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- The applicant shall submit the application form online (https://ociservices.gov.in) and upload all the requisite documents, photograph and signature (in the case of minors who cannot sign, left hand thumb impression) along with the application.

(Note: An application submitted online for more than 180 days cannot be accepted at VFS. In such case, applicants are required to reful the online application again and submit copy of same alongwith other documents.)

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- After acknowledgement of application at High Commission, all the original documents submitted with application will be couriered back in one of the self-addressed envelope.

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