

Steps to upload to Photo & Signature

Step 1 – Login to your NPS account by visiting <https://cra-nsdl.com>

Step 2 – Go to menu “Demographic Changes” and click on “Update Personal Details”

Step 3 – Click on Upload Photo and Signature and follow the steps mentioned below.

NSDL
Technology, Trust & Reach

National Pension System (NPS)

User Id: 11 127 Back to Main Menu

Subscriber Modification

- Aadhaar Update or Seed request for PRAN
- Upload Photo and Signature
- Bank Details Update
- Opt for an Email Annual Transaction Statement Go Paperless
- Add / Update Permanent Account Number (PAN)/ Form-60
- Add / Update Nominee details
- Update Address Details using Aadhaar Offline e-KYC
- eSign Download (Nomination Modification)

Step 4 – Click on Upload Photo & Signature and enter the details and click on Generate OTP.

Upload Photo and Signature

Upload Photo and Signature OTP Authenticate / eSign Subscriber Registration Form

Upload Photo and Signature

Permanent Retirement Account Number (PRAN)* 11[redacted]93

Date of Birth (DD/MM/YYYY)* 13/12/1995

Add and Enter Captcha * 86 + 2 = 88

Generate OTP

Note

- This facility is enabled through OTP based authentication.
- Please ensure that your mobile number is registered in CRA and in Aadhaar database.
- The process will be complete after successful eSIGN of Subscriber Registration Form, through Aadhaar based authentication OR through dual OTP authentication.

Step 5 - Click on Proceed

Upload Photo and Signature

The Photograph/Signature upload functionality requires OTP Authentication. You need to ensure that your updated mobile number is registered with CRA. The process will be completed only after successful digital signature (eSign or OTP Authentication).

Please confirm, if you want to go ahead with uploading photograph and signature for your PRAN

Proceed Cancel Know More

Step 6 – Write OTP and Click on Submit OTP

Upload Photo and Signature

Upload Photo and Signature OTP Authenticate / eSign Subscriber Registration Form

Upload Photo and Signature

Permanent Retirement Account Number (PRAN)* 11[redacted]02

Date of Birth (DD/MM/YYYY)* 01/07/1983

Enter OTP* *****

OTP successfully sent to the registered mobile number. *****[redacted]79

Submit OTP Regenerate OTP Back

Step 7 – Upload Photo & Signature and click on Save

Photo & Signature Upload

Upload Photo and Signature

Photo

Preview Photo



C:\Users\sagars\Desktop Browse...

Signature

Preview Signature



C:\Users\sagars\Desktop Browse...


Steps to Scan Signature
Note: Photo and signature should be in .jpg format with file size between 4 KB and 12 KB.

Save


Step 8 – Click on Confirm

Photo & Signature Preview

Preview Photo



Preview Signature



Confirm **Edit**

Step 9 – Proceed further to complete OTP Authentication / eSign

Photo & Signature Upload Confirmation

PRAN	110[REDACTED]02
Name of the Subscriber	TVI[REDACTED]INGH
Acknowledgement Number	17[REDACTED]80
Captured Timestamp	11/09/2022 18:57:07

Photo and Signature have been successfully uploaded.

OTP Authenticate / eSign Subscriber Registration Form


Step 10 – Click on OTP Authentication of Subscriber Registration form or eSign Subscriber Registration form then click on Generate OTP

OTP Authentication / eSign / View Details

Acknowledgement No: 17 [REDACTED]

OTP Authentication of Subscriber Registration Form eSign Subscriber Registration Form View Details

OTP Authenticate Upload Photo and Signature

Enter Captcha * 

Generate OTP

Note

- As per regulatory guideline, distinct OTPs will be sent on Email ID and Mobile No.
- Kindly Ensure both are accessible during the verification process.
- Please click on "Generate OTP" button if the Mobile number and Email ID are correct.

Step 11 – Click on Proceed

gement No: 17055380 X

Alert!

As per regulatory guideline, distinct OTPs will be sent on Email ID and Mobile No.

Kindly Ensure both are accessible during the verification process.


Proceed **Cancel**

Generate OTP

Step 12 – Verify the OTP

OTP Authentication (Paperless) of Subscriber Registration Form

OTP sent successfully to your registered Email ID s***@****.in and Mobile No. +919*****9

Email ID OTP *
Mobile OTP *
Enter Captcha *	

I hereby authorize NSDL e-Governance Infrastructure Ltd (NSDL e-Gov) to:
Use my distinct OTPs received on Mobile Number and Email ID for the purpose of eSigning/OTP Authenticating the registration document/service requests under National Pension System (NPS) for National Pension System Trust

Verify OTP **Regenerate OTP** **Cancel**

Step 13 – You will get below message on successful completion of process.

eSign Success - Photo Signature Upload

eSign for Photo Signature Upload Form is Successful!. Please download the eSign form and verify the Signature.

[Download e-Sign file](#)