

FRESH PASSPORT FOR A NEWBORN CHILD

Step 1: Registration of Birth (Indian Citizenship)

The child must first be registered as an Indian Citizen.

For details, please visit: <https://www.sgivsglobal-oman.com/consular/registration-of-birth-of-a-minor-child>

Important:

Registration must be completed within 1 year of the child's birth. At least one parent must be an Indian citizen at the time of application

After completing birth registration, the following documents are required to apply for a fresh passport for a newborn child:

- **Application Form**
 - Complete the passport application online at <https://mportal.passportindia.gov.in/gpsp> by uploading the photograph (as per ICAO standards), signature, and all supporting documents. After signing in the designated places, upload the signed application form on the same portal.
 - **Photograph Requirements**
 - As per **ICAO standards** [Click Here for Photo Specification](#)
 - Photographs should be recent (within six months) in dark color, against white Background.
 - Head coverings are not permitted except for religious reasons, but the facial features from Bottom of chin to top of forehead and both edges of the face must be clearly shown
- **Birth Certificate**
 - **Copy of Birth Certificate issued by:** Embassy of India, Muscat and Local Oman Authority.
- **Parents Passport & Resident Card**
 - Original Passport Parents – for verification only
 - Original Resident Card Parents – for verification only
 - Self-attested copies of: Passport (front & last page) and Oman Resident Card
 - Both parents must be present at the time of submission.
 - Parents are required to carry their original passports for verification.
- **Declaration Form**
 - Annexure D, duly signed by both parents.
- **Address Proof for Newborn child**
 - Passport copy of either parent (showing address details).
 - Any valid address proof in the name of father or mother.

Additional Documents (If Applicable)

If One Parent is non-Indian

An affidavit/NOC from the concerned country's Embassy/Consulate must be submitted stating:

- The child has not acquired that country's nationality
- The birth is not registered with them

- No objection to granting Indian nationality and registering the birth at the Embassy of India.

Further, the document must be attested by the Ministry of Foreign Affairs (MOFA) Sultanate of Oman

If Father is Not in Oman

- **If residing in India:** The NOC must be notarized and signed by a Gazetted Officer.
- **If residing in another country:** NOC must be attested by the Indian Embassy/Consulate in that country
- Annexure C, duly signed by the mother in Oman.

Payment

Payment to be made in cash at ICAC counter