

# Steps to Apply for Passport Services

Visit Passport Seva Portal <https://passportindia.gov.in>

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# Passport Seva


PSP Division  
Ministry of External Affairs, Government of India

**Passport Seva**

Service Excellence

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Special weekend drive for Passport applications submission is planned. Applicants having valid appointments of future date may also opt t

 New User Registration

 Existing User Login

 Check Appointment Availability

 Track Application Status

## VISION

To deliver passport services to citizens in timely, transparent, more accessible, reliable manner and in a comfortable environment through streamlined processes and committed, trained and motivated workforce

National Call Centre

 1800-258-1800

Passport Office Page

----- Passport Office ----- ▾

Mission/Post Page

### Before You Apply

Information Corner	Forms and Affidavits	Document Advisor	Feedback and Grievance
Getting Started		Tatkaal Passports <b>New!</b>	
FAQs		Appointment Availability Status <b>New!</b>	
Passport Act and Rules		Fee Calculator	
Quick Guides		Know your Police Station	


Register yourself as new user by creating User Id.

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Passport Act and Rules	Fee Calculator		
Quick Guides	Know your Police Station		



Provide User Id details and click Register. E-mail Id is mandatory, registration confirmation mail will be sent to your e-mail Id.

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ts having valid appointments of future date may also opt to reschedule their appointment to earlier available date as per their convenience.

🔊

Information Corner

Getting Started

Passport Act and Rules ▸

FAQs ▸

Locate Passport Seva Kendra

Locate Common Service Centers

Fee Calculator

Appointment Availability Status New!

Know your Police Station

Quick Guides ▸

Tatkaal Appointment Opening Time

Instructions Booklet

You are here : [Home](#) > [New User Registration](#)

User Registration

Important Information:

Passport application can be processed at any PSK/POPSK/PSLK WITHIN INDIA irrespective of your residential address.

▪ [Click here](#) to check the appointment availability at all PSK/POPSK/PSLK.

▪ [Click here](#) to know more about Apply Anywhere in India scheme for Passport Services.

Register to apply at\*

☐ CPV Delhi

☒ Passport Office

Select the 'CPV Delhi' option to apply for Diplomatic/Official passport at Consular, Passport and Visa (CPV) division, Delhi.

Passport Office \*  
(As per Present Residential Address)

----- Select ----- ▾

Tibetan Refugees applying for Identity Certificate must register with 'Delhi' Passport Office.

Given Name (Max 45 Characters)\*

First Name + Middle Name  
Initials and honorifics (e.g. Dr.,Col.,etc.) are not allowed.

Surname (Max 45 Characters)

Date of Birth (DD/MM/YYYY)\*

DD/MM/YYYY

17

E-mail Id (Max 35 Characters)\*

## All India Network of Passport Services

### Forms and Affidavits

Annexures (Affidavits)

Print Application Form

Undertaking as per GSR 570 (E)

### Feedback and Grievance

How to access Information and log  
Grievance

Grievance/Feedback

Track Grievance Status

Information

### Value Added Services

mPassport Seva App



Do you want your Login Id  
to be same as E-mail Id?

☐ Yes ☒ No

Login Id\*

[Check Availability](#)

Password\*

[Password Policy](#)

Confirm Password\*

Hint Question\*

Hint Answer\*

Enter Characters Displayed \*




**Register**

**Clear**



# Login to the Portal.

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Special weekend drive for passport renewal. Applicants having valid appointments of future date may also opt to renew their passport during this period.

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## VISION

To deliver passport services to citizens in timely, transparent, more accessible, reliable manner and in a comfortable environment through streamlined processes and committed, trained and motivated workforce

### National Call Centre

 1800-258-1800

### Passport Office Page

----- Passport Office ----- ▾


[Mission/Post Page](#)

### Before You Apply

Information Corner	Forms and Affidavits	Document Advisor	Feedback and Grievance
<a href="#">Getting Started</a>	<a href="#">Tatkaal Passports</a> <span>New!</span>		
<a href="#">FAQs</a>	<a href="#">Appointment Availability Status</a> <span>New!</span>		
<a href="#">Passport Act and Rules</a>	<a href="#">Fee Calculator</a>		
<a href="#">Quick Guides</a>	<a href="#">Know your Police Station</a>		


Enter User Id, password and displayed Captcha characters and click Login.

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pt to reschedule their appointment to earlier available date as per their convenience.

## Information Corner


- Getting Started
- Passport Act and Rules ▾
- FAQs ▾
- Locate Passport Seva Kendra
- Locate Common Service Centers
- Fee Calculator
- Appointment Availability Status New!
- Know your Police Station
- Quick Guides ▾
- Tatkaal Appointment Opening Time
- Instructions Booklet
- All India Network of Passport Services

## Login




Fields marked with asterisk (\*) are mandatory

Login Id\*

Password\*



Enter Characters Displayed \*   
PCJ7H


[Register \(New User\)](#) | [Having Trouble Logging in ?](#)




**Captcha Characters**

Select required service (e.g. Apply for Fresh Passport / Reissue of Passport).

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Ministry of External Affairs, Government of India            Last Login: 17/08/2023 12:04:39 | [Logout](#)

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Special weekend drive for Passport applications submission is planned. [Apply](#) 

### Services

- > View Saved/Submitted Applications
- > View Submitted Appeal(s)
- > Apply for Fresh Passport/Re-issue of Passport
- > Apply for Police Clearance Certificate
- > Apply for Background Verification for GEP
- > Apply for Diplomatic/Official Passport
- > Log Appeal
- > Apply for Identity Certificate
- > Apply for Surrender Certificate
- > Apply for LoC Permit
- > Affidavits/Annexures

### Applicant Home

- View Saved/Submitted Applications
- [Apply for Fresh Passport/Re-issue of Passport](#)
- Apply for Police Clearance Certificate
- Apply for Diplomatic/Official Passport
- Apply for Identity Certificate
- Apply for Surrender Certificate
- Apply for Background Verification for GEP
- Apply for LoC Permit
- View Submitted Appeal(s)
- Log Appeal

ATM facility available at [PSKs](#) for all Bank Cards



You can apply for passport/reissue passport by

- Filling application form online

Click the highlighted link to fill the application form online.



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Passport  
Seva



Service Excellence

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► If future date may also opt to reschedule their appointment to earlier available date as per their convenience.

### Services

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### Apply for Fresh Passport/Re-issue of Passport

While applying under Fresh Issuance category - please make sure you never held a Passport of the applied category (i.e. Ordinary Passport, Diplomatic Passport or Official Passport) in the past.

For instance, if you ever held an Ordinary passport (Deep Blue colour) in the past but never held any Diplomatic (maroon colour) or Official (white colour) passport - you need to apply under Reissue category if applying for an Ordinary Passport while choose the Fresh category if applying for a Diplomatic or Official passport. Similarly, if you have/held a Diplomatic (or Official) Passport but do not have/held an Ordinary Passport - you need to apply for Ordinary Passport under Fresh category while choose the Reissue category if applying for Diplomatic (or Official) passport.


Applying for	Ever Had/Held Ordinary (Blue colour) Passport	Choose Category
Ordinary Passport	No	Fresh
Ordinary Passport	Yes	Reissue
Applying for	Ever Had/Held Diplomatic (Maroon colour) Passport	Choose Category
Diplomatic Passport	No	Fresh
Diplomatic Passport	Yes	Reissue
Applying for	Ever Had/Held Official (White colour) Passport	Choose Category
Official Passport	No	Fresh
Official Passport	Yes	Reissue

[Click here to fill the application form](#)

# Fill the application form online and submit.


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▶ in the Country. \*\* Passport Mela is being organized at PSK Vijaywada II on 07-Dec-2019. \*\* No applicant would be served at PSK/POPSK without prior online appointment

Passport Type

Applicant Details

Family Details

Present Residential Address

Emergency Contact

Identity Certificate/Passport Details

Other Details

Passport Details Verification

Self Declaration

## Passport Type

Fields marked with asterisk (\*) are mandatory

Please read the Passport Instruction Booklet carefully before filling the application form. Furnishing of incorrect information/suppression of information would lead to rejection of application and would attract penal provisions as prescribed under the Passports Act, 1967. Please produce your original documents at the time of submission of the form.

Applying for \*

Type of Application \*

Type of Passport Booklet \*

☒ Fresh Passport ☐ Re-issue of Passport

☒ Normal ☐ Tatkaal

☒ 36 Pages ☐ 60 Pages

Next >>

**Note:** While applying under Fresh Issuance category - please make sure you never held a Passport of the applied category (i.e. Ordinary Passport, Diplomatic Passport or Official Passport) in the past.

For instance, if you ever held an Ordinary passport (Deep Blue colour) in the past but never held any Diplomatic (maroon colour) or Official (white colour) passport - you need to apply under Reissue category if applying for an Ordinary Passport while choose the Fresh category if applying for a Diplomatic or Official passport. Similarly, if you have/held a Diplomatic (or Official) Passport but do not have/held an Ordinary Passport - you need to apply for Ordinary Passport under Fresh category while choose the Reissue category if applying for Diplomatic (or Official) passport.

# Schedule Appointment

- PSKs for which Online Payment is mandatory for booking appointments.
- Access the URL: [www.passportindia.gov.in](http://www.passportindia.gov.in) for list of these PSKs



# View Saved/Submitted Application

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Special weekend drive for Passport applications submission is planned. Applicants having valid appointments of future

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- > [Apply for Surrender Certificate](#)
- > [Apply for LoC Permit](#)
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ATM facility available at [PSKs](#) for all Bank Cards

# Make payment & schedule an appointment for visiting PSK.


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able date as per their convenience.

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### Services

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- > Apply for LoC Permit
- > Affidavits/Annexures
- > Fee Calculator

### View Saved/Submitted Applications

Select an application and use link(s) under the tabs (Application/Receipts/Payment and Appointment) for further action.

SELECT	ARN	FILE NO	APPLICANT NAME	APPOINTMENT DATE	PAYMENT STATUS	SUBMISSION DATE
<input checked="" type="radio"/>	21-0005926336					15/07/2021
<input type="radio"/>	21-0008336194					15/09/2021
<input type="radio"/>	23-0008777518					

Application

CLICK HERE

Payment and Appointment

CLICK HERE

Receipts

CLICK HERE

Pay and Schedule Appointment

Schedule Appointment for Enquiry at Passport Office

Track Payment Status

Edit Submitted Form

Appointment History

Acknowledgement Letter

# Choose the mode of payment

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**SUGANDHAGARWAL105**

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Applicants having appointments at Passport Seva Kendra (PSK) Patna, kindly note the new ad

### Services

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- > [Apply for Identity Certificate](#)
- > [Apply for Surrender Certificate](#)
- > [Apply for LoC Permit](#)
- > [Affidavits/Annexures](#)
- > [Fee Calculator](#)

## Choose Payment Mode

Fields marked with asterisk (\*) are mandatory

[Help](#)

PAYMENT ONCE MADE FOR AVAILING PASSPORT SERVICES WILL NOT BE REFUNDED. IF THE PAYMENT IS SUCCESSFULLY DONE, PLEASE DO NOT PAY AGAIN.

### Online Payment\*



**State Bank MOPS**  
Multi Option Payment System

Online payment (Credit/Debit card, Internet banking, UPI)

[Next >>](#)

### NOTE:

### Payment using Credit/Debit Card, Internet Banking Or UPI

- Please keep your Credit/Debit Card ready while making Online Payment.

# Select PSK, Enter Captcha characters and click “Next”

**Services**

- > View Saved/Submitted Applications
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- > Locate Passport Seva Kendra
- > Change Password
- > Modify Profile

## Schedule Appointment




Fields marked with asterisk (\*) are mandatory

Application Reference No. 22-1000012801

PSK/RPO Location \*

PSK/RPO Address

Enter Characters Displayed \*



Appointment Availability # RPO Bengaluru

PSK Bengaluru, Lalbagh	Available for 28/09/2023
------------------------	--------------------------

**Next >>**

# Earliest appointment availability date is as per pool of normal appointment quota. However, appointments against cancellation may become available prior to the displayed date.

# Tatkaal & PCC appointments are not released on Thursdays and Fridays in certain RPOs.


# To view the appointment opening time at each RPO please [Click here](#)




Earliest available Appointment Date will be displayed on screen. You can choose different date from calender. Click “Pay and Book Appointment” to proceed for appointment booking

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operational in the Country. \*\* Passport Mela is being organized at PSK Vijaywada II on 07-Dec-2019. \*\* No applicant would be served at PSK/POPSK without prior online

Services

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Pay And Book Appointment

PAYMENT ONCE MADE FOR AVAILING PASSPORT SERVICES WILL NOT BE REFUNDED. IF THE PAYMENT IS SUCCESSFULLY DONE, PLEASE DO NOT PAY AGAIN.

# PLEASE COMPLETE YOUR TRANSACTION WITHIN 5 MINUTES

Application Reference Number

19-0017028110

Given Name

Service Type

FRESH

Type of Application

NORMAL

Total Fee (Rs.)

1500.00

Amount to be Paid (Rs.)

1500.00

Contact Number

8787458785

EARLIEST APPOINTMENT AVAILABLE FOR 01/01/2020

To proceed click Pay and Book Appointment

or Select another Appointment Date

January 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Applicants applying under Tatkaal r

Payment. The balance fee as applica

Passport Officials.

Payment using Credit/Debit Card

Please keep your Credit/Debit Card ready while making Online Document

Pay and Book Appointment

Applicants applying under Normal Category while making Online

POPSK/PO, once Tatkaal application is accepted by

Click Payment Mode of your convenience and pay indicated application fee amount.



As per instructions from CBDT, we are migrating SBI Payment gateway from existing OLTAS Income Tax Payment functionality(maintained by NSDL) to new Income Tax Portal( TIN 2.0 Portal) from 1st April 2023. Existing Download Challan functionality will be available

## Welcome to SBlePay Lite (formerly SBMOPS)

Please select appropriate card type to avoid failures  
(Credit Card / Debit Card)

### Net Banking



**SBI Net Banking**  
Bank Charges(₹): 0.0



**Other Bank Net Banking**  
Bank Charges(₹): 6.0



### Card Payments



**State Bank Debit Cards**  
Bank Charges(₹): 0.0



**Other Bank Debit Cards**  
Bank Charges(₹): 0.0



**Credit Cards**  
Bank Charges(₹): 26.55



### Other Payment Modes




**UPI**  
Bank Charges(₹): 0.0




Cancel

Click to add title Appointment confirmed for visiting the PSK.

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loading application forms, payment of applicable fee and scheduling of appointment, at a nominal charge not exceeding Rs. 100/-. \*\* Handwritten passports or passpo

### Services

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- > Locate Passport Seva Kendra
- > Change Password
- > Modify Profile

### Appointment Confirmation

Fields marked with asterisk (\*) are mandatory

**Your appointment has been booked successfully. Your Appointment Number is: 100000078678619**

An SMS with your appointment details have been sent on 8956985698. Display the same as proof of appointment during your visit to Passport Office.  
Carrying printout of Application Receipt is no longer required. Read the instructions carefully before visiting the Passport Office.


**Note:** In case of inability to visit PSK/RPO/Camp on scheduled date and time, applicants are requested to reschedule/cancel the appointment in advance.


Application Reference No.	19-0017028110
Given Name	
Surname	
Date of Birth	03/12/1992
Service Type	FRESH
Scheme Type	NORMAL
Appointment Quota	NORMAL
PSK/RPO/Camp/Mela Location	PSK Mithakali Ahmedabad
Appointment Date	31/12/2019
Appointment Time	09:00 - 09:15
Appointment Id	100000078678619

[Print Application Receipt](#)

# Print Application Receipt/Send Appointment SMS

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Passport Mela is being conducted at PSK - Surat, Ahmedabad 1, Ahmedabad 2

## Services

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## Print Application Receipt

Applicant Details:	
ARN	19-0017028110
Service Type	FRESH
Type of Application	NORMAL
Application Submitted Date	30/12/2019
Given Name	
Surname	
Gender	MALE
Date of Birth	03/12/1992
Place of Birth	SHIMLI,SIKAR,RAJASTHAN
Marital Status	SINGLE
Employment Type	STUDENT
Father's Name	
Present Residential Address	SHIMLI, DABLA, SIKAR, 332718, RAJASTHAN, INDIA
Payment Details	
Payment Status	paid
Appointment Details	
Passport Seva Kendra (PSK) Location	PSK Mithakali Ahmedabad , Arya Arcade, Ground & First Floor, Nr Cross Word, Mithakali Six Road, Navrangpura, Ahmedabad, Gujarat
Date and Time of Appointment	31/12/2019 , 09:00 AM
Appointment Id	100000078678619
Reporting Time	08:45 AM

[Get Appointment SMS](#) [Print Application Receipt](#)



# Check the date and time of your appointment on application receipt

		
विदेश मंत्रालय भारत सरकार Ministry of External Affairs Government of India Online Appointment Receipt		19-1000004513

<b>Applicant Details:</b>		<b>Payment Details*</b>	
Application Reference No (ARN)	19-1000004513	Payment Status	paid
Service Type	FRESH		
Type of Application	NORMAL		
Given Name	[REDACTED]	<b>Appointment Details:</b>	
Surname	[REDACTED]	Passport Seva Kendra Address	BENGALURU, LALBAGH, NO 45 PRESTIGE LIBRA BENGALURU, KARNATAKA NEAR URVASHI THEATRE, LALBAGH MAIN ROAD
Gender	FEMALE	Appointment Id	100000078678619
Father's Name	[REDACTED]	Appointment Date and Time	31/12/2019 & 09:00 AM
Date of Birth	03/12/1992	Reporting Date and Time	31/12/2019 & 08:45 AM
Place of Birth	DFGDFGDFG, BENGALURU, KARNATAKA		
Marital Status	DIVORCED		
Employment Type	STUDENT		
Application Submitted Date	30/12/2019		
Present Residential Address	FDGDFG, DFGDFGDFG, Bengaluru, 560001, KARNATAKA, INDIA		


<b>Batch</b>	1	
<b>Sequence No.</b>	1	
		100000078678619

**Please Read Carefully:**


- Please reach Passport Seva Kendra (PSK) at 08:45 AM as mentioned above and you don't need to carry the printed copy of appointment receipt. An SMS with your appointment details is also accepted as proof of appointment during your visit to Passport Office.
- Check Document Advisor on website '[www.passportindia.gov.in](http://www.passportindia.gov.in)' to know the documents required at PSK. Carry original documents and their self attested photocopies. Final decision with regard to documents required is at the discretion of RPO staff at PSK.
- In case of minor applicants (below 4 years of age), carry the recent passport size photograph (4.5 X 3.5 cm) with white background. Please [Click here](#) for photograph guidelines.
- Only applicant is allowed inside the PSK. However, in case of exceptions such as Senior Citizen / Physically Challenged / Illiterate / Minor applicants, one person from the family may be allowed to accompany inside PSK.
- At PSK, a paper token will be issued to you after checking of documents. Your application will be processed at Counter A followed by counters B and C. At all stages, please be alert and watch the token display screens to know the counter at which your application will be processed. After your visit to PSK, please login to Passport Portal to download acknowledgement slip. Also, you are requested to fill the feedback form at the exit counter.
- Corrosive substances, explosives, weapons and any sharp objects are not allowed inside the PSK. Please co-operate with security staff for frisking before entry in PSK. Your security is our primary concern.
- Take care of your belongings inside the PSK.
- Keep your mobile in silent mode inside PSK. Also video / photography is not allowed inside.
- You can enrol for [Passport Seva SMS Services](#) by clicking Enrol for SMS Services (Optional) link available at Applicant Home Page of the website.
- Balance fee (if applicable) after editing the submitted form will be payable in cash at the Passport Seva Kendra.
- Help us to serve you better.
- As you have selected Application Type as 'Normal' and Employment type as 'STUDENT', please confirm to enter the No Objection Certificate (NOC) / Prior Intimation Letter (PIL) / Identity Certificate (IC) details online using [Enter NOC/PIL/IC Details](#) link available on the [View Saved/Submitted Applications](#) page. Please carry originals.

For more details please refer FAQ's Section.

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**Passport Seva**  
PSP Division  
Ministry of External Affairs, Government of India



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Special weekend drive for Passport applications submission is planned. Applicants having valid appointments of full

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In case of additional information or clarification,  
please contact our national call centre at toll  
free number **1800-258-1800**

Thank You

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