

New Passport / Renewal of Passport (w.e.f. 01.07.2026)

PASSPORT ONLINE

In accordance with the guidelines of the International Civil Aviation Organization (ICAO), the Government of India has upgraded the passport system from Global Passport Seva Portal 1 (GPSP 1) to GPSP 2. The applicant has to follow the following:-

1. Application to be filled online, using the website:- <https://mportal.passportindia.gov.in/Gpsp>

2. The International Civil Aviation Organization (ICAO) has stipulated certain mandatory specifications for passport photos. Here are the photograph guidelines as per ICAO standards to be adhered to photograph capturing or uploading for passport services.

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- Close up of the head and top of the shoulders such that the face takes up 80-85% of the photograph. The photograph should be in colour and dimensions should be 630*810 Pixels.

- Photos should be unaltered by computer software.

- Background of the photograph should be White.

- The photographs must –

- o Show the applicant looking directly at the camera.

- o Show the skin tones naturally.

- o Have appropriate brightness and contrast.

- o Show the applicants eyes open and clearly visible.
- o Should not have hair across the eyes.
- o Be taken with uniform lighting and not show shadows or flash reflections on the face and no red eye.
- o Mouth should not be open.
- o Be taken from distance of 1.5 meters from a camera (not too close)
- o Should not be blurred

- It should have full face, front view, eyes open.
- Photo should be present full head from top of hair to bottom of chin.
- Centre head within frame (head should not be tilted).
- There should not be any distracting shadows on the face or in the background (should not have reflection of the glasses; glasses to be taken off to avoid reflections).
- Illumination shall not cause any red eye effects visible in the eyes or other effects reducing the visibility of the eyes.
- 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.
- The expression on the face should look natural.

3.Uploading photo, signature and scan copies of the supporting documents i.e. :

- a) Photo (as specified above at para 2) and signature
- b) Copies of current passport (1st& last page), Valid visa copy, Company Letter,
- c) Marriage certificate (for addition of spouse name)
- d) Address proof (Indian and Kazakhstan)
- e) Any other documents if required for change in personal particulars

4.Submit and Take a print of the application (only one page for application reference number with barcode)

5.Pay the passport fee in CASH.

Note: Incomplete application (without uploading photo and documents) will not be accepted. Passport will be issued on the basis of entries made by an applicant in the online form. Therefore, ensure that all entries in the online, as well as printed application form, are correct.

Please note that Tatkaal facility is not available in Kazakhstan.

Don't use Special characters while entering details in the Online Registration form.

Please note that the data once registered cannot be modified, so ensure that you are entering the correct data while doing Online Registration. In case, if you have registered wrong data, you have to register again with the correct details and get the print outs with fresh File numbers.

Note- *In the application, of the two addresses (i.e. Passport Printable address and Other address), one has to be an Indian address, while other local (i.e. Kazakhstan) address.*

NB: Please note that Passport is made on the basis of entries made by an applicant in the online form. Therefore, ensure that all entries/information are correct.

Revised Passport Fee Schedule w.e.f. 01.07.2025 (KZT 500/-)

S No.	I-PASSPORT Particulars of application	Fee fixed by MEA In US\$	Fee to be charged w.e.f. 01.07.2026 + ICWF
1	For an ordinary fresh passport or reissue of Passport containing 36 pages	\$ 125	62500+2700=65200
2	For issue of ordinary fresh passport or reissue of passport containing 60 pages having validity of ten years (also applicable to minors in the age group of fifteen to eighteen years)	\$ 175	87500+2700=90200
3	For an ordinary passport in lieu of lost or damaged passport containing 36 pages	\$ 250	125000+2700=127700
4	For an ordinary passport in lieu of last or damaged passport containing 60 pages	\$300	150000+2700=152700

(b) Minor applicants (below 18 years of age):-

5	For an ordinary fresh passport or reissue of Passport containing 36 pages	\$90	45000+2700=47700
6	For an ordinary passport in lieu of lost or damaged passport containing 36 pages	\$215	107500+2700=110200

II. Special travel documents:-

7	Emergency Certificate	\$15	7500+2700=10200
8	Certificate of Identity	\$50	25000+2700=27700

III. Miscellaneous Services.

9	Issue of Police Clearance Certificate or Surrender Certificate or Global Entry Program verification or any other Miscellaneous certificates based on the passport.	\$40	20000+2700=22700
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