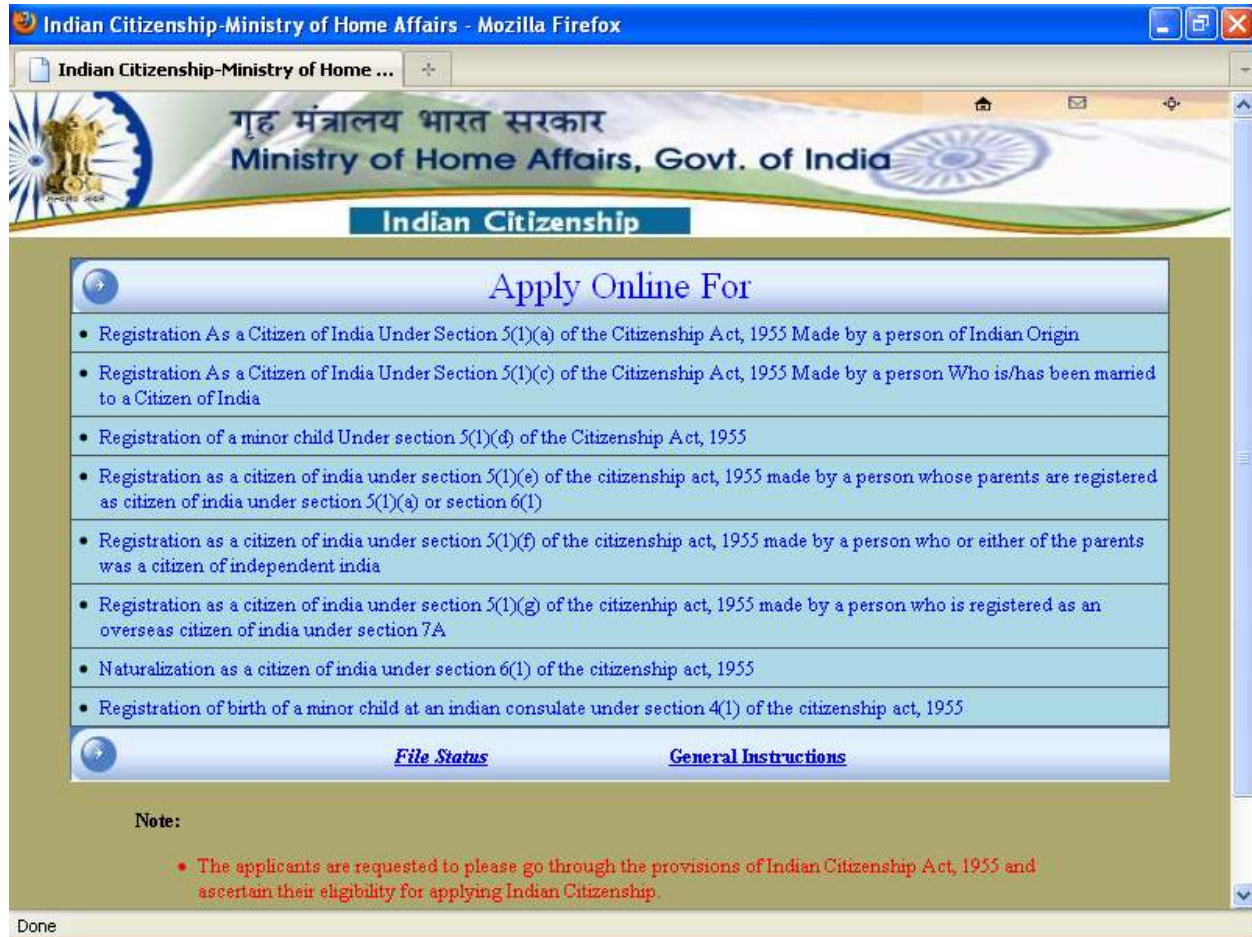


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1. ONLINE APPLY INDIAN CITIZENSHIP FOR FOREIGNERS

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



Explanation:

- 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:

The screenshot displays the official website of the Ministry of Home Affairs, Government of India, for Indian Citizenship registration. The page title is "Indian Citizenship - Ministry of Home Affairs - Mozilla Firefox". The header features the Indian national emblem and the text "गृह मंत्रालय भारत सरकार" and "Ministry of Home Affairs, Govt. of India". Below the header, the page is titled "Indian Citizenship" and "Registration As a Citizen of India Under Section 5(1)(a) of the Citizenship Act, 1955 Made by a person of Indian Origin".

The main content area is divided into two sections:

- Eligibility Criteria:**
 - Person of Indian origin who are ordinarily resident in India for seven years before making an application for registration.
 - Note:** For the purpose of clause (a) an applicant shall be deemed to be ordinarily resident in India if:
 - He has resided in India throughout the period of 12 months immediately before making an application for registration.
 - He has resided in India during the 5 years immediately preceding the said period of 12 months for a period of not less than 6 years.
 - For the purpose of this subsection, a person shall be deemed to be of Indian origin if he, or either of his parents, was born in undivided India or in such other territory which became part of India after the 15th day of August, 1947.
 - The applicants are advised to carefully go through the provisions of the Citizenship Act, 1955 and rules framed there under to determine their eligibility for Indian citizenship.
- List of required documents:**
 - A copy of valid Foreign Passport.
 - A copy of valid Residential Permit/LTV.
 - Evidence of the date of birth of the parents' viz. copy of the Indian passport or birth certificate.
 - Declaration and Oath of allegiance as specified in the form to be made before the office specified in the Citizenship Rules, 1955 i.e. Collector/DM/DC.
 - Copy of Bank Challan in original amounting to Rs 300/- payable towards declaration and Oath of allegiance deposited in the State Bank of India under Head No.020-Other Administrative Services-Other Services-Receipts under the Citizenship Act.

At the bottom of the page, there are three buttons: "Back", "Apply Online", and "Modify/Print Application". Below these buttons is a link: "How To Apply Online".

Explanation:

- 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:

FORM II
[See Rule 4(1)(a)]
The Citizenship Rules, 1955

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

1. APPLICANT'S DETAILS

Name : NDHARI LAL SINHA (Min. 100 character (A-Z, a-z) Allowed)
 Address : B-100 (Min. 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Town/City : SHAMBAO (Min. 50 Character (A-Z, a-z) Allowed)
 State : Uttar Pradesh (U) District : Rampur (R)
 Country : India
 Pin : 244322 (Min. 6 Character (0-9) Allowed)
 Date of Birth : 17/07/1952 (dd/mm/yyyy)
 Birth Place : RAMPUR (Min. 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : India
 Birth State : Uttar Pradesh (U) Birth District : Rampur (R)
 Applicant is Stateless ? NO (N)
 Nationality : United Kingdom (UK)
 Identity Of Spouse : NIL (Min. 100 Character (A-Z, a-z) Allowed)
 Gender : MALE (M) Occupation : Engineer (E)

2. FATHER'S DETAILS

Name : MURGEY RAM (Min. 100 character (A-Z, a-z) Allowed)
 Date of Birth : 17/07/1945 (dd/mm/yyyy)
 Birth Place : RAMPUR (Min. 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : India
 Birth State : Uttar Pradesh (U) Birth District : Rampur (R)
 Citizen of : India

3. MOTHER'S DETAILS

Name : VEERWATI ARYA (Min. 100 character (A-Z, a-z) Allowed)
 Date of Birth : 17/07/1945 (dd/mm/yyyy)
 Birth Place : BUDAUN (Min. 100 character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : United Arab Emirates (UAE)

Done

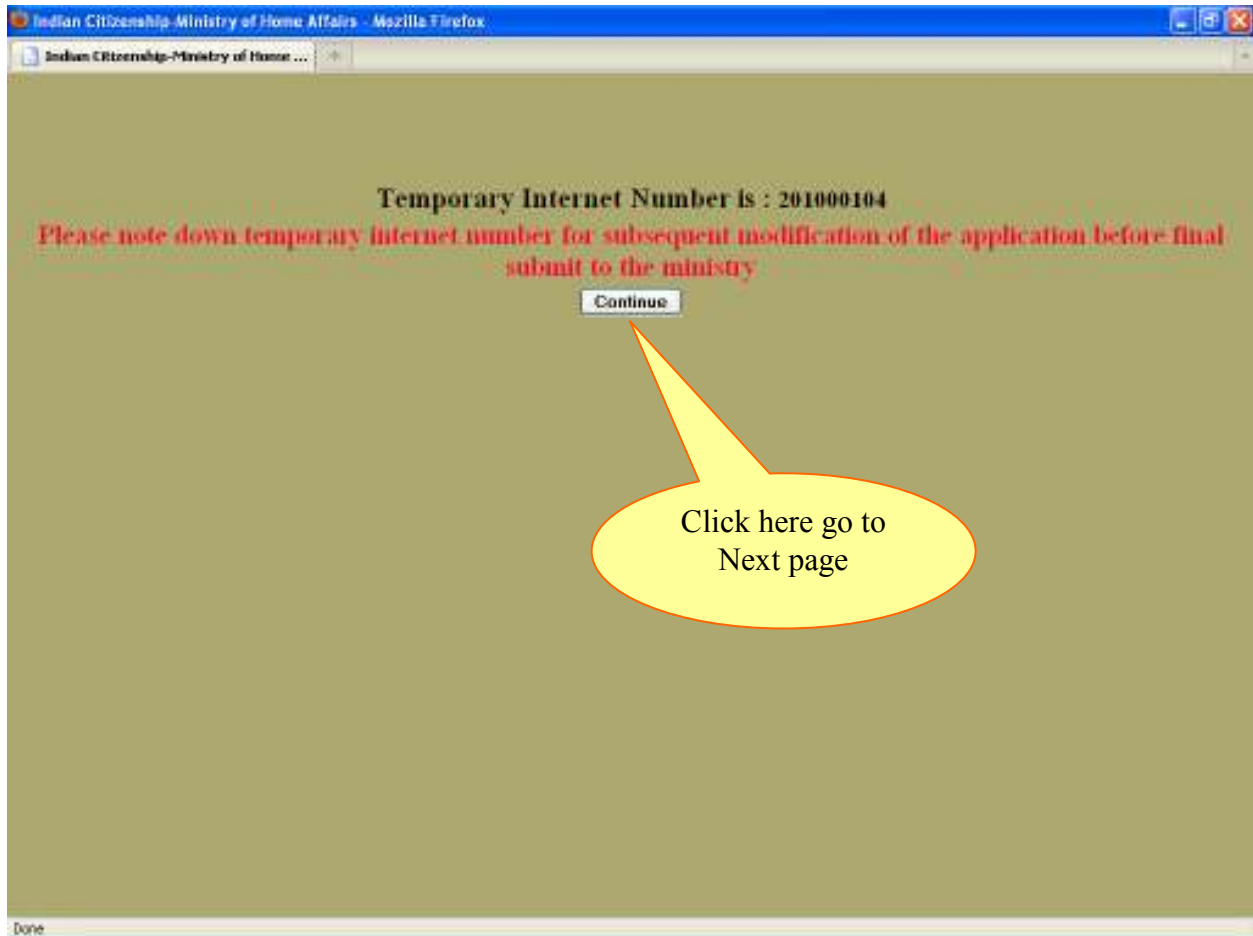
Explanation:

- 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:



Explanation:

- 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:

DETAILS WITH ADDRESS OF RESIDENCE IN INDIA FOR THE LAST NINE YEARS

Address : Max. 150 characters (A-Z, a-z, 0-9, (-) allowed)

Townicity : Max. 50 characters (A-Z, a-z) allowed

Country : (N)

State : (N)

District : (N)

Pin Code : Max. 6 Characters (0-9) allowed

From Date : To Date :

Enter access Code :

SAVE DATA

Data saved successfully.

Sr. No.	Address	Country	From Date	To Date	EDIT	DELETE
1	VPO-DHARMA, SHAMBAD, Rampur, Uttar Pradesh 246922	India	18/07/1982	17/07/2010	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

GO TO NEXT PAGE

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:

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

Name: Max: 100 characters (A-Z, a-z) allowed

Address: Max: 150 characters (A-Z, a-z, 0-9, -,) allowed

Town/City: Max: 50 characters (A-Z, a-z) allowed

State:

District:

Pin Code: Max: 6 characters (0-9) allowed

Relationship:

Age:

Enter access Code:

Access Code: **HRZZY**

SAVE DATA

Data saved successfully.

Sr. No.	NAME	ADDRESS	RELATION	AGE	EDIT	DELETE
1	POOJA VERMA	VPO BHAKLA, SHAHRAD, Rampur, Uttar Pradesh, 244922	Wife	28	EDIT	Delete
2	S P SINGH	A-100, SHAHRAD, Rampur, Uttar Pradesh, 244922	Brother	32	EDIT	Delete

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:

CRIMINAL PROCEEDING DETAILS

Name of Proceeding: Max. 100 character (A-Z, a-z) allowed

Case Register Date: dd/mm/yyyy

Case Register Town/City: Max. 50 character (A-Z, a-z) allowed

Case Register Country: India

Case Register State: Uttar Pradesh

Case Register District: Rampur

Case Status: Max. 50 character (A-Z, a-z) allowed

Court Judgement: Max. 200 character (A-Z, a-z) allowed

Enter access Code:

Access Code: 7NY YQ

SAVE DATA

Data Saved successfully.

Sr. No.	Name of proceeding	Register Date	Register Town/City	State / District	Country	Case Status	Court Judgement	EDIT	DELETE
1	PENDING	20/10/2008	AMPUR	Uttar Pradesh Rampur	India	OK	DONE	EDIT	Delete

FINAL SUBMIT TO THE MINISTRY
(Modifications after final submit to the Ministry is not permitted)

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 Citizenship Ministry of Home Affairs - Mozilla Firefox

Indian Citizenship-Ministry of Home ...

गृह मंत्रालय भारत सरकार
Ministry of Home Affairs, Govt. of India

Indian Citizenship

MODIFY/PRINT APPLICATION

Modify Application Print Application

Temporary Internet File No.	201000104	Max 9 digit
Applicant Date of Birth	17/07/1982	dd/mm/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:

FORM II
[See Rule 8(1)(a)]
The Citizenship Rules, 1955

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

1. APPLICANT'S DETAILS

Name : MDHAN LAL SINHA (Min: 100 character (A-Z, a-z) Allowed)
 Address : B-100 (Min: 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Town/City : SHARBAD (Min: 50 Character (A-Z, a-z) Allowed)
 State : Uttar Pradesh (Min: 50 Character (A-Z, a-z) Allowed) District : Rampur (Min: 50 Character (A-Z, a-z) Allowed)
 Country : India (Min: 50 Character (A-Z, a-z) Allowed)
 Pin : 244322 (Min: 6 Character (0-9) Allowed)
 Date of Birth : 17/07/1982 (Min: 10 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Place : PAMPUR (Min: 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : India (Min: 50 Character (A-Z, a-z) Allowed)
 Birth State : Uttar Pradesh (Min: 50 Character (A-Z, a-z) Allowed) Birth District : Rampur (Min: 50 Character (A-Z, a-z) Allowed)
 Applicant is Stateless ? NO (Min: 50 Character (A-Z, a-z) Allowed)
 Nationality : United Kingdom (Min: 50 Character (A-Z, a-z) Allowed)
 Identity Of Mch : NIL (Min: 100 Character (A-Z, a-z) Allowed)
 Gender : MALE (Min: 50 Character (A-Z, a-z) Allowed) Occupation : Engineer (Min: 50 Character (A-Z, a-z) Allowed)

2. FATHER'S DETAILS

Name : MASEY RAM (Min: 100 character (A-Z, a-z) Allowed)
 Date of Birth : 17/07/1945 (Min: 10 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Place : PAMPUR (Min: 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : India (Min: 50 Character (A-Z, a-z) Allowed)
 Birth State : Uttar Pradesh (Min: 50 Character (A-Z, a-z) Allowed) Birth District : Rampur (Min: 50 Character (A-Z, a-z) Allowed)
 Citizens of : India (Min: 50 Character (A-Z, a-z) Allowed)

3. MOTHER'S DETAILS

Name : VEERWATI ARYA (Min: 100 character (A-Z, a-z) Allowed)
 Date of Birth : 17/07/1945 (Min: 10 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Place : BUDALIN (Min: 100 Character (A-Z, a-z, 0-9, (-) Allowed)
 Birth Country : United Arab Emirates (Min: 50 Character (A-Z, a-z) Allowed)

Done

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:

Indian Citizenship - Ministry of Home Affairs - Mozilla Firefox

Indian Citizenship - Ministry of Home Affairs

DETAILS WITH ADDRESS OF RESIDENCE IN INDIA FOR THE LAST NINE YEARS

Address : Max. 150 characters (A-Z, a-z, 0-9, (-) allowed

Town/City : Max. 50 characters (A-Z, a-z) allowed

Country : IN

State : UP

District : RP

Pin/Code : Max. 6 Character (0-9) allowed

From Date : dd/mm/yyyy To Date :

Sr. No	Address	Country	From Date	To Date	EDIT	DELETE
1	VPO-DHAKLA, SHAHBAD, Raonpur, Uttar Pradesh 244502	India	18/07/1982	17/07/2010	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

Done

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.

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 Home Affairs

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

Name: POOJA VERMA Max: 100 character (A-Z, a-z) allowed

Address: VPO DHAKIA Max: 150 character (A-Z, a-z, 0-9, -,) allowed

Town/City: SHAHRAD Max: 50 character (A-Z, a-z) allowed

State: Uttar Pradesh

District: Raipur

Pin Code: 244922 Max: 6 character (0-9) allowed

Relationship: Wife

Age: 25

UPDATE DATA

Sr. No	NAME	ADDRESS	RELATION	AGE	EDIT	DELETE
1	POOJA VERMA	VPO DHAKIA, SHAHRAD, Raipur, Uttar Pradesh, 244922	Wife	25	EDIT	Delete
2	S P SINGH	A-104, SHAHRAD, Raipur, Uttar Pradesh, 244922	Brother	32	EDIT	Delete

GO TO NEXT PAGE

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:

The screenshot displays a web application interface for managing criminal proceedings. It includes a form for adding details and a table for viewing existing records.

CRIMINAL PROCEEDING DETAILS Form:

- Nature of Proceeding: PENDING (Max. 100 character (A-Z, a-z) allowed)
- Case Register Date: 20/10/2008 (dd/mm/yyyy)
- Case Register Town/City: ANPUR (Max. 50 character (A-Z, a-z) allowed)
- Case Register Country: India (dropdown)
- Case Register State: Uttar Pradesh (dropdown)
- Case Register District: Rampur (dropdown)
- Case Status: OK (Max. 50 character (A-Z, a-z) allowed)
- Court Judgment: DONE (Max. 200 character (A-Z, a-z) allowed)

Table of Existing Records:

Sr. No	Nature of proceeding	Register Date	Register Town/City	State / District	Country	Case Status	Court Judgment	EDIT	DELETE
1	PENDING	20/10/2008	ANPUR	Uttar Pradesh Rampur	India	OK	DONE	EDIT	Delete

FINAL SUBMIT TO THE MINISTRY
(Modifications after final submit to the Ministry is not permitted)

Callouts in the image point to the **EDIT** and **Delete** buttons in the table, and the **FINAL SUBMIT TO THE MINISTRY** button.

Explanation

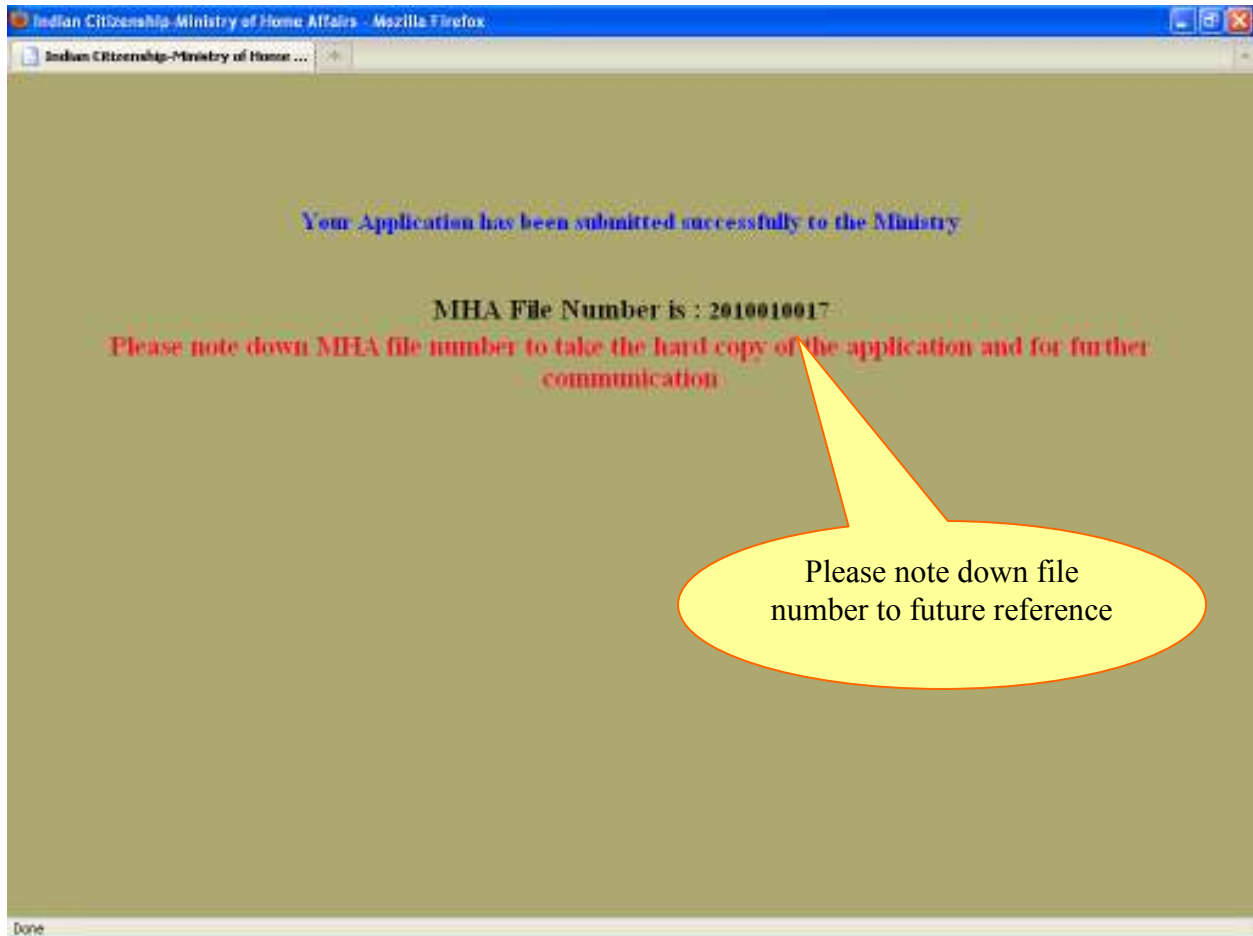
- Applicant can edit / delete each Criminal proceeding by clicking **Edit** / **Delete** button against each entry and click on **Update Data** after modifying any entry.

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:



Explanation

- 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 - Mozilla Firefox

गृह मंत्रालय भारत सरकार
Ministry of Home Affairs, Govt. of India

Indian Citizenship

MODIFY/PRINT APPLICATION

Modify Application Print Application

MHA File No :	2016010017	Max 10 digit
Applicant Date of Birth:	17/07/1982	dd/mm/yyyy

Back Print Application

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:

The screenshot shows a web browser window displaying a PDF form titled "FORM II [See rule 4(1)(a)] The Citizenship Rules, 2009". The form is for "APPLICATION FOR REGISTRATION AS CITIZEN OF INDIA UNDER SECTION 5(1)(a) OF THE CITIZENSHIP ACT, 1955 MADE BY A PERSON OF INDIAN ORIGIN". The MHA File Number is 2010010017 and the Date is 15/11/2010. The form is divided into "PART I" and contains four numbered entries: 1. Applicant's details (MOHAN LAL SINHA, born 17 Jul 1982, citizen of UNITED KINGDOM). 2. Father's details (MR ASEY RAM, born 17 Jul 1945, citizen of INDIA). 3. Mother's details (VEERWATI ARYA, born 17 Jul 1945, citizen of UNITED ARAB EMIRATES). 4. Wife's details (POOJA VERMA, born 25 Jan 1986, citizen of India). There is a designated box for a "PHOTOGRAPH (35*35 mm)".

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.

1.4 FILE STATUS

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



The screenshot shows a web browser window with the title "Indian Citizenship-Ministry of Home Affairs - Mozilla Firefox". The address bar shows "Indian Citizenship-Ministry of Home Affairs". The page header features the Indian national emblem and the text "गृह मंत्रालय भारत सरकार" and "Ministry of Home Affairs, Govt. of India". Below this is a blue banner with "Indian Citizenship". The main content area is titled "APPLICANT FILE STATUS" and contains a form with the following fields and buttons:

MHA File Number:	2010010017	Min. ID: Agns
<input type="button" value="Back"/>		<input type="button" value="Submit"/>

Explanation

- 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.



Explanation

- Applicant can see Application current File Status here.