

Note: Please print out a copy of this checklist, Sign and submit the same along with your application.

Overseas Citizenship of India (OCI) Checklist

Stage: 1 Applying for OCI

Basic Details

- Submit only one set of application Form and supporting documents.
- **Online Application form** fully filled. (Part A and Part B using your Australian/foreign passport details and Parents name as per Indian Passport) and **FORM U** (Manually filled)
- All the documents should be printed single sided on A4 sheet vertically.
- Any Errors on the printed form cannot be modified by Pen/Pencil at the time of Submission.
- Applicants are advised to ensure accuracy of the details entered in the online Form.
- Provide accurate contact details (telephone/mobile number) to reach you for any additional information. Land: _____ Mobile: _____
- Signature must be within the box on Part A. (For infants, no thumb impression or signature on the form is required).
- **ONE** recent photograph, meeting strict specifications.
See for details.
Photo Booth services are available for this photo specification at India Passport & Visa Services Centres in Adelaide, Canberra, Sydney, Brisbane, Perth & Melbourne.
- I have submitted the correct OCI fee. Review fees at _____
- Mode of payment:-
 - o Eftpos / Credit card - MasterCard or Visa Card issued in Australia (at VFS counters)
 - o Cash (at VFS Counters only)
 - o Money / Postal Order payable to "VFS Services Australia Pty Ltd" only.
 - o Post Applications- Complete Credit Card Authorization form**Note:** - Personal Cheque and company Cheque are not acceptable.
- Courier Fee is mandatory (Processed OCIs returned by Post)

Proof of Indian origin:

- Old Indian passport photocopy of self (first page, photo page, last page and any other observation page) **OR**
- If copy of old Indian passport is not available, please provide photocopy of as many documents as possible, attested by Justice of Peace (JP) to prove your Indian origin/descent. (Minimum at least 3 documents from the list below or any other relevant document)
 1. International movement record (if travelled on Indian passport to Australia) from Department of Immigration & Citizenship in Australia.
 2. Indian Domicile certificate from competent authorities (District Magistrate, Sub Divisional Magistrate, Executive Magistrate, etc.).
 3. Indian passport or OCI of Spouse/parents/grandparents and evidence of relationship as spouse/parent/grandparent, if their Indian origin is claimed as basis for grant of OCI.

Oci Document Checklist

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