

# Passport Apply Online 2026

The Essential Guide to  
the New Digital Process

Official Portal: [www.passportindia.gov.in](http://www.passportindia.gov.in)



# The Application Journey



## Registration

Online Portal

## Application

Bio-Data Entry

## Payment

Secure Fee

## Verification

PSK Visit

## Dispatch

Home Delivery

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# Online Registration



## 1. Access Portal

Visit [passportindia.gov.in](http://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).



**Place of Birth:** Enter exact Village/City details.



**Marital Status:** Spouse name is mandatory for married applicants.



**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

## Proof of Address

Aadhaar Card, Bank Passbook (with photo), or Post Office Passbook.



## Proof of Birth

Birth Certificate, School Transfer Certificate, or Marksheets.



## DigiLocker Integration

## Proof of Identity

PAN Card or Voter ID.



**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

<b>Step</b>	<b>Description</b>	<b>Estimated Time</b>	
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.

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# 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.**



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