

# AADHAAR FACE-AUTHENTICATION INDIVIDUAL DSC PROCEDURE

Version 1.0 27-JUN-2025





### INDIVIDUAL - ONLINE AADHAAR FACE-AUTHENTICATION BASED DSC PROCEDURE

Navigate to the Capricorn website and select the **"Buy Certificate"** option to begin the DSC purchase process.



Choose the type of DSC you wish to purchase from the product selection options. After selecting the **Individual DSC** type, click on the **"Buy Certificate"** tab. If you want a **TOKEN** with your DSC, you need to choose TOKEN, or else, you can select **USB TOKEN NOT REQUIRED**.

Copricon ()			A Repository Download DSC	BUY CERTIFICATE
Profile Usage Type	,			
Individual	Organization	T)	Foreign Organization	Document Signer
CLASSIFY			Payment Summary	
lan ang Sign ang Sig	🔒 Encrypt	🗟 Sign & Encrypt	DSC Amount	<b>۲ XXXX</b>
YEADS			USB Token	र xxx
1 Years	🗖 2 Years 🤗	3 Years	GST (18%)	xxx 5
			Payable Amount	र xxxx
TOKEN			Buy Certificate	
👌 USB Token	۵ (B)	JSB Token Not Required		
NOTE: As per the CCA [Controller of Certifyin tokens will be compatible to download Digit	g Authorities Government of India) guideline Effe al Signature Certificate. How to Identify New Serie	ctive from March 31, 2023, the new series s Tokens		



Fill in your Name, Email, Mobile Number, and Address. Click **"Get OTP"**. Enter the **OTP** received on your mobile. If you have a **BP Referral Code**, enter it; if not, proceed without it. You can enter any reference in the **remark** field related to the order **(It is optional).** 

Select the **"Terms of Services"** and **"I'm not a robot"** checkboxes. Click **"Continue to DSC Enrollment"** to proceed.

Personal & Address Details		Payment Summary	
Name	Mobile with country code	Digital Signature (DSC)	\$200U0
Bc3ohn	Mabile	Assistance Convine	
Email	Mobile OTP	Assistance services	£101.0
Email	Enter Mobile OTP Get OTP	GST (18%)	₹X00C0
Address		Payable Amount	₹XXXX.X
Address			
Postal Code	Country	CONTINUE TO DSC ENROLLME	NT
Pin Code	India		
State	City		
State	City		
BP Referral Code ( Optional )	Remark ( Optional )		
00000XXX	Remark		
1121.07			
I accept the Terms of Service, and I want to proceed			
As per CCA guidelines, you will receive an OTP on your registered mobile num account and cannot be changed after authentication.	er to verify your identity. This mobile number should be part of the applicant's eKVC		
Note: If you want to proceed with the offline Aadhar eKYC process, please use	the mobile number registered with Aadhar for authentication.		
The store in the capita			
AREA ARC			

Click on the **"AADHAAR FACE"** option to proceed with your DSC application.

ORDER STATUS	Order ID: OR264327238 Created on: Jun 23, 2025 12:12 PM
Certificate	Show Certificate and ekyc Details Expand 🔮
Completed	
( eKyc	C Pending Actions -> Application Form
Pending	
Mobile Verification     Completed	
Email Verification Pending	Aadhaar OTP         Aadhaar Bio         Aadhaar Face         Aadhaar Offline         PAN Based         Capricorn eKYC
Verification (Level -1)	Instructions
Verification (Level -2)	Aadhaar OTP:
Waiting	The mobile number must be registered with the Aadhaar and same mobile number will be used for further authentication.
	In video verification, the Applicant does not need to show any documents.
Payment (1)	Aadhaar BIO:
Waiting	Online Aadhaar Biometric based using L1 Fingerprint device registered with UIDAI.
eSign	Applicant Video verification is not required.
waiting	Aadhaar Offline:
🗑 Download 👔	The mobile no. must be registered with the Aadhar and the same no. will be used for further authentication.
Waiting	Offline Aadhaar XML downloaded from the UIDAI website
	In video verification, the Applicant does not need to show any documents.



Now, you'll get two options: **Open Customer Application App** and **Copy Link**, as shown in the picture below.

ORDER STATUS	Order ID: OR264327238	Created on: Jun 23, 2025 12:12 PM
Certificate Completed	Show Certificate and ekyc Details Expand •	
eKyc Pending	C Pending Actions - Application Form	
O Mobile Verification Completed	Selected eKyc option: Online Aadhaar Face	Change
Email Verification Pending	Face scan process step	
Verification (Level -1) Waiting	Open Customer Applicaton App	
Verification (Level -2) Waiting	Aadhaar Face:	
Payment	1. You have to Install Capricorn Customer App on your mobile	
Waiting	- Click here to download Android App from Play Store	
eSign	- Click here to download IOS App from IOS Store	
Waiting	2. You have to install Aadhaar Face RD App	
Download Waiting	- Click here to download Aadhaar Face RD App	
	3. Open app Scan your face	
	- While scan you have to blink your eyes	
	- Once the Face scan process completed, Enter Aadhaar and Click Submit	

Note: We recommend completing the Online Aadhaar Face Authentication using a Mobile Phone to ensure a smooth and uninterrupted process.

#### **Open Customer Application App:**

- **On Desktop Browser:** Clicking on this will redirect you to the Play Store web page for the Capricorn Customer Application.
- **On Mobile Browser:** Clicking on this will redirect you to the Play Store to install the Capricorn Customer Application, if not already installed.
- If Installed on Mobile: If the Capricorn Customer Application is already installed, clicking will directly launch the app to proceed further.

**Copy Link:** You can copy the link for downloading the Capricorn Customer Application and send it directly to the applicant via any medium (Email, WhatsApp, etc).





**Capricorn Customer Application:** You have to install the Capricorn Customer App on your mobile:

<u>Click here</u> to download the Android App from the Play Store <u>Click here</u> to download IOS App from IOS Store

#### After Installation (or if already installed):

Click on **"Open Customer Application App"**. This will launch the Capricorn Customer Application and prompt you to complete the **Aadhaar Face Authentication** to proceed further.

OR

You can **copy the Link** and send it to the applicant. When the applicant clicks on the link, it will launch the Capricorn Customer Application and prompt them to complete the **Aadhaar Face Authentication** to proceed further.

Once you're redirected to the Capricorn Customer Application, you have to click on "Start Face Scan".

43	i اند چ ۲
Cap	Pricon Str. Ld.
Order ID: OR264 Created on: 23-J	327238 un-2025 12:12 PM
Applicant Name: Product:	Test Person Class - 3 Sign valid for 2 Year DSC . (IND, Paperless)
Select the ekyc i	mode
ربریا Aadhaar Face	Start Face Scan
Aadhaar Face	Start Face Scan





Now, it will ask you to install the **AADHAAR FACE RD** App.

14			C	al B
← Goog	le Play			:
AADHAAR	Aadhaarf Unique Identific	aceRD	y of India	
4.0★ 258K reviews ⊙	Government	© Rated	<b>3+</b> for 3+ ©	<b>★</b> 44 MB
	In	stall		
About this a	pp nentication App			<i>&gt;</i>
#2 top free	in productivity	Travel & L	ocal	
Data safety Safety starts wi	th understanding h	iow developers	collect and shar	→ e
your use, region and may update	and age. The dev a it over time.	eloper provider	d this information	n
Games	Apps	Q Search	Boo	] ks
		0	$\triangleleft$	

After successfully installing the **AADHAAR FACE RD** App, come to the **Customer Application App** and click **"Start Face Scan"**.





After successfully scanning your face, it will prompt you to enter your Aadhaar number.

Order ID: OR264 Created on: 23-J	327238 un-2025 12:12 PM
Applicant Name: Product:	ankit kumar Class - 3 Sign valid for 2 Year DSC . (IND, Paperless)
• Face Cap	tured Successfully!
Ad	adhaar Number
Enter Aadhaar Numb	ber
	Submit

Once your Aadhaar Number and Face are verified by UIDAI, it will prompt you **"SUCCESS"**. After this, you can proceed with the **Customer Application App**, or you can proceed with your web browser as well.





After face authentication is completed by the Applicant, you can proceed with the web browser.

Go to our <u>website</u>, log in with the applicant's registered mobile/email OTP.

Copricon Sinvices Pret. Ltd.	Support 011-614-00-000
Enroll, Track and Manage your Digital Signature Certificate Choose From Variety Of DSC Usage	CUSTOMER LOCIN     Mobile     Image: Cet OTP     CTP     Cet OTP     Coto     Enter Capitala     Login

After logging in with the applicant's registered mobile/email OTP, click on "Action".

Copricon S		n Repository Download DSC	BUY CERTIFICATE
Hey, TEST PERSON! Stay Updated On your Certificate Status			Logout 🖨
0444 ID: 0025/727278			
Order ID: OR264327238			
Name	Test Person		
Certificate name	Class - 3 Sign valid for 2 Year DSC . (IND, BIO)		
Date & Time	23-Jun-2025		
Status	Email Verification Pending		
Actions More Details			Reject



Verify your email by following the prompts to complete the email verification process.

ORDER STATUS	Order ID: OR264246861 Created on: Jun 22, 2024 11:28 AM
Certificate Completed	Show Certificate and ekyc Details Expand 🛇
Completed	
Completed	Verify Email Email OTP
Email Verification Pending	test666@gmail.com Change Enter OTP
Application Form*	Verify Get OTP
Verification (Level -1)	
Verification (Level -2) Waiting	
Payment Waiting	
eSign Waiting	
O Download Waiting	

## After that, click on **"Update"** to complete the KYC ID.

OF	RDER STATUS	Order ID: OR2643	27238	Created on: Jun 23, 2025 12:12 PM
	Certificate		Show Certificate and e	kyc Details Expand 🛇
	eKyc Completed	C Pending Actions >	Application Form	≪ Prev Next ≫   Help?
	Application Form*	KYC ID	Pending	Update
0	Verification (Level -1) Waiting	Please do above	step to submit application form <sup>4</sup>	
0	Verification (Level -2) Waiting			
	Payment (I) Waiting			
e	eSign Waiting			
0	Download Waiting			





Please fill in the required details with your eKYC ID & eKYC pin:

- Please mention PAN Number.
- eKYC ID should be set according to the customer's name with some more numbers or letters to make it distinct.
- eKYC pin is a six-digit pin that you can set according to your preferences.
- Click **"Submit"** to move forward.

Update Order		
Name		PAN
Test Person		PAN NUMBER
Date of Birth		Gender
09-02-2000		Male
Aadhaar Number		Postal Code (PIN)
5356		
Country		State
India		Delhi
City		Address
East Delhi		G-5 Vikasdeep Building
eKYC ID		eKYC PIN
KYC ID	@capricorn	KYC PIN
Alphanumeric, start with alphabet, min 4 letter long		6 digit numeric pin

If you have mentioned your PAN number, you have to verify your **NAME** and **DATE** of Birth as per your PAN/NSDL Data.

ORDER STATUS	Order ID: OR264246861	Created on: Jun 22, 2024 11:28 AM
Certificate Completed	Show Certi	ificate and ekyc Details Expand 🛇
eKyc     Completed	C Pending Actions + Verify PAN	≪ Prev Next >>   Help ?
Pan Verification Pending	Verify PAN Name*	PAN *
Mobile Verification     Completed	SXXXXSXXXX	ΓΧΧΧΧΧΧΧΧΧΧ
Email Verification Pending	Date of Birth *	Change name in order
	Verify	





After completing the above verification, if you had opted for **TOKEN REQUIRED** at the time of product selection. Then, you have to confirm your delivery address for token delivery.

Order ID: ORXXXXX		
Show Certificate a	and ekyc Details Expand 🔮	
2 <sup>5</sup> Pending Actions → Application Form		
Shipping Address	Pending	Confirm
Please do above step to submit application form*		

Along with the delivery address, you can choose options:

- 1. Send the Token after downloading DSC.
- 2. Send an Empty Token, I will download DSC later.

Then, click the **"Confirm & Submit"** button.

Pending Actions → Update Shippings	Help?     Help?
Update Shippings	
Name	Mobile with country code
XXXXXXX	XXXXXXX
Flat, House no., Building, Company, Apartment	Area, Street, Sector, Village
XXXXXXX	XXXXXXX
Landmark	Postal Code (PIN)
XXXXXXX	XXXXXXX
Country	State
XXXXXXX	XXXXXXX
City	
XXXXXXX	
<ul> <li>Send Token after download DSC</li> <li>Send empty token, I will download DSC later</li> </ul>	
Confirm & Submit	





Now, you will need to submit the "Application Form".

ORDER STATUS	Order ID: OR264246861		Created on: Jun 22, 2024 11:28 AM
Certificate		Show Certificate and ekyc Details Expand O	
eKyc	@		
Completed	<ul> <li>Pending Accors</li></ul>		er prev reax a trop r
Application Form*  Pending  C	CERTIFICATE & DIGITAL CERTIFICATE & DIGITAL		Form Id OR264246861
Waiting	Applicant Name	Mobile	i
Verification (Level -2)	5000X 5000X	9193000000X	
U Waiting	Email InstECE@cmail.com	PAN Number	
Walting	eKyc Id	Aadhaar	-
eSign (È	gghg656@capricom	xxxxxxxx3000X	
Walting (D Download Walting Walting Walting Walting	☐ Class - 3 ☐ Sign ☐ Year - 2		
*			
	Address		
	House 2000000000000000000000000000000000000		1
	Town/City/District	State/Union Territory	PIN code
	XXXX Delhi	Delhi	110051
	Documents Submitted		
	Aadhaar Details		
	Note: 71 of IT Act stipulates that if anyone makes a misrepr with imprisonment up to 2 years or with fine up to or	esentation or suppresses any material fact from the CCA or C ne lakh rupees or with both.	A for obtaining any DSC such person shall be punishable
	Applicant Declaration		
	I hereby agree to abide and confirm, that I have read and u provided in this application form is Correct and true in all n	nderstood Provisions, Guidelines & Practices of Certificate.Dig espect.	gital CPS and the Subscriber Agreement. The information
	Date: 22 Jun, 2024 12:00 PM		
	Place: East Delhi		
	Submit Application Form		

Once the application form is submitted, your order will be sent for verification. The verification will be conducted by Capricorn CA. Please wait for this process to be completed. After your order has been verified, you will need to finalize the payment for your order. Make sure to complete this step to ensure the processing of your Digital Signature Certificate.

ORDER STATUS		Order ID: OR264246861		Created on: Jun 22, 2024 11:28 AM
Certificate Completed	0		Show Certificate and	ekyc Details Expand 🛇
Completed	<b>Ø</b>	C Pending Actions → Make Payment		≪ Prev Next →   Help ?
Application Form*	0	Payment Summary		Choose A Payment Options
Verification (Level -1)		DSC Amount	₹ XXXX	Online Payment Gateway     Credit Card, Debit Card, Net Banking, UPI e.t.c
Verification (Level -2)		GST (18%)	< xxx ₹ xxx	Scan and Pay JUPI, QR Code, Phone Pay, Google Pay, PayTm e.t.c
Payment	()	Payable Amount	₹ XXXX	
Pending	-	Need Help? Contact Us		
eSign Waiting	۲			
Download Waiting	۲			





Once the payment is completed, a prompt will appear.

Click on **"CONTINUE TO DSC ENROLLMENT"** to proceed to the next steps.

	Transaction Detai	ils
Payment Successful!	Order ID	OR264246861
2	Transaction ID	3595xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
0	Payment Status	success
•	Amount	₹. XXXX /-
	Name	Sagar Sethi
	Mobile	919XXXXXXXXX
	Email	test666@gmail.com
0	CON Note: Invoice will be genera	TINUE TO DSC ENROLLMENT

After the payment, you need to eSign your "Subscriber Agreement".

As shown in the screenshot below, click on the **"Click here to login"** link to continue.

ORDER STATUS	Order ID: OR264246861	Created on: Jun 22, 2024 11:28 AM
Certificate	Show Certificate and ekyc Details Expand	D
Completed		
Completed	C Pending Actions → eSign	
Application Form*	Subscriber Agreement and DSC Form eSign	
Verification (Level -1)	Follow these simple steps to activate your digital signature certificate. You will redirected to eSig	n.Digital to Sign the document
Verification (Level -2)     Completed	Please Login with Kyc to activate order and download DSC Click here to login	
Completed	Forgot PIN ??	
Pending		
O Download Waiting		

You will need to log in using your eKYC credentials.

Copricorn S	Repository Download DSC Login BUY CERTIFICATE
Enroll, Track and Manage your Digital Signature Certificate	CUSTOMER LOGIN
Choose From Variety Of DSC Usage	Enter your kyc and pin to access your account           Kyc ID           Enter username
	OTP Get OTP
	reCAPTCHA Prinzy * Terma
	Forgot eKyc PIN ??

Capricorn Identity Services Pvt. Ltd.

Upon logging in, your eKYC Dashboard will open. Here, you will see your order listed. Click on the **"Form & Agreement eSign"** option to eSign your Subscriber Agreement.

Hey, SXXXX SXXXX ! Stay Updated On your Certificate Status	Logout 🖻
Approved DSC	vnloaded Renewal Others
Order ID: OR264246861	
Name	SX00X SX00X
Certificate name	Class - 3 Sign valid for 2 Year DSC . (IND, BIO)
Date & Time	22-Jun-2024
Status	Subscriber Aggrement Pending
Form & Agreement eSign More Details	
DSC Application Form   Subscriber Agreement	



Your **Subscriber Agreement** will now be signed electronically. This completes the eSign process for your order.

Copricon		n Repository D	Well Done! eSign done successf	idly
			ОК	Cancel
Hey, SXXXX SXXXX !			Logo	out 🕒
Stay Updated On your Certificate Status				
Approved DSC     In Process     Own	ıloaded 📄 Renewal 💀 Others			
Order ID: OR264246861				
Name	SXXXX SXXXX			
Certificate name	Class - 3 Sign valid for 2 Year DSC . (IND, BIO)			
Date & Time	22-Jun-2024			
Status	Download Pending			
Download DSC         Form & Agreement         More Details				

After signing the Subscriber Agreement, your order will be ready for download. You have to set your **Download Key** before downloading. You will be able to view your **"ORDER ID**, **PIN CODE**, and **DOWNLOAD KEY"** on the screen.

Vertificate name     Class - 3 Sign valid for 2 Year DSC . (IND, BIO)       Vate & Time     22-Jun-2024       tatus     Download Pending       Download your DSC Now     Vertificate New       OrderID     0R26426861	ame	5X00X 5X00X
ate & Time     22-Jun-2024       atus     Download Pending	artificate name	Class - 3 Sign valid for 2 Year DSC . (IND, BIO)
Download Pending       Download your DSC Now       OrderiD     OR264246861	ate & Time	22-Jun-2024
Download your DSC Now       OrderID       OR264246861	atus	Download Pending
	Download your DS	C Now
Pin code 110051	Download your DS	C Now OR264246861
Download Key Update Download Key	Download your DS OrderID Pin code	C Now 0R264246861 110051

To learn how to download your Digital Signature Certificate (DSC), click on the provided link: "Click here to learn how to download your DSC".