

How to Renew Your US Passport and OCI Card from India?

Step – 1: Use this link to schedule an appointment with US consulate

<https://evisaforms.state.gov/Instructions/ACSSchedulingSystem.asp>

Documents need to be submitted at US Consulate:

- Filled out DS-11 form
- Current US passport,
- One passport size (2 X 2) with a white background no eye glasses
- Original birth certificate of the child (in Case the Passport is for the child)
- Both parents must attend (with their Photo IDs) the appointment along with the child.
- Growing age photos of child (as many as you can)
- Application fees \$115 (can pay by Cash or DD, no Checks or Credit Cards accepted)
- Purchase a FedEx envelope on appointment day at US Consulate lobby (Rs. 450) and hand it over to US Consular officer.

Step – 2: After receiving new US Passport, apply for OCI Card in India with Foreign Regional Registration Office (FRRO) Officer.

Please click this link to locate your nearest FRRO office to take an appointment to get new OCI Card.

Documents required to apply for OCI Card in India

1. Original New US Passport
2. Both parents' original photo IDs (In case of child)
3. Proof of residence (Utility bill, bank statements, Mortgage documents etc.)

You have to complete the online part of the OCI application at <https://passport.gov.in/oci/>

And print that filled out form

Once you do this, you will get an online registration number. Take this number along with you when apply at the FRRO to help speed up your OCI application process.

Documents required to be taken to FRRO Office

The documents required for OCI Card by FRRO should be in **three sets**. Make copies before going to FRRO office.

1. Application form duly filled in triplicate along with required documents.

2. Applicant's present passport at least 6 months valid of passport
3. Applicant's or applicant's parents or applicants grandparent's previous or current Indian passport (if previously holding Indian passport then current passport also)
4. Applicant's birth certificate, if applied on the basis of parents. (If applied on the basis of grandparents then parents birth certificate as well present passport showing proper linkage.)
5. Parent's marriage certificate (In case of the child)
6. Applicant's three photographs of 35 mm x 35 mm size without border, with ears clearly visible, no spectacles and caps.
7. A fee of Rs.15,000/- by way of a 'Demand Draft' for applicant drawn in favor of 'Pay & Accounts officer (Secretariat) MHA' payable at New Delhi.