

राजस्थान सरकार



राजस्थान जन आधार प्राधिकरण

योजना भवन, तृतीय तल, नॉर्थ ब्लॉक, तिलक मार्ग, जयपुर

General Instructions for Jan Aadhaar Enrollment:-

1. Resident family of Rajasthan and state employees who are residents of outside the state.
2. Head of the family-
 - A woman of 18 years or more
 - In the absence of a woman of 18 years or more, a man of 21 years or more
 - In the absence of both the above, the eldest person in age

Mandatory Documents:-

1. Copy of Aadhaar card of the head of the family and all other family members above 5 years age
2. Copy of Aadhaar or Birth Certificate of the Members below 5 years of age
3. Pass book of the head's bank account
4. Documents related to age/date of birth
5. Address document
6. Self-declaration for income
7. Color photo upload required for the head of the family and all the members
8. If you are a small or marginal farmer then the land details should be entered.
9. Other documents- Documents supported by the given information, if required

Document upload :

- Document type .pdf only
 - Size less than 1MB
 - Photo type .jpg/.jpeg/.png
 - Size less than 50KB
10. All details are to be entered in both English and Hindi.

1. Enrollment Process for Citizen Users

1.1 Login through SSO.



Rajasthan Single Sign On v33.6
One Digital Identity for all Applications

IMPORTANT NOTE:
This is a testing/ staging server and should not be used for LIVE transactions.
It is intended for use by technical team for testing the applications and integration with RajSSO system.

महत्वपूर्ण सूचना:
यह एक टेस्ट/ स्टेजिंग सर्वर है और इसका उपयोग लाइव लेनदेन के लिए नहीं किया जाना चाहिए।
यह एप्लीकेशन के टेस्ट और सॉल्यूशंस प्रदाता के साथ एकीकरण के लिए तकनीकी टीम द्वारा उपयोग के लिए है।

Login **Registration**

ALEXMATHUR301988

6 1 6 9 8 0 Enter Captcha

Login

* I Forgot my Digital Identity (SSOID) [Click Here](#)
* I Forgot my Password [Click Here](#)
* I have multiple SSOIDs [Click here to merge](#)

Site designed, developed & hosted by Department of Information Technology & Communication, Government Of Rajasthan
Helpdesk Details | Website Policies | Password Policy | Sitemap
#Visitors: #e-Pramaan:

1.2 Click on Jan Aadhaar under G2C



1.3 Click on Enrolment Menu



1.4 Click on Family Enrolment Option



Process for enrollment will be similar to the process mentioned under Section 5.4 to 5.15.

1.5 General Instructions

Select checkbox for all General Instruction and then click on 'Proceed Button'

 The screenshot displays the 'Family Enrollment' form. At the top, there is a progress bar with seven steps: 1. General Instructions (active), 2. Resident Authentication, 3. Choose HSP and Address, 4. Family Member Details, 5. Personal Details, 6. Payment Receipt, and 7. Acknowledgement Receipt. Below the progress bar, the title 'जन आधार नामांकन हेतु सामान्य निर्देश' is centered. The form contains several instructions, each preceded by a checkbox that is currently checked. These instructions cover topics such as age limits, document requirements, and the need to read terms and conditions. At the bottom of the form, there is a blue button labeled 'Proceed'.

1.6 Enroll through Aadhaar or Birth Certificate

Citizen can enrol through Aadhaar or Birth Certificate No. with below conditions:

If member's age is more than 5 year and member born before January 1, 2018 then Aadhaar Number is mandatory.

The screenshot shows the 'Family Enrollment' form. The progress bar indicates steps: General Instructions, Member Authentication (active), Choose HOF and Address, Family Relative Details, Personal Details, Preview Receipt, and Acknowledgement Receipt. The form contains two questions: 'Is member's age more than 5 year?' with 'Yes' selected, and 'Is member born before January 1, 2018?' with 'Yes' selected. Below these are input fields for 'Aadhaar No.' (with example 123456789012) and 'Birth Certificate No.' (with example 123456789012345/2008). An 'Aadhaar Authentication' button is present. A red note states: 'Note 1: To add member in the family, please perform their Aadhaar Authentication!'. Another red note states: 'Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!'. A '< Previous' button is at the bottom left.

If member's age is less than 5 years and born in Rajasthan, then Birth Certificate Number is mandatory.

The screenshot shows the 'Family Enrollment' form. The progress bar indicates steps: General Instructions, Member Authentication (active), Choose HOF and Address, Family Relative Details, Personal Details, Preview Receipt, and Acknowledgement Receipt. The form contains two questions: 'Is member's age more than 5 year?' with 'No' selected, and 'Is member born in Rajasthan?' with 'Yes' selected. Below these are input fields for 'Aadhaar No.' (with example 123456789012) and 'Birth Certificate No.' (with example 123456789012345/2000). An 'Authentication' button is present. A red note states: 'Note 1: To add member in the family, please perform their Aadhaar Authentication!'. Another red note states: 'Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!'. A '< Previous' button is at the bottom left.

If member's age is less than 5 Years and born outside Rajasthan then Aadhaar number is mandatory.

The screenshot shows the 'Family Enrollment' form. The progress bar indicates steps: General Instructions, Member Authentication (active), Choose HOF and Address, Family Relative Details, Personal Details, Preview Receipt, and Acknowledgement Receipt. The form contains two questions: 'Is member's age more than 5 year?' with 'No' selected, and 'Is member born in Rajasthan?' with 'No' selected. Below these is an input field for 'Aadhaar No.' (with example 123456789012) and an 'Aadhaar Authentication' button. A red note states: 'Note 1: To add member in the family, please perform their Aadhaar Authentication!'. Another red note states: 'Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!'. A '< Previous' button is at the bottom left.

If member's age is more than 5 Years and member born after January 1, 2018 then Aadhaar number and Birth certificate number both are mandatory

Family Enrollment

Home / Family Enrollment

General Instructions Member Authentication Choose PDF and Address Family Relation Details Personal Details Previous Record Acknowledgement Receipt

Is member's age more than 5 year?
☒ Yes ☐ No

Is member born before January 1, 2018?
☐ Yes ☒ No

Aadhaar No. *
 e.g., 123456789012

Birth Certificate No. *
 e.g., 123456789012345/2000

Aadhaar Authentication

Note 1: To add member in the family, please perform their Aadhaar Authentication!
 Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

< Previous

1.7 Aadhaar eKYC

User need to enter Aadhaar No. and perform Aadhaar eKYC, in enrolment Name (English/Hindi), DOB, Gender & Photo will be fetched from Aadhaar.

Family Enrollment

Home / Family Enrollment

General Instructions Member Authentication (5) Choose PDF and Address Family Relation Details Personal Details Previous Record Acknowledgement Receipt

Is member's age more than 5 year?
☒ Yes ☐ No

Is member born before January 1, 2018?
☐ Yes ☒ No

Aadhaar No. *
 e.g., 123456789012

Birth Certificate No. *
 e.g., 123456789012345/2000

Aadhaar Authentication

Note 1: To add member in the family, please perform their Aadhaar Authentication!
 Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

Government Employee?	Aadhaar ID	Birth Certificate No.	Name (English)	Name (Hindi)	Gender	Date of Birth	Photo	Action
☐	XXXXXXXX1296	—	Neha Mathur	नेहा मथुरा	Female	15-12-1989		
☐	XXXXXXXX4534	—	Purnesh Mathur	पुर्नेश मथुरा	Male	30-07-1988		
☐	XXXXXXXX8942	—	Seema Rajera	सीमा राजेरा	Female	02-07-1989		

Note: The information shown here is obtained from Aadhaar/Pelichuan Portal. If there is any change in it, please get it updated in Aadhaar or Pelichuan!

< Previous

Authentication of all family members completed >

User can enrol all family members by Aadhaar authentication and birth certificate number. After add all members click on 'Authentication of all family members completed' button.

1.8 State Government Employee

If there is any state govt. employee, user need to select member, pop-up window will be open.

Member - (Seema Fageria | सीमा फगेडीया)

Occupation *

-----Select-----

-----Select-----

State personnel | राज्य कर्मी

Government Employee ID *

Please enter value

Search

Select occupation as State Personnel and enter Govt. Employee Id. Click on Search button. Employee Id will be verified with SIPF data.

Member - (Seema Fageria | सीमा फगेडीया)

Occupation *

State personnel | राज्य कर्मी

Government Employee ID *

RJTO202236009732

Search

After verification with SIPF data, employee Id will be added against the selected member.

Family Enrollment

General Instructions

Member Authentication (0)

Choose PCF and Address

Specify Relation Details

Personal Details

Preview Receipt

Acknowledgement Receipt

Is member's age more than 5 year?

☒ Yes
☐ No

Is member born before January 1, 2018?

☒ Yes
☐ No

Aadhaar No. *

e.g. 123456789012

Birth Certificate No.

e.g. 123456789012345/2000

Aadhaar Authentication

Note 1: To add member in the family, please perform their Aadhaar Authentication!

Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

Government Employee?	Aadhaar ID	Birth Certificate No.	Name (English)	Name (Hindi)	Gender	Date of Birth	Photo	Action
☐	XXXXXXXX1992	—	Neha Mathur	नेहा माथुर	Female	18-12-1988		
☐	XXXXXXXX0454	—	Purnesh Mathur	पुर्नेश माथुर	Male	30-07-1988		
☒	RJTO202236009732	XXXXXXXX08942	Seema Fageria	सीमा फगेडीया	Female	02-07-1988		

Note: The information shown here is obtained from Aadhaar/Potchaan Portal. If there is any change in it, please get it updated in Aadhaar or Potchaan!

< Previous

Authentication of all family members completed >

1.9 Parents Auth for Child less than 05 Years

If user want to add member below 5 Years need to enrol from Birth certificate number, and it will authenticate using Mother or Father aadhaar number registered with Birth certificate number.

Select member for Aadhaar authentication

Select	Relation with Child
☒	Mother
☐	Father

Aadhaar eKYC

Proceed for Aadhaar Auth

After successful authentication, member will be added.

Family Enrollment

Home / Family Enrollment

General Instructions Member Authentication (8) Choose HOF and Address Family Relation Details Personal Details Preview Receipt Acknowledgment Receipt

Is member's age more than 5 year?
☒ Yes ☐ No

Is member born before January 1, 2018?
☒ Yes ☐ No

Aadhaar No. Birth Certificate No. [Aadhaar Authentication](#)

Note 1: To add member in the family, please perform their Aadhaar Authentication!
 Note 2: If a member was born in Rajasthan after January 1, 2018, and is over 5 years old, both Aadhaar authentication and a Birth Certificate are required!

TOTAL COUNT : 4

Government Employee?	Aadhaar ID	Birth Certificate No.	Name (English)	Name (Hindi)	Gender	Date of Birth	Photo	Action
☐	XXXXXXXX1998	—	Neha Mathur	नेहा मथुरा	Female	15-12-1999		Edit
☐	XXXXXXXX4534	—	Purnesh Mathur	पुनर्नेश मथुरा	Male	30-07-1988		Edit
☒	U/020223608732	XXXXXXXX8942	Seema Fageria	सीमा फागेरिया	Female	02-07-1989		Edit
☐	—	XXXXXXXXXXXXXXXXXXXX0505/2024	Shreeja Agrawal	श्रीजा अग्रवाल	Female	20-01-2024		Edit

Note: The information shown here is obtained from Aadhaar/Pehchaan Portal. If there is any change in it, please get it updated in Aadhaar or Pehchaan!

[Previous](#) [Authentication of all family members completed >](#)

1.10 Choose HoF

After completion of authentication of all members on next tab user need to select HOF from eligible members.

General Instructions Member Authentication (8) Choose HOF and Address Family Relation Details Personal Details Preview Receipt Acknowledgment Receipt

Choose HOF and Address

HOF	Aadhaar No.	Birth Certificate No.	Name	Gender	Date of Birth
☒	XXXXXXXX1998	—	Neha Mathur नेहा मथुरा	Female महिला	15-DEC-1999
☐	XXXXXXXX8942	—	Seema Fageria सीमा फागेरिया	Female महिला	02-JUL-1989

1.11 HoF Bank Details

User need to enter bank details for selected HOF

HOF - (Seema Fageria | सीमा फगेडीया)

Contact Details

Mobile Number

Mobile Number

Send OTP

Note: Mobile Number of Head of the Family is required.

Bank Account Details

IFSC/MICR Code *

Search Ifsc Code...

Bank Name

-----Select-----

Bank Branch

-----Select-----

Note: Bank Account details of Head of the Family is required.

Close

Save & Next

HOF - (Seema Fageria | सीमा फगेडीया)

Contact Details

Mobile Number

9460616666

Bank Account Details

IFSC/MICR Code *

SBIN0000009

Bank Name

STATE BANK OF INDIA

Bank Branch

DIST ARARIA, BIHAR 854311

Bank Account No. *

61051477913

Bank Document Type *

CHEQUE | चैक

Document(.pdf-Max:1MB) *

Choose File

BLAN... 11.pdf

Uploaded Document File

BLANK PDF 11.pdf

Note: Bank Account details of Head of the Family is required.

Close

Save & Next

1.12Family Address

After adding bank details user need to enter family address.

Choose HOF and Address

HOF	Aadhaar No.	Birth Certificate No.	Name	Gender	Date of Birth
☒	XXXXXXX1942	---	Seema Pagarla (सीमा पगेरिया)	Female (महिला)	02-JUL-1989
☐	XXXXXXX1990	---	Neha Mathur (नेहा मथुर)	Female (महिला)	19-DEC-1989

Current Family Address

Are you from Rural Area? ☐ Yes ☒ No

House or Flat Number (in English) *	House or Flat Number (in Hindi) *	Colony/Apartment (in English) *	Colony/Apartment (in Hindi) *
54	54	Chitrakoot	चित्रकूट
Locality (in English)	Locality (in Hindi)	Street (in English)	Street (in Hindi)
Please enter value	Please enter value	Please enter value	Please enter value
District *	City *	Ward *	Pin Code *
Jaipur जयपुर	Jaipur Greater जयपुर ग्रेटर	Ward No 19 वार्ड नं. 19	300112
House Category *	House Type *	How long have you lived here? *	Document Proof Type *
Apartment अपार्टमेंट	Pukka House पक्का मकान	11/2016	BANK/POST OFFICE PASSBOOK बैंक / डाकघर का
Document(pdf-Max1MB) *	Uploaded Document File	Since when living in Rajasthan? *	
Choose File No file chosen	dddwwwwd.pdf	06/2001	

[< Previous](#) [Save & Next](#)

Click on Save and Next button.

1.13 Family Relation Details

User need to enter family relation details of all registered members.

Family Enrollment Home / Family Enrollment

[General Instructions](#)
[Member Authentication \(3\)](#)
[Choose HOF and Address](#)
[Family Relation Details](#)
[Personal Details](#)
[Previous Receipts](#)
[Additional Documents Receipts](#)

Name	Gender	Relation with HOF	Father Name	Mother Name	Marital Status	Spouse Name
Seema Pagarla (सीमा पगेरिया) - HOF	Female (महिला)	Self स्वयं	Father Name (in English)	Mother Name (in English)	Select ---	Spouse Name (in English)
			Father Name (in Hindi)	Mother Name (in Hindi)		Spouse Name (in Hindi)
			Q	Q		Q
Rutash Mathur (रुतेश मथुर)	Male (पुरुष)	--- Select ---	Father Name (in English)	Mother Name (in English)	Select ---	Spouse Name (in English)
			Father Name (in Hindi)	Mother Name (in Hindi)		Spouse Name (in Hindi)
			Q	Q		Q
Neha Mathur (नेहा मथुर)	Female (महिला)	--- Select ---	Father Name (in English)	Mother Name (in English)	Select ---	Spouse Name (in English)
			Father Name (in Hindi)	Mother Name (in Hindi)		Spouse Name (in Hindi)
			Q	Q		Q
Shreeja Agrawal (श्रीजा अग्रवाल)	Female (महिला)	--- Select ---	Father Name (in English)	Mother Name (in English)	Select ---	Spouse Name (in English)
			Father Name (in Hindi)	Mother Name (in Hindi)		Spouse Name (in Hindi)
			Q	Q		Q

[< Previous](#) [Save & Next](#)

Family Enrollment

Home / Family Enrollment

General Information Member Authentication (X) Choose HOF and Address Family Relation Details Personal Details Previous Receipt Acknowledgement Receipt

Name	Gender	Relation with HOF	Father Name	Mother Name	Marital Status	Sponsor Name
Seema Fageria (सीमा फागेरीया - HOF)	Female (महिला)	Self (स्वयं)	Ajay Fageria अजाय फागेरीया	Suman Fageria सुमन फागेरीया	Married (विवाहित)	Mahesh Budaniya महेश बुडनिया
Purnesh Mathur (पुनैश मथुर)	Male (पुरुष)	Brother-in-law (बे)	Shanti Lal Mathur शंती लाल मथुर	Lisha Kisan Mathur लिशा किसान मथुर	Married (विवाहित)	Neha Mathur नेहा मथुर
Neha Mathur (नेहा मथुर)	Female (महिला)	Sister-in-law (नया)	Kanchan Kumar Mathur कंचन कुमार मथुर	Uma Mathur उमा मथुर	Married (विवाहित)	Purnesh Mathur पुनैश मथुर
Shreya Agrawal (शीरा अग्रवाल)	Female (महिला)	Sister (बहिन)	Ajay Fageria अजाय फागेरीया	Suman Fageria सुमन फागेरीया	Unmarried (अविवाहित)	Spouse Name (in English) Spouse Name (in Hindi)

Previous Save & Next

Click on 'Save & Next' button.

1.14 Personal Details

User need to enter Personal Details of all family members one by one.

Family Enrollment

Home / Family Enrollment

General Information Member Authentication (X) Choose HOF and Address Family Relation Details Personal Details Previous Receipt Acknowledgement Receipt

Member Name	Type	Aadhar No.	Birth Certificate No.	Gender	Date of Birth	Action
Seema Fageria (सीमा फागेरीया)	HOF	XXXXXXXXXXXX		Female	30-03-1988	
Purnesh Mathur (पुनैश मथुर)	MEMBER	XXXXXXXXXXXX		Male	31-03-1988	
Neha Mathur (नेहा मथुर)	MEMBER	XXXXXXXXXXXX		Female	10-12-1989	
Shreya Agrawal (शीरा अग्रवाल)	MEMBER	XXXXXXXXXXXX	XXXXXXXXXXXXXXX/2024	Female	20-01-2024	

Bank Account Details

IFSC/MICR Code *
SBIN00XXXX

Bank Name *
STATE BANK OF INDIA

Bank Branch *
DIST ARARIA, BHAR 854311

Bank Account No. *
81051477913

Bank Document Type *
CHECK / चेक

Bank Document (pdf Max1MB)
Choose File No file chosen

Upload Document File
Bank RDT (1 per)

Personal Details

Education *
Select

Residential *
Select

Occupation *
Select

Are you from Minority Community? *
No Yes

Category *
Select

Specialist *
Specialist

Contact Details

Mobile Number *
9460610000

aMail ID
aMail ID

Send OTP

Machine Details

Is Income Tax Payer *
No Yes

RAI
Max limit 10 digit

Yearly Income (FY : 2024-2025) *
Yearly income (FY : 2024-2025)

Income Document
Select

Services

Select Service	Agency	Name	Service Document (pdf Max1MB)	Document	Action
ADD					

Previous Save & Next

[illegible]

After self-verifying the data, user need to e-Sign the application, after successful e-sign, application will be submitted and user can download the enrolment receipt.

14