

ಕರ್ನಾಟಕ ರಾಜ್ಯ ರಸ್ತೆ ಸಾರಿಗೆ ನಿಗಮ
Karnataka State Road Transport Services
ಶಾಲಾ ಮಕ್ಕಳಿಗೆ ನೀಡುವ ಬಸ್ ಪಾಸ್
Issue of Bus Pass for School Children

Step 1: Enter the login details

Apply for Service

Mobile No

OTP/Password

4bF7d5 Type here

Forgot Password | New user? Register here

Submit

Check Your Application Status

Select Department

Select Service

Enter your Application ID

Check Status Now

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Step 2 : Citizen Login will be displayed

Menu

Apply for services

View Status of Application

Messages & Alerts

ABOUT SERVICE PLUS

Welcome to Service Plus

ServicePlus is a generic application to provide an electronic delivery for all the services provided by The Government to The citizen. The Government of India, State Governments and Local Governments are providing various services to benefits the citizens at Centre, State or Local level primarily Government to Citizen (G2C) and Government to Business (G2B). The services provided are either demand driven or mandated by the legislation. The services provided by Government can be categorized as:

1. Regulatory Services: Regulatory services are services like trade licence, permit for construction of a building etc that can be denied by the Government.
2. Statutory Services: Statutory services are services like Issuance of Birth/Death certificate which cannot be refused by Government.
3. Developmental Services: Developmental Services are services or schemes provided by Government for the benefit of citizens like NREGS, IAY, Old age Pension etc.

The following are the salient features of the software -

1. Service(s) will be created online
2. Citizens will be submitting applications online
3. Service units will be able to receive application online
4. Service units will be able to verify documents and application fee online
5. Service units will be able to escalate application to some other person, in the case of absence of dealing authority, online
6. Citizens will be monitoring Application status online
7. Private Service Access Providers will be participating in the application receipt/submission and service delivery process online message.ekyc.add.mapping=Please add atleast one mapping

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Step 3 : Search the required service and click to open

The screenshot shows the 'Apply For Services' page on the Seva Sindhu portal. The state is set to 'KARNATAKA'. A table lists various services with their respective department names and states.

Sl.No.	Service Name	Department Name	State
1	Accident Relief Fund-KSRTC	Karnataka State Road Transport Corporation	KARNATAKA
2	Accident Relief Fund - NEKRTC	NEKRTC	KARNATAKA
3	Accident Relief Fund-NWKRTC	NWKRTC	KARNATAKA
4	Acid Victim Pension	Directorate of Social Security and Pensions	KARNATAKA
5	Admission for Morarji Desai Residential school - Minority Welfare Department	Minority Welfare Department	KARNATAKA
6	Admission for Pre and Post matric hostels - Minority Welfare Department	Minority Welfare Department	KARNATAKA
7	Agricultural Family Member Certificate / ವ್ಯವಸಾಯಕಾರರ ಕುಟುಂಬದ ವ್ಯಕ್ತಿಗಳಿಗಿರುವ ಪ್ರಮಾಣ ಪತ್ರ	Revenue Department	KARNATAKA
8	Amendment of Bye Laws of Souharda co-operative society	Registrar of Cooperative Societies	KARNATAKA
9	Amendment of License to Manufacture Insecticides	Agriculture Department	KARNATAKA
10	Amendment of Manufacturing License for Micro Nutrients Mixture Fertilizers	Agriculture Department	KARNATAKA

Step 4 : Click Proceed to Apply

The screenshot shows the same 'Apply For Services' page, but with a modal window open for the 'Accident Relief Fund-KSRTC' service. The modal provides instructions to download a pre-defined form/template and lists the required document.

Sl.No.	Document Name	Action
1	DECLARATION CUM INDEMNITY AFFIDAVIT	Download

Buttons: Proceed to apply (green), Cancel (red)

Step 5 : Fill the Applicant Details & Photocopies details

The screenshot shows the 'Application Form for Bus Pass for School Children' on the Seva Sindhu portal. The form is titled 'ಕರ್ನಾಟಕ ರಾಜ್ಯ ರಸ್ತೆ ಸಾರಿಗೆ ನಿಗಮ' (Karnataka State Road Transport Services) and 'ಶಾಲಾ ಮಕ್ಕಳಿಗೆ ನೀಡುವ ಬಸ್ ಪಾಸ್' (Issue of Bus Pass for School Children). The form fields are as follows:

ಅರ್ಜಿದಾರರ ಹೆಸರು/Applicant Name *	Inukurthi Kalyan Teja
ಹುಟ್ಟಿದ ದಿನಾಂಕ / Date of Birth *	11/08/2009
ಆಧಾರ್ ಸಂಖ್ಯೆ/Aadhaar Number / Virtual Id:	
ವಯಸ್ಸು / Age *	11
ತಂದೆ ಹೆಸರು / Father Name *	Nagaraj
ಲಿಂಗ/Gender *	<input checked="" type="radio"/> ಗಂಡು / Male <input type="radio"/> ಹೆಣ್ಣು / Female
ಮೊಬೈಲ್ ಸಂಖ್ಯೆ / Mobile Number *	9986524178
ವರ್ಗ/Category *	General/ಸಾಮಾನ್ಯ
ಇ-ಮೇಲ್ ಐಡಿ/E-mail ID (student/ guardian)	govindgowda6@gmail.com

At the bottom of the form, there are buttons for 'Draft', 'Submit', 'Close', and 'Reset'. The page footer includes logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DaitV, and PMINDIA. It also states: '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 6 : Click on I agree checkbox and fill the Captcha Code as given & Submit

The screenshot shows the final steps of the application form. It includes a section for 'Parent's / Guardian's signature' and 'Principal's/ Head master'/ Headmistress' Signature and Seal'. Below this, there is a statement: 'The information/ details provided above are true to the best of my knowledge. I will not misuse this pass.' and a checked 'I Agree' checkbox.

Below the agreement, there is a note: 'PLEASE TAKE A PRINTOUT OF FORM PREVIEW TO GET SIGNATURE AND STAMP OF PARENTS AND SCHOOL REPRESENTATIVE. COPY OF ATTESTED FORM MUST BE INCLUDED IN ENCLOSURES.'

The 'Additional Details' section has a dropdown menu for 'Apply to the Office' set to 'KSRTC Counter Office(KSRTC Counters- Gowribidanur) - Rural/Urban'.

The 'Word verification' section shows a captcha code '432671' and a text input field containing the same code. Below the captcha, there are buttons for 'Draft', 'Submit', 'Close', and 'Reset'.

The footer of the page is identical to the previous screenshot, including the logos and the technical information.

Step 7: A fully filled form will be generated for user verification

The screenshot shows a web browser window with the URL `serviceonline.gov.in/karnataka/applyPageForm.do?OWASP_CSRFTOKEN=KLNG-153G-ZQ8B-3IEU-CFTJ-LI4A-MUCW-X8GS&UID=497b377b-36be-4b22-bf73-f1ad919f256f`. The page header includes the Seva Sindhu logo and the text "ಸೇವಾ ಸಿಂಧು Seva Sindhu Application for Departmental Examination conducted by KPSC". A blue sidebar menu on the left contains options like "Manage Profile", "Apply for services", and "View Status of Application". The main content area displays a form titled "Application Form for Bus Pass for School Children:" with the following fields:

ಅರ್ಜಿದಾರರ ಹೆಸರು / Applicant Name :	Nagesh N M
ಹುಟ್ಟಿದ ದಿನಾಂಕ / Date of Birth :	16/04/2001
ವಯಸ್ಸು / Age :	19
ತಂದೆ ಹೆಸರು / Father Name :	rajesh
ಲಿಂಗ / Gender :	ಗಂಡು / Male
ಮೊಬೈಲ್ ಸಂಖ್ಯೆ / Mobile Number :	9956245886
ವರ್ಗ / Category :	General/ಸಾಮಾನ್ಯ
ಇ-ಮೇಲ್ ಐಡಿ (student/ guardian) :	govindgovind@gmail.com
ಹುಟ್ಟಿದ ದಿನಾಂಕ / Date of Birth :	05-12-1988

Below this is the "ವಿಳಾಸ / Address Details" section:

ದಾಖಲಿಸಿದ ವಿಳಾಸ / Permanent Address :	krishna temple street
ಜಿಲ್ಲೆ / District :	CHIKKABALLAPURA
ತಾಲ್ಲೂಕು / Taluk :	GOVVRIBIDANUR
ಗ್ರಾಮ / Enter the Village :	0555
ಪಿನ್ ಸಂಖ್ಯೆ / PinCode :	560097

At the top of the form area, a red message states: "Application not yet submitted. To proceed click on the appropriate button available at the bottom of this page".

Step 8 : click on Attach Annexure

The screenshot shows the same web browser window as in Step 7. The form is now filled with the following information:

ಘಟಕ / Select the depot :	Govvribidanur
ಘಟಕ / Select the counter :	Govvribidanur

Declaration

Parents' / Guardian's signature: _____

Principal's/ Head master/ Headmistress' Signature and Seal: _____

The information/ details provided above are true to the best of my knowledge. I will not misuse this pass.

I Agree: Yes

Additional Details

Apply to the Office	KSRTC Counter Office(KSRTC Counters- Govvribidanur)
Draft Reference No :	Draft_TC001S/2020/00009

20/8/2020 05:22:49 IST <http://serviceonline.gov.in/karnataka>

Buttons: [Attach Annexure](#) [Edit](#) [Cancel](#) [Click here to initiate new application](#)

Footer: MINISTRY OF PANCHAYATI RAJ, Digital India, data.gov.in, india.gov.in, DigiY, 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 9: Attach the annexures and save them

The screenshot shows a web browser window with the URL `serviceonline.gov.in/karnataka/editViewAnnexure.do?OWASP_CSRFTOKEN=KLANG-153G-ZQ8B-3JEU-CFTJ-LI4A-MUCW-X8GS&coverageLocationId=28242&serviceld=3690001&citizenId=14476506&appId=108...`. The page displays a form for attaching documents. The form has a table-like structure with the following rows:

Document Name	Document Format	File Name	Actions
Proof of Residential Address	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker
Application form attested by the Head of the Educational Institution and parents signature	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker
Tuition fee paid receipt	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker
Id Card (School or college) or Fee paid receipt	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker
Caste Certificate	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker
Copy of Previous pass	Document Format	sample.pdf	Choose File, Scan, Fetch from DigLocker

At the bottom right of the form area, there are three buttons: **Save Annexure** (green), **Cancel** (red), and **Back** (blue).

The footer of the page contains logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeltY, and PMINDIA. Below the logos, it states: "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 10: Saved annexures will be displayed

The screenshot shows a web browser window with the URL `serviceonline.gov.in/karnataka/editSaveAnnexure.do?OWASP_CSRFTOKEN=KLANG-153G-ZQ8B-3JEU-CFTJ-LI4A-MUCW-X8GS&appId=10864415&citizenId=14476506&directSubmitCheck=N`. The page displays a list of saved annexures and additional details.

Annexure List

1) Aadhaar Card	Aadhaar card
2) Passport size photo	Passport size Photo
3) Proof of Residential Address	Proof of Residential Address
4) Application form attested by the Head of the Educational Institution and parents signature	Application form attested by the Head of the Educational Institution and parents signature
5) Tuition fee paid receipt	Tuition fee paid receipt
6) Id Card (School or college) or Fee paid receipt	Id Card (School or college) or Fee paid receipt
7) Caste Certificate	Caste Certificate
8) Copy of Previous pass	Copy of Previous pass
9) Predefined Template	Confirmation letter draft from educational Institution

Additional Details

Apply to the Office	KSRTC Counter Office(KSRTC Counters- Gowribidanur)
Draft Reference No :	TC001520000006

At the bottom right of the form area, there are two buttons: **eSign and Submit** (green) and **Cancel** (red).

The footer of the page contains logos for the Ministry of Panchayati Raj, Digital India, data.gov.in, india.gov.in, DeltY, and PMINDIA. Below the logos, it states: "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: After Submit,Sakala acknowledgement will be generated

The screenshot shows the 'APPLICATION ACKNOWLEDGEMENT' page. At the top, there is a header with the Government of Karnataka emblem and the text 'ಕರ್ನಾಟಕ ಸರ್ಕಾರ' (Government of Karnataka) and 'Sakala Acknowledgement/ಸರ್ಕಾಲ ಸ್ವೀಕೃತಿ' (Sakala Acknowledgement/State Acceptance). Below this, a table provides application details:

Office Name / ಕಛೇರಿ ಹೆಸರು	KSRTC Department / ಕೆಎಸ್ಆರ್‌ಟಿಸಿ ಇಲಾಖೆ
Sakala No/ಸರ್ಕಾಲ ಸಂಖ್ಯೆ	TC002S200000036
Application Date /ಅರ್ಜಿಯ ದಿನಾಂಕ	11/08/2020
Service Requested /ವಿನಂತಿಸಿದ ಸೇವೆ	Application For Accident Relief Fund / ಅಪಘಾತ ಬರಿಹಾರ ನಿಧಿಗೆ ಅರ್ಜಿ
Applicant Name /ಅರ್ಜಿದಾರರ ಹೆಸರು	Inukurthi Kalyan Teja
Applicant Address /ಅರ್ಜಿದಾರರ ವಿಳಾಸ	sdadsadad,adadasd,dadadads,HASSAN,KARNATAKA,India 567894.
Mobile No /ಮೊಬೈಲ್ ಸಂಖ್ಯೆ	9587456125

Below the table, there is a section for 'Documents Submitted / ದಾಖಲಾತಿಗಳನ್ನು ಸಲ್ಲಿಸಿದ ಮಾಹಿತಿ'. A table lists the types of documents and the documents attached:

Type of document(s)	Document(s) Attached
Death Certificate	Death Certificate
Identity Card (ಗುರುತಿನ ಚೀಟಿ)	Ration Card (ರೇಷನ್ ಕಾರ್ಡ್)
Medical Certificate / Postmortem Report	Post mortem report / Medical Certificate
Aadhaar Card	Aadhaar card
Legal heirs Bank passbook copy	Legal heirs Bank passbook copy
Passport size photograph of Legal heirs	Passport Size Photo (JPG/JPEG/PNG)
"G"-Tree (Generation Tree/Family)	"G"-Tree (Generation Tree/Family)
Police FIR and Panchanama	Police FIR and Panchanama

The bottom of the screenshot shows the Windows taskbar with the search bar, task icons, and system tray showing the date and time as 11:03 on 11-08-2020.

Officer Work Flow

