

Passport Apply Online 2026

The Essential Guide to
the New Digital Process

Official Portal: www.passportindia.gov.in



The Application Journey



Registration

Online Portal



Application

Bio-Data Entry



Payment

Secure Fee



Verification

PSK Visit



Dispatch

Home Delivery

Online Registration



1. Access Portal

Visit passportindia.gov.in and click 'New User Registration'.

2. Select Office

Choose the Passport Office jurisdiction based on your current residential city.

3. Enter Credentials

Input Name exactly as per PAN Card. Use a valid personal Email ID.

4. Activation

Click the verification link sent to your email to activate the account.

Pro Tip: Always use your personal email ID to ensure you receive direct updates regarding dispatch and police verification.

Initiating the Application

Step 1: Booklet Selection

Applying for ☒ Fresh Passport ☐ Re-issue

Type of Application ☒ Normal ☐ Tatkaal

Booklet Type

36 Pages
(Standard) ✓

60 Pages
(Jumbo)

Step 2: Personal Details Checklist



Name Format: First Name + Last Name
(Must match supporting docs exactly).



Marital Status: Spouse name is mandatory
for married applicants.



Place of Birth: Enter exact Village/City
details.



Employment Type: Select accurately (Govt,
Private, Student) to streamline verification.

Understanding Passport Categories

Non-ECR (Emigration Check Not Required)



Status: **Preferred / Standard**

Requirement: **Educational qualification of 10th Standard or above.**

Benefit: Smooth travel; no emigration clearance needed for employment in 18 notified countries (including Gulf nations).

ECR (Emigration Check Required)

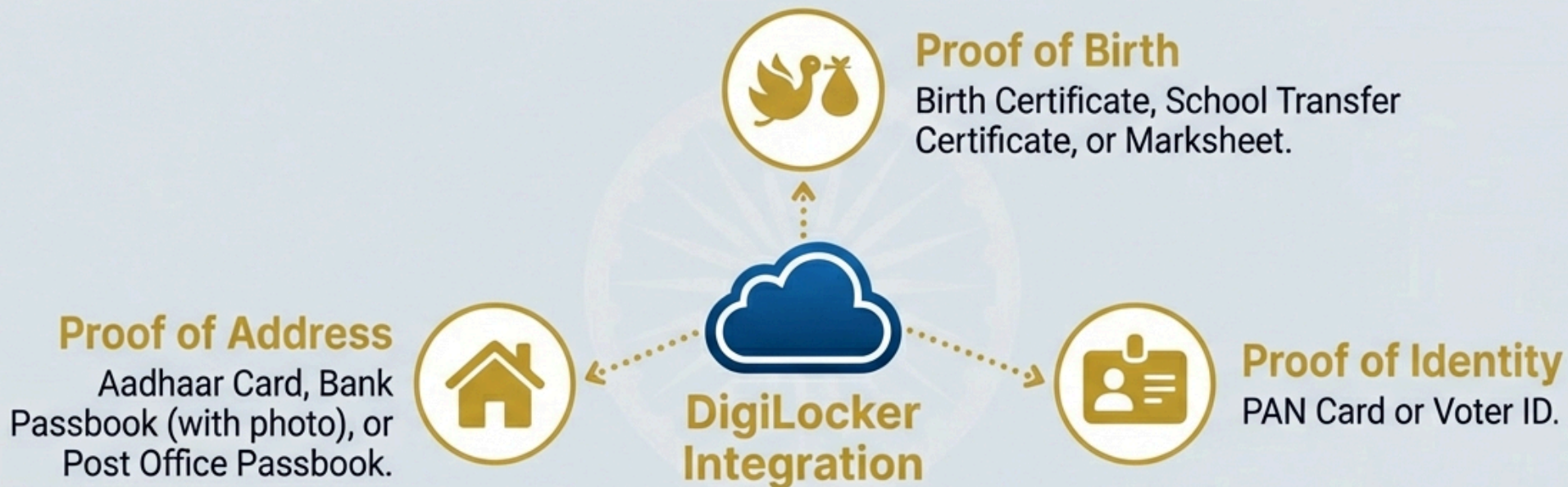


Status: **Restricted**

Requirement: **Education below 10th Standard.**

Limitation: Requires immigration clearance for work visas in specific countries.

Document Upload



Process: Log in to DigiLocker using Aadhaar + OTP to fetch authenticated documents directly, or upload scanned copies manually.

Important: Ensure 'Permanent Address' matches 'Present Address' for auto-filling.

Process Steps & Timelines

Step		Description	Estimated Time
1	Online Registration	Create account & email verification	Immediate
2	Application Filling	Enter details & upload docs	30-60 Minutes
3	Appointment Booking	Select slot & pay fee	Immediate
4	PSK Visit	Biometrics & document check	On Scheduled Date
5	Police Verification	Home/Station visit	1-2 Days post-visit
6	Dispatch	Speed Post delivery	7-15 Days

Timelines may vary based on state and police station workload.

Final Checklist for Success



- **Accuracy:** Ensure spelling matches your ID proofs character-for-character.
- **Originals:** Always carry original documents to the appointment, not just copies.
- **Punctuality:** Arrive at the Passport Seva Kendra 15 minutes prior to your slot.
- **Presence:** Applicant must be physically present (including minors).

Your Passport will be dispatched via Speed Post within 7-15 days of successful police verification.

