Government of India Indian Citizenship for Foreigners Ministry of Home Affairs



सत्यमेव जयते

User Guide for applying online Indian Citizenship for Foreigners

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1. ONLINE APPLY INDIAN CITIZENSHIP FOR FOREIGNERS

Go to Ministry of home affairs website by typing in address of web browser, <u>http://indiancitizenshiponline.nic.in/Ic_Form_Public.aspx</u> the following screen will be displayed.

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	0	File Status		<u>General Instructi</u>	<u>ons</u>				
Note	Note:								
 The applicants are requested to please go through the provisions of Indian Citizenship Act, 1955 and ascertain their eligibility for applying Indian Citizenship. 	• The applic ascertain t	ants are requested to please go neir eligibility for applying Indi	through the pr in Citizenship	ovisions of Indian	i Citizenship 2	Act, 1955 and	U)		

- Click/Select on respective **Registration As a Citizen of India Under Section 5(1)(a)** Link for fresh Apply Online.
- Click/Select on **File Status** link to check current status of given application by putting MHA file Number.
- Click/Select on General Instructions link to get General instruction about Indian Citizenship.

1.1 APPLY ONLINE

After Clicking on respective Registration link from the previous screen, the following screen will be displayed.

The screen is shown below:

itzenship Ministry of Home Affairs - Mozilla Firefox
गृह मंत्रालय भारत सरकार Ministry of Home Affairs, Govt. of India
Indian Citizenship
Regutation Ar a Chien of Inda Under Series 5(1)(a) of the Ozmanlap Act, 1955 Made by a pirion of Indan Orgin Eligibility Criteria
Person of Indian engin who are reducity resident in India for seven years before nating an application for registration.
Twee
For the puspose of clause (q) an applicant shall be deened to be ordinarily readent in lindu di-
 He has resided to India throughout the period of 12 months transeducely before making as application.
II. He has resided in India duing the E years inneedlately preceding the and period of 12 months for a period of not less thus 6 years
For the purpose of the subsection, a person shall be desced to be of indian origin if he, or either of he parents, was been in undivided india or in such other territory which became part of india after the 15th day of August, 1947
eligibility for balan eliteeside.
List of required documents
A copy of visit Poning, Parsport
A copy of value remains of the second value operator of the Indian purport or birth certificate Dedense of the date of birth of the pureots' value copy of the Indian purport or birth certificate
Declaration and Oath of allegiance as specified in the form to be made before the officer specified in the Chinesekip Roles, 1955 i.e. Collector D64/DC Copy of Back Chalan in original accounting to Re 2000 poyable towards declaration and Oath of allegiance deposited in the State Back of India rader Head Web/02/0-Other Administrative Services-Office Services-receipte rader the Chinesekip Act
Beck Apply Online Modity / Print Application
How To Apply Chiling

- Eligibility criteria and list of required documents are showing for the selected Section / Form. Read carefully for Apply online
- Click on **Back** Button to go to the list of section / form.
- Click on Apply Online button go to Form details.
- Click on **Modify / Print Application** to modify and Print Application details.
- Click on How to Apply online link to download User Guide to Apply online.

1.1.1 FORM DETAILS

EXAMPLE: Section / Form 5 (1) (a) Details

After clicking on **Apply Online** button from the previous Screen, the following screen will be displayed to fill applicant's details, father's details, mother's details, spouse's details, passport particular and details of residence in India.

The screen is shown below:

😟 Indian Citizemhip-Mir	nistry of Home Affairs - Mozilia Tirefox	. 8 🛚
indian CRizenship-Min	extry of Home 🔹	
10-5-7	FORM II (See Rule 40.00) The Chinembig Bales, 3009	1
	APPLICATION FOR REGISTRATION AS A CITIZEN OF INDIA UNDER SECTION SUAL) OF THE CITIZENSHEP ACT. 1955 MADE BY A PERSON OF INDIAN ORDERS	
1. APPLICANT'S DET	ALLS	
Names	MORAN LAL SINHA Mit. JOC characters (A-C, a-c) Allows	
Address 1	8-100 Mar 130 Character (4.2, a-q, 0.9, () & knew)	
Seen/City :	SH4-B40 His: 10 Character (4-2, and Altered	
Norm 1	Utar Pladech 🖉 Disaster e Rompus 👾	
Centerby a	Inda 🥪	
Piar	244922 Mile & Characters (5-9) & Revel	
Date of Birth:	17/07/1932 Alimateree	
Birth Flats :	FAMPUR Min. 100 Journal (A-T, u.s. D-P, U) Allowed	
Birth Country (India 👻	
Hirds States	Uta Pladech 🖌 Birth Direket : Ranov 🖌	
Applicant la Statelais 7	NO 😪	
Nationality	United Kingdon w	
Headity Of Mark (Max 100 Character (4-2, and 4-lined	
Gender:	MALE Computing Endinger	
2. FATHER'S DETAIL		
Name :	MLASEY RAM Mar 100 characteric A.C. vol Allovel	
Date of Birth.	17/02/1945 diheaterry	
Birth Place 1	PAMPUR Mar. 100 Characters (A.C. avg. 0.9, c) Allowed	
Birth Country (Inde	
Blath States	Uter Pladezh 🔗 Binth Diemietz Rampta 😪	
Colorn of 1	Inde 🔍	
3. MOTHER'S DETAIL	n.s	
Name v	VEERWATLARYA Mia 109 character (A-E, act) Allowel	
Date of Birth:	17/07/1945 Mineerrory	
Birth Place (BUDALEN Mar. 100 chances (A-E, a.g. 0.9, L-1 Allowed	
Blirth Construct I	United Audo Envioles	

- Fill all details and Click **Save And Next** button to go to next page.
- Click on **Back** Button go to Previous Page.

1.1.2 DISPLAY TEMPORARY INTERNET NUMBER

After Clicking Save and Next button from previous screen the following screen will be displayed.

The screen is shown below:



- Please note down Temporary Internet Number, to modify Online Indian Citizenship Application before final submit to the Ministry.
- Click on **Continue** button for go to next page.

1.1.3 LAST NINE YEARS DETAILS IN INDIA

After clicking on **Continue** button from previous screen the following screen will be displayed.

The screen is shown below:

Index Citerrady = Finally of Hams Image: I	🔮 Indian (Citizenship-Minist	ry of Home Affairs - Mozilla	Firefox					
DETAILS WITH ADDRESS OF RESIDENCE IN INDIA FOR THE LAST NINE YEARS Makes: Weaking:	📑 Indian	Citizenship-Ministr	y of Home 🔶						
Alter:: lexing	DETAD	LS WITH ADDR	ESS OF RESIDENCE I	N INDIA FOR THE LAST NI	E YEARS				
<pre>levexity:</pre>	Altreast				Mag 150 change	river (A-Z, a-c, D-9, (-) allowed		
Conserve : Star :	Town/city r			Max. 50 characters	(A-Z, a-c) allowed	ā			
Sak: UNA Packet ▼ Bak: UNA Packet ▼ Bak: Breaket ▼ Bak: Breaket ▼ Bak: Breaket ○ Bak: Breaket	Country :		Inda	Marine and a second second					
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Aveau Code : 7 DY 64 SAVE DATA Data saved successfully. 1 170- DHAREA, SHATHAD, Rangue, Unar Peakeb 20022 Lodin 1007/1002 1107/2010 Edd Order GO TO NEXT PAGE Click here to go to next page Delete existing address record	Frein Date		62228.7777	Te Dune:				_	
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Click here to go to next page Delete existing address record	1	VPO-DHARIA, SHA	HBAD, Hangur, Uttar Pradech I	14611	India	10/07/1902	17/07/2010	Edit	Delete
			Click here to go to next page	GO TO NEXT P	AGE		Dead	lete exi dress re	sting cord

Explanation

- Enter all address details and click on Save Data button to save data.
- Applicant can enter multiple address details.
- Applicant's address details will be displayed in the bottom portion of screen.
- Applicant can edit / delete any entry by clicking Edit / Delete button respectively.
- Finally click on **Go to Next Page** button for next page.

Note: At least one address entry is compulsory.

1.1.4 DETAILS OF FAMILY MEMBER WHO ARE STAYING IN INDIA WITH THE APPLICANT

After clicking on **GO TO NEXT PAGE** button from previous screen, the following screen will be displayed to add details of family member who are staying with the applicant.

The screen is shown below:

🕹 Indian (Citizenship-Ministry of	Home Affairs - Mozilla Firefox				
📑 Indian	Citizenship-Ministry of I	lame 🔶				*
DETAIL	LS OF FAMILY ME	MBER WHO ARE STAVING IN INDIA WITH THE APPLICANT				
Names		Mar. 100 characters (A-Z, a-c) allowed				
Addresses		Mar 150 characters (A-Z, a-e, 0-9, J, -) allowed				
Town/City:		Mar. 50 characters (A-Z, a-c) allowed				
States	Uter Predech	×				
District:	Ranpur	✓		Del	ete existi	ing
Pin Code:	Max.	6 chursten (0-9) allowed		fam	ilv recor	d
Relationsh	Biother	Edit existing				-
Apri		family record				
Enter acces	a Code :	Idinity record				
Access Cod	H H	IRZZY				
		SAVE DATA Data saved successfully.				
Sr. No	NAME	ADDRESS	BELATION	AGE	TIOT	DELTE
1	POOJA VERMA	VPO DHASIA, SHAHBAD, Rangur, Uttar Produch, 244922	Wife	25	EDIT	Delete
ż	S P SINCH	A-100, SHAHRAD, Rampur, Uttar Prodech, 244912	Brother	32	EDIT	Delete
Done	Click go to next page	GO TO NEXT PAGE				

Explanation

- Enter family details and click on Save Data button to save data.
- Applicant can enter multiple family details.
- Applicant's family details will be displayed in the bottom portion of screen.
- Applicant can Edit / Delete any entry by clicking Edit / Delete button respectively.
- Finally click on GO TO NEXT PAGE button for next page.

Note: Applicant can directly go to next page by clicking **GO TO NEXT PAGE** button if no family details are available.

1.1.5 CRIMINAL PROCEEDING DETAILS

After clicking on Button **GO TO NEXT** from previous screen the following screen will be displayed to add details of Criminal proceeding.

The screen is shown below:

🗳 India	an Citizenship-Ministry	of Home Affairs	Mozilla Firefox						
ind 🔝	lian CRizenship-Ministry o	of Home 🔶							
CRD	MINAL PROCEEDII	NG DETAILS							
Nature	of Proceeding			Mas. 100 sku	action (A-1, a-	al allowed			
Case R	egister Date	diline diline	10000				Dal	ata avi	ting
Case R	egiciar Town City			Max. 50 characters [A-Z,	becolie (s-a		Der	ele exis	sung
Case 5	egictor Country	India	*				crin	ninal re	cord 🧹
Case R	egister State	Ultar Pradesh	×						
Case R	egictor District	Rampus	×						
Case St	inter			Max. 50 characters (A-Z,	becolia (p-a				
Court J	hulgement			Mar. 200 characte	rs (A-Z, a-z) a	Llowed.			
Arcore	Arcare Cade : 7 NYYQ								
		_		SAVE DATA Data Saved successful	y.	_			
Sr. No	Nature of proceeding	Register Date	Register Tewn/City	State / District	Country	Case Status	Court Julgment	ып	DELETE
1	PENDING	20/10/2008	AMPUR	Uttar Proderb Rampur	India	ок	DONE	EDIT	Delete
	Click to final to the Min	l submit iistry	(Mage diens	L SUBMIT TO THE MIN after final robrit to the Minist	ISTRY ry is not per	ratited)	Edit crimir	existing nal reco	g rd

Explanation

- Enter criminal proceeding details and click on Save Data button to save data.
- Applicant can enter multiple criminal proceeding details.
- Applicant's criminal proceeding details will be displayed in the tabular portion of the screen.
- Applicant can Edit / Delete any entry by clicking Edit / Delete button respectively.
- Finally Click on Final Submit To The Ministry button to submit application in Ministry of Home Affairs.

Note:

- 1. Applicant can click **Final Submit to the Ministry** button if no criminal proceeding details available.
- 2. Kindly ensure that all application details entries are correct before clicking on final submit to the ministry button. If required Modifications in Application then go to first screen and select Modify /Print Application.
- 3. After clicking on Final Submit to the Ministry button the Modification of the application is not allowed.

1.2 MODIFY APPLICATION

After Clicking on **Modify/Print Application** link from first screen the following screen will be displayed.

The screen is shown below:

🖲 Indian Citizemhip-Minis	try of Home Affairs - Mozilla	Firefox					- B 🔀
Indua CRizenship-Minist	ry of Home 🔹						-
	गृह मंत्रालय Ministry of	भारत सरक Home Aff	airs, Govt	. of India)	8	*
Antes	Inc	dian Citizer	ship			-	-
		MODIFY	PRINT APPLICATE	001			
		Idoddy Appl	ication 🔅 Print Appl	lication			
		Temperary Internet	t File No: 201000104	Max P digts:			
		Applicant Date	of Birth: 17/07/1982	dilinan/yyyy			
		Back	Modify Application				
Done							

Explanation

- Click/Select on Modify Application option for Modification of Application.
- Enter Temporary Internet Number and Date Of Birth of applicant and click on **Modify Application** button.

Note: The Modification of the application is not allowed after Final Submit to the Ministry.

1.2.1 MODIFY FORM

Example: Section / Form 5(1) (a) details

After clicking on **Modify Application** button from previous screen the following screen will be displayed filled with all details about Applicant details, Father's Details, Mother's Details, Spouse's details, Employer's details, passport particulars and details of residence in India.

The screen is shown below:

🖲 Indian Citizenship Mir	nistry of Home Affairs - Mazilla Tirefox	. 3 😫
indian CRizenship-Min	extry of tioner 😕	All and a line of the
no-s	FORM II (See Rule 4C0x0) The Chinembig Balles, 1889	î
	APPLICATION FOR REGISTRATION AS A CITIZEN OF EXDIA UNDER SECTION SUAL) OF THE CITIZENSIEP ACL. 1955 MADE BY A PRESON OF EXDIAN ORIGIN	
1. APPLICANT'S DET	ATLS	
Name	Mitt 100 character (A-C, +-0 Allowed	
Address 1	8-100 Mar 150 Characters (A.J., arg 0.9, () Allows	
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Num :	Uta Piadojh 🖉 Dunden a Rangua 💌	
Canadaty a	India 31	
Piax	244322 Mid. 8 Characters (D-F) & Revell	
Date of Birth:	17/0/1982 Minsterrer	
Birth Flats :	FAMPUR Mar. 100 chancius (A-7, arc; D-9, C) + Alizenti	
Birth Country (Irda	
Birth States	Uta Padech 💉 Bink Binelet i Banov 💌	
Applicant le Stateleur 7	NO 🛞	
Nationality	United Kingdom	
Hendity Of Nuck (Min. 100 Character GLZ, viet Allowed	
Geniler 1	M4LE V Occupations Engineer	
2. FATHER'S DETAIL	N ALCON CONTRACTOR	
Name :	MLASEY FROM Mar. 100 character (A-Z, way Allows)	
Date of Birth.	17/07/1945 diseaserry	
Birth Place 1	PAMPUR Mar. 100 Characters (A.C. ave, D.P. c) Allowed	
Birds Country (Irds 😹	
Bloth States	Uter Padenh 😥 Birth Dienietz Romput 🖉	
Cotores of 1	Inde .	
3. MOTHER'S DETAI	ILS	
Name v	VEERWATLARYA	
Date of Birth:	17/07/1945 Minuterry	
Birth Place :	BUDAUN Min. 100 chinarten (A-C, s.n. 0.9, L-1 Allowed	
Birth Country I	Univerd Audo Envirotes 👘	

Explanation

• Click on **Update And Next** button to update application and go to next page.

1.2.2 MODIFICATION OF LAST NINE YEARS DETAILS IN INDIA

After clicking on Update And Next button from previous screen the following screen will be displayed.

The screen is shown below:



Explanation

• Applicant can edit / delete each address by clicking Edit / Delete button against each entry and click on Update Data after modifying any entry.

Note: At least one address entry is compulsory.

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1.2.3 MODIFICATION OF DETAILS OF FAMILY MEMBER WHO ARE STAYING IN INDIA WITH THE APPLICANT

After clicking on **GO TO NEXT** button from previous screen the following screen will be displayed to add details of family members who are staying with the applicant.

The screen is shown below:

🔮 Indian (Citizenship-Ministry of	Home Affairs - Mozilla Firefox				
📑 Indian	Citizenship-Ministry of H	ionar 🔸				-
DETAI	LS OF FAMILY ME	MBER WHO ARE STAYING IN INDIA WITH THE APPLICANT				
Names	PODJA VERMA	Max: 100 characters (A-Z, a-g) allowed	C	lick	to edit	
Addresse	VPO DHAKIA	Mar. 150 characture (A-Z, u-n, 0-9, I, -) allowed	exi	isting	record	
Town/City:	SHAHBAD	Max. 50 characters (A-Z, a-z) allowed.	UA	1501119	, iccoia	
States	Uter Predent	×				
District:	Banpur	M				
Pin Coder	244922 Mar.	6 characters (0-9) allowed				
Kelationsk	wite No.	·				
.opn	29					
		UPDATE DATA				
_				_		
Sr. No	NAME	ADDRESS	BELATION	AGE	mar l	DELETE
1	POOJA VERMA	VPO DHARIA, SHAHBAD, Rampur, Uttar Produch, 244922	Wife	25	EDIT	Delete
2	S P SINCH	A-100, SHAHBAD, Rarepur, Uttar Pradesh, 246922	Brother	32	EDIT	Delete
		GO TO NEXT PAGE				
				\leq		
	Click	c go to Clic	k to delet	te		
	next	exis	ting recor	d		
	ПСА	puge				
Done						

Explanation

• Applicant can edit / delete each family member by clicking Edit / Delete button against each entry and click on Update Data after modifying any entry.

Note: Applicant can directly go to next page by clicking **Go To Next Page** button without modifications or if no family details are available

1.2.4 MODIFICATIONS OF CRIMINAL PROCEEDING DETAILS

After clicking on **GO TO NEXT** button from previous screen the following screen will be displayed to add details of Criminal proceeding.

The screen is shown below:

🗳 Indiar	Citizenship-Ministry	of Home Affairs -	Mezilla Firefox						
📑 Indu	an Citizenship-Ministry o	f Home 🔶							*
CRIM	IINAL PROCEEDIN	G DETAILS							
Nature of	f Proceeding	PENDING		Max. 100 shas	attan (A-1, a	all allowed			
Case Rep	gister Date	20/10/2008 43/mm	vered				Cliate	to adit	
Case Rep	gieter Teen City	ANPUR		Max. 50 sharebox (A-Z ₀	heredia (n-a		CIICK	to east	
Case Rep	fictor Country	India	×				existin	g record	1
Case Rep	gister State	Ultar Pradesh	×					-	
Case Rep	gieter District	Rampur	×						
Case Sta	ins	0K		Max. 50 sharebox (A-Z ₀	becolis (n-s				
		DOME							
Court Ju	dgement			14	4.7	n			
				Janas, 200 character	o (a-c, act) (LOWER			
				UPDATE DATA					
Sr. No	Nature of proceeding	Register Date	Register Town/City	State / District	Country	Case Sintus	Court Judgmont	ып	001278
1	PENDENG	20/10/2008	AMPUR	Uttar Prodech Rampur	India	OK	DONE	EDIT	Delete
									1
			FINAL	SUBMIT TO THE MIN	ISTRY				
			() afications of	ber final submit to the Ministr	y is not per	nitted)			
						~			
		- <				Click	to delete		
Click final submit existing record									
to the Ministry									
Done									

Explanation

• Applicant can edit / delete each Criminal proceeding by clicking Edit / Delete button against each entry and click on Update Data after modifying any entry.

Note: Applicant can click **Final Submit To The Ministry** button without modifications or if no criminal proceeding details are available.

1.2.5 DISPLAY FINAL SUBMISSION TO THE MINISTRY

After Clicking on **Final Submit To The Ministry** button from previous screen the following screen will be displayed.

The screen is shown below:



- The use of this web form is displaying the MHA File number and finally submitted to the Ministry of Home Affairs.
- The MHA file number can be used for further Print application file.

1.3 PRINT APPLICATION

After clicking on Modify/Print Application from first screen the following screen will be displayed to Print Application.

The screen is shown below:

😰 Indian Citizenship-Ministry of Home Affairs - Mozilia Firefox	
🛄 Indues CRizenship-Ministry of Honse 👘	
गृह मंत्रालय भारत सरकार Ministry of Home Affairs,	Govt. of India
Indian Citizenship	
MODIFY PRINT AP	PLICATION Prat Application
MHA File No : 201	0010017 Max 10 Agen
Appresan Date of Date (177	nication
	Pression 1
Done	

Explanation

- Click on print application option for print application.
- Enter MHA File No and Date Of Birth of applicant and click on **Print Application** button.

Note: The Application can be print only after final submission to The Ministry.

1.3.1 DISPLAY PDF FILE OF APPLICATION FOR PRINTING

After entering MHA File Number and Date Of Birth from previous screen the following screen will be displayed to print the completed online application.

The screen is shown below:



Note: After printing the application, paste applicant's recent passport (35*35) size photograph on the printed application and submit it to the District Collector / District magistrate/ District Commissioner office.

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1.4 FILE STATUS

After Clicking on File Status link from the first screen the following screen will be displayed.

💼 Indian Citizenship-Mir	nistry of Home Affairs - Moz	illa Firefox		E 🗗 🔀
📑 Indua CRizenship-Min	estry of Honse 🔹			-
	गृह मंत्रालय Ministry o) भारत सरकार f Home Affairs, 9	Govt. of Indi	*
A MARKED A		ndian Citizenship		-
		APPLICANT FILI	STATUS	
		MHA File Number 2010010 Back Sat	n7 Mix Id Ages	
Done				

- Kindly Enter the MHA File Number use to display current location and track application status.
- Click on **Back** Button to go to first Screen
- Click on **Submit** button to get and track file status of application.

1.4.1 APPLICANT FILE STATUS

After clicking on Submit Button from previous Screen the following applicant status Screen Display.

😟 Indian Citizenship-M	inistry of Home Affairs - Mozilla	Firefox			. 6 🛛
indun ERtzenship-Mi	nistry of Honse 🔹	-41020-00			Concerne Par
	गृह मंत्रालय Ministry of I	भारत सरकार Home Affairs, G	ovt. of India		*
/ Neters	Inc	lian Citizenship			-
Due : 15/11/2010		APPLICANT FILE :	TATUS		
MRA Re	demaine Manifer :	2010010017		1	
Applicas	A name i	MOHAN LAL SINHA)	
File state		Hardinpy ant necessitia the Minar	ry of Horse Affair		
Done					

Explanation

• Applicant can see Application current File Status here.