

Major Changes in DSC Issuance

DSC Class2 (Individual) For Income Tax & ROC

AREA CHANGE	NEW GUIDELINES	OLD REGIME	REMARK
APPLICATION FORM	NEW FORMS INTRODUCED	OLD FORM WILL NOT BE ACCEPTED	
Documents Required	*PAN card, Valid Address proof of applicant	Same	Valid address proofs' <ul style="list-style-type: none"> • Utility Bills • Aadhar card • Driving License • Voter id card • Passport • Bank statement not older than 2 months duly signed by bank manager. • Service Tax/VAT Tax/Sales Tax registration certificate.
Unique email id	Email id should be unique	Multiple email Id's were accepted	
Unique mobile	Mobile no. should be unique : <ol style="list-style-type: none"> 1. Downloading code will be sent on Register mobile no. via SMS 2. Verification call will be dial on Register Mobile No. from head office. 	No such requirement	
Blue ink	Application form & other attestation should be valid in only blue ink. (Green, Red, Black ink not valid)	No such requirement	
Attestation of documents	All documents should be self attested.	Was earlier also	
Attestation by outside authority	All documents should be attested either by <ul style="list-style-type: none"> • Gazetted officer (Grade A and B) • Bank Branch manager • Post master Sign by blue ink only. Designation, contact no. & address of attestation authority should also be mentioned. or Self-attested copy of Organizational Identity card of Attesting Officer should be enclosed	Authority to sign by LRA was given, so not required by such authorities	Rounded seal of bank not accepted
Download form	https://www.ncodesolutions.com/PDF/version-4.3/individual.pdf		

DSC Class2b & Class 3b (Organization)

Area change	New Guidelines	Old regime	Remark
Application form	New forms introduced	Old form will not be accepted	
Attestation of documents	All documents should be self attested with Org Seal.	Was earlier also	
Documents required	<ul style="list-style-type: none"> *PAN card of Applicant. All documents list given on second page of application form according organization (Proprietor, partnership, Company, LLP, NON Government Organization/ Trust) Vat registration copy in case of proprietorship firm 		Documents of firm can be attested other partner ,director with firm seal and signature
Authorization letter	<ul style="list-style-type: none"> In case of Proprietor ship Firm Self attestation by proprietor with seal signature. In case of partnership firm Attestation by other partner with Seal signature. In case of company Attestation by other director with Seal signature. 	Same but no Photo need for Authorizing person	
Attestation by outside authority	Identity Proof should be attested either by <ul style="list-style-type: none"> Gazeted officer (Grade A & B) Bank Branch manager Post master Sign by blue ink only. Designation, contact no. & address of attestation authority should also be mentioned. or Self-attested copy of Organizational Identity card of Attesting Officer should be enclosed	Authority to sign by LRA was given, so not required by such authorities	Rounded seal of bank not accepted
Video Recording	For Class 3B ONLY, Physically verification of subscriber is must, now video recording of interactive session (min/max 20 seconds with max size up to 5 MB) with DSC applicant will be compulsory.	Video recording were not compulsory.	
Unique mobile	Mobile no. should be unique : <ol style="list-style-type: none"> Downloading code will be sent on Register mobile no. via SMS verification call will be dial on Register Mobile No. from head office. 	No such requirement	
Download form	https://www.ncodesolutions.com/PDF/version-4.3/class2&3_org.pdf		

DSC Class2 & Class 3 (Government)

Area change	New Guidelines	Old regime	Remark
Application form	New forms introduced	Old form will not be accepted	
Attestation of documents	All documents should be self attested with Org Seal	Was earlier also	
Documents required	<ul style="list-style-type: none"> Applicant id card A letter from HOD authorizing the head office Government id card of HOD (Authorizing Person) 		All documents is must
Authorization letter	<ul style="list-style-type: none"> Authorized by Hire Authority of Applicant with Photo, Seal and Sign. 		
Attestation by outside authority	<p>All documents should be attested either by</p> <ul style="list-style-type: none"> Gazeted office (Grad A&B) Bank Branch manager Post master <p>Sign by blue ink only. Designation, contact no. & address of attestation authority should also be mentioned.</p> <p style="text-align: center;">or</p> <p>Self-attested copy of Organizational Identity card of Attesting Officer should be enclosed</p>	Authority to sign by LRA was given, so not required by such authorities	Rounded seal of bank not accepted
Unique mobile	<p>Mobile no. should be unique :</p> <ol style="list-style-type: none"> Downloading code will be sent on Register mobile no. via SMS verification call will be dial on Register Mobile No. from head office. 	No such requirement	
Video Recording	For Class 3 ONLY, Physically verification of subscriber is must, now video recording of interactive session (min/max 20 seconds with max size up to 5 MB) with DSC applicant will be compulsory.	Video recording were not compulsory.	
Download form	https://www.ncodesolutions.com/PDF/version-4.3/govt.pdf		

DSC Class2 in Foreign National

Area change	New Guidelines	Old regime	Remark
Application form	New forms introduced	Old form will not be accepted	
Documents required	PAN card (If applicant from India) , Valid Address proof	Same	Valid id address proofs' <ul style="list-style-type: none"> • Driving License • Passport • Visa
Unique email id	Email id should be unique	Multiple email id's were accepted	
Unique mobile	Mobile no. should be unique : 3. Downloading code will be sent on Register mobile no. via SMS 4. verification call will be dial on Register Mobile No. from head office.	No such requirement	
Video Recording	For Class 3 ONLY, Physically verification of subscriber is must, now video recording of interactive session (min/max 20 seconds with max size up to 5 MB) with DSC applicant will be compulsory.	Video recording were not compulsory.	
Blue ink	Fill & sign form in blue ink only	No such requirement	
Attestation of documents	All documents should be self attested	Was earlier also	
Attestation by outside authority	<ul style="list-style-type: none"> • All documents should be attested by Foreign Embassy in foreign case. • If applicant is NRI attested by Indian Embassy Sign by blue ink only. Designation, contact no. & address of attestation authority should also be mentioned. or Self-attested copy of Organizational Identity card of Attesting Officer should be enclosed	Authority to sign by LRA was given, so not required by such authorities	Rounded seal of bank not accepted
Download form	https://www.ncodesolutions.com/PDF/version-4.3/foreign-national.pdf		