

**Before starting to filling up the online registration form , please ensure the following points:**

- A. Scan the following documents in PDF format to minimum size. Each document can contain several pages. [Each document should not exceed more than 1024 Kb (1 Mb)]**
- The child's French Integral birth certificate which has been apostilled by the Cour d'appel and in English translation.
  - First and last pages of parents' passport copies.
  - Parents' marriage certificate which has been apostilled by the *Cour d'appel* and in English translation if the marriage took place in Foreign countries. (Otherwise Parents Indian marriage certificate).
- B. Scan child's photograph. [Please ensure that the size of the scanned image is not more than 20 Kb and saved in JPG format]**

For registration of birth, please click on the link below:

<https://indiancitizenshiponline.nic.in/Home2.aspx?formcode=09>

Registration of birth of a minor child at an Indian Consulate Under section 4(1) of the Citizenship Act, 1955



The screenshot displays the Indian Citizenship Online (ICO) portal. At the top left, there is the Government of India logo and the text: "FOREIGNERS DIVISION, MINISTRY OF HOME AFFAIRS, GOVERNMENT OF INDIA". A "HOMEPAGE" button is located at the top right. The main content area is titled "FORM IC-4(1)" and "REGISTRATION OF BIRTH OF A MINOR CHILD AT AN INDIAN CONSULATE UNDER SECTION 4(1) OF THE CITIZENSHIP ACT, 1955". Below this, there are three links: "Eligibility Criteria", "Required Documents", and "Passport Details Exemption for specific persons". At the bottom of the form area, there are three buttons: "Apply Online", "Modify / Print Application / Upload Documents", and "Apply FormX/XI". The footer of the page states "Site Hosted & Maintained by National Informatics Centre". The Windows taskbar at the bottom shows the date as 27/02/2020 and the time as 12:21.

Clicks on 'Apply Online', The following screen appears.

**Please note down the Temporary Application Id: 54275720201602VPPRQC . Your Information will be saved if you click Save and Next button. If you exit without clicking on Save and next button then your information will be lost.**

[Temporary Application ID may be used for modifying application or to complete and submit the partially filled application only if the applicant has successfully saved personal details. If applicant has partially filled the form and has temporary application ID, he/she can use the option of clicking 'Modify/Print Application/Upload Documents' button. For modifications, the online system sends an OTP to email ID mentioned in the partially filled application. The applicant has to authenticate with OTP which is received on his/ her email.]

FORM I  
[See Rule 4(1)(a)]  
The Citizenship Rules, 2009

APPLICATION FOR REGISTRAR OF BIRTH OF A MINOR CHILD AT AN INDIAN CONSULATE UNDER SECTION 4(i) OF THE CITIZENSHIP ACT, 1955

Personal Photo/Documents

Please note down the Temporary Application Id:54275720201602VPPRQC Your Information will be saved if you click Save and Next button. If you exit without clicking on Save and next button then your information will be lost.

### 1. APPLICANT DETAILS

Full Name of the Minor Child :	<input type="text" value="applicant name"/>	Max. 100 characters (A-Z, a-z) Allowed
Present Address :	<input type="text" value="Afghanistan"/>	Max. 150 Characters (A-Z, a-z, 0-9, -, ) Allowed
Town/City :	<input type="text" value="Afghanistan"/>	Max. 50 Characters (A-Z, a-z) Allowed
Country :	<input type="text" value="Afghanistan"/>	
State :	<input type="text" value="---Select One---"/>	
District :	<input type="text" value="---Select One---"/>	
Pin :	<input type="text" value="545454"/>	Max. 10 characters (A-Z, a-z, 0-9) Allowed
Applying from Which Country :	<input type="text" value="Afghanistan"/>	
Birth Date :	<input type="text" value="01/01/2020"/>	dd/mm/yyyy
Birth Place :	<input type="text" value="esdf"/>	Max. 100 characters (A-Z, a-z, 0-9, -, ) Allowed
Birth Country :	<input type="text" value="Afghanistan"/>	
Identity Of Mark :	<input type="text" value="6"/>	Max. 100 Characters (A-Z, a-z) Allowed
Gender :	<input type="text" value="MALE"/>	
Email Id :	<input type="text" value="test@test.com"/>	Max. 100 Characters
Mobile Number :	<input type="text" value="9895454444"/>	

### 2. FATHER'S DETAILS

Name :	<input type="text" value="father name"/>	Max. 100 characters (A-Z, a-z) Allowed
Citizen Of India by :	<input type="text" value="Birth"/>	
Citizen of India by Section :	<input type="text" value="---Select One---"/>	
Certificate No. :	<input type="text"/>	
Certificate Date :	<input type="text"/>	
Occupation :	<input type="text" value="Retired From Service"/>	
Passport Country :	<input type="text" value="India"/>	
Passport Number :	<input type="text" value="AACP465464"/>	Max. 20 characters

### 3. MOTHER'S DETAILS

Name :	<input type="text" value="mother name"/>	Max. 100 characters (A-Z, a-z) Allowed
Citizen Of India by :	<input type="text" value="Birth"/>	
Citizen of India by Section :	<input type="text" value="---Select One---"/>	
Certificate No. :	<input type="text"/>	
Certificate Date :	<input type="text"/>	
Occupation :	<input type="text" value="Retired From Service"/>	
Access Code :	<input type="text" value="VKI OLKO 3"/>	

After filling personal details, the applicant has to click on 'Save and Next' button. Fill all the details on this page i.e. Applicant Details, Father Details, Mother Details, Spouse Details, Employer Details, Passport Particulars and Details of Residence in India. Then fill the Enter Access Code which is showing in the page and then click on 'Save and Next' button.

If the page data is successfully saved then the system directs to next page i.e. Address. Subsequently, Applicant can directly move to other parts of the form (Address, Family, and Criminal Proceedings).

If personal details are not saved successfully, then system would show the relevant error message and applicant cannot move to other parts of the form (Address, Family, and Criminal Proceedings).

The applicant may require to correctly fill the fields according to the error message and click on 'Save and Next' button.

If personal details page is successfully then the following page appears:

The screenshot shows a web browser window displaying the Indian Citizenship Online (ICO) application modification page. The page header includes the Government of India logo and the text: "FOREIGNERS DIVISION, MINISTRY OF HOME AFFAIRS, GOVERNMENT OF INDIA". A "HOMEPAGE" button is visible in the top right corner. The main content area is titled "MODIFY / PRINT APPLICATION" and contains two radio buttons: "Modify Application" (selected) and "Print Application/Upload Documents". Below these are three input fields: "Temporary Application Id" (with a "Max 20 digits" hint), "Applicant Date of Birth" (with a "dd/mm/yyyy" hint), and "Access Code" (with the value "ALHVU4K6" entered). A "Modify Application" button is located below the "Access Code" field. The footer of the page states "Site Hosted & Maintained by National Informatics Centre" and "NATIONAL". The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date "27/02/2020" and time "12:34".

Applicant has to choose the relevant file and then click on button 'Upload Photo', the screen appears as follows:

FORM II  
[See Rule 4(1)(a)]  
The Citizenship Rules, 2009

APPLICATION FOR REGISTRATION AS A CITIZEN OF INDIA UNDER SECTION 5(1)(a) OF THE CITIZENSHIP ACT, 1955 MADE BY A PERSON OF INDIAN ORIGIN

Close

Personal\* Address\* Family Criminal Proceeding **Photo/Documents** Online Payment

Please note down the Temporary Application Id: 54142520191203JCXWFR . Your Information will be saved if you click Save and Next button. If you exit without clicking on Save and next button then your information will be lost.

\* mandatory fields

### UPLOAD APPLICANT PHOTO

Applicant Details	
Applicant Name :	RAM
Applicant Address :	Delhi, Delhi, Delhi, Central Delhi-112233
Country:	India

Browse Photo	
Photo of Applicant:	<input type="button" value="Choose file"/> <input type="button" value="No file chosen"/> <small>Max. 20kb allowed (jpg Format)</small>
Enter Access Code :	<input type="text"/>
Access Code :	N7 QGG G26
<input type="button" value="Upload Photo"/>	

\* Uploading of photo is mandatory

( Modifications after final submit to the Ministry is not permitted )

FORM II  
[See Rule 4(1)(a)]  
The Citizenship Rules, 2009

APPLICATION FOR REGISTRATION AS A CITIZEN OF INDIA UNDER SECTION 5(1)(a) OF THE CITIZENSHIP ACT, 1955 MADE BY A PERSON OF INDIAN ORIGIN

Close


Personal\* Address\* Family Criminal Proceeding **Photo/Documents** Online Payment

Please note down the Temporary Application Id: 54142520191203JCXWFR . Your Information will be saved if you click Save and Next button. If you exit without clicking on Save and next button then your information will be lost.

\* mandatory fields

### UPLOAD APPLICANT PHOTO

Applicant Details	
Applicant Name :	RAM
Applicant Address :	Delhi, Delhi, Delhi, Central Delhi-112233
Country:	India



Please note that no modifications/alterations would be permitted in the application form after final submission, hence the applicants are advised to verify the correctness of the information filled by them by clicking the 'View application' button.

( Modifications after final submit to the Ministry is not permitted )

Applicant has to click on 'View Application' to view the application.

A new tab will open in the browser to show the application Form in pdf format. Applicant has to verify the contents of the application form for correctness and spellings.

If application form is correct then the applicant can click on button 'FINAL SUBMIT TO THE MINISTRY'.

DO NOT WORRY ABOUT THE DOCUMENTS UPLOADING. DOCUMENTS CAN BE UPLOADED ONLY AFTER FINAL SUBMITTING THE FORM.

**If the applicant has made mistake in the contents of the application form, he/she shall not click on the button 'FINAL SUBMIT TO THE MINISTRY'.** Rather, the applicant should go back to the corresponding page or tab and modify the content and click on update button. After corrections, click on 'View Application' button, and, verify the correctness of the contents.

Applicant can click on 'Final Submit To The Ministry' button to submit the application. **NO MODIFICATION WILL BE ALLOWED AFTER FINAL SUBMISSION.**

After clicking on final submits, an MHA file number will be generated and the system would display upload documents page where you can upload the scanned pdf documents. **Applicant must note down MHA file no. for access of his records in future. SMS and E-mail also will be sent to applicant, intimating the MHA file number.**

FORM 11  
[See Rule 4(1)(a)]  
The Citizenship Rules, 2009

APPLICATION FOR REGISTRATION AS A CITIZEN OF INDIA UNDER SECTION 5(1)(a) OF THE CITIZENSHIP ACT, 1955 MADE BY A PERSON OF INDIAN ORIGIN

[Close](#)

Personal\*   Address\*   Family   Criminal Proceeding   **Photo/Documents**   Online Payment

Your Application has been submitted successfully to the Ministry of Home Affairs. Please Note Down MHA File Number: 2019010014 which can be used to take hardcopy of the application and for all future correspondence .

**UPLOAD DOCUMENTS**

APPLICATION FOR REGISTRATION AS A CITIZEN OF INDIA UNDER SECTION 5(1)(A) OF THE CITIZENSHIP ACT, 1955 MADE BY A PERSON OF INDIAN ORIGIN

Proof Indian origin document of the Parents / Applicant  No file chosen Max. 1mb allowed (Pdf Format)

A copy of the valid Foreign Passport attached  No file chosen Max. 1mb allowed (Pdf Format)

A copy of the valid  No file chosen Max. 1mb allowed (Pdf Format)

**Your Application has been submitted successfully to the Ministry of Home Affairs. Please Note Down MHA File Number which can be used to take hardcopy of the application and for all future correspondence. MHA File Number is: 2019010014**

[Close](#)

1.) After final submission to the ministry, the applicants are required to upload their relevant supporting documents before taking print out.  
2.) After uploading of documents, print application button will be enabling. Then Applicant can generate hardcopy of online submitted application by clicking on 'Print application' button.

(Modifications after final submit to the Ministry is not permitted)

[Print Application](#)

Print the application and Click on 'Close' button to close the pop up of MHA File number