



USER MANUAL FOR COVID-19 VACCINATION CERTIFICATE REQUEST

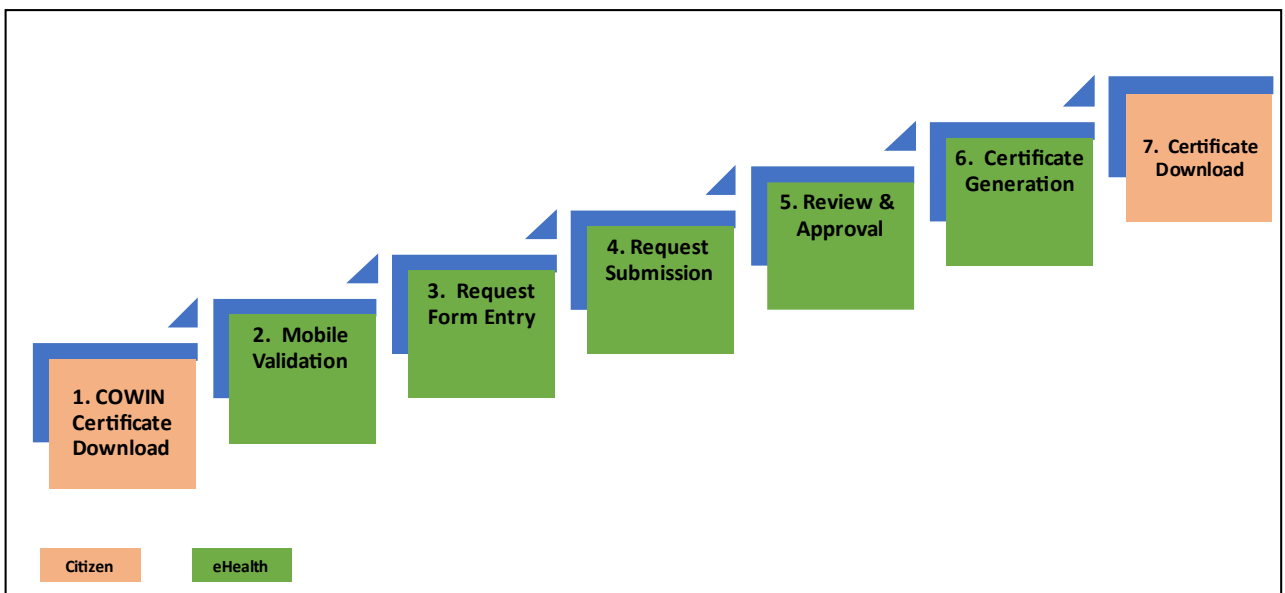


1. Overview

Citizen going abroad who needs vaccination completion certificate from Government of Kerala can raise request through this new option. Citizens fill the request form and upload related documents and submit. These request forms will be verified by district team and approved or rejected. Approved certificate can be downloaded from portal.

2. Process Flow

CERTIFICATE REQUEST PROCESS FLOW

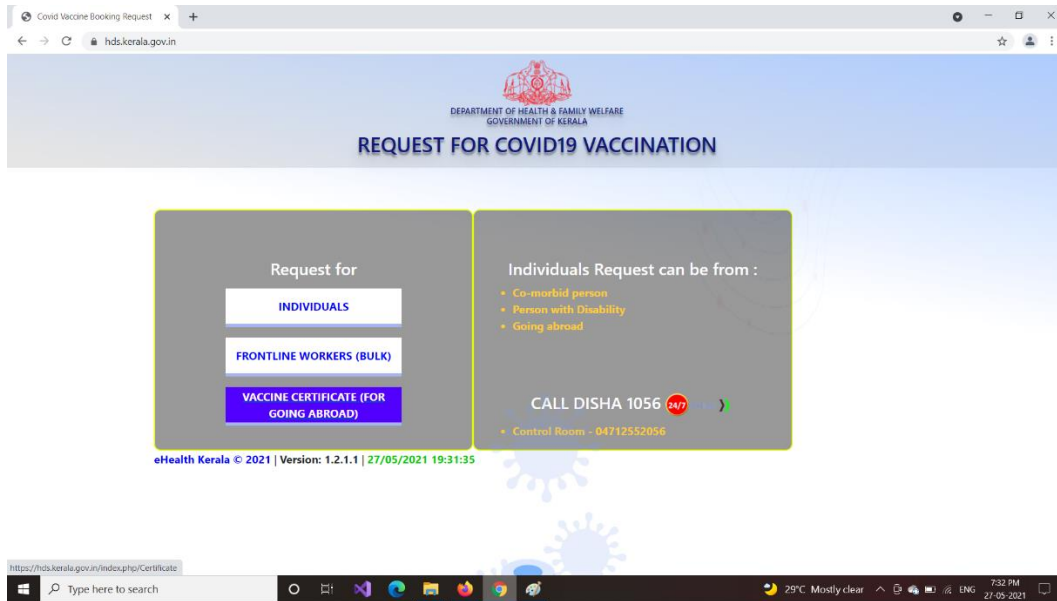


1. Citizen going abroad download the certificate from COWIN.
2. eHealth request form will be filled and required documents will be uploaded.
3. District team verify the documents and request details and approve or reject.
4. Certificate will be downloaded by citizen from portal

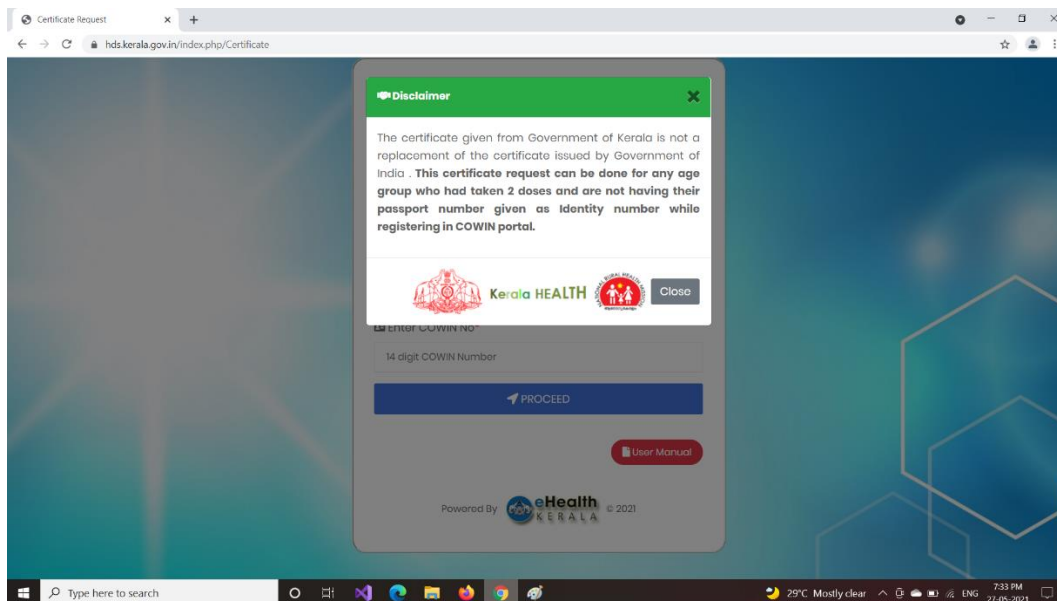


3. Covid-19 Vaccination Certificate Request

1. Type below URL in any browser in your computer.
<https://covid19.kerala.gov.in/vaccine/>
2. Select “VACCINE CERTIFICATE (FOR GOING ABROAD)” option.



3. Enter COWIN registered mobile number and COWIN registration number and get OTP.
4. Validate OTP





Certificate Request x +
hds.kerala.gov.in/index.php/Certificate

Mobile No: 1305 OTP Verified: 804

VACCINATION CERTIFICATE REQUEST/STATUS

Enter COWIN Registered Mobile No*

Mobile No

Enter COWIN No*

14 digit COWIN Number

PROCEED

User Manual

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Certificate Request x New Tab
hds.kerala.gov.in/index.php/Certificate

VACCINATION CERTIFICATE REQUEST

Enter OTP received in your mobile*

Enter 6 digit OTP No

VERIFY

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Certificate Request x New Tab x +

hds.kerala.gov.in/index.php/Certificate

VACCINATION CERTIFICATE REQUEST

Beneficiary Name as given in COWIN *

OTP Verified !!!
Your OTP is successfully verified !!!

OK

---Select---

ID Proof Number as given in COWIN *

Passport No * Name in Passport *

Your Passport N Your Name in Passport

Type here to search 29°C Mostly clear 7:35 PM 27-05-2021

5. Fill request form
6. COWIN final certificate to be uploaded.
7. Passport and visa documents to be uploaded.

Certificate Request x New Tab x +

hds.kerala.gov.in/index.php/Certificate

VACCINATION CERTIFICATE REQUEST

Beneficiary Name as given in COWIN *

COWIN Ref No *

99999999999999

Gender * Year of Birth *

---Select--- ---Select---

Vaccine Name *

---Select---

Given ID Proof in COWIN *

---Select---

ID Proof Number as given in COWIN *

Passport No * Name in Passport *

Your Passport N Your Name in Passport

District * Email *

---Select--- Your Email ID

Upload ID Proof Document as given in COWIN
(Less than 1024 KB) (Supported formats: .JPG/.JPEG/.PNG)

Choose File No file chosen

Type here to search 29°C Mostly clear 7:36 PM 27-05-2021

8. Enter Aadhar details for validation.
9. Submit request.



The image shows a two-part screenshot of a web browser displaying the 'Certificate Request' form on the hds.kerala.gov.in website. The top screenshot shows the form with the following fields: 'Upload ID Proof Document as given in COWIN', 'Upload Vaccination Certificate issued from Cowin', 'Upload Passport Document', and 'Upload Visa / Work Permit / Employment Permit / Admission Letter'. Each upload field has a 'Choose File' button and the text 'No file chosen'. The 'Aadhaar Number' field contains '955487964823' and the 'Name as in Aadhaar' field contains 'aaaaaaaaaa'. A checkbox is checked with the text 'I hereby agree to share my aadhaar no and related data for verification purpose for covid vaccination certificate.' and a 'GET AADHAAR OTP' button is visible. The bottom screenshot shows the same form after a file named 'SampleDoc.pdf' has been uploaded to the 'ID Proof' field and 'certificate.pdf' to the 'Vaccination Certificate' field. A modal dialog box with a red 'X' icon is displayed in the center, containing the text 'Aadhaar name Mismatching' and 'Please enter valid name as in aadhaar', with an 'OK' button. The 'Name as in Aadhaar' field now contains 'Arjun Chandran'. The system tray at the bottom of the browser shows the date as 27-05-2021 and the time as 7:31 PM.