



F.No. 4(4)/57/272/2015/E&U-UIDAI
Government of India
Ministry of Electronics & IT (MeitY)
Unique Identification Authority of India (UIDAI)
(Enrolment & Update-I)



UIDAI Hqrs. Building
Bangla Sahib Road, N.D.-01
Dated : 23rd Sept,2019

Circular

Sub: Non Resident Indian (NRI) Aadhaar enrolment - reg.

Consequent upon the publication of notification No. 3119 dated 20th Sept,2019, Non Resident Indian (NRI), after his arrival in India, shall be entitled to obtain Aadhaar number. Accordingly, following procedure shall be followed for Aadhaar enrolment of NRI's :

- i. Valid Indian passport shall be accepted as Proof of Identity (PoI), Proof of Address (PoA)& date of birth (DoB) document.
 - ii. In case NRI's passport does not have Indian address, he shall be allowed to submit any of the other UIDAI approved PoA documents as proof of Address.
 - iii. Revised enrolment form with modified declaration for NRI is attached as Annexure.
 - iv. Verifiers at Aadhaar centers shall ensure that above procedures are complied with, for enrolment of NRI.
2. This issues with the approval of CEO, UIDAI.

(Prabhakaran C R)
DD (E&U-1)

To,

1. All Registrar/Enrolment agencies.
2. Regional Offices of UIDAI
3. Tech Centre of UIDAI.

Instructions to follow while filling up the enrolment form

Field 3: NAME	Write full name without salutations/titles. Please bring the original* Proof of Identity (POI) document. (See list A below). Variation in Resident's Name in contrast to POI is permissible as long as the change is minor spelling only, without altering the Name in POI document. For Example: If Resident's POI reads "Preeti", then "Priti" can be recorded if Resident wants so.
Field 5: DOB / AGE	Fill in Date of Birth in DDMMYYYY format. If exact Date of Birth is not known, approximate age in Years may be filled in the space provided. Please bring the original Proof of Date of Birth (DOB), if available. (See list D below). Declared checkbox may be selected if Resident does not have a valid proof of Date of Birth document. Verified checkbox is selected where Resident has provided documents as proof of Date of birth.
Field 6: ADDRESS	Write complete address. Please bring the original Proof of Address (POA) document. (See list B below). Please note that the Aadhaar letter will be delivered at the given address only. <ul style="list-style-type: none"> To include name of Parent / Guardian / Spouse as part of the address, enter the name of person in the c/o field. Minor Corrections / Enhancements are permissible to make the address complete without altering the base address as mentioned in POA document.
Field 7: RELATIONSHIP	In case of children below 5 years, it is mandatory to provide father/mother/guardian details with their Aadhaar or EID number. If the resident is not holding a Proof of Identity & using the Head of the Family identity for enrolment, it is mandatory to provide Head of the family's details with his/her Aadhaar or EID number. Please refer illustration below for filling EID. Please bring the original Proof of Relationship (POR) document. (See list C below). For other cases, it is optional for the resident to fill up the relationship details.
Field 8: DOCUMENTS	Write the name of Documents for POI and POA. In case proof of Date of Birth is available, then write the name of Date of Birth document. If the resident is not holding a Proof of Identity & using the Head of Family based enrolment, then write the name of Proof of Relationship document. For Valid list of documents, please refer list of Documents below.
Field 9 INTRODUCER/HOF	Resident who does not have POI and POA may get enrolled through an Introducer/ Head of Family. Pl contact nearest enrolment centre or your Registrar, for further details.

<p style="text-align: center;">List A. POI documents (The document must have a clear photo along with full name)</p> <ol style="list-style-type: none"> Passport PAN Card Ration/ PDS Photo Card Voter ID Driving License Government Photo ID Cards/ service photo identity card issued by PSU NREGS Job Card Photo ID issued by Recognized Educational Institution Arms License Photo Bank ATM Card Photo Credit Card Pensioner Photo Card Freedom Fighter Photo Card Kissan Photo Passbook CGHS / ECHS Photo Card Address Card having Name and Photo issued by Department of Posts Certificate of Identity having photo issued by Gazetted Officer or Tehsildar on letterhead Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations Bhamashah Card Certificate from Superintendent/ Warden/ Matron/ Head of Institution of recognized shelter homes for orphanages, homes etc on their official letter head. Certificate of Identity having photo issued by MP or MLA or MLC or municipal Councillor on letterhead Certificate of Identity having photo issued by village Panchayat head or mukhiya (for rural areas) Gazette notification for name change (with separately affixed photo) Marriage Certificate with photograph RSBY Card SSLC book having candidates photograph 	<ol style="list-style-type: none"> ST/ SC/ OBC Certificate with photo School Leaving Certificate (SLC) / School Transfer Certificate (TC), containing Name and Photograph Extract of School Records issued by Head of School containing Name and Photograph. Bank Pass Book having Name and Photograph. Certificate of Identity containing Name and Photograph issued by Recognized Educational Institution signed by Head of Institute. <p style="text-align: center;">List B. POA documents (Document must have full name along with address)</p> <ol style="list-style-type: none"> Passport Bank Statement/ Passbook Post Office Account Statement/Passbook Ration Card Voter ID Driving License Government Photo ID cards/ service photo identity card issued by PSU Electricity Bill (not older than 3 months) Water bill (not older than 3 months) Telephone Landline Bill(not older than 3 months) Property Tax Receipt (not older than 1 year) Credit Card Statement (not older than 3 months) Insurance Policy Signed Letter having Photo from Bank on letterhead Signed Letter having Photo issued by registered Company on letterhead Signed Letter having Photo issued by Recognized Educational Institution on letterhead or Photo ID having address issued by Recognized Educational Institution NREGS Job Card Arms License Pensioner Card Freedom Fighter Card 	<ol style="list-style-type: none"> Kissan Passbook CGHS / ECHS Card Certificate of Address having photo issued by MP or MLA or Gazetted Officer or Tehsildar on letterhead Certificate of Address issued by Village Panchayat head or its equivalent authority (for rural areas) Income Tax Assessment Order Vehicle Registration Certificate Registered Sale / Lease / Registered Rent Agreement Address Card having Photo issued by Department of Posts Caste and Domicile Certificate having Photo issued by State Govt. Disability ID Card/handicapped medical certificate issued by the respective State/UT Governments/Administrations Gas Connection Bill (not older than 3 months) Passport of Spouse Passport of Parents(in case of Minor) Allotment letter of accommodation issued by Central/State Govt. of not more than 3 years old Marriage Certificate with address issued by the Government Bhamashah card Certificate from Superintendent/ Warden/ Matron/ Head of Institution of recognized shelter homes for orphanages etc. on letter head Certificate of address having photo issued by Municipal Councillor on letterhead Identity Card issued by recognized educational institutions SSLC book having photograph School Identity Card School Leaving Certificate (SLC) / School Transfer Certificate (TC), containing Name and Address Extract of School Records containing Name, Address and Photograph issued by Head of School Certificate of Identity containing Name, Address and Photograph issued by Recognized Educational Institution signed by Head of Institute
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<p style="text-align: center;">List C. POR documents (The document must have Full Name of the Resident and Relative & establishment of Relationship between the two)</p> <ol style="list-style-type: none"> PDS Card NREGS Job Card CGHS/State Government/ECHS/ESIC Medical card Pension Card Army Canteen Card Passport Birth Certificate issued by Registrar of Birth, Municipal Corporation and other notified local government bodies like Taluk, Tehsil etc. Any Central/State government issued family entitlement document. Marriage Certificate issued by the Government Address card having name and photo issued by Department of Posts Bhamashah card Discharge card/ slip issued by Government hospitals for birth of a child Certificate of Identity having photo issued by MP or MLA or MLC or Municipal Councillor or Gazette Officer on letterhead Certificate of identity having photo and relationship with HOF issued by village Panchayat head or mukhiya (for rural areas) 	<p style="text-align: center;">List D. DOB documents (The document must have full name along with date of birth)</p> <ol style="list-style-type: none"> Birth Certificate SSLC Book/Certificate Passport Certificate of Date of Birth issued by Group A Gazetted Officer on Letterhead PAN Card Mark sheet issued by any Government Board or Recognized University Government Photo ID Card/ Photo Identity Card issued by PSU containing DOB Central/ State Pension Payment Order Central Government Health Service Scheme or Ex-Servicemen Contributory Health Scheme Photo card. Government issued certificate (or card) having photograph and duly signed by the signing authority Photo ID having Date of Birth issued by Recognized Educational Institution School Leaving Certificate (SLC) / School Transfer Certificate (TC), containing Name and Date of Birth. Extract of School Records issued by Head of School containing Name, Date of Birth and Photograph Certificate of Identity containing Name, DOB and Photograph issued by Recognized Educational Institution signed by Head of Institute.
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Illustration for filling up EID No.

Acknowledgement / Resident Copy - पावती / निवासी रसीद		AADHAAR
Enrolment No. / नामांकन संख्या: 0008/12345/00020	Date / तिथि: 28/04/2011 15:50:16	
*** This is not the Aadhaar number ***		
OR EID NO: 0008123450002028042011155016		

Note: In instances where original documents are not available, copies attested / certified by a public notary/gazetted officer will be accepted.