SSL Certificate Service

Certificate Application

Product Documentation

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Certificate Application

Information Submission Process for Paid SSL Certificates

Information Submission Process for SSL Certificates of Other Brands

Last updated : 2021-06-02 10:09:11

Overview

If you purchased an OV (including OV Pro) or EV (including EV Pro) SSL certificate (see Purchasing Process for details), you need to submit relevant information.
After CA approves the information, the certificate will be issued. You can download and install the paid certificate.

Prerequisites

1. You have logged in to the SSL Certificate Service console and clicked **Pending Submission**.
2. You have selected the desired certificate and clicked **Submit Information**.

Directions

> Note :
> The information required varies by certificate type. This document uses a multi-domain certificate as an example.

Step 1. Enter the domain name

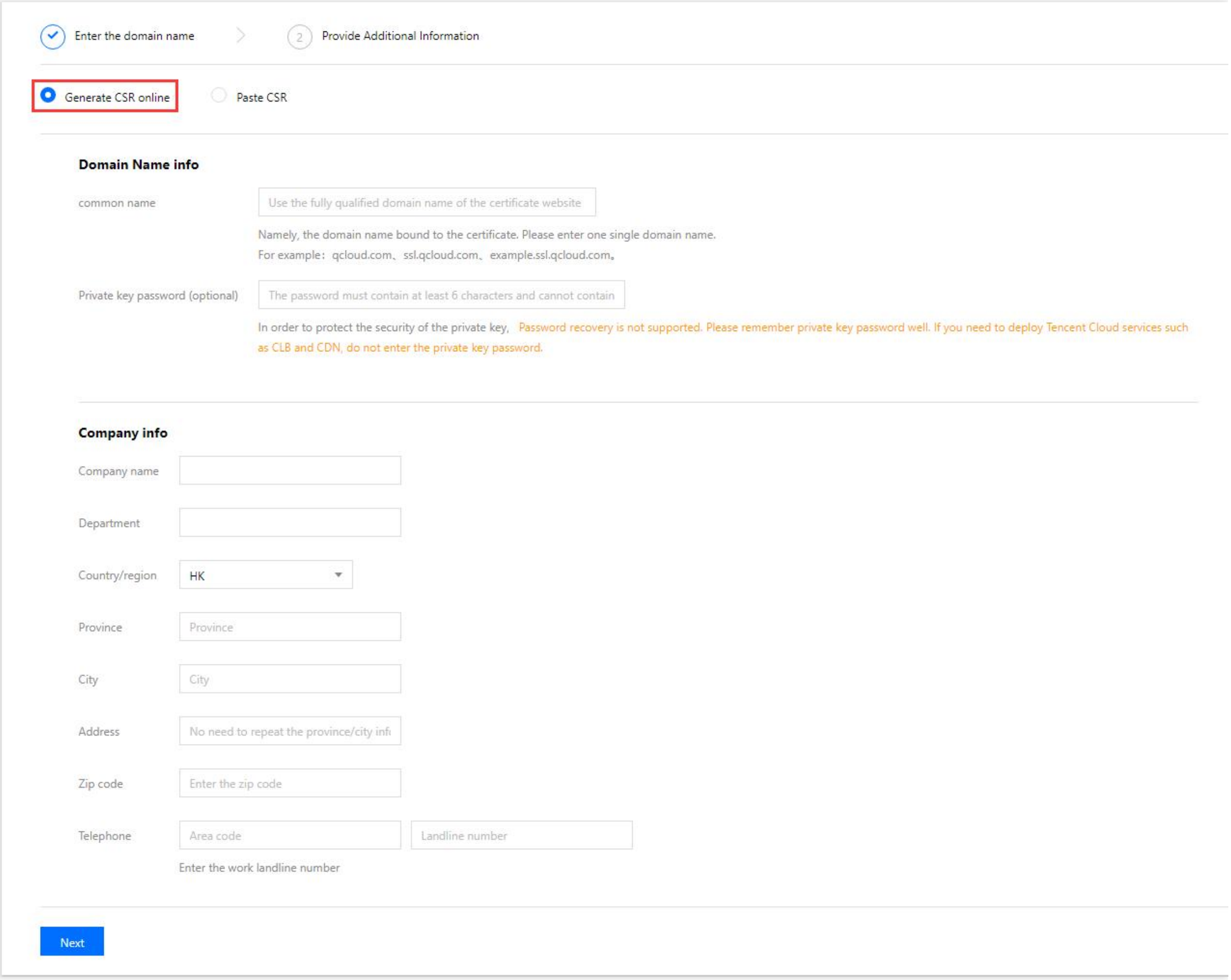
Select one of the following CSR generation methods as needed.

- Select **Generate CSR Online** to generate the CSR online (**this option is recommended, and the CSR and private key can be generated**).

- Select **Paste CSR** to paste the CSR (**no private key can be generated with this option**).

Generate a CSR online

1. Enter the domain name information, as shown below:



✓ Enter the domain name > 2 Provide Additional Information

● Generate CSR online ○ Paste CSR

Domain Name info

common name: Use the fully qualified domain name of the certificate website

Namely, the domain name bound to the certificate. Please enter one single domain name.
For example：qcloud.com、ssl.qcloud.com、example.ssl.qcloud.com。

Private key password (optional): The password must contain at least 6 characters and cannot contain

In order to protect the security of the private key, Password recovery is not supported. Please remember private key password well. If you need to deploy Tencent Cloud services such as CLB and CDN, do not enter the private key password.

Company info

Company name:

Department:

Country/region: HK

Province: Province

City: City

Address: No need to repeat the province/city infi

Zip code: Enter the zip code

Telephone: Area code Landline number

Enter the work landline number

Next

Main parameters are described as follows:

- **Algorithm**: Select an encryption algorithm type for your certificate as needed.
- **Key Length**: Select the key length for your certificate.
- **Bound Domain**: Enter a single domain to bind to the certificate, such as `tencent.com` or `ssl.tencent.com` .
- **Other Domains**: Enter other domains to bound to the certificate. Note that they cannot be the same as the common name and cannot be modified after submitted to the CA.

> Note :

> This parameter is not available for single-domain certificates.

- **Private Key Password**: This field is optional and cannot be modified or restored once entered. Please keep the password in mind.

  > Note :
  > If you need to deploy Tencent Cloud services such as CLB or CDN, don't set the private key password.

2. Enter your organization information.
   - **Existing Organization**: You can use the information of an existing organization directly.
   - **New organization information**: Enter your organization's full name, department, city, address, and landline number.
3. Enter the administrator information.
   - **Existing administrator**: You can use the information of an existing administrator directly.
   - **New administrator information**: Enter the administrator's name, position, phone number, and email.
4. Enter the contact information. You can check **Same as the administrator**.
5. Click **Next** to go to Step 2.

Paste the CSR

1. Paste the CSR information into the text box (your domain information will be detected), enter the organization information (you can also select **Existing Organization**), administrator information (you can also select **Existing administrator**), and contact information (you can check **Same as administrator**), as shown in the following figure.

2. Click **Next** to go to Step 2.

Step 2. Upload the confirmation letter

> Note :
> - If you use the organization and administrator information in My Profile that has been reviewed, you don't need to upload the confirmation letter.
> - If you use GlobalSign certificates, you still need to upload the confirmation letter.

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- For GlobalSign EV certificates, the CA will email you the documents required for review in 2–3 business days after you submit the information, and you do not need to upload them to the console.

1. Click **Download Confirmation Letter** and fill it out as shown below:

2. Fill out the confirmation letter, stick your organization's official stamp, and scan the document.

3. Click **Upload** to upload the confirmation letter. Then, click **Next**.

   Note :

   - The confirmation letter must be smaller than or equal to 1.4 MB in JPG, PNG, or PDF format.
   - After the confirmation letter is uploaded, you can re-upload the confirmation letter and modify the information during the manual review process.

4. In the **Confirmation letter uploaded successfully** pop-up window, click **OK**, as shown in the following figure. Then, you can wait for the CA to confirm and review your information.

Step 3. Wait for CA’s manual review

After you upload the confirmation letter, the CA will contact you for identity verification. Please check your email and phone calls.

Note :
It takes 3−5 business days to review OV certificates, and 5−7 business days to review EV certificates.

Step 4. Wait for CA to issue the certificate

After the review is completed, the CA will issue your certificate. You can download and install it.

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Information Submission Process for Wotrus OV and EV SSL Certificates

Last updated : 2021-06-02 10:10:31

Overview

After purchasing a Wotrus SSL certificate (OV or EV), you need to submit relevant information. For more information, please see Purchasing Process.

Prerequisites

1. You have logged in to the SSL Certificate Service console and clicked **Pending Submission**.
2. You have selected the desired certificate and clicked **Submit Information**.

Directions

> Note :
> The information required varies by certificate type. This document uses a multi-domain OV certificate as an example.

Step 1. Enter the domain name

Select one of the following CSR generation methods as needed.

- Select **Generate CSR Online** and then perform operations described in Generate a CSR online (this option is recommended. Your private key and public key certificate information is generated and managed by the platform to prevent private key loss).
- Select **Paste CSR** to paste the CSR (**no private key can be generated with this option**).

Generate a CSR online

1. Enter the domain name information, as shown below:

> Note :

> You can go to the **SSL Certificate Service console** > My Profile to manage the information of **Existing Organization** or **Existing administrator** if it does not meet your requirements.

Main parameters are described as follows:

- **Algorithm**: Select an encryption algorithm for your certificate.
- **Key Length**: Select the key length for your certificate.
- **Bound Domain**: Enter a single domain to bind to the certificate, such as `tencent.com` or `ssl.tencent.com` .
- **Other Domains**: Enter other domains to bound to the certificate. Note that they cannot be the same as the common name and cannot be modified after submitted to the CA.
- **Private Key Password**: This field is optional and cannot be modified or restored once entered. Please keep the password in mind.

> Note :
> If you need to deploy Tencent Cloud services such as CLB or CDN, don't set the private key password.

ii. Enter your organization information.
  - **Existing Organization**: You can use the information of an existing organization directly.
  - **New organization information**: Enter your organization's full name, department, city, address, and landline number.

iii. Enter the administrator information.
  - **Existing administrator**: You can use the information of an existing administrator directly.
  - **New administrator information**: Enter the administrator's name, position, phone number, and email.

iv. Enter the contact information. You can check **Same as the administrator**.

v. Click **Next** to go to Step 2.

Paste the CSR

1. Paste the CSR information into the text box (your domain information will be detected), enter or select the existing organization information, administrator information, and contact information, as shown in the following figure.

2. Click **Next** to go to Step 2.

Step. 2. Select the domain validation method

1. On the **Select Validation Method** page, select the domain validation method, as shown in the following figure.

2. Click **Next** to go to the **Pre-review** page.

Step 3. Wait for the pre-review to complete

After you submit the information and select the domain validation method, your certificate will be pre-reviewed, which usually takes **10 minutes−72 hours**.

Step 4. Validate your domain

1. Validate the domain ownership by referring to the message displayed on the **Validate Domain** page. For example, if you have selected manual DNS validation, the following message will be displayed. Please go to the corresponding DNS hosting provider to add the DNS record, as shown in the following figure.

You can validate your domain as follows:

- **DNS validation**: For detailed directions, please see Domain Ownership Verification.
- **File validation**: For detailed directions, please see Domain Ownership Verification.
  ii. After the domain validation is completed, you can click **View Domain Validation Status** to see whether the validation is successful or not.

Step 5. Wait for the manual review to complete

After your domain is validated, the CA will review the information submitted and call you to complete the validation.

> Note :
> It takes 3−5 business days to review OV certificates, and 5−7 business days to review EV certificates.

Step 6. Wait for CA to issue the certificate

After the review is completed, the CA will issue your certificate. You can download and install it.

> Note :

- The certificate will be issued only if both the manual review and domain validation are passed.
- After you applied, there will be a manual review, during which you will receive a call from the US to your organization’s business registration number.

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