I am an existing taxpayer. I had saved my enrolment application but not completed it. How can I access my saved application?

As an existing taxpayer, you can enrol with GST at the GST Common Portal. You can complete your application intermediately and keep saving the application. You can view your saved application at the GST Common Portal after login.

To view your saved application, you need to perform the following steps:

1. Access the www.gst.gov.in URL. The GST Home page is displayed.
2. Click the EXISTING USER LOGIN button.
3. The Login page is displayed. In the Username field, type the username that you created.
4. In the Password field, type the password.
5. In the Type the characters you see in the image below field, type the captcha text as shown on the screen.
6. Click the LOGIN button.
7. The Welcome page is displayed. Click the **CONTINUE** button.

8. The Dashboard is displayed. Click the **Dashboard > My Saved application** command.

9. The My Application Status page is displayed. Here, the details of application you have created are displayed. To modify the application, click the **Edit** icon under the Action column.
10. The application will open in edit mode. You can make changes to the application and submit it.
I am an existing taxpayer. How can I track status of my application for enrolment with GST that I have submitted?

As an existing taxpayer, you can enrol with GST at the GST Common Portal. On submission of the Enrolment Application, you will be given an Application Reference Number (ARN). You can track status of your application by tracking this ARN.

To track application status of Enrolment Application, you need to perform the following steps:

1. Access the [www.gst.gov.in](http://www.gst.gov.in) URL. The GST Home page is displayed.
2. Click the **EXISTING USER LOGIN** button.

   ![GST Home page](image)

3. The Login page is displayed. In the **Username** field, type the username that you created.
4. In the **Password** field, type the password.
5. In the **Type the characters you see in the image below** field, type the captcha text as shown on the screen.
6. Click the **LOGIN** button.
7. The Welcome page is displayed. Click the **CONTINUE** button.

8. The Dashboard is displayed. Click the **Dashboard > My Saved application** command.

9. The My Application Status page is displayed. Here, you can see the status of your Enrolment Application.
<table>
<thead>
<tr>
<th>Legal name of Business</th>
<th>Application Type</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>UMESH SINGH</td>
<td>Application for Enrolment of Existing Taxpayer</td>
<td>Provisional</td>
<td>EDIT</td>
</tr>
</tbody>
</table>

Track Application Status

http://tutorial.gst.gov.in/userguide/#t=Track_Application_Status.htm