## **HOW TO APPLY:**

- Candidates/Employee is required to apply online through website. No other means/ mode of application will be accepted
- Candidates/Employee is required to have a valid personal e-mail ID &
  Mobile number. It should be kept active till the completion of the
  exam/certification process. This email-id will be used for communication by
  the testing and certification agency.
- Under no circumstances, Candidates/Employee should not:
- \* Share their email-id to any other person
- \* Use e-mail ID of any other person
  - In case a candidate does not have a valid personal e-mail ID, he/she should create a new e-mail ID before applying online
  - Candidate is required to upload the soft copy of the passport size photograph (\*please include specifications here)
  - Candidates should visit official website i.e. http://karunadu.karnataka.gov.in/hfw
  - Applicants should read the official notification.
  - Then you must click on the 'Apply Online' link. Then fill the online application form.
  - Applicants should recheck the information which they have filled in the online application form.
  - Then take a print out of application form for future Reference