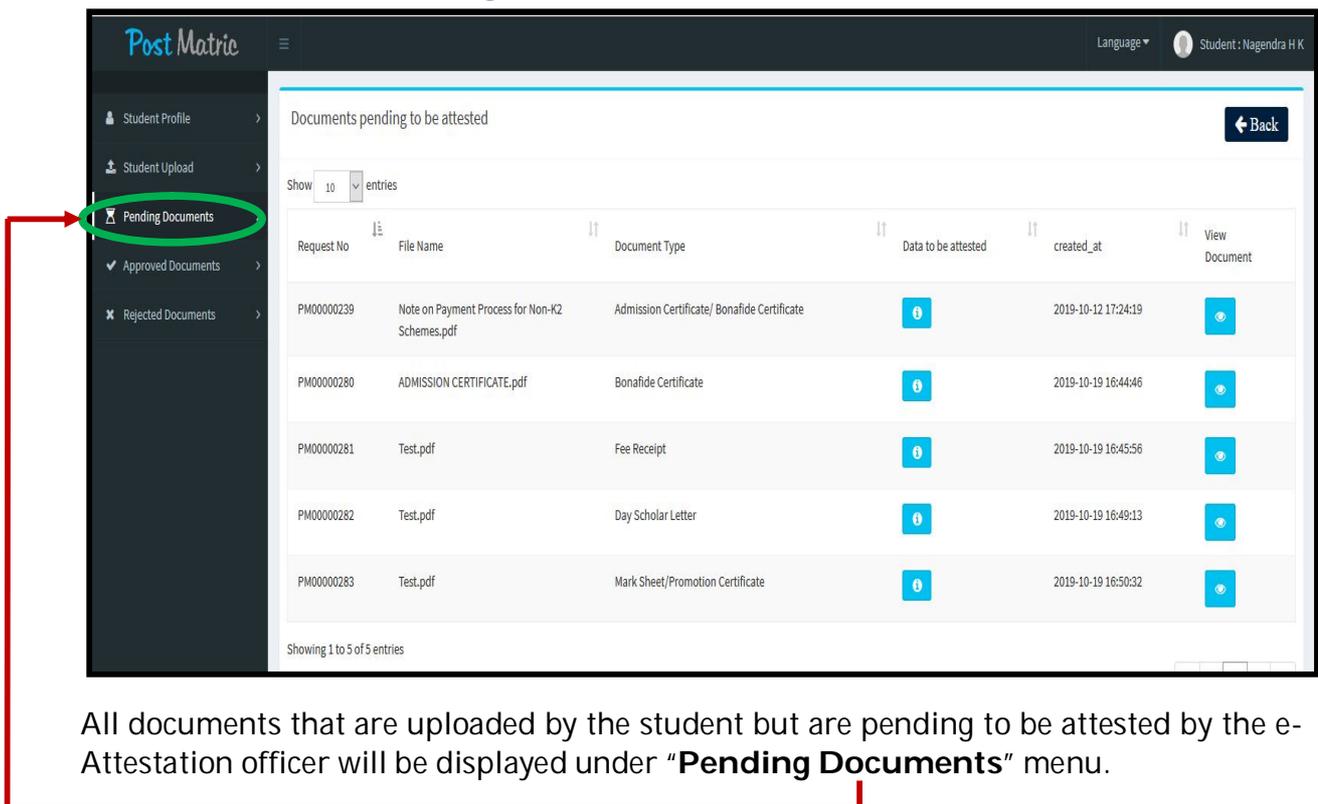
Student can view the data that will be sent to the e-Attestation officer for verification & attestation by clicking the “**View Data to be Attested**” icon.

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.

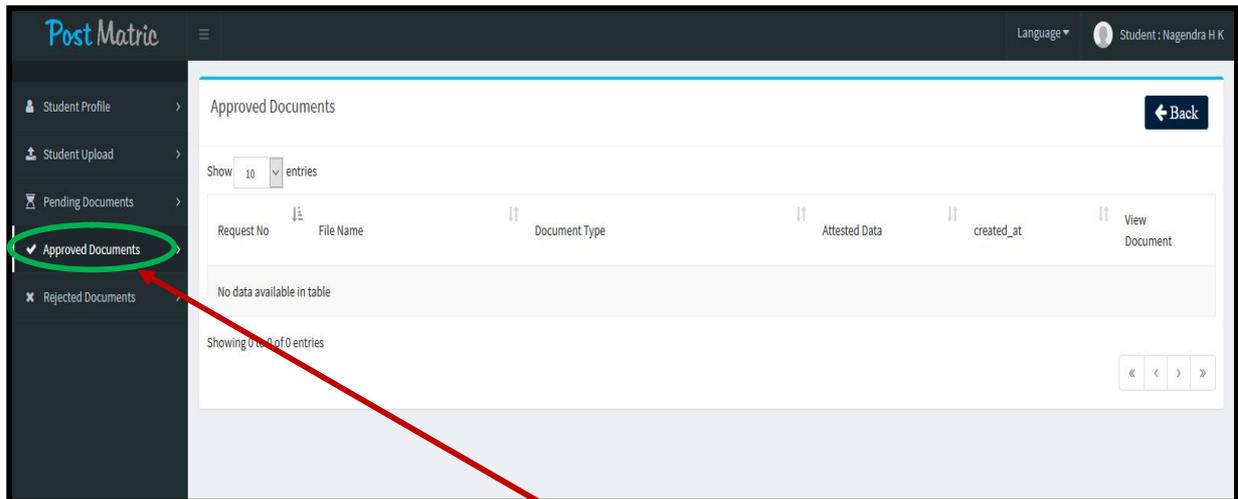
4. Documents Pending to be Attested



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.

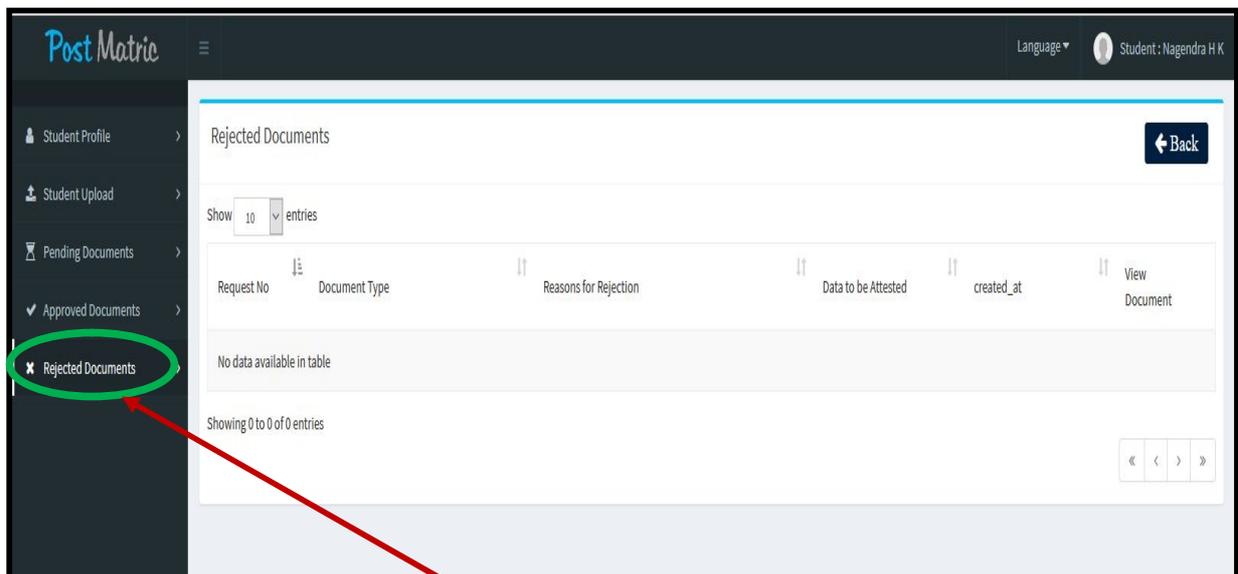
NOTE: Student should visit e-Attestation Officer along with relevant original documents in order to get his/her documents attested.

5. APPROVED DOCUMENTS



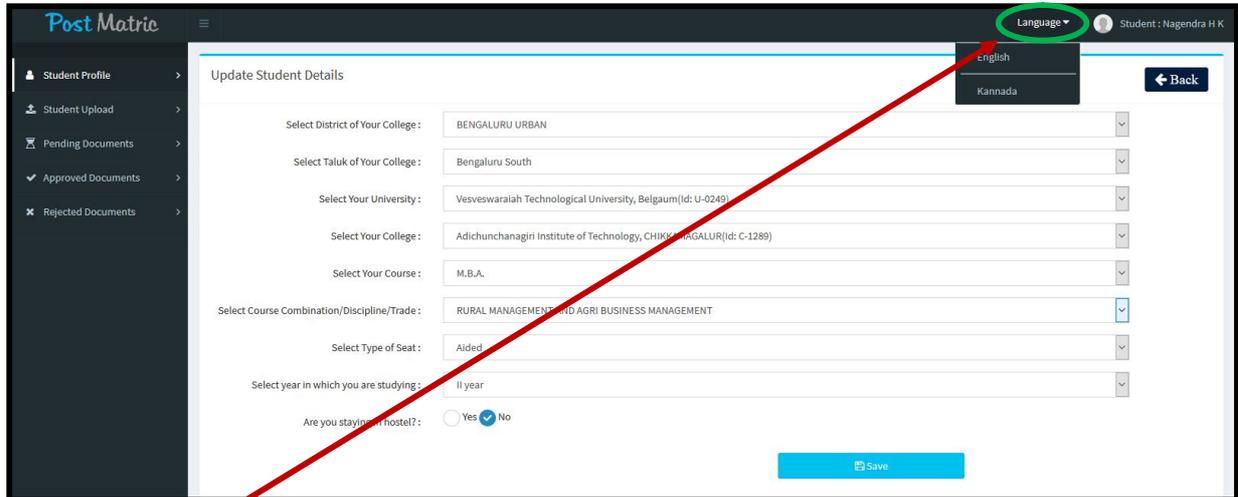
Student should click on the “**Approved Documents**” menu in order to view the list of documents that have been approved & e-Attested by the Verification Officer.

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.

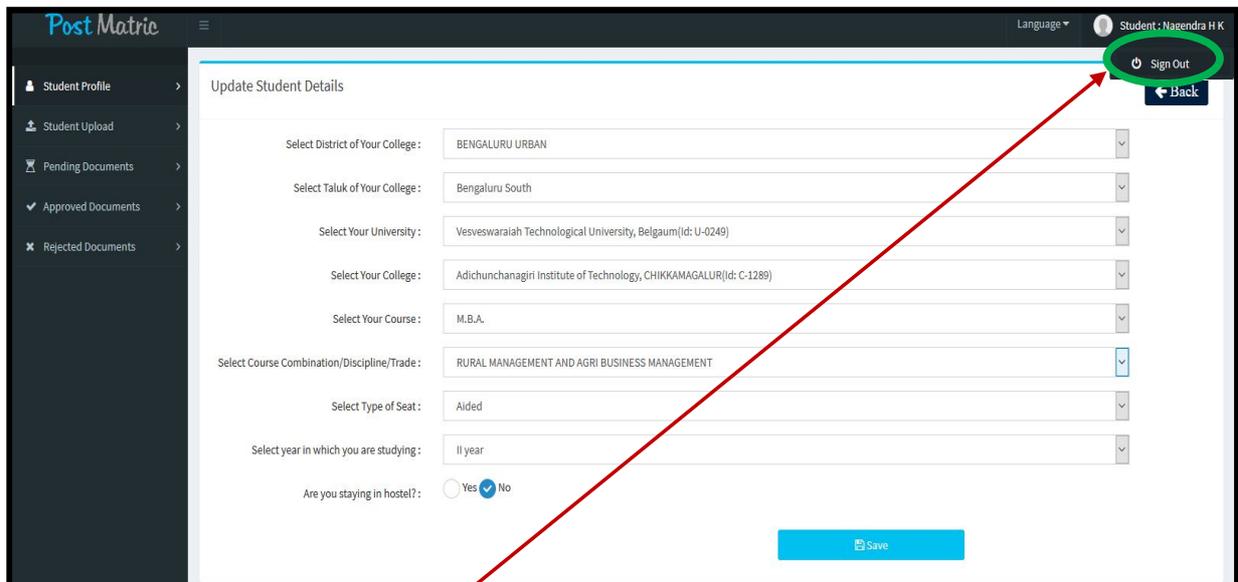
7. CHANGE LANGUAGE



The screenshot shows the 'Update Student Details' page in the Post Matric system. The page contains several dropdown menus for selecting college details, course information, and seat type. A red arrow points from the 'Language' dropdown menu in the top right corner to the text below. The 'Language' menu is open, showing 'English' and 'Kannada' options. The 'Student' name 'Nagendra H K' is visible in the top right corner.

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

8. PROFILE SIGN OUT



The screenshot shows the same 'Update Student Details' page as in the previous image. A red arrow points from the 'Sign Out' link in the top right corner to the text below. The 'Sign Out' link is highlighted with a red circle. The 'Student' name 'Nagendra H K' is visible in the top right corner.

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