



**BHARATHIDASAN UNIVERSITY
PALKALAIKERUR, TIRUCHIRAPALLI - 620024
TAMIL NADU, INDIA**

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Website: <http://www.bdu.ac.in/>

Notification on e-Sanad services

e-SANAD :- e-Sanad is another initiative under Digital Indian campaign. The e-Sanad is a platform for the Indian and Foreign Nationals to get the Attestation and Apostille on professional and Personal documents from concerned Document Issuing Authorities (DIA) and Ministry of External Affairs (MEA), Govt. of India.

The User can now upload documents directly at e-Sanad and get the Attestation/Apostille done without any hassle and without standing in the queue.

Step- 1

The User needs to Pay the document verification fee prescribed by the concerned Document Issuing Authority (ie BHARATHIDASAN UNIVERSITY, TIRUCHIRAPALLI).

Note:- The Applicant needs to make two payments through payment portal of

- (1) BHARATHIDASAN UNIVERSITY, TIRUCHIRAPALLI
- (2) Ministry of External Affairs, New Delhi for e-Sanad services.

The User needs to visit <http://www.bdu.ac.in/online-payment.php> for University Payment Portal. The User needs to note down the Unique number generated from the portal at the time of successful payment. Viz BD..... (called as University payment id)

Step -2

The User needs to visit e-Sanad Portal for Attestation/Apostille process

URL : <https://esanad.nic.in> for registration.

Workflow in the e-Sanad portals are

- (a) Registration with the University payment id ie (BD.....)
- (b) Upload the necessary Documents directly.
- (c) Online payment for Attestation/Apostille processing fee to e-Sanad system.
- (d) e-Sanad portal will generate its acknowledgement after the successful payment.

ATTESTATION/APOSTILLE CONFIRMATION

The User needs to inform both payment details to BHARATHIDASAN UNIVERSITY through exclusive e-mail id esanad@bdu.ac.in

Role of e-Sanad Support Cell at the Tamil BHARATHIDASAN UNIVERSITY, TIRUCHIRAPALLI

1. Two officials designated as incharge of the system for processing e-mail requests and their names and contact numbers to be sent to the undersigned.

1. -----

2. -----
2. The name of the course, Register Number, Institution studied, Communication address and Contact Mobile number to be communicated to the University through email along with the payment details. The certificate verification fee details available in the University website <http://www.bdu.ac.in/>
3. An exclusive e-mail account be opened for certificate verification: esanad@bdu.ac.in

TERMS AND CONDITIONS

The University may take any reasonable action to validate your payment and registration information, and collect all the payments due. You agree to pay all e-Sanad fees and collection, balance of fee if any arising from any efforts to collect any past due amounts from you, to the extent allowed by law.

The Service fees are due at the time of order or on the day of renewal. All the fees must be paid in full. Payment inquiries and disputes (if any) should be brought to the notice of BHARATHIDASAN UNIVERSITY, TIRUCHIRAPALLI within ten days of the online payment through email ----- failing which the services will not be rendered.

NIC extends technology support for the online esanad services. The process, the data and the payment, if any, are owned by the respective DIAs only. NIC will ensure availability of online eSanad services and is not part of the delivery of services by the respective agencies.

Online Verification of Documents & Certificates

e-Sanad offers electronic Service delivery platform for
Attestation / Apostille of Documents issued by the Govt of India

