

ಉನ್ನತ ಶಿಕ್ಷಣ ಇಲಾಖೆ  
Department of Higher Education  
ಕೋರ್ಸ್ ಬದಲಾವಣೆಗಾಗಿ ಅರ್ಜಿ  
Application for Change of Course

Step 1: Go to [sevasindhu.karnataka.gov.in](http://sevasindhu.karnataka.gov.in) website and click on **Departments & Services**

Note: Supported browser versions are Internet explorer 9+, Mozilla 50+ and Chrome 52+

SEVA SINDHU  
GOVERNMENT OF KARNATAKA

SRI. B.S.YEDIYURAPPA  
Hon'ble Chief Minister,  
Government of Karnataka

SRI. S.SURESH KUMAR  
Hon'ble Minister of Primary & Secondary  
Education and Sakala,  
Government of Karnataka

HOME ABOUT SEVA SINDHU **DEPARTMENTS & SERVICES** SERVICE CENTERS GRAMA ONE TRACK YOUR APPLICATION STATUS REPORTS-DASHBOARD FAQ DEPARTMENT CONTACT DETAILS CONTACT

Track your application status for covid relief fund-2021

Application for 11 categories of Unorganized workers to avail Rs.2000/- as one time compensation due to 2nd wave of Covid-19  
User Manual | Video Manual

Covid-19: One-time financial assistance to Chammaras/Leather Artisans  
Last date to apply for this service is June 30, 2021 | Guidelines  
User Manual | Video Manual

Disbursement of cash for Covid-19 relief to Auto-rickshaw drivers, Taxi drivers and Maxi Cab drivers.  
User Manual | Video Manual

Call Center Number - 8088304855/ 6361799796 / 9380204364 / 9380206704 - 9AM TO 6PM (Except Government Holidays)

Step 2: Click on **Higher education Department** and select **Application for Change of course**.  
Alternatively, you can search for Application for Change of course in the **search option**.

SEVA SINDHU  
GOVERNMENT OF KARNATAKA

SRI. B.S.YEDIYURAPPA  
Hon'ble Chief Minister,  
Government of Karnataka

SRI. S.SURESH KUMAR  
Hon'ble Minister of Primary & Secondary  
Education and Sakala,  
Government of Karnataka

HOME ABOUT SEVA SINDHU **DEPARTMENTS & SERVICES** SERVICE CENTERS GRAMA ONE TRACK YOUR APPLICATION STATUS REPORTS-DASHBOARD FAQ DEPARTMENT CONTACT DETAILS CONTACT

Search Service

+ Election Commission  
+ Empowerment of Differently Abled and Senior Citizen  
+ Energy Department  
+ EXCISE DEPARTMENT  
+ Food And Civil Supplies Department

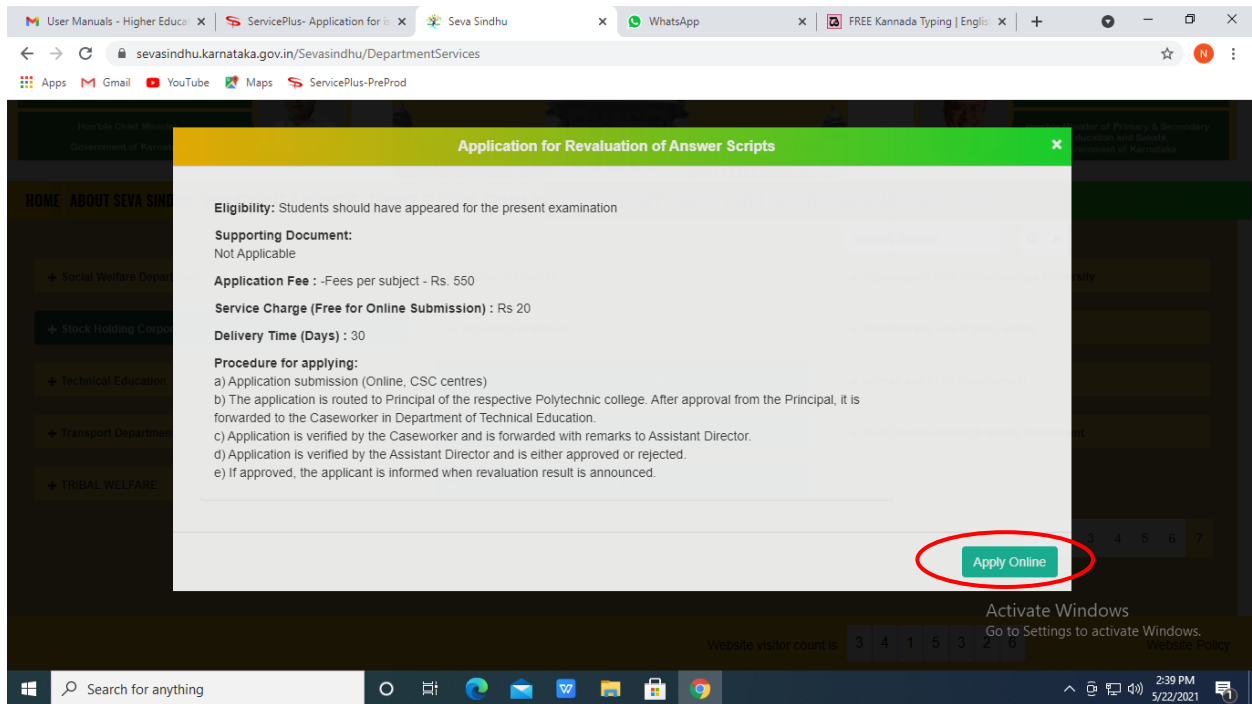
+ Forest, Ecology and Environment Department  
+ Government Tool Room & Training Centre  
+ Gulbarga Electricity Supply Company Limited  
+ Gulbarga University  
+ Health And Family Welfare

+ Higher Education Department  
+ Horticulture Department  
+ Housing Department  
+ Hubli Electricity Supply Company Limited  
+ Information and Public Relations

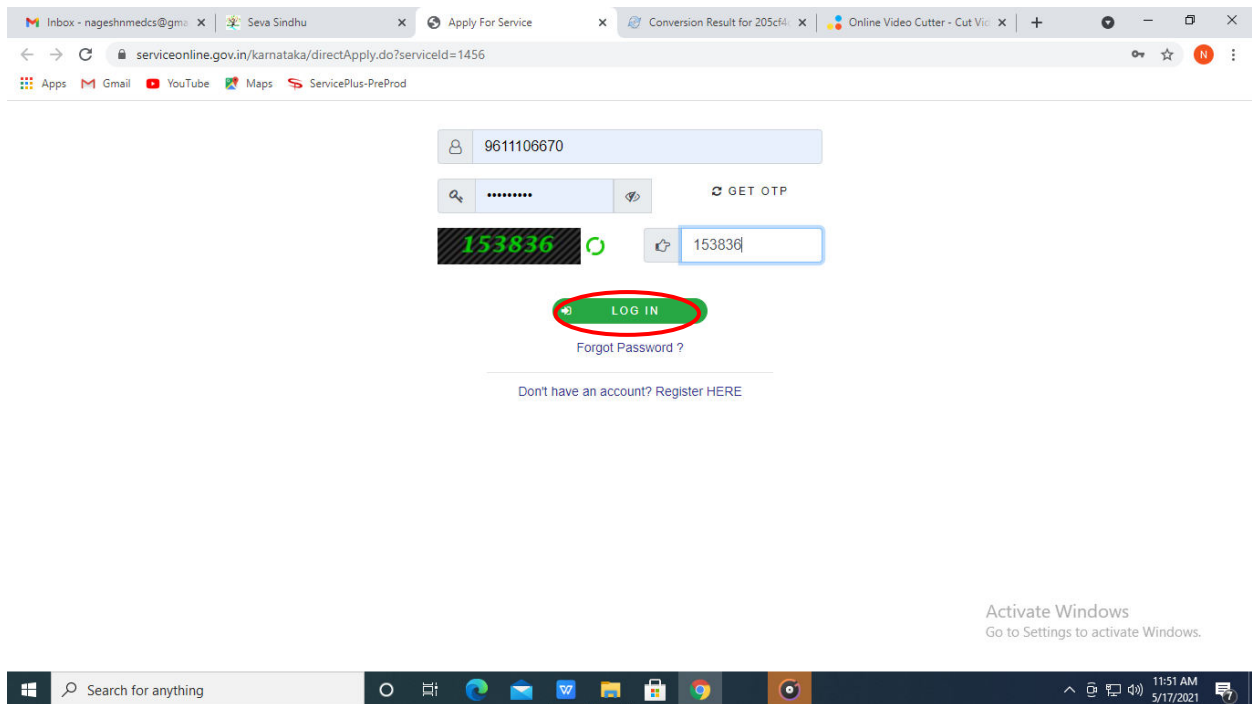
1 2 3 4 5 6 7

© All Rights Reserve Powered by SERVICEPLUS Page last updated on: 29-May-2021 4:41 PM

### Step 3 : Click on Apply online



### Step 4: Enter the username, password/OTP, captcha and click on Log In button



## Step 5: Fill the Applicant Details

The screenshot shows a web browser window with the URL `serviceonline.gov.in/configureka/renderApplicationForm.do?serviceId=15300001&UUID=650d52c4-1f3c-48e4-9c83-095c5ac306ed&OWASP_CSRFTOKEN=2FCS-8EGS-838W-T69...`. The page title is "Department of Higher Education ಕೋರ್ಸ್ ಬದಲಾವಣೆಗಾಗಿ ಅರ್ಜಿ Application for Change of Course". The user is logged in as Venugopal S N. The left menu includes "Manage Profile", "Apply for services", "View all available services", "View Status of Application", and "Messages & Alerts". The main content area has a yellow header "College Details/ಕಾಲೇಜು ವಿವರಗಳು" with a dropdown menu set to "Karnataka Sanskrit University". Below it is another yellow header "Applicant details/ಅರ್ಜಿದಾರರ ವಿವರಗಳು" with three input fields: "Name of the Student/ವಿದ್ಯಾರ್ಥಿಯ ಹೆಸರು" (gffghf), "Registration Number/ನೋಂದಣಿ ಸಂಖ್ಯೆ" (57575675676), and "Address of the student/ವಿದ್ಯಾರ್ಥಿಯ ವಿಳಾಸ" (dfsd). A Windows watermark "Activate Windows" is visible on the right side of the form.

## Step 6: Verify the details. If details are correct, select the **checkbox ("Yes")**& **Submit**

The screenshot shows the next step in the application process. The "Declaration/ಘೋಷಣೆ" section contains the text: "I hereby declare that the particulars furnished in this form are true to the best of my knowledge/ಈ ಅರ್ಜಿಯಲ್ಲಿ ನಾನು ಒದಗಿಸಿರುವ ಎಲ್ಲಾ ವಿವರಗಳು ಸತ್ಯವಾಗಿರುತ್ತವೆ ಎಂದು ಘೋಷಿಸುತ್ತೇನೆ." Below this text is a checkbox labeled "I Agree" which is checked. The "Additional Details" section has a dropdown menu for "Apply to the Office" set to "University Office(Higher Education Universities- Karnataka Sanskrit University) - Rural/Urban". The "Word verification" section displays a green box with the characters "jw62ka" and a refresh icon. Below it, a text input field contains "jw6ka". At the bottom right, there are four buttons: "Back", "Submit", "Close", and "Reset". The "Submit" button is highlighted with a red circle.

**Step 7:** A fully filled form will be generated for verification, If you have any corrections click on **Edit** option, Otherwise proceed to **Attach annexures**

The screenshot shows a web browser window with the URL [serviceonline.gov.in/configureka/applyPageForm.do?OWASP\\_CSRFTOKEN=435M-UDE-AI6F-17LP-IDIY-JSH-2HGT-PRA2&UUID=1b7f0350-659c-42ae-b64b-a29862b310a5](http://serviceonline.gov.in/configureka/applyPageForm.do?OWASP_CSRFTOKEN=435M-UDE-AI6F-17LP-IDIY-JSH-2HGT-PRA2&UUID=1b7f0350-659c-42ae-b64b-a29862b310a5). The page displays a form with the following details:

**College Details/ಕಾಲೇಜು ವಿವರಗಳು**

Application Reference Number :	Draft_HE003S/2021/00038
Is the Student studying in the university campus/ಯುನಿವರ್ಸಿಟಿ ಕ್ಯಾಂಪಸ್‌ನಲ್ಲಿ ಕಲಿಯುತ್ತಿರುವ ವಿದ್ಯಾರ್ಥಿಯೇ :	Yes/ಹೌದು
Select the University/ವಿಶ್ವವಿದ್ಯಾಲಯವನ್ನು ಆಯ್ಕೆಮಾಡಿ	Bangalore University

**Admission Details/ಪ್ರವೇಶ ವಿವರಗಳು**

Name of the Candidate as per SSLC Marks Card/ಎಸ್‌ಎಸ್‌ಎಲ್‌ಸಿ ಮಾರ್ಕ್ಸ್ ಕಾರ್ಡ್ ಪ್ರಕಾರ ಅಭ್ಯರ್ಥಿಯ ಹೆಸರು :	TERTE
Gender/ಲಿಂಗ :	Male/ಪುರುಷ
Date of Birth/ಹುಟ್ಟಿದ ದಿನಾಂಕ :	12/05/2021
Parent/Guardian Name/ಪೋಷಕ / ರಕ್ಷಕರ ಹೆಸರು :	RTE
Postal address with pin code/ಪಿಸ್ತಾ ಕೋಡ್‌ನೊಂದಿಗೆ ಅಂಚೆ ವಿಳಾಸ :	564545
Registration Number/ ನೋಂದಣಿ ಸಂಖ್ಯೆ :	646456
Year of Passing (Month & Year)/ಉತ್ತೀರ್ಣದ ವರ್ಷ(ತಿಂಗಳು ಮತ್ತು ವರ್ಷ) :	11/05/2021
Police station Name/ಪೊಲೀಸ್ ಠಾಣೆ ಹೆಸರು :	RTRT

At the bottom right, there is a watermark: "Activate Windows Go to Settings to activate Windows."

**Step 8 :** Click on **Attach annexures**

The screenshot shows a web browser window with the URL [serviceonline.gov.in/configureka/applyPageForm.do?OWASP\\_CSRFTOKEN=2FCS-BEGS-838W-T69W-LJF4-L2E2-1BN1-91UC&UUID=63750daa-0900-4129-bca6-a8c6b7a57af4](http://serviceonline.gov.in/configureka/applyPageForm.do?OWASP_CSRFTOKEN=2FCS-BEGS-838W-T69W-LJF4-L2E2-1BN1-91UC&UUID=63750daa-0900-4129-bca6-a8c6b7a57af4). The page displays a form with the following details:

**Class/Semester the student is eligible for change of branch/ಬದಲಾವಣೆಗೆ ಅರ್ಹನಾಗಿರುತ್ತಾನೆ :** 1

**Total Marks in PUC/12/ಪಿಯುಸಿ / 12 ರಲ್ಲಿ ಒಟ್ಟು ಅಂಕಗಳು :** 3400

**Reason for change of Course/ಕೋರ್ಸ್ ಬದಲಾವಣೆಗೆ ಕಾರಣ :** 2566

**Desired Course/ಅಪೇಕ್ಷಿತ ಕೋರ್ಸ್**

Select Sanskrit Course/ಸಂಸ್ಕೃತ ಕೋರ್ಸ್ ಆಯ್ಕೆಮಾಡಿ : Please Select

**Declaration/ಘೋಷಣೆ**

I hereby declare that the particulars furnished in this form are true to the best of my knowledge/ಅರ್ಜಿಯಲ್ಲಿ ನಾನು ಒದಗಿಸಿರುವ ಎಲ್ಲಾ ವಿವರಗಳು ಸತ್ಯವಾಗಿರುತ್ತವೆ ಎಂದು ಖೋಷಿಸುತ್ತೇನೆ.

I Agree : Yes

**Additional Details**

Apply to the Office : University Office(Higher Education Universities- Karnataka Sanskrit University )

At the bottom, there is a timestamp: "22/5/2021 03:39:30 IST" and a URL: "http://serviceonline.gov.in/configureka".

At the bottom, there are buttons: **Edit**, **Attach Annexure**, **Cancel**, **Print**, **Export to PDF**, and **Click here to initiate new application**. There is also a watermark: "Go to Settings to activate Windows."

## Step 9: Attach the annexures and click on save annexures

ServicePlus  
Metadata-based Integrated eService Delivery Framework

Menu

- Manage Profile
- Apply for services
- View all available services
- View Status of Application
- Messages & Alerts

Themes Language Venugopal S N

### ATTACH ENCLOSURE(S)

Enclosure(s):

Type of Enclosure	Enclosure Document	File/Reference
10+2 marks card/s	10+2 marks card/s Document Format	Choose File sample.pdf Scan Fetch from DigLocker
Admission Receipts	Admission Receipts Document Format	Choose File sample.pdf Scan Fetch from DigLocker

Save Annexure Cancel Back

Go to Settings to activate Windows.

## Step 10 :Saved annexures will be displayed and click on **e sign and submit** to proceed.

I Agree: Yes

### Annexure List

- 1) 10+2 marks cards 10+2 marks cards
- 2) Admission Receipts Admission Receipts

### Additional Details

Apply to the Office: University Office(Higher Education Universities- Bangalore University )

Draft Reference No: Draft\_HE001/2021/00002

**eSign and Submit** Cancel

MINISTRY OF PANCHAYATI RAJ | Digital India | data.gov.in | .gov.in | Deity | PMINDIA

Site is technically designed, hosted and maintained by National Informatics Centre  
Contents on this website is owned, updated and managed by the Ministry of Panchayati Raj  
POWERED BY SERVICEPLUS

**Step 11 :** Click on I agree with above user consent and eSign terms and conditions and Select authentication type to continue and click on **OTP**

Consent Authentication Form

I hereby state that I have no objection in authenticating myself with Aadhaar based authentication system and consent to providing my Aadhaar number along with the authentication details for the purposes of availing "**Land Holding Certificate / ಭೂ ಹಿಡುವಳಿ ಪ್ರಮಾಣ ಪತ್ರ**" by eSigning Application form and Enclosure(s). I understand that the OTP I provide for authentication shall be used only for authenticating my identity through the Aadhaar Authentication system, for obtaining my e-KYC through Aadhaar e-KYC service and for the issuance of Digital Signature Certificate (DSC) for this specific transaction and for no other purposes. For the creation of DSC, I understand that the options that I have chosen are the ones that shall be populated in the DSC generated by the CA and I provide my consent for the same. I also understand that the following fields in the DSC generated by the CA are mandatory and I give my consent for using the Aadhaar provided e-KYC information to populate the corresponding fields in the DSC.

1. Common Name (name as obtained from e-KYC)
2. Unique Identifier (hash of Aadhaar number)
3. Pseudonym (unique code sent by UIDAI in e-KYC response)
4. State or Province (state as obtained from e-KYC)
5. Postal Code (postal code as obtained from e-KYC)
6. Telephone Number (hash of phone as obtained from e-KYC)

I understand that ServicePlus shall ensure security and confidentiality of my personal identity data provided for the purpose of Aadhaar based authentication.

I agree with above user consent and eSign terms and conditions

Select authentication type to continue

**OTP** **Download Document**

**Step 12 :** Enter Aadhar Number and click on get OTP

Ministry of Electronics and Information Technology  
Government of India

Digital India  
Power To Empower

सी डैक  
CDAC  
Centre for Development of Advanced Computing

You are currently using C-DAC eSign Service and have been redirected from

Hastakshar  
हस्ताक्षर  
C-DAC's eSign Service

**Aadhaar Based e-Authentication**

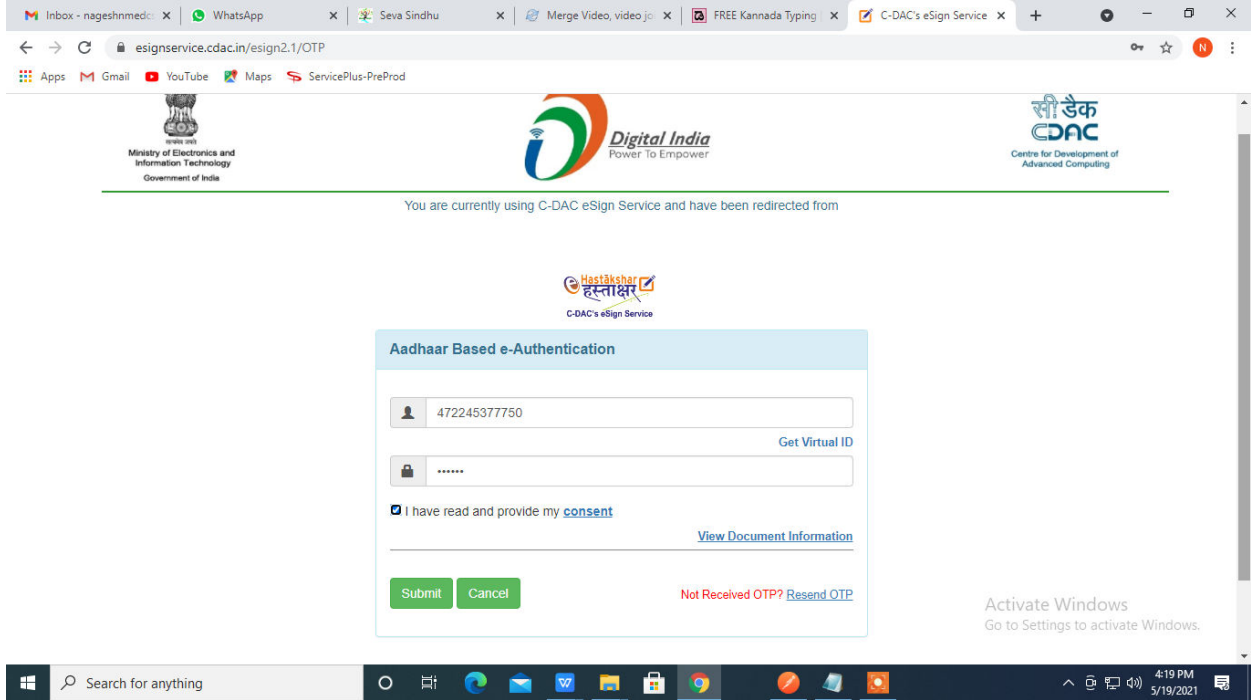
Enter Your Virtual ID / Adhaar Number [Get Virtual ID](#)

Enter Your Aadhaar OTP [View Document Information](#)

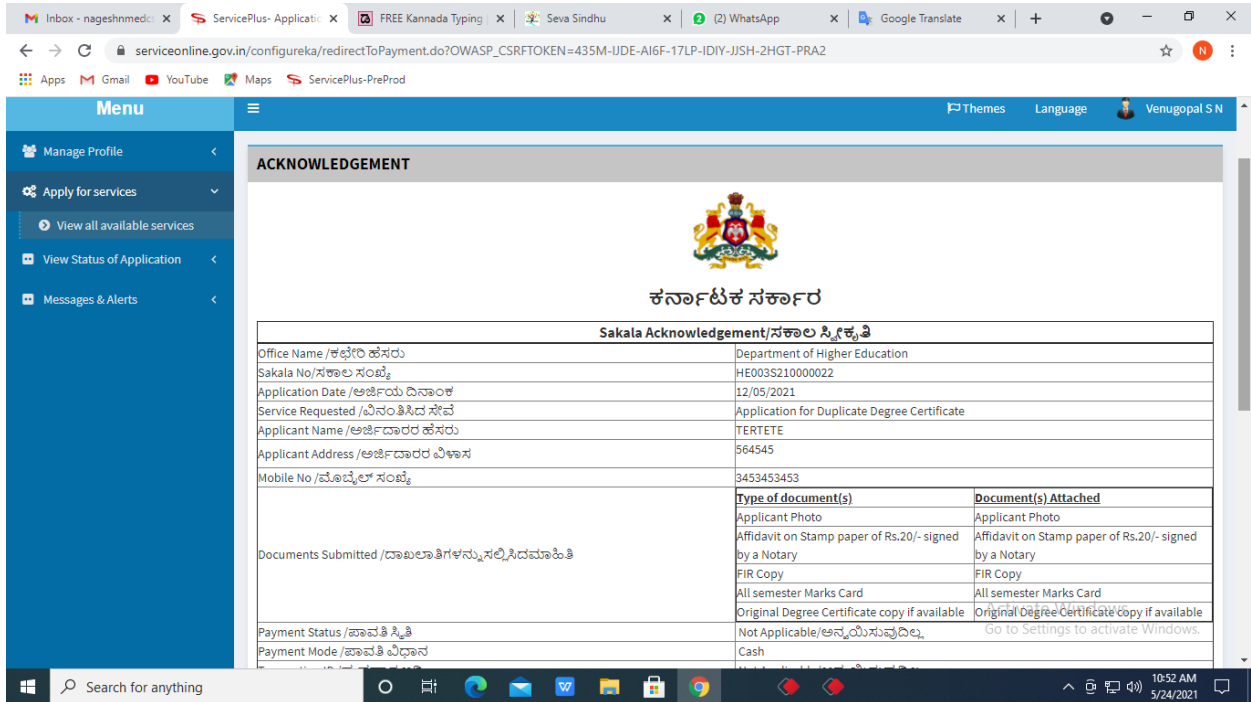
**Get OTP** **Cancel** [Not Received OTP? Resend OTP](#)

Activate Windows  
Go to Settings to activate Windows.

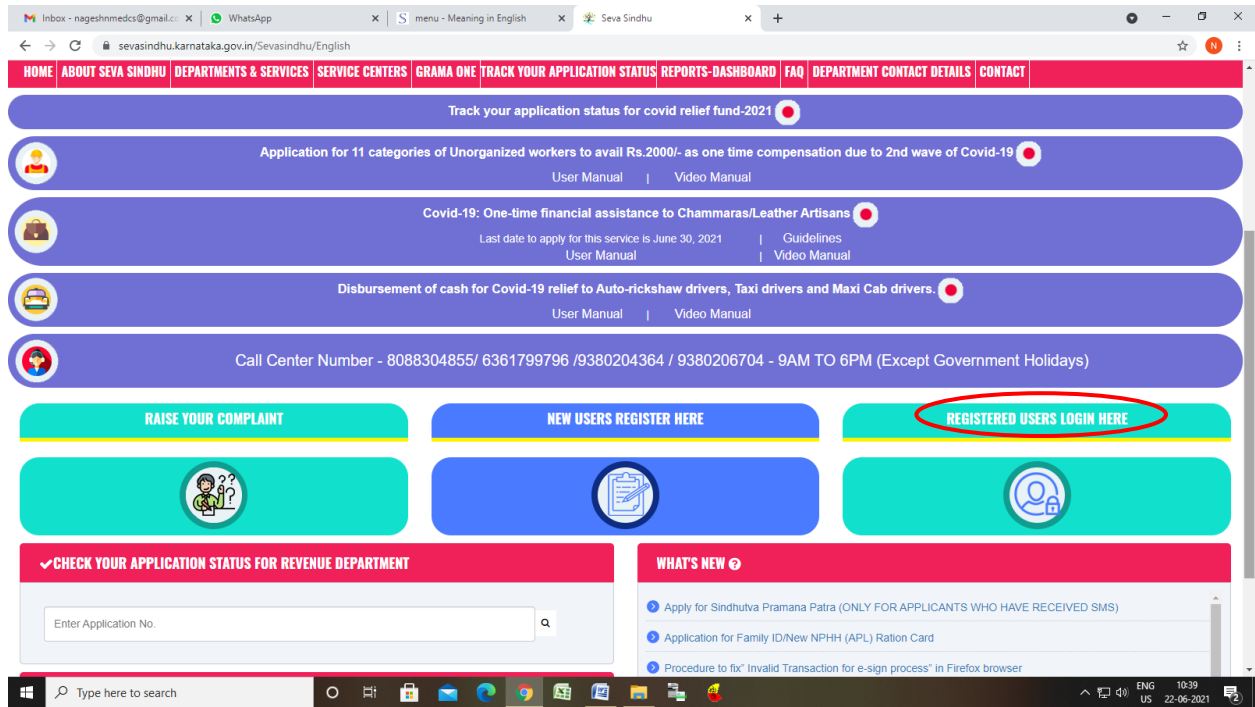
**Step 13 :Enter OTP and click on Submit**



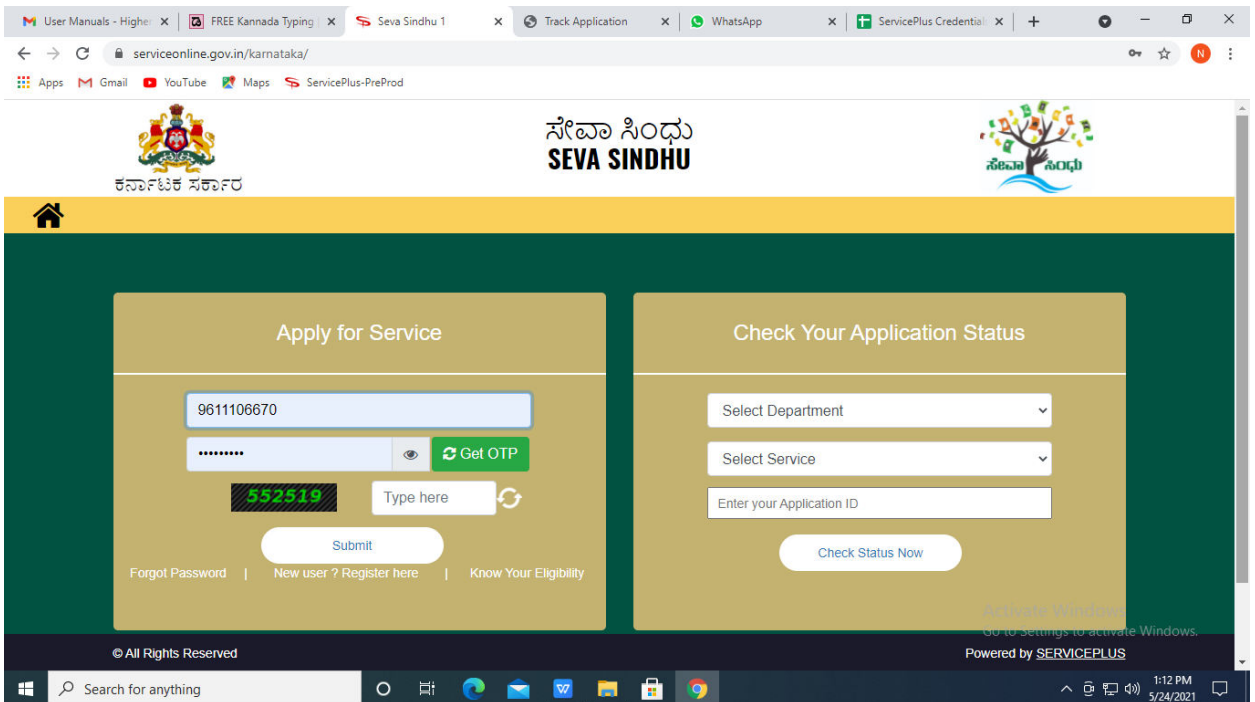
**Step 14 :After Submit is successful, acknowledgement will be generated. Acknowledgment consists of applicant details and application details for applicant’s reference.**



**Step 15 :** To download the certificate, go to the [sevasindhu.karnataka.gov.in](http://sevasindhu.karnataka.gov.in) and click on **Registered Users Login Here**

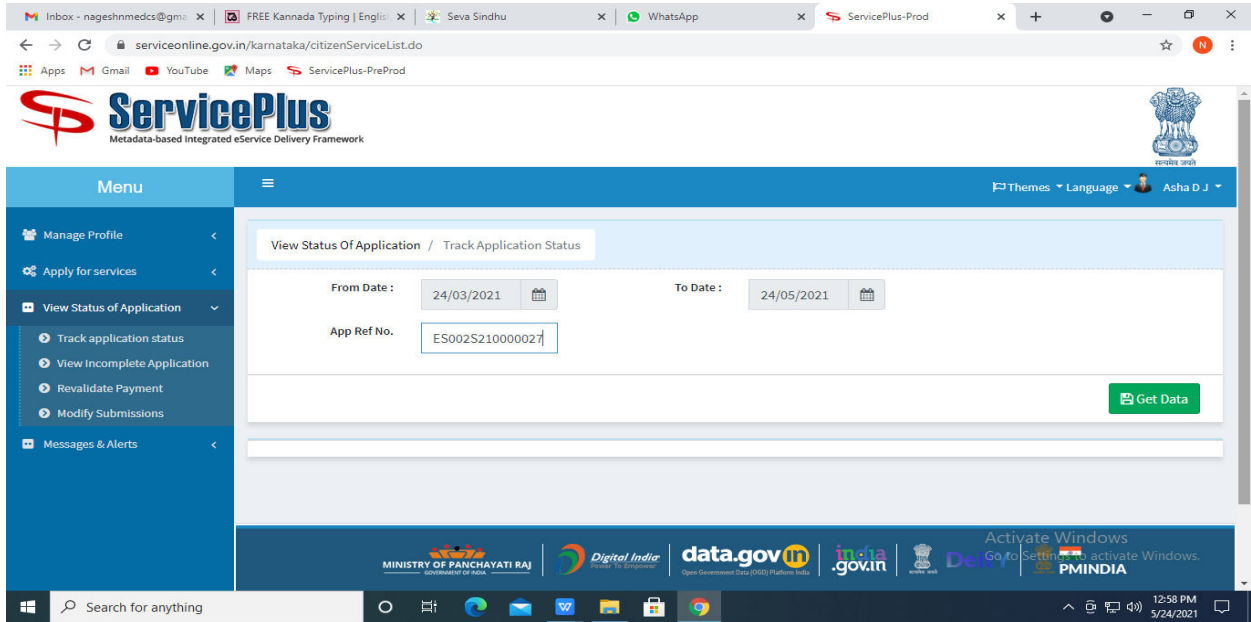


**Step 16 :** Once the login page is open, enter your username, password/OTP, captcha and click on **Submit**.

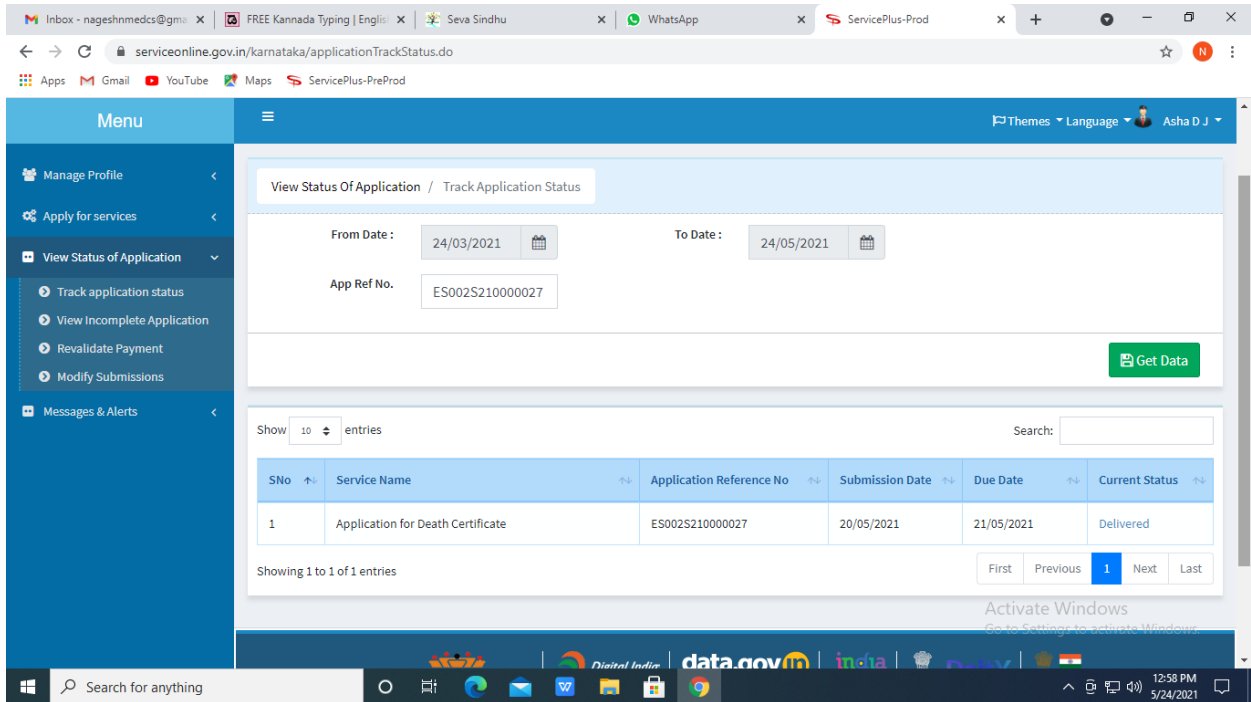




**Step 17** :Click on **View Status of Application** --> **Track application status**. Enter Application Reference Number (you can refer to Acknowledgment/SMS to get Application Reference Number) and click on **Get Data**.



**Step 18** : Check Current Status of the application. If it is delivered, Click on **Delivered**.



## Step 19 :Under Issue Document(s), click on **Output certificate**

The screenshot shows a web browser window with the URL `serviceonline.gov.in/karnataka/applicationTrackStatus.do#`. A modal window titled "Status of Application" is open, displaying the following information:

Application Reference Number :	ES002S210000027
Name of the Service :	Application for Death Certificate
Applied By :	Asha D J
Application due Date :	21/05/2021

S.No.	Task Name	Form Details	Issued Document(s)	Status	Remarks
1	Application Submission	<a href="#">View</a>	<a href="#">Acknowledgement</a>	Completed	NA
2	Push application data to DB	NA	Nil	Forwarded	<a href="#">View</a>
3	Callback Webservice	NA	<a href="#">Output Certificate</a>	Delivered	<a href="#">View</a>

The modal window has a "Close" button at the bottom right. The background shows the ServicePlus application interface with a sidebar menu and a search bar.

## Step 20 : Change of Course output Certificate will be downloaded. You can print the certificate if required.

The screenshot shows a PDF document titled "HE003S210000023.pdf" opened in WPS Office. The document content is as follows:

**Mangalore University**

No: HE003S210000023  
Date: 24/05/2021

Sub: Approval of Issue of Duplicate Degree Certificate

We are pleased to inform you that the Duplicate Degree Certificate HE003S210000023 has been dispatched to your mailing address provided to the University

The Dispatch details are as follows:

Courier Name / Post: test  
Dispatch Date: 24/05/2021  
Tracking ID: test  
Website address of the Courier / Speed Post: test  
For any clarification please contact us.

Date: 24/05/2021  
Registrar

The document is overlaid with a large red watermark that reads "Test Data - Test Data". The WPS Office interface and Windows taskbar are visible in the background.