

Common Services Portal

(Government of Gujarat)



Digital Gujarat

[Digital Gujarat Portal - Citizen User Manual](#)

Context

1. How Do I Open the Portal ?
2. How Do I change the language ?
3. How Do I Register myself ?
4. How Do I login myself ?
5. My Profile
6. Getting trouble in Login ?
7. How to Apply for a new service ?
8. How can I use Digital Locker in Digital Gujarat?
9. How do I process for the payment online?
10. Help
11. Landing Page Tour



Correct



Wrong



Attention

1. How Do I Open the Portal ?

Go to the URL : www.digitalgujarat.gov.in - You will land to the Digital Gujarat Home page

Search the required service directly by typing here

List of the popular services

Click to register

Click to login

The screenshot shows the Digital Gujarat Government Services Portal. At the top, there is a navigation bar with the Digital Gujarat logo, the Government of Gujarat emblem, and language options (English, ગુજરાતી) with font size settings (A-, A, A+). There are 'Register' and 'Login' buttons. Below the navigation bar is a search bar with the text 'Search Gujarat Government Services' and a 'Search' button. A red dot points to the search input field with the text 'Search the required service directly by typing here'. Below the search bar is a 'Popular Services' section with four service cards: 'Affidavit Of Income', 'Change In Ration Card', 'Senior Citizen Certificate', and 'Affidavit Of Widow Assistance Related'. A red line points to the 'Affidavit Of Income' card with the text 'List of the popular services'. There are also 'Click to register' and 'Click to login' annotations pointing to the respective buttons. At the bottom, there is a 'What's New' section with links to various pages, a QR code, and the Dst Department of Science & Technology logo.

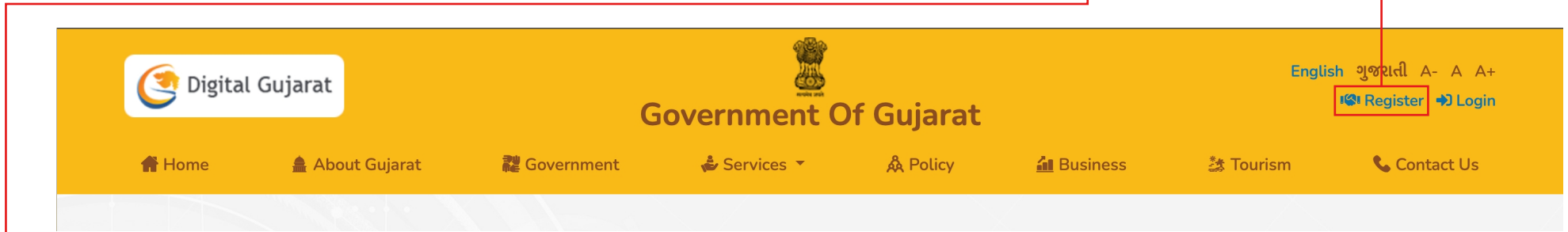
2. How Do I change the language ?

Select the suitable language - Click here to change into Gujarati

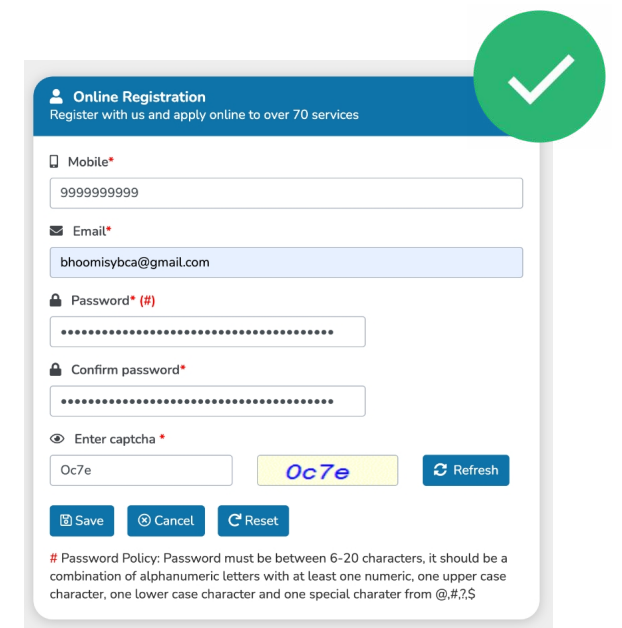
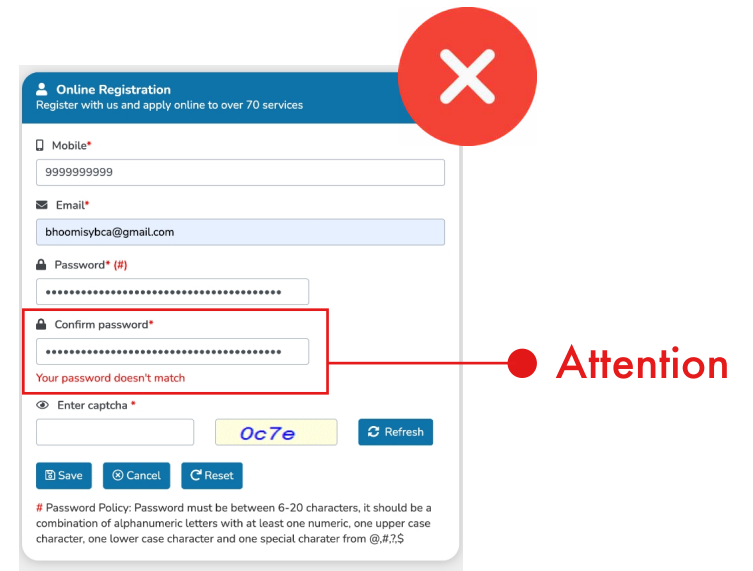
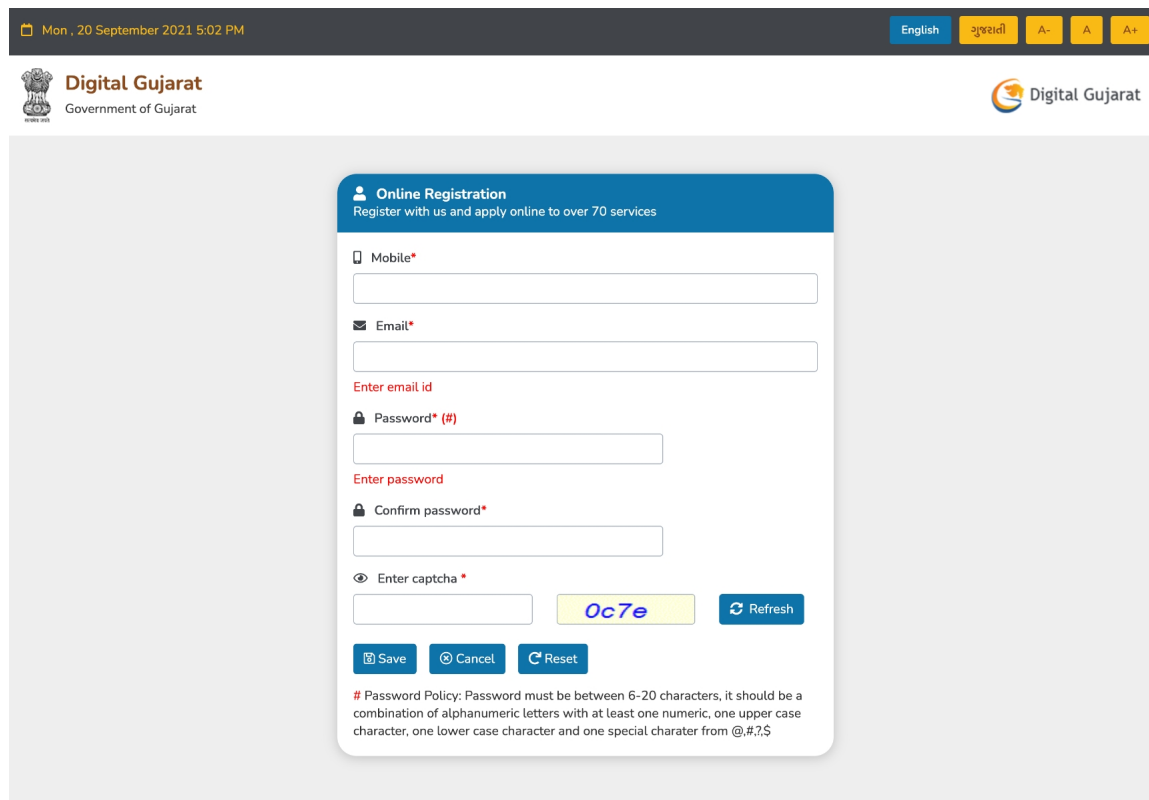
The screenshot shows the Digital Gujarat website interface. At the top, there is a yellow header with the Digital Gujarat logo on the left, the Government of Gujarat emblem and name in the center, and language options on the right. The language options include 'English', 'ગુજરાતી' (Gujarati), 'A-', 'A', and 'A+'. A red box highlights the 'ગુજરાતી' option, and a red line points from the text above to this box. Below the header is a navigation menu with icons for Home, Gujarat Affairs, Government, Services, Policy, Business, Migration, and Contact Us. The main content area features a search bar with the text 'Type here...' and a 'શોધો' (Search) button. Below the search bar is a section titled 'લોકપ્રિય સેવાઓ' (Popular Services) with four service cards: 'વિધવા હોવા અંગેનું પ્રમાણપત્ર (પંચાયત) (ગ્રામ્ય)' (Widow Certificate (Panchayat) (Rural)), 'રેશન કાર્ડમાંથી નામ રદ કરવું' (Remove name from Ration Card), 'આવક અંગેનું સોગંદનામું' (Income Certificate), and 'રેશનકાર્ડમાં સુધારો કરવો' (Correct Ration Card). At the bottom, there is a blue banner with the text 'નવું શું છે' (What's New) and 'સર્વેશન ગુજરાતમાંથી સેવાઓ મેળવી શકો છો' (You can get services from Gujarat). Below this is a footer with a list of links, a QR code, and the DSI logo and name: 'Department of Science & Technology, Government of Gujarat'. A small JavaScript code snippet is visible at the bottom left: 'javascript:___doPostBack('ctl00\$btnLangGujarati','')

3. How Do I Register myself ?

Click here to register

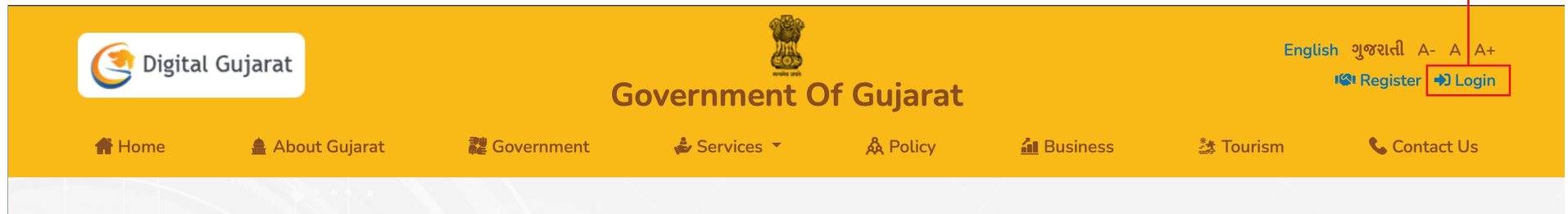


You will be redirected to the registration form page



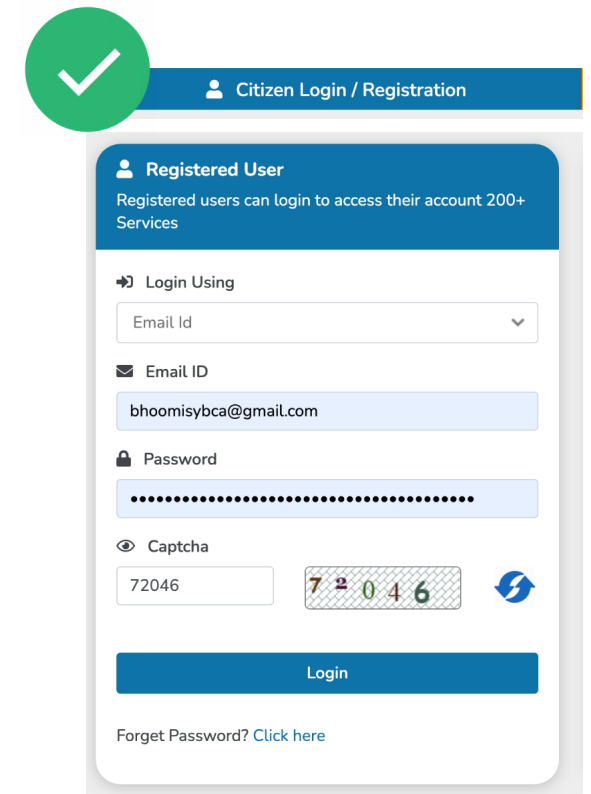
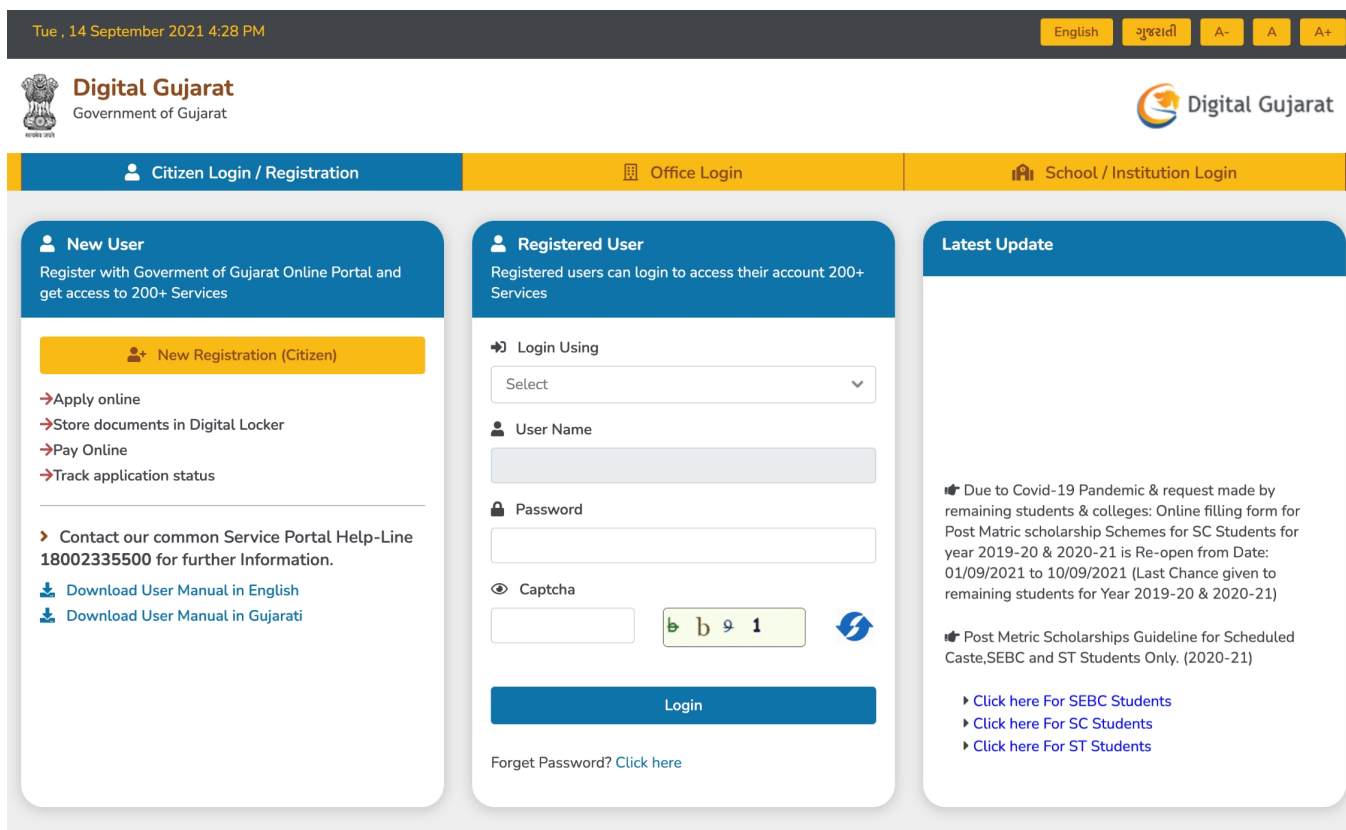
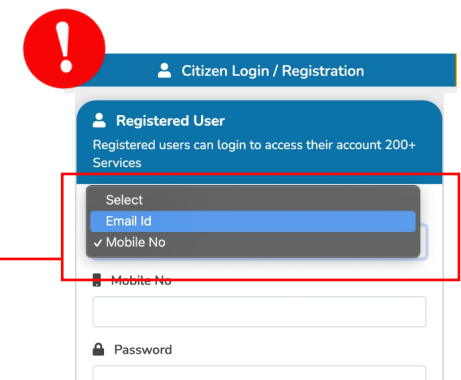
4. How Do I login myself ?

Click here to Login



You will be redirected to the login form page

Select the suitable option



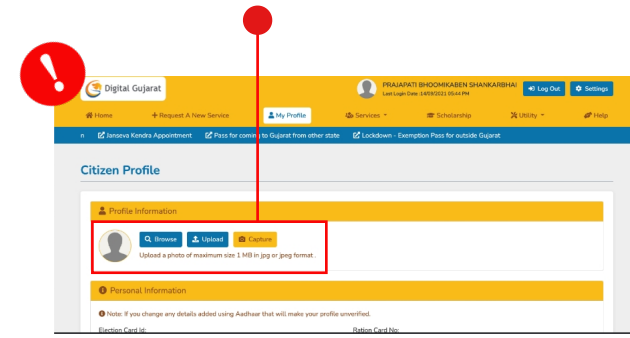
5. My Profile

Citizen profile page, fill the informations to continue

Upload/browse/capture your profile picture

The screenshot shows the 'Citizen Profile' page with the following details:

- Profile Information:** Includes a photo upload area with 'Browse', 'Upload', and 'Capture' buttons. Below it, a note states: "the holder of Aadhar Number, hereby give my consent to Mamlatdar/Zonal Officer to obtain my Aadhar number, Name, Date of birth and Gender for authentication with UIDAI. Mamlatdar/Zonal Officer has informed me that my identity information would only be used for the purpose of demographic detail authentication." Below this is a 'Verify Aadhaar' button and an 'Aadhaar Status' section with a '(For more Detail in Error Code Click here)' link.
- Personal Information:** Includes fields for Election Card Id, Ration Card No., Name (First, Middle, Last), Gender, Date of Birth, and Aadhaar No. A 'Get Ration Card Details' button is highlighted.
- Current Address Information:** Includes a text field for Current Address and dropdown menus for District, Taluka, Rural/Urban, and Village.
- Permanent Address Information:** Includes a checkbox for 'If Permanent Address is same as Current Address', a text field for Permanent Address, and dropdown menus for District, Taluka, Rural/Urban, and Village.
- Footer:** Includes a captcha field with the value 'ee58', a 'Refresh' button, and 'Update Profile', 'View Verify Profile', and 'Cancel' buttons.



Get your Ration Card details here

Tick mark this section

Verify/Check status of your Aadhar

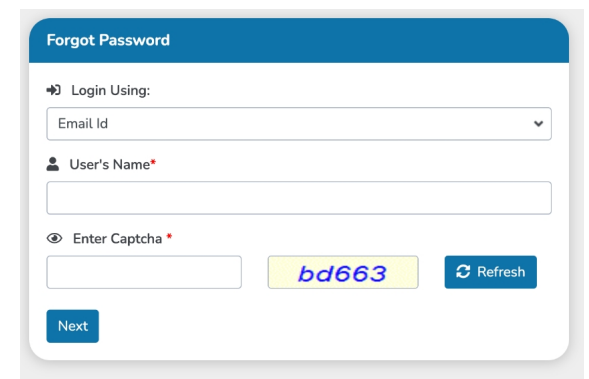
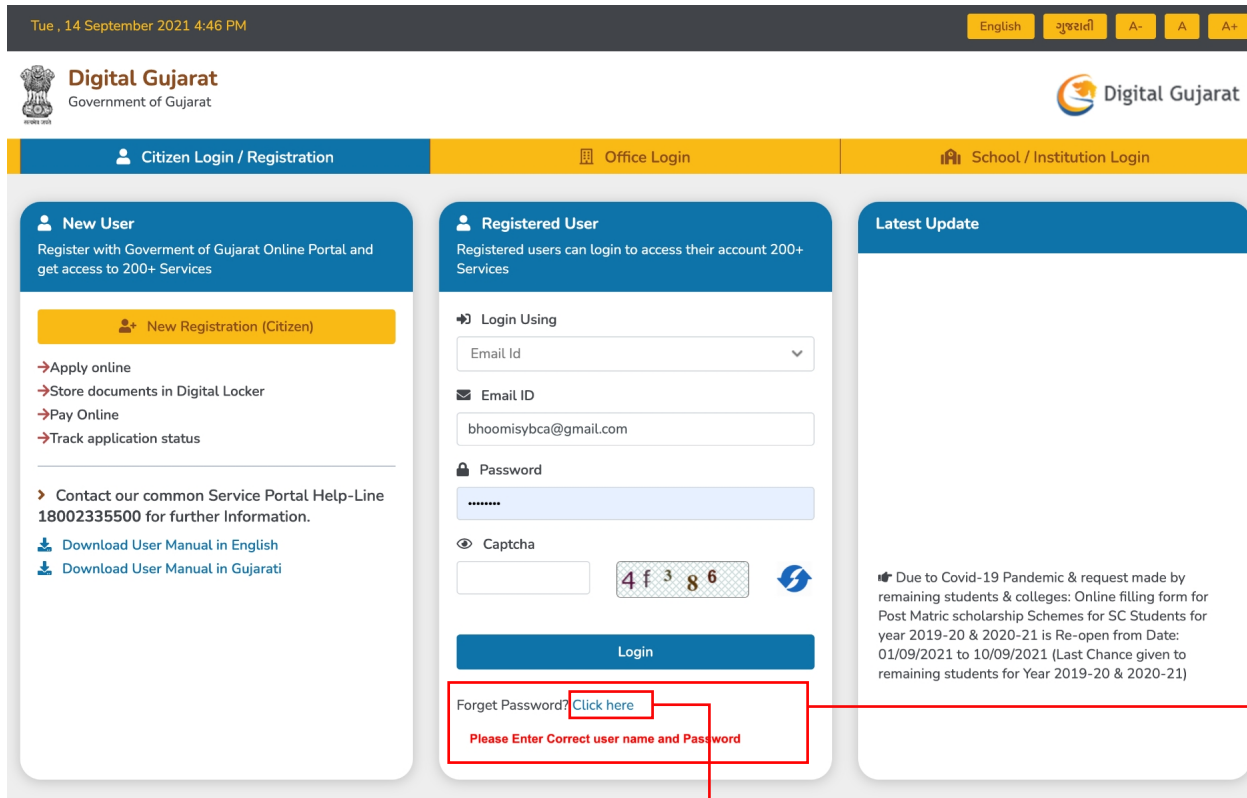
Pay attention while filling this box

You will redirected to this pop-up to get the OTP

Click here to get the OTP again

Verify and check all your filled informations

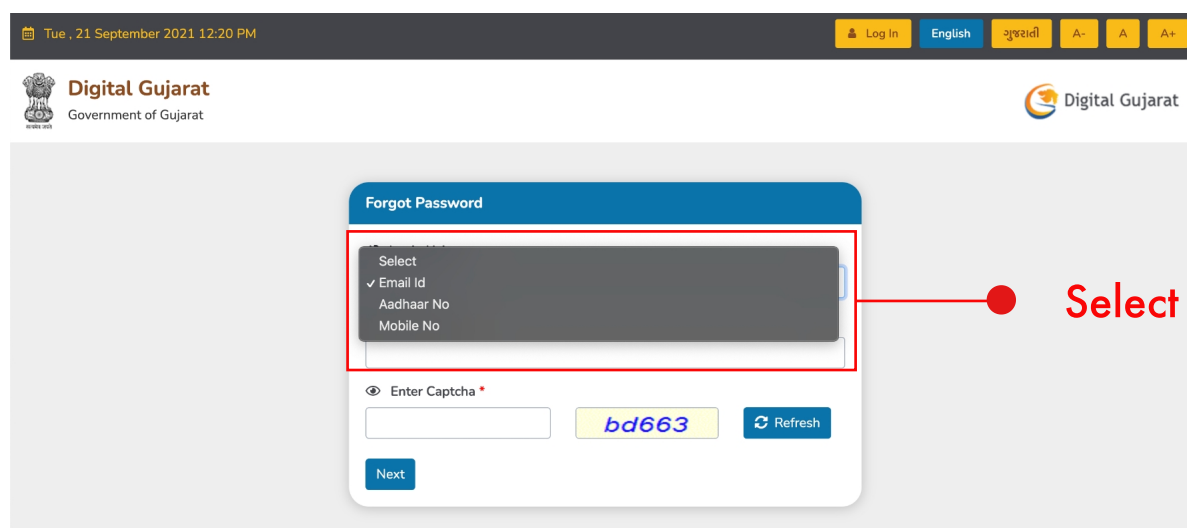
6. Getting trouble in Login ?



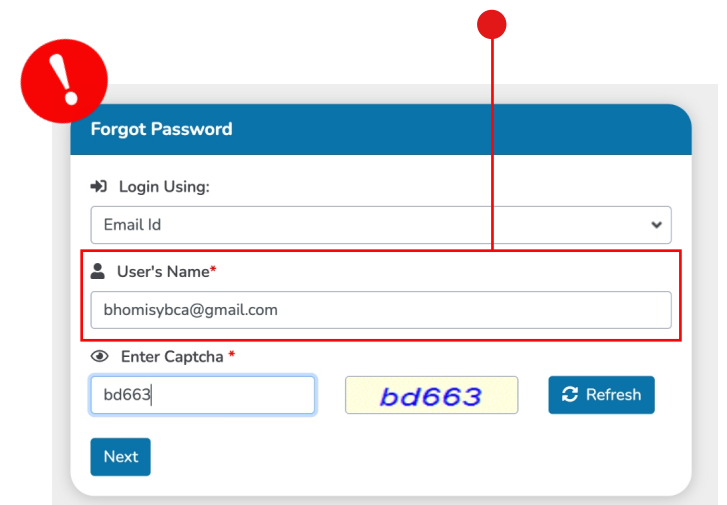
If you forget your password, Don't Worry!

You will be redirected to the Forgot Password page

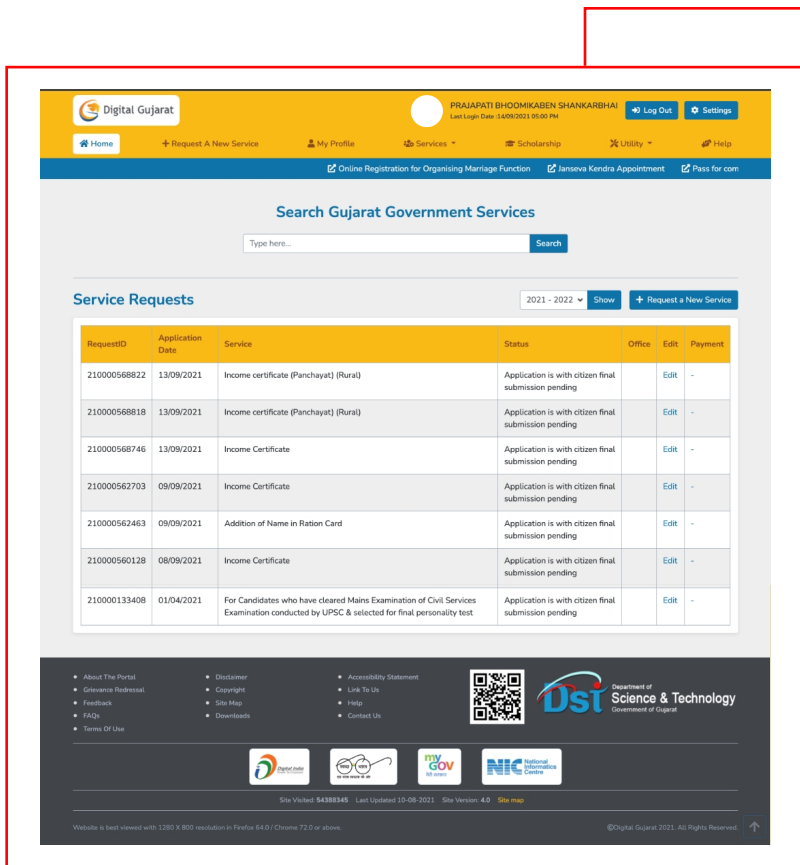
Use email ad/mobile number as user name



Select one



7. How to apply for a new service ?



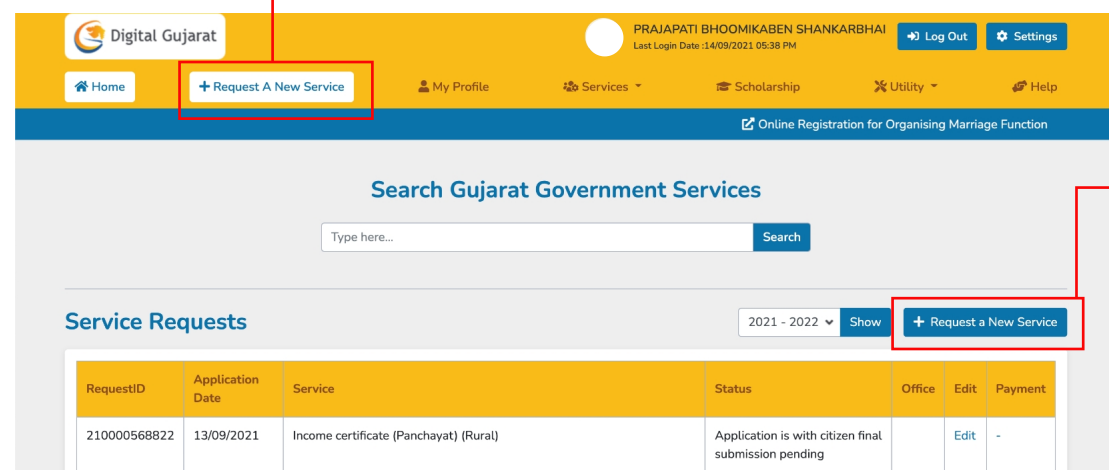
The screenshot shows the Digital Gujarat portal interface. At the top, there is a navigation bar with the user's name 'PRAJAPATI BHOOMIKABEN SHANKARBHAI' and a 'Log Out' button. Below the navigation bar, there is a search bar for 'Gujarat Government Services'. The main content area displays a table of 'Service Requests' with columns for RequestID, Application Date, Service, Status, Office, Edit, and Payment. The table contains several rows of data, including requests for 'Income certificate (Panchayat) (Rural)' and 'Income Certificate'. At the bottom of the page, there are various links and logos, including the Department of Science & Technology logo.

RequestID	Application Date	Service	Status	Office	Edit	Payment
210000568822	13/09/2021	Income certificate (Panchayat) (Rural)	Application is with citizen final submission pending		Edit	-
210000568818	13/09/2021	Income certificate (Panchayat) (Rural)	Application is with citizen final submission pending		Edit	-
210000568746	13/09/2021	Income Certificate	Application is with citizen final submission pending		Edit	-
210000562703	09/09/2021	Income Certificate	Application is with citizen final submission pending		Edit	-
210000562483	09/09/2021	Addition of Name in Ration Card	Application is with citizen final submission pending		Edit	-
210000560128	08/09/2021	Income Certificate	Application is with citizen final submission pending		Edit	-
210000133408	01/04/2021	For Candidates who have cleared Mains Examination of Civil Services Examination conducted by UPSC & selected for final personality test	Application is with citizen final submission pending		Edit	-

Citizen service will be log in and all the services taken by him/her will be shown

1

Request a new service here



The screenshot shows the Digital Gujarat portal interface, similar to the previous one. The 'Request a New Service' button in the navigation bar is highlighted with a red box. The 'Service Requests' table is also visible, showing the first row of data. The 'Request a New Service' button in the table is also highlighted with a red box.

RequestID	Application Date	Service	Status	Office	Edit	Payment
210000568822	13/09/2021	Income certificate (Panchayat) (Rural)	Application is with citizen final submission pending		Edit	-

After clicking, you will be redirected to a service list page

List of all the services

Select the required service

The screenshot shows the 'Services' page on the Digital Gujarat portal. At the top, there is a search bar with the text 'Search Digital gujarat' and a 'Go' button. Below the search bar, a grid of service cards is displayed. Each card contains an icon and the name of a service, such as 'Income Certificate', 'Income certificate (Panchayat) (Rural)', 'Addition of Name in Ration Card', 'Non-Creamy Layer Certificate For Gujarat Government', 'Eligibility Certificate for Economically Weaker Sections (With Income)', 'Application for New Ration Card', 'Change in Ration Card', 'SEBC Certificate', 'Domicile Certificate', 'Removal of Name from Ration Card', 'Application for Separate Ration Card', 'Non-Creamy Layer Certificate For Gujarat Government (Panchayat) (Rural)', 'Online Registration for Organising Marriage Function', 'Non-Creamy Layer Certificate For Central Government', 'Unreserved Caste Certificate(Without Income)', 'Application for Duplicate Ration Card', 'SEBC Certificate (Panchayat) (Rural)', 'Income and Assets Certificate of Economically Weaker Sections from Central Government', 'Gujarat State Electric Vehicle Subsidy Scheme', 'VFBA KHATA DETAILS', 'SC Caste Certificate (Panchayat) (Rural)', 'Eligibility Certificate for Economically Weaker Sections (Panchayat-With Income) (Rural)', 'Religious Minority Certificate', 'Widow Certificate (Panchayat) (Rural)', 'Character Certificate', 'Religious Minority Certificate (Panchayat) (Rural)', 'SC Caste Certificate', 'Senior Citizen Certificate', 'VF7 SURVEY NO DETAILS', 'ST Caste Certificate', 'Widow Certificate', 'Curfew Pass in COVID-19 Lockdown', 'Unreserved Caste Certificate(Panchayat-Without Income) (Rural)', 'Farmer Certificate', 'Registration for issuance of Ex-Servicemen Identity Card', 'COVID-19 Lockdown Exemption Pass for Movement out of Gujarat', 'ST Caste Certificate (Panchayat) (Rural)', 'Application for Ration Card Member's guardian', 'Application for Varsai Certificate', 'Nomad-Denotified Caste Certificate', 'VF6 ENTRY DETAILS', 'For Candidates admitted at SPPA & RTC's for preparation of preliminary exam of the Civil Services Examination conducted by UPSC & selected for UPSC (Monthly Stipend)', 'For Candidates who have cleared preliminary exam of the Civil Services Examination conducted by UPSC & selected for final personality test', and 'For Candidates who are finally selected in All India Civil Services'. At the bottom of the page, there is a footer with navigation links, a QR code, and logos for Digital Gujarat, myGov, and NIC.

Service search

The screenshot shows the search results for 'Income Certificate'. The search bar at the top contains the text 'Search Digital gujarat'. Below the search bar, a grid of service cards is displayed. The first card is highlighted with a red box and contains the text 'Income Certificate'. Other cards include 'Income certificate (Panchayat) (Rural)', 'Eligibility Certificate for Economically Weaker Sections (With Income)', and 'Application for New Ration Card'.

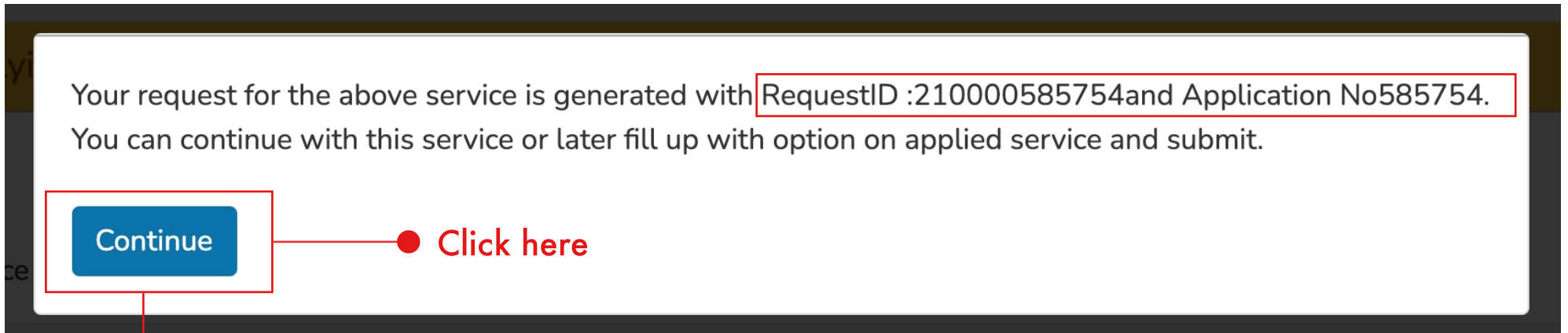
Shown as an example

The screenshot shows the application form for 'Income Certificate'. The page title is 'Information About Applying Service'. The application language is set to 'English'. Below the title, there are instructions for applying for the service. The form is divided into several sections: 'Residence Proof Attachment (Any One)', 'Identity Proof Attachment (Any One)', 'Income Proof (Any One)', and 'Proof Needed in Service Attachment'. Each section lists the required documents and their details. At the bottom of the form, there is a 'Payment Terms & Condition' section and a 'Continue To Service' button. The footer of the page contains navigation links, a QR code, and logos for Digital Gujarat, myGov, and NIC.

2

After filling all the informations, click to continue.

3 After clicking "continue to service" this pop-up box will appear



4 You will be redirected to this page

Click here to get informations filled automatically from your profile

Service Detail Entry :- Income Certificate

Applicant Information

Service Request ID: 210000573342 Service Apply Year: 2021 Service Apply Date: 15/09/2021

Salute* Surname* First Name* Middle Name
Dr. PRAJAPATI HARSHADBhai Jayantilal

Mobile No E-mail
9898968741 harshad7jp@gmail.com

Address
test

District* Taluka* Village
Gandhinagar Mansa Select

Fetch From Profile Update Profile Next

5 Fill all the informations & click "next"

Service Detail Entry :- Income Certificate

Service Details

Occupation of Applicant

Current Address / Permanent Address Address of Native place Work Address

Number of Family Members Number of Earning Members
Female Male Female Male
0 0 0 0

Family Yearly Income

Applicant's Income Applicant's Parents' Income Other Family Member Income
0 0 0

Total Annual Income Total Family Income in words
RS 0

Family members details

Sr No	PN	Name	Relation	Age	Business	Yearly Income	Update	Delete

Average annual telephone bill: 0 Purpose for which income certificate is required

Financial Year: 2021/2022 From Date: 01/04/2021 To Date: 31/03/2022

Father/Husband Full Name: Jayantilal Relation: Select Income Proof: Affidavit 15 Points

Previous **Next**

8. How can I use Digital Locker in Digital Gujarat?

Service Detail Entry :- Income Certificate

Document Attach

Residence Proof Attachment (Any One)

Select Proof For: Residence Proof Attachment (Any One)

Document Number/ CertificateNo: [Input Field]

Select Document for Upload: [Dropdown]

(OR)

Select File For Upload

Browse Upload **Attach From Digi Locker** Document Not attached.

Identity Proof Attachment (Any One)

Select Proof For: Identity Proof Attachment (Any One)

Document Number/ CertificateNo: [Input Field]

Select Document for Upload: [Dropdown]

(OR)

Select File For Upload

Browse Upload **Attach From Digi Locker** Document Not attached.

Income Proof (Any One)

Select Proof For: Income Proof (Any One)

Document Number/ CertificateNo: [Input Field]

Select Document for Upload: [Dropdown]

(OR)

Select File For Upload

Browse Upload **Attach From Digi Locker** Document Not attached.

Upload Document

Document Number/ Certificate No	Last Upload Date	Actions
21321	17/06/2020 19:14:22	Browse Upload Download
12345	14/09/2016 16:35:10	Browse Upload Download
1231	28/09/2016 11:30:18	Browse Upload Download
[Input Field]		Browse Upload

Attach Photo

Attach Photo: [Input Field] Browse Upload

I hereby declare that to the best of my knowledge and belief the particulars given above are true and I have enclosed all the necessary documents required as per the rules.

Previous **Submit**

6 Upload/attach/browse the documents

You can import your documents directly from DigiLocker

Check all the informations and finally submit

8. How do I process for the payment online?



After completing all the 6 process, you will ask to make the payment in order to download your certificate

Service Requests

RequestID	Application Date	Service	Status	Office	Edit	Payment
210000585837	21/09/2021	Income Certificate	Detail Entry Done By Citizen		View	Make Payment
210000585754	21/09/2021	Income Certificate	Application is with citizen final submission pending		Edit	-

1

Click here to make payment

E -Payment (Online Gateway)

Pay Application Fee Transaction History

Click here

2

My Location: [Location] Log Out Setting

Digital Gujarat

HARSHADBhai Jayantilal PRAJAPATI

NEW Online Registration for Org
Janseva Kendra Appointme
Pass for coming to Gujarat
Lockdown - Exemption Pas
Request a New Service | Home

Digital Locker e-Payment Download Issued Documents My Profile Download Certificate Verification Scholarship Help

3
Click here to pay

Application Payment

Enter Request ID: 210000585837 Show

Applicant Name : HARSHADBhai jayanti lal PRAJAPATI

Service : Income Certificate

Select Delivery Mode: [Dropdown]

Service Amount(in Rs.): 20

Delivery Amount(in Rs.): 0

Amount(in Rs.): 20

Pay Payment Terms & Condition Clear Back

About Gujarat Services State

QR Code

DST Department of Science & Technology Government of Gujarat

NIC NATIONAL INFORMATICS CENTRE ARTD

Terms of Use Privacy Policy Copyright Policy Hyperlinking Policy

Courtesy :- NIC-GJSC

4 You will redirected to the payment gateway page



Payment Details

Debit/Credit Card Internet Banking BHIM UPI

Please enter your card details

Card Number [Input] VISA RuPay

Expiry Date/Valid Thru [Month] [Year] CVV/CVC 4-DBC [Input]

Name of the card holder [Name as on card]

Use your GSTIN for claiming input tax (Optional)

Pay Now Cancel

Order Summary

Order No.: 20210921549144556

Merchant Name: Department of Science and Technology Government of Gujarat

Amount: 20.00

Processing fee:

GST:

Total:

APM ID: PG_TRANS_396

You can check the transaction status using the following link - [Click Here](#)



You will get this certificate in the end, Download this.

Error: Subreport could not be shown.

પરિશિષ્ટ:-૧/૩૬

આવક અંગેનું પ્રમાણપત્ર મેળવવા માટેની અરજી

અરજદારનો પાસપોર્ટ સાઈઝનો (ફોટો)

અરજદારનું નામ: HARSHADBhai Jayantilal PRAJAPATI

સરનામું: test

તારીખ: 21/09/2021

પતિ,
મામવનદરશ્રી,
તાલુકો: Mansa વિષય:- આવક અંગેનું પ્રમાણપત્ર મેળવવા બાબત.
જિલ્લો: Gandhinagar

ઉપરોક્ત વિષય પરત્વે જણાવવાનું કે, અમો ઉપરોક્ત દર્શાવેલ સરનામે રહીએ છીએ. અમોને લોન માટે/શિષ્યવૃત્તિ/સરકારી યોજનાની સહાય તેમજ અન્ય ઉપયોગ સારૂ આવકનો દાખલો લેવાની જરૂરીયાત ઉપસ્થિત થયેલ છે. મારી વિગતો નીચે મુજબ છે.

૧. અરજદારનું નામ (પૂરેપૂરું અટક સાથે) : Dr. HARSHADBhai Jayantilal PRAJAPATI

૨. રહેઠાણનું પુરૂ સરનામું (ગામ, શેરી, તાલુકા, : test
જીલ્લા સાહિત)(મકાન પોતાનું છે કે ભાડાનું)

૩. મૂળ વતનનું સરનામું : test

૪. નોકરી/ધંધો/વ્યવસાયની વિગતો : test

૫. નોકરી/ધંધો/વ્યવસાયનું સરનામું :

૬. કુટુંબ ના સભ્યોની કુલ સંખ્યા : સ્ત્રી...૪... પુરુષ...૨...

૭. કુટુંબના કમાનાર સભ્યોની કુલ સંખ્યા : સ્ત્રી...૧... પુરુષ...૦...

૮. કુટુંબની વાર્ષિક આવક (તમામ નોકરી / ધંધા : ૧. અરજદારની પોતાની આવક રૂ : 120000
અને વ્યવસ્થામાંથી થતી કુલ આવક દર્શાવવી) ૨. અરજદારના માતા-પિતાની આવક રૂ : 0
૩. કુટુંબના અન્ય સભ્યોની આવક રૂ : 0

૯. કુટુંબના સભ્યોની વિગત : કુલ વાર્ષિક આવક રૂ : 120000

Courtesy :: National Informatics Centre, Gujarat

Name	Relation	Age	Business	Yearly income
test		30	test	₹ 120000

૧૦. સરેરાશ વાર્ષિક ટેલિફોન બીલ રૂ : 0

૧૧. સરેરાશ વાર્ષિક વીજળી બીલ રૂ : 0

૧૨. કયા હેતુ સર પ્રમાણપત્રની જરૂર છે. : test

Error: Subreport could not be shown.

-- એકરાર--

અમો અરજદાર અમારા ધર્મના સોગંદ ઉપર પ્રતિજ્ઞાપૂર્વક એકરાર કરી આથી જણાવીએ છીએ કે, ઉપર અરજીમાં જણાવેલ તમામ વિગતો/હકીકત અમારી જાણ તેમજ માનવા મુજબ ખરી અને બરાબર છે. જો અરજીમાં જણાવેલ હકીકત ખોટી જણાય કે અમોએ જાણી બુઝીને ખોટી હકીકત/વિગત રજૂ કરેલ હોવાનું ધ્યાને આવે તો ખોટા દસ્તાવેજો રજૂ કરવા બદલ અમારી સામે કાયદેસરની કાર્યવાહી હાથ ધરી શકાશે.

તારીખ : 21/09/2021

સ્થળ : Gandhinagar

Signature
(HARSHADBhai Jayantilal PRAJAPATI)

Courtesy :: National Informatics Centre, Gujarat

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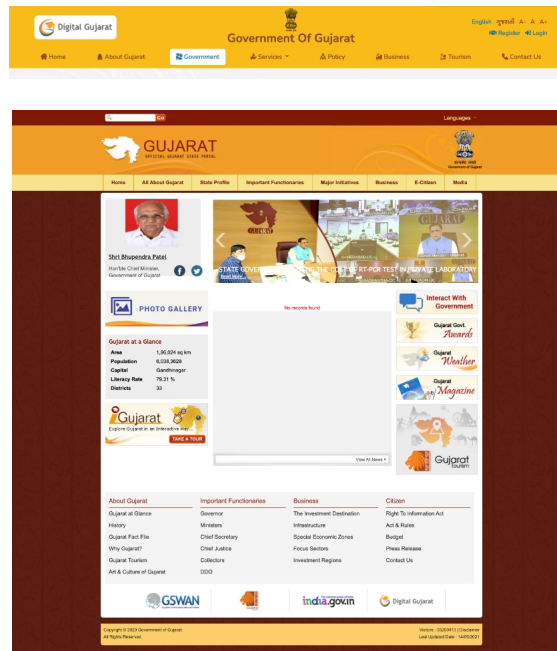
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11. Landing Page Tour

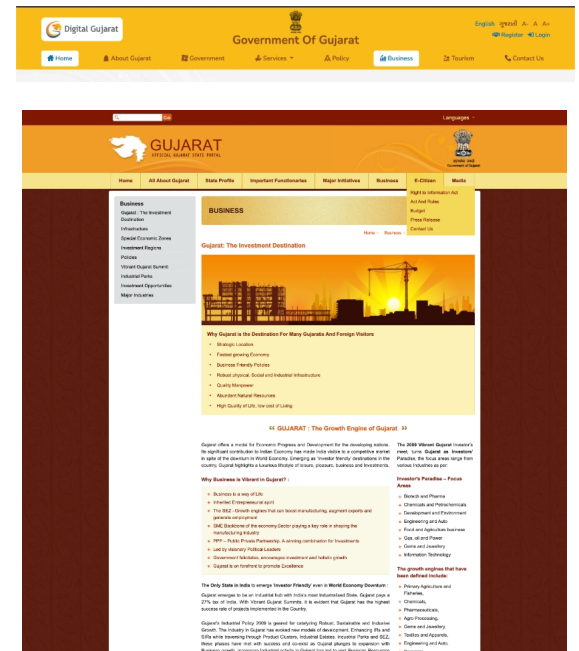
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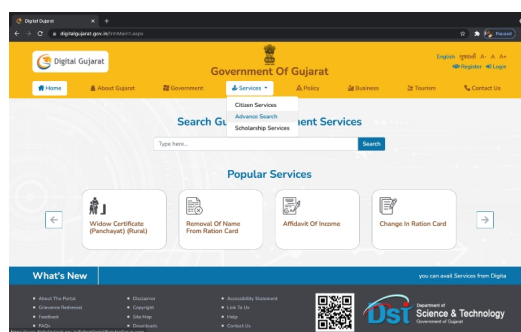
11.2 Government



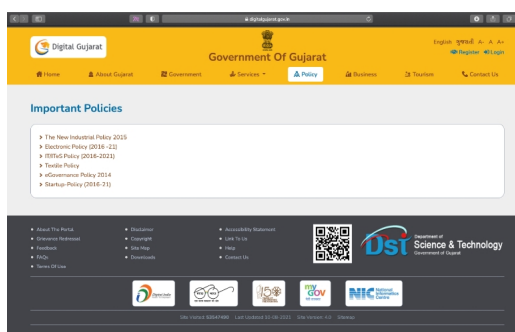
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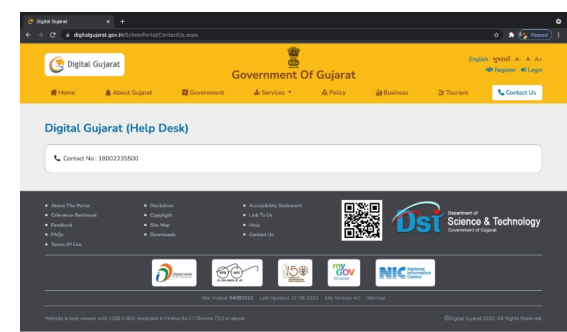
11.3 Services



11.4 Policy



11.5 Contact Us



Contact us for any query.

11.6 Tourism



https://www.gujarattourism.com/