

NSDL – Conversion of Physical Mutual Fund Units to Digital Mode

If you already hold an MNCL NSDL Demat account and want to convert your physical mutual fund units into demat form, [click here](#). OR

If you currently hold physical units but do not have an MNCL NSDL Demat account, [click here](#) **to open account**. Once your account is active, you can use the above link to initiate the conversion process.

Overview:

NSDL allows investors to convert their physical mutual fund units into electronic (demat) format. This simplifies investment tracking, eliminates paperwork, and enables convenient transaction management through one consolidated demat account.

Steps for Conversion to Digital Mode

1. Open / Use Existing Demat Account

- Ensure you have an active NSDL demat account with MNCL as your Depository Participant (DP).

2. Access NSDL Conversion Link / Request Form

- Visit the MNCL website → go to the NSDL Portal → select “MF Conversion / Dematerialisation.” (check the path)
- Click on the NSDL link and proceed by entering and validating your PAN.
- Your MNCL demat account details will be displayed. Review and confirm to continue.

3. Visible eligible MF details under particular PAN

- All mutual fund schemes linked to the entered PAN will appear on the screen.
- Physical holdings will be shown scheme-wise.
- Select “Apply for MF Conversion” for the eligible schemes.

4. Submit Confirmation to NSDL to process further

- Confirm your request to convert physical MF units into demat form.
- NSDL will automatically forward your request to the relevant Registrar & Transfer Agent (RTA).

- A confirmation message—“**Your transaction has been submitted successfully**”—will be displayed.
- You can also track your request status (e.g., Pending RTA Confirmation / Processed).

5. Verification & Processing

- The RTA verifies your physical MF holdings and processes the dematerialisation request.
- Standard processing time: approximately 48 hours. **Units Credited to Demat Account**

6. Units Credited to Your Demat Account

- Once verified, your units will be converted into demat form and credited to your NSDL demat account.
- Your Statement of Holdings will reflect the updated units.

Benefits of Dematerialising Your MF Units

- ✓ **Unified Investment View** – Track all mutual fund holdings in one demat account.
- ✓ **Secure & Paperless** – No risk of misplacing physical documents.
- ✓ **Convenient Transactions** – Buy, sell, or pledge units easily through your broker or DP.
- ✓ **Quick Processing** – Faster turnaround time through seamless digital workflows.