

**High Commission of India
Pretoria**

e- SEWA portal for Miscellaneous Consular Services

The High Commission of India, Pretoria is pleased to inform that the **e-SEWA – Indian Consular Services System** is being rolled out with effect from 15 September 2026. The e-SEWA platform enables Indian citizens and foreign nationals (wherever applicable) to directly submit applications online on the portal for miscellaneous consular services at Indian Missions/Posts abroad. In line with the Government of India's vision and flagship programme "Digital India", e-SEWA is an initiative of the Ministry of External Affairs, Government of India, aimed at providing a unified online platform only for various miscellaneous consular services (**NOT for Passport, Visa and OCI services**).

2. Following miscellaneous consular services can be accessed/availed through SEWA portal.

- Affidavit for child passport to be issued in India
- Attestation/Affidavit Services
- Attestation of Power of Attorney
- Certificate for registration of birth
- Certificate for registration of death
- Birth/Marriage certificate based on Passport
- NRI Certificate
- Issuance of Police Clearance Certificate (foreign nationals)
- NOC for acquiring foreign nationality

3. Applications must be submitted online only. e-SEWA does NOT apply to Passport, Visa and OCI services. For any queries/clarification, please write at: cons.pretoria@mea.gov.in or contact us on: (012) 3425392.

Click here for e-SEWA Portal:

<https://indianconsularservices.mea.gov.in/consularServices/>

STEPS:

1. Please visit the e-SEWA website (link is given above) for availing various Miscellaneous Consular Services through Online Consular Services System (SEWA Portal).
2. Please Sign up and create your account using the above weblink. Activation of your account will be done by using OTP received on your registered email ID. Once your account is activated, please login to your account and apply for the required miscellaneous consular service. Users can avail multiple services with the same account. Users may

follow each step and fulfill the requirements of online application process including uploading the documents (self-attested copy) and submitting the same on the portal.

3. On successful submission of the application, a provisional acknowledgment receipt will be generated which the applicant can print after login to his/her account.
4. After scrutiny of the documents by the High Commission, the applicant will receive a confirmation message regarding submission of physical application. It can be seen in the dashboard of his/her account.
5. If there is any objection while verification, the same will be intimated to applicant and applicant needs to re-submit the application after uploading the required documents. High Commission will again verify the application and intimate applicant about the status.
6. After successful scrutiny of the documents, the applicant may book an appointment by visiting: <https://www.hcipretoria.gov.in/apt/> for submission of documents in-person at the High Commission.

NOTEWORTHY POINTS:

- Please do not visit High Commission until your application is verified and approved by High Commission through online mode.
- Applicants should ensure that all documents uploaded online are clear and legible to avoid delays in processing.
- In addition to uploading documents at SEWA portal, documents mentioned in the link of each service are required during submission at the High Commission.
- Original documents will be matched and verified with the uploaded documents. On verification of the same, service will be rendered to the applicant.
- Please use remarks column in the portal to specify the requested service especially in case of attestation of passport and other documents.
- Never sign affidavits/declarations/power of attorney in advance. All signatures must be done before the Consular Officer at the High Commission.
- Ensure all uploaded documents on the e-SEWA portal do not contain special characters in file names and are within 200 KB per file.
- Payment is to be made in EFT ONLY at the time of submission of application in person at High Commission. Online payment through e-SEWA is not available.