



TATA CONSULTANCY SERVICES

TCS.Beyond the obvious.



**Digital Signature Certificate
for MCA21 e-filing**

**Guide for Resending the
Authentication PIN**

ABOUT THE DOCUMENT

This document describes the procedure for getting the Authentication PIN.

GETTING STARTED

1. Go to your Registration Authority Website
2. On the screen that is displayed, click on **Download Certificate**



3. Enter your User ID and Password and click **Submit**.

User Login	
User Id *	<input type="text"/>
Password *	<input type="password"/> <input type="button" value="Submit"/>

Note: If you do not remember your User ID and/or Password, please contact your RA Administrator.

Go to Step-4 in the Certificate Management Center for downloading the certificate

The Enrollment procedure requires you to go through the 4 steps outlined below.

Important: You are connected to TCS-Certifying Authority secured website. To make sure you connect smoothly, your browser should have the root certificates of the Controller of Certifying Authorities (CCA), Government of India and TCS-Certifying Authority installed in your browser.

[Click here for installation instructions >>](#)

<p>Step-1: Enroll for a Digital Certificate</p> <ul style="list-style-type: none"> Choose the Enroll option or click here to enroll and generate your Digital Certificate key pairs. <p style="text-align: right;">More >></p>	<p>Step-2: Validation documents as per "The IT Act, 2000"</p> <ul style="list-style-type: none"> Submit physical copies of the completed Certificate Request Form and supporting validation documents. <p style="text-align: right;">More >></p>
<p>Step-3: View your request status</p> <ul style="list-style-type: none"> Choose the View Status option or click here to check the status of your Digital Certificate request. <p style="text-align: right;">More >></p>	<p>Step-4: Download your Digital Certificate</p> <ul style="list-style-type: none"> After you receive the email notification, choose the View Status option or click here to download your Digital Certificate. <p style="text-align: right;">More >></p>

1. Click on **click here** link in 'Step-4' section.
2. Click on your Request Number to initiate the download process.
3. Verify the details of your certificate. Contact your RA Administrator if there is a problem

The screenshot shows the TATA Certifying Authority user interface. At the top, there are logos for TATA and TATA CONSULTANCY SERVICES. Below the logos is a navigation menu with options: User Home, Enroll, View Status, Revoke, Suspend, Activate, Change Password, Renewal, and Log Out. The user's ID is 'today0311' and the RA Name is 'TCS-CA - Registration Authority'. A 'View Status' section contains instructions on how to use the interface. Below this is a table with the following data:

Request No.	Status	Request Type	Certificate Type	Certificate Class	Date of Request
78867	Certificate Generated	GENERATION	Signing Certificate (Single Key Pair)	Class 3	2006-11-02 16:28:23.0

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4. The status of your request is shown here. If the request is pending with RA or CA, wait until the respective authority process the request.
5. If the status shows that the **Certificate Generated**, click on the request number.

6. After Clicking on request number a page with Digital Certificate Information is displayed, click on " Get Authentication PIN" button

Your Digital Certificate Information	
E-mail Address	helpdesk@tcs-ca.tcs.co.in
Country	IN
State	demo
Locality/ City	demo
Organisation	Tata Consultancy Services - Certifying Authority
Organisation Unit	Class 1 Certificate
Organisation Unit	Individual - Others
Organisation Unit	TCS-CA - Registration Authority
Common Name	demo
Serial Number	018123

Please enter the Authentication PIN sent to **helpdesk@tcs-ca.tcs.co.in**, the E-mail ID provided in the certificate request.

Authentication PIN

Please Click on **Get Authentication PIN** in case you have not received the authentication pin sent to your mail id **helpdesk@tcs-ca.tcs.co.in**.

Get Authentication PIN

Back Download Reject

P
A
G
E
4

7. The Authentication PIN is resent automatically to the email id provided in the enrollment form. Check your mail for the Authentication PIN mail.

User Home Enroll **View Status** Revoke Suspend Activate Change Password Renewal Log Out

An email has been sent to **helpdesk@tcs-ca.tcs.co.in** with your authentication pin.

Please wait for some time to allow the mail with the authentication pin to reach your inbox because sometimes email does not arrive instantly and is dependent on several factors on the internet that are outside TCS-CA's control.

OK



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