

## **Press Release**

### **Overseas Citizens of India (OCI)**

#### **Instruction relating to online registration and submission of OCI applications for Grant of OCI Cards, PIO to OCI Service and for OCI Miscellaneous Service.**

Government of India, Ministry of Home affairs has introduced and implemented the online module for submission and processing of OCI applications.

With effect from **23<sup>rd</sup> November 2015**, all applicants are required to **upload the Photograph and requisite supporting documents after completing the online registration process and Printing of the application form.** i.e Proof of Indian Origin Documents, Birth Certificate, Surrender Certificate of Indian Passport, Marriage Certificate or any other proof of Indian Origin documents (PDF ONLY) prior to the physical submission of the application at the Application Centres.

**Accordingly, all applicants are hereby requested to strictly follow the procedure mentioned below for processing of applications for OCI Registration, PIO to OCI and for OCI Miscellaneous Services.**

- The applicant shall submit the application form online and upload the recent photograph as per the correct specification and upload the PDF copy of eligibility Documents at the OCI registration website- <http://passport.gov.in/oci/>
- After the successful registration of OCI application and uploading the pdf copy of Eligibility documents, the applicants are required to submit the physical copy of duly signed application form with 2 photographs and the Original Documents with correct fee at the nearest Application Centre. Applicants are required to provide/submit the same documents in original, which are uploaded on the online module after online registration.
- Once the original documents have been verified by the High Commission of India, London and its respective consulates In Birmingham and Edinburgh, the original documents will be returned to the applicants.
- If there is any deficiency in the application/uploaded documents/photograph, found in the documents the Indian Mission/Post concerned will inform notify the applicants

No applications will be accepted at any of the application centres, if the online registration is not completed and Supporting Documents / Photograph are not uploaded successfully as per the guidelines.

All applicants are requested to strictly comply with the above mentioned instructions.

November 20, 2015