Registration of Birth of Children Eligible for Indian Nationality

1. For a child born in Peru or Bolivia to be registered as an Indian citizen, the application has to be made online. For detailed information, applicants are requested to visit the website of Ministry of Home Affairs at web link: http://indiancitizenshiponline.nic.in

2. After filling-in the application online, the hard copy (printout) of the online application needs to be signed by the applicants/parents and the duly filled-in and signed application form needs to be submitted at the Consular Section of the Embassy of India at Lima along with other prescribed documents in original, a self-attested photocopy set of prescribed documents and the prescribed fee.

3. Procedure for submitting online application:

i. Go to Ministry of Home Affairs website by typing in address of web browser http://indiancitizenshiponline.nic.in/ic_form_public.aspx

ii. The applicant after accessing the above mentioned website shall select the option “Registration of birth of a minor child at an Indian Consulate under Section 4(1) of the Citizenship Act, 1955”

iii. Click 'Apply Online' button to fill up the form.

iv. Each online application form is meant for one person only. Separate application has to be filed for each case.

v. The online form should be filled in Block/Capital letters.

vi. Furnish information exactly in the manner asked for in the forms, especially the names, address and date of birth as per entries in your passport.

vii. Applicants are required to verify the application details before submitting the online application.

viii. Once the online application form is submitted by the applicant, further modifications are not allowed. Hence applicants are requested to check and validate the details before submitting the online application form.

ix. After filing all the details in the online application form, the form is saved.

x. As soon as the form is submitted, a MHA File number will be generated automatically and will appear on the screen as an acknowledgement. The applicants are advised to keep the MHA File Number for further correspondence and online status tracking.

xi. Applicants have to upload the prescribed supporting documents and then click the Print application tab from the main menu.

xii. After clicking on Print application tab from the main menu, the applicant has to enter his/her MHA File Number as an identity to access the submitted application. A PDF application form shall be displayed with an option of pasting applicant’s recent passport size photograph. Recent passport size photograph of the applicant is to be affixed on each
form in the prescribed space. Photograph to be affixed on the application should be of square shape of size 35*35 mm (with 80% coverage by face). It should have light colour background (not white) without border with front view of the child’s head and shoulders showing the full face in the middle of the photograph. It should not be stapled and should not have any signature. Photographs that do not conform to these standards will be rejected and may cause a delay in processing the applications.

xiii. The applicants (parents) shall take the print out of the application submitted by them. Parents are required to put their Signatures/Thumb Impressions at the designated signature box.

* A person who has not attained the age of 18 years is considered as minor. Parents / legal guardians of the child must sign in the column prescribed for them in the form.

xiv. The signed hard copy of the online application along with requisite supporting documents for grant of citizenship is to be submitted at the Consular Section of the Indian Embassy in Lima.

4. If the application is made within one year of birth of child as per above-mentioned process and subject to fulfilment of the eligibility criteria as per Ministry of Home Affairs guidelines, the Embassy shall register the birth of the child as an Indian citizen and issue the Birth Registration Certificate. In cases, where applications are made after one year of birth of child, the process is same. However, applications will be forwarded to Ministry of Home Affairs for their approval. Thereafter, on receipt of approval of Ministry of Home Affairs, the High Commission will register the birth of the child and issue the Birth Registration Certificate.

5. As per the eligibility criteria and required documents to apply for registration of birth of a minor child under section 4(1) of the Citizenship Act 1955, the following documents in original along with a self-attested photocopy set of the original documents are to be annexed with the application (the original documents shall be returned to the applicant immediately after verification at the Consular Section).

i. Birth Certificate of the child issued by the competent Peruvian/Bolivian authorities.

ii. Passport of both the parents.

iii. Certificate of Indian citizenship of parent (s) if the Indian parent (s) has/have acquired Indian citizenship by registration/naturalization.

iv. Marriage Certificate of the parents.

v. In case one of the parents holds Peruvian/Bolivian nationality, then a letter from the respective Migrations Department stating that the child has not acquired Peru/Bolivia nationality would also be required to be submitted.

If either of the parents holds a foreign nationality other than Peru/Bolivia, then a letter/certificate from the concerned Embassy/High Commission/Consulate of that country in Peru/Bolivia stating that the child has not acquired nationality of his/her parent would be required to be submitted.
**Note:** The applicants are advised to go through the provisions of India Citizenship Act, 1955 and the rules framed thereunder before submitting the application for grant of Indian Citizenship.

6. After submission of the application online, the applicants are required to submit hard copy of the online application duly signed by the applicants in the space provided for signature and other supporting documents *as specified in Para 5 above* in original with a self-attested photocopy set of the original documents at the Consular Section of the Indian Embassy in Lima. Further requirements in this case are as under:

**Requirements:**

i. **Declaration Form** dully filled in and signed by the parents.

ii. a. **In case of Indian Passport Holders:** Valid passport in original of both parents and self-attested copies of first two and last two pages of the passport and the page(s) containing passport officer’s observation(s) (if any).

   b. **In case one of the Parents holds Foreign Passport:** Valid passport in original and self-attested copies of the passport pages containing personal particulars of the passport holder.

iii. **Proof of Residence:** Any of the following self-attested documents viz. copy of utility bill (landline telephone bill/electricity bill/gas bill/water bill) or Driving License or lease deed (of residence) etc. where the applicant’s address in Peru/Bolivia is clearly mentioned, should be provided.

iv. **Visa Status:** Copy of visa page in passport and Carnet de Extranjeria showing the visa status should be enclosed.

v. Other supporting documents in original with a self-attested photocopy set.

vi. **Fee:** US$28/-

vii. **Processing Time:** Normally, 7-8 Working Days, if the application is made *within one year of birth of child*. In cases, where the application is made *after one year of birth of child*, no definite time frame can be given as the application is forwarded to Ministry of Home Affairs for their approval and on receipt of approval of Ministry of Home Affairs, the Embassy will register the birth of the child as an Indian citizen.

**Please Note:**

- Name of the father and the mother entered in the Birth Certificate of the child should match with the names appearing in their passports. In case of any discrepancy/some difference in names, an observation in this regard is required to be made from the concerned Birth Registrar’s office.