# THE AADHAAR (ENROLMENT AND UPDATE) REGULATIONS, 2016[1]

***[Updated as on 25.11.2025]***

*In exercise of the powers conferred by sub-section (1), and sub-clauses (a), (b), (d), (e), (j), (k), (l), (n), (r), (s) and (v) of sub-section (2) of section 54 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 (18 of 2016), the Unique Identification Authority of India hereby makes the following regulations, namely:—*

## *CHAPTER I*

## PRELIMINARY

**1. Short title and commencement. —** (1) These regulations may be called the Aadhaar (Enrolment and Update) Regulations,2016 (1 of 2016).

(2) These regulations shall come into force on the date[2] of their publication in the Official Gazette.

**2. Definitions**.— (1) In these regulations, unless the context otherwise requires, —

(a) "Act" means the Aadhaar ( Targeted Delivery of Financial and Other Subsidies, Benefits and Services)Act, 2016;

(b) "Aadhaar Letter" means a document for conveying the Aadhaar number to [3][an Aadhaar number holder];

(c) "Aadhaar number holder" means an individual who has been issued an Aadhaar number under the Act;

(d) "authentication" means the process by which the Aadhaar number along with demographic information or biometric information of an individual is submitted to the Central Identities Data Repository for its verification and such Repository verifies the correctness, or the lack thereof, on the basis of information available with it;

(e) "Authority" means the Unique Identification Authority of India established under sub-section (1) of section 11 of the Act;

(f) "Central Identities Data Repository" or "CIDR" means a centralised database in one or more locations containing all Aadhaar numbers issued to Aadhaar number holders along with the corresponding demographic information and biometric information of such individuals and other information related thereto;

[4][(fa) "database" means the organised collection of data, generally stored and accessed in electronic form from a computer network;]

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[1] Notified vide notification no. 13012/64/2016/Legal/UIDAI (No. 2 of 2016) and amended vide (a) notification no. 13012/79/2017/Legal/UIDAI (No.1 of 2017), w.e.f. 15.02.2017; (b) notification no. 13012/79/2017/Legal/UIDAI (No.2 of 2017), w.e.f. 07.07.2017; (c) notification no. 13012/79/2017/Legal/UIDAI (No.3 of 2017), w.e.f. 11.07.2017; (d) notification no. 13012/79/2017/Legal-UIDAI (No.5 of 2017), w.e.f. 31.07.2017; (e) notification no. 13012/79/2017/Legal-UIDAI(13) (No.1 of 2018), w.e.f. 12.01.2018; (f) notification no. 13012/79/2017/Legal-UIDAI(13) (No.2 of 2018), w.e.f. 31.07.2018; (g) notification no. 13012/79/2017/Legal-UIDAI(13)(vol.II) (No.3 of 2019), w.e.f. 09.09.2019; (h) notification no. 13012/79/2017/Legal-UIDAI(13)(vol.II) (No.3 of 2020), w.e.f. 02.07.2020; (i) notification no. HQ-16041/4/2021-EU-I-HQ-Part(I) (No. 2 of 2022), w.e.f. 01.01.2023; (j) notification No. HQ-16027/1/2022-EU-I- HQ (No. 6 of 2022), w.e.f. 09.11.2022; and (k) notification F. No. HQ-21026/1/2022-LEGAL-HQ (E), w.e.f. 29.09.2023 (l) notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024; No. HQ-16016/1/2023-EU-I-HQ (E), dated 25.1.2024 (w.e.f. 27.1.2024), F. No. HQ-16024/4/2021-EU-II-HQ (E-5735), dated 2.7.2025 (w.e.f. 3.7.2025), F. No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025 (w.e.f. 22.08.2025) and F.No. HQ-16021/2/2021-EU-II-HQ (E-6538) dated 25th November, 2025.

[2] Came into force on 14.09.2016

[3] Subs. for "a resident" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[4] Inserted by Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023

[5][(fb) "electronic form" shall have the same meaning as is assigned to it in the Information Technology Act, 2000 (21 of 2000); and]

(g) "enrolling agency" means an agency appointed by the Authority or a Registrar, as the case may be, for collecting demographic and biometric information of individuals under the Act;

(h) "enrolment" means the process, as specified in these regulations, to collect demographic and biometric information from individuals by the enrolling agencies for the purpose of issuing Aadhaar numbers to such individuals under the Act;

(i) "enrolment centre" means a permanent or temporary centre set up by an enrolling agency for carrying out enrolment of [6][individuals seeking to enrol and updating information of Aadhaar number holders];

(j) "Enrolment ID" or "EID" means a 28 digit Enrolment Identification Number allocated to [7][individuals seeking to enrol] at the time of enrolment.

[8][(k) "head of family" means such member of the family of an individual undergoing the process of enrolment [9][***], or the legal guardian of such individual,—

(i) in respect of whom a document or electronic record evidencing proof of relationship with that individual is submitted; and

(ii) who is the father, mother or guardian of such individual;]

(l) "identity information" in respect of an individual, includes his Aadhaar number, his biometric information and his demographic information;

[10][(la) "Incapacitated Person" for the purpose of this Regulation, means a person who is unable by reason of any physical or mental condition to receive and evaluate information or to communicate decisions;]

(m) "introducer" means persons authorised by Registrars to introduce [7][individuals seeking to enrol] who do not possess any of the prescribed supporting documents;

(n) "operator" means the certified personnel employed by enrolling agencies to execute the process of enrolment at the enrolment centers;

(o) "Registrar" means any entity authorised or recognised by the Authority for the purpose of enrolling individuals under this Act;

(p) "regulations" means the Aadhaar (Enrolment and Update) Regulations, 2016;

(q) "resident" means an individual who has resided in India for a period or periods amounting in all to one hundred and eighty-two days or more in the twelve months immediately preceding the date of application for enrolment;

(r) "service provider" includes all entities engaged for discharging any function related to the enrolment or update process;

(s) "supervisor" means the certified personnel employed by enrolling agencies to operate and manage the enrolment centres;

(t) "verifier" means the personnel appointed by Registrars for verification of documents at enrolment centres;

(2) All other words and expressions used in these regulations but not defined, and defined in the Act and the rules and other regulations made there under, shall have the meanings respectively assigned to them in the

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[5] Inserted by Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024

[6] Subs. for "residents and updating their information" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[7] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[8] Substituted by Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023

[9] The words "or update of his demographic information or biometric information" has been omitted by Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024.

[10] Inserted by Notification No.13012/79/2017/Legal-UIDAI (13) (No.2 of 2018), dated 31st July, 2018 (w.e.f. 31-07-2018).

Act or the rules or other regulations, as the case may be.

## *CHAPTER II*
## [11][ENROLMENT PROCESS]

**3. Biometric information required for enrolment. —** (1) The following biometric information shall be collected from all individuals undergoing enrolment (other than children below five years of age):

(i) Facial image;

(ii) All ten fingerprints; and

(iii) Scans of both irises.

(2) The standards for collecting the biometric information shall be as specified by the Authority for this purpose.

[12]**4. [Demographic information. —** (1) The following demographic information in respect of an individual who is undergoing enrolment and who is above five years of age shall be collected, namely:—

(a) Name;

(b) Date of birth;

(c) Gender; and

(d) Address.

(2) In addition to the demographic information referred to in sub-regulation (1), the following demographic information in respect of the individual undergoing the enrolment process may be collected during enrolment, at the option of such individual, namely:—

(a) Mobile number; and

(b) Email address.

(3) Notwithstanding anything contained in sub-regulation (2), if a Non Resident Indian or a foreign national seeks enrolment, he shall be required to furnish his email address.

*Explanation*.—For the purposes of these regulations, "Non Resident Indian" shall mean a person who is a citizen of India holding a valid Indian passport but not a resident as defined in clause (v) of section 2 of the Act.

(4) If an individual who seeks to enrol is a child or an individual in respect of whom a legal guardian has been appointed and seeks to establish his identity through confirmation of the same by the head of family, in addition to the demographic information under sub-regulation (1), the following additional information in respect of such child or individual shall be collected during enrolment, namely:—

(a) Name of the head of family;

(b) Relationship of the head of family with the individual seeking to enrol;

(c) Aadhaar number of the head of family; and

(d) Biometric information of the head of family.

**5. Information for enrolment of a child below five years of age. —** The following information in respect of a child below the age of five years who is undergoing enrolment shall be collected, namely:—

(a) Name;

(b) Date of birth;

(c) Gender;

(d) Facial image;

(e) Aadhaar number of parents or the guardian, along with the details of the relationship with the child;

(f) Biometric information of either parent or the guardian, along with his address:

Provided that if the Aadhaar number of the parents or guardian is not available, the reasons for the same shall be recorded:

Provided further that the identity of the parent or guardian referred to in clause (f) shall be established

[11] Subs. for "Resident Enrolment Process" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[12] Subs. vide Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023.

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through biometric-based authentication.**]**

**6. Enrolment of [13][individuals seeking to enrol] with biometric exceptions. —** (1) For [13][individuals seeking to enrol] who are unable to provide fingerprints, owing to reasons such as injury, deformities, amputation of the fingers/ hands or any other relevant reason, only Iris scans of such [13][individuals seeking to enrol] will be collected.

(2) For [13][individuals seeking to enrol] who are unable to provide any biometric information contemplated by these regulations, the Authority shall provide for handling of such exceptions in the enrolment and update software, and such enrolment shall be carried out as per the procedure as may be specified by the Authority for this purpose.

**7. Role of Registrars, enrolling agencies, etc., in enrolment. —** (1) The Registrars appointed by the Authority shall carry out the enrolment of [13][individuals seeking to enrol] by themselves or through enrolling agencies contracted/appointed by them.

(2) The enrolling agencies shall set up enrolment centres for enrolment of [13][individuals seeking to enrol] as well as for correction or update of [14][information of Aadhaar number holders]. The opening of enrolment centres, the services offered and other guidelines for their operations shall be in accordance with the procedure as may be specified by the Authority for this purpose.

(3) Enrolment shall be carried out at permanent enrolment centres and through temporary centres set up for this purpose.

(4) Enrolment shall be carried out by the operators, verifiers, supervisors and other authorized personnel at the enrolment centres.

(5) Registrars shall make reasonable efforts to enrol [13][individuals seeking to enrol] who do not possess any of the prescribed supporting documents, through alternate modes of enrolment specified in regulation 10.

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**8. Equipment, software, etc., used in enrolment. —** (1) The Registrars and enrolling agencies shall use only the software provided or authorised by the Authority for enrolment purposes.

(2) The standard enrolment/update software shall have the security features as may be specified by the Authority for this purpose.

(3) All equipment used in enrolment, such as computers, printers, biometric devices and other accessories shall be as per the specifications issued by the Authority for this purpose.

(4) The biometric devices used for enrolment shall meet the specifications, and shall be certified as per the procedure, as may be specified by the Authority for this purpose.

**9. Disclosure of information to [13][individuals seeking to enrol] at the time of enrolment. —** At the time of enrolment, the enrolling agency shall inform the individual undergoing enrolment of the following details:

(a) the manner in which the information shall be used;

(b) the nature of recipients with whom the information is intended to be shared during authentication;[15][***]

(c) the existence of a right to access information, the procedure for making requests for such access, and details of the person or department in-charge to whom such requests can be made. The above details shall be communicated to [13][individuals seeking to enrol] through the enrolment form, in a format provided in Schedule I [16][;]

[17][(d) in case of an individual who has not attained the age of majority that is eighteen years, enrolling agency shall make disclosure of information in accordance with Regulation 9(a), (b) and (c) to parent/guardian of such minor; and

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[13] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[14] Subs. for "residents' information" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[15] The Word "and" omitted by Notification No. 13012/79/2017/Legal-UIDAI (13) (No. 2 of 2018), dated 31st July, 2018 (w.e.f. 31-7-2018)
[16] Substituted vide Notification No. 13012/79/2017/Legal-UIDAI (13) (No. 2 of 2018), dated 31st July, 2018 (w.e.f. 31-7-2018).
[17] Instituted vide Notification No. 13012/79/2017/Legal-UIDAI (13) (No. 2 of 2018), dated 31st July, 2018 (w.e.f. 31-7-2018).

(e) in case a person is incapacitated, enrolling agency shall make disclosure of information in accordance with Regulation 9(a), (b) and (c) to the Legal Guardian appointed by Court or under any other law for the incapacitated person.]

[18][**10. Submission and verification of information. —** (1) An individual who seeks to enrol shall be required to submit an application in the form set out in Schedule I and shall—

(a) present at the enrolment centre, in original, for verification and scanning, one or more documents evidencing proof of identity and proof of address and, where applicable, proof of date of birth or proof of relationship or both, as the case may be; or

(b) give his consent for electronically obtaining the information evidencing the proofs referred to in clause (a) from the databases of the authorities dealing with the preparation or maintenance of such information:

Provided that such presentation or electronic obtaining of information shall be subject to the software provided or authorised by the Authority for carrying out the process of enrolment supporting the same.

(2) A list of documents that may be presented to evidence the proofs referred to in sub-regulation (1) is in Schedule II.

(3) Collection of documents evidencing proof of identity and proof of address of an individual shall not be necessary where—

(a) an enrolment or update of biometric information or demographic information has been carried out by the Registrar General of India; or

(b) electronic information evidencing the said proofs is available from the databases prepared or maintained by the authorities dealing with the preparation or maintenance of such information.

(4) Verification of the information collected as part of the process of enrolment shall be done on the basis of documents specified in Schedule III or electronic information evidencing the proofs referred to in clause (a) of sub-regulation (1):

Provided that assistance of any Ministry, Department or agency of the Central Government or a State Government may be taken for the purpose of such verification.]

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[19][**11. Collection of information at enrolment centres. —** (1) The operator shall capture—

(a) the demographic information as submitted by the individual seeking to enrol in the application form set out in Schedule I; and

(b) the biometric information using only such software as is provided or approved by the Authority.

(2) Upon presentation of one or more documents evidencing the proofs referred to in clause (a) of sub-regulation (1) of regulation 10, the operator shall—

(a) make a copy in electronic form of every such document;

(b) give the individual seeking to enrol an opportunity to check the accuracy of the information captured under sub-regulation (1) and the copy referred to in clause (a) and shall, after such checking, upload such information and copy to the CIDR;

(c) not make or store a copy of any such document in physical or electronic form, save in accordance with—

(i) clause (b); or

(ii) the provisions contained in any other regulations made under the Act or any policy, procedure, guideline, order, process, standard, specification or other document issued by the Authority;

(d) return such documents; and

(e) provide the individual seeking to enrol an acknowledgement containing the EID and other enrolment details.

(3) The procedures, processes, standards and guidelines to be followed during the enrolment process, and the forms, templates and checklists to be used for carrying out the same, shall be such as the authority may

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[18] Substituted vide Notification F No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023, for regulation 10 (w.e.f. 29-9-2023).

[19] Substituted by Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024 for regulation 11 (w.e.f. 16-1-2024)

specify in this behalf.]

**12. Agencies requiring Aadhaar as condition for receipt of service, etc. —** Any Central or State department or agency which requires an individual to undergo authentication or furnish proof of possession of Aadhaar number as a condition for receipt of any subsidy, benefit or service pursuant to Section 7 of the Act, shall ensure enrolment of its beneficiaries who are yet to be enrolled [20][or update their Aadhaar details], through appropriate measures, including co-ordination with Registrars and setting up enrolment centres at convenient locations or providing enrolment facilities by becoming a Registrar itself.

[21][**12A. [22][Entities] requiring Aadhaar as condition for fulfillment of any obligation, etc.-** The Authority may require any Central or State department [23][or agency or any Scheduled Bank or any other entity] which requires an individual to undergo authentication or furnish proof of possession of Aadhaar number as a condition for receipt of any subsidy, benefit, service or fulfillment of any obligation pursuant to [24][any Act] or Rule or Regulation or order made thereunder, to ensure enrolment of such individual who is yet to be enrolled or update their Aadhaar details, by setting up enrolment centers at their premises.]

## *CHAPTERI III*

## [25][GENERATION OF AADHAAR NUMBERS AND THEIR DELIVERY]

**13. Generation of Aadhaar numbers. —** (1) The registrars and enrolling agencies shall upload the enrolment packet to the CIDR using the software provided by the Authority.

(2) The Authority shall process the enrolment data received from the Registrar and after deduplication and other checks as specified by the Authority, generate the Aadhaar number.

**14. Rejection of enrolment. —** (1) The Authority may reject an enrolment due to there being duplicate enrolments by the [26][Aadhaar number holder], quality or anyother technical reason.

(2) In case of rejection due to duplicate enrolment, [26][Aadhaar number holder] may be informed about the enrolment against which his Aadhaar number has been generated in the manner as may be specified by the Authority.

**15. Delivery of Aadhaar number.** — (1) The Aadhaar number may be communicated to [27][individuals seeking to enrol] in physical form (including letters or cards) and/ or electronic form (available for download through the Authority's website or through SMS).

(2) All agencies engaged by the Authority for printing, dispatch, and other functions related to delivery shall comply with the applicable processes.

## *CHAPTER IV*

## [28][UPDATE OF INFORMATION OF AADHAAR NUMBER HOLDER]

**16. Request for update of identity information. —** An Aadhaar number holder may seek alteration of his demographic information or biometric information in cases specified under Section 31 of the Act [29][in

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[20] Inserted by Notification No. 13012/79/2017/Legal-UIDAI (No.2 of 2017), dated 07th July, 2017 (w.e.f. 07-07-2017).
[21] Inserted by Notification No. 13012/79/2017/Legal-UIDAI (No.2 of 2017), dated 07th July, 2017 (w.e.f. 07-07-2017).
[22] Substituted by Notification No. 13012/79/2017/Legal-UIDAI (No.3 of 2017), dated 11th July, 2017 (w.e.f. 11-07-2017).
[23] Substituted by Notification No. 13012/79/2017/Legal-UIDAI (No.3 of 2017), dated 11th July, 2017 (w.e.f. 11-07-2017).
[24] Substituted by Notification No. 13012/79/2017/Legal-UIDAI (No.3 of 2017), dated 11th July, 2017 (w.e.f. 11-07-2017).
[25] Subs. for title of Chapter-III "Generation Of Aadhaar Numbers And Delivery To Residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[26] Subs. for "resident" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[27] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[28] Subs. for title of chapter-IV "Update of Resident Information" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[29] Substituted vide Notification No. HQ-16027/1/2022-EU-I-HQ (No. 6 of 2022), dated 9th November, 2022.

accordance with update [30][procedure as specified in this Chapter]].

[31][**16A. Update of documents or information**.—An Aadhaar number holder may, on completion of every period of 10 years from the date of generation of the Aadhaar number assigned to him, update the documents or the information evidencing proof of identity and proof of address as referred to in regulation 10, at least once, by submitting an application in such form set out in Schedule I as is applicable to such Aadhaar number holder or in the online form provided at the website or mobile application of the Authority and—

(a) undergoing authentication and presenting such documents, in original, at an enrolment centre in like manner as is provided in respect of presentation of documents under clause (a) of sub-regulation (1) of regulation 10;

(b) electronically uploading copies of such documents on the website or mobile application of the Authority, in the manner provided for this purpose on such website or application, as the case may be; or

(c) giving his consent for electronically obtaining the information evidencing the said proofs from the databases of the authorities dealing with the preparation or maintenance of such information,

so as to help ensure the continued accuracy of his information in the Central Identities Data Repository:

Provided that such presentation, electronic uploading or electronic obtaining shall be subject to the software provided or authorised by the Authority for carrying out the process of update supporting the same.]

**17. Mandatory update for children. —** The Authority shall require the biometric information of children to be updated upon attaining five years of age and fifteen years of age in accordance with the procedure specified by the Authority.

**18. Equipment, software, etc. used for update. —** (1) The Registrars, enrolling agencies or other service providers involved in the update process shall use only the software provided or approved by the Authority for updating purposes.

(2) The standard update software shall have the security features as laid down by the Authority for this purpose.

(3) All equipment used for updating purposes, such as computers, printers, biometric devices and other accessories shall be as per specifications laid down by the Authority from time to time.

[32][**19. Update of information of Aadhaar number holder.—**](1) Any Aadhaar number holder who seeks to update his information in CIDR at an enrolment centre shall submit an application in such form set out in Schedule I as is applicable to such Aadhaar number holder, undergo authentication and—

(a) present at the enrolment centre, in original, for verification and scanning, one or more documents evidencing proof of identity and proof of address and, where applicable, proof of date of birth or proof of relationship or both, as the case may be; or

(b) give his consent for electronically obtaining the information evidencing the proofs referred to in clause (a) from the databases of the authorities dealing with the preparation or maintenance of such information:

Provided that such presentation or electronic obtaining of information shall be subject to the software provided or authorised by the Authority for collection of information for such update supporting the same.

(2) An Aadhaar number holder who seeks to update his information in CIDR using the website or mobile application of the Authority—

(a) shall submit on such website or application, as the case may be, such information as is required to be filled in the online form provided thereat for such update; and

(b) shall upload on such website or application, copy in electronic form of one or more documents evidencing the proofs referred to in sub-regulation (1), or give his consent for electronically obtaining the

[30] Substituted vide Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023.
[31] Substituted vide Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024.
[32] Substituted vide Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024.

information evidencing such proofs from the databases of the authorities dealing with the preparation or maintenance of such information:

Provided that such uploading or electronic obtaining of information shall be subject to the software provided or authorised by the Authority for collection of information for such update supporting the same.

(3) Notwithstanding anything contained in sub-regulation (1) or sub-regulation (2), if the Aadhaar number holder has previously updated the information regarding his—

(a) date of birth once;

(b) gender once; or

(c) name twice,

update of such information shall be done only in accordance with such process as the Authority may specify.

(4) A list of documents that may be presented to evidence the proofs referred to in sub-regulation (1) or sub-regulation (2) is in Schedule II.

(5) Verification of the information collected as part of the process of update shall be done on the basis of documents specified in Schedule II or electronic information to evidence the proofs referred to in clause (b) of sub-regulation (1) or clause (b) of sub-regulation (2):

Provided that assistance of—

(a) any Ministry, Department or agency of the Central Government or a State Government; or

(b) any authority dealing with the preparation or maintenance of such information or documents,

may be taken for the purpose of such verification.

(6) The operator, while collecting information for update at the enrolment centre, shall adhere, *mutatis mutandis*, to the requirements applicable to collection of information for enrolment at an enrolment centre under regulation 11.

(7) On completion of the process for collection of information for update at the enrolment centre, the operator shall provide to the Aadhaar number holder an acknowledgement containing a number to enable him to track the status of processing of the information collected.]

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[33]**[19A. Verification of update data.—** Verification of the update data through the modes of updating [34][information of Aadhaar number holders as referred to in regulation] 19 shall be as provided in the SCHEDULE III.]

[35]**[20. Levying and collecting fees. —** The Authority may authorise Registrars, Enrolling Agencies and other Service Providers to collect a fee from the [36][individuals seeking to enrol and Aadhaar number holders, not exceeding such amount as the Authority may specify], for the services provided by them under the Act.]

## *CHAPTER V*

## APPOINTMENT OF REGISTRARS, ENROLLING AGENCIES AND OTHER SERVICE PROVIDERS

**21. Appointment of Registrars. —** (1) Registrars shall be appointed by the Authority, through MOUs or agreements [37][or terms of appointment/ engagement], for enrolment and update of [38][individuals seeking to enrol and Aadhaar number holders] across the country, and could include entities which interact with [38][individuals seeking to enrol and Aadhaar number holders] in the usual course of implementation of their programmes. The eligible entities for appointment as registrars are State/ UT Governments, Central ministries

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[33] Inserted by Notification No. 13012/79/2017/Legal-UIDAI (13)(No.2 of 2018), dated 31st July, 2018 (w.e.f. 31-07-2018).

[34] Subs. for "residents' information prescribed at Regulation" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[35] Substituted by Notification No. 13012/79/2017/Legal-UIDAI (No.1 of 2017), dated 15th February, 2017, for Regulation 20 (w.e.f. 15-02-2017). Regulation 20 before substitution stood as under:

**"***20. Convenience fee***. —** The Authority may authorise Registrars to charge convenience fee from the residents, not exceeding an amount specified by the Authority, for update of demographic information and biometric information."

[36]Subs. for "residents, not exceeding an amount specified by the Authority" *vide* Notification No. HQ-16016/1/2023-EU-I-HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[37] Inserted by Notification No. 13012/79/2017/Legal-UIDAI (13)(No.1 of 2018), dated 12th January, 2018 (w.e.f. 12-01-2018).

[38] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

and departments / agencies under them, Public Sector companies of Central /State Governments, [39][Scheduled banks] and regulated entities including National Securities Depository Limited, UTI Infrastructure Technology and Services Ltd, Special Purpose Vehicles (SPV) created by Central or State Government including CSC e-Governance services India Ltd. Upon appointment, a Registrar code shall be assigned to each Registrar.

(2) Registrars shall be responsible for field level execution, monitoring and audit.

(3) Registrars shall allow the Authority reasonable access to the premises occupied by it or by any other person on its behalf and also extend reasonable facility for examining any books, records, documents and computer data in the possession of the Registrar or any other person on their behalf and also provide copies of the document or other materials which, in the opinion of the Authority are relevant for the purpose of audit.

(4) Registrars shall not use the information collected during enrolment for any purpose other than uploading information to the CIDR.

(5) Registrars shall display on their websites adequate and appropriate information about enrolment and update services, including contact details of persons and services available to [38][individuals seeking to enrol and Aadhaar number holders].

(6) Registrars shall ensure that any agency and/ or person employed or appointed by them to conduct the enrolment and update operations is fit and proper and otherwise qualified to act, in the capacity so employed or appointed including having relevant professional training or experience.

(7) Registrars shall not permit sub-contracting of enrolment functions by enrolling agencies to third parties. Registrars may permit field level manpower to be hired through third parties provided the enrolling agencies furnishes details of the entities from which such manpower is sought to be hired.

(8) Registrars shall at all times abide by the Code of Conduct as specified in Schedule V of these regulations.

(9) Registrars shall adhere to the processes, policies and guidelines, checklists, forms and templates issued by the Authority from time to time and shall also ensure compliance by the enrolling agencies of such procedures, etc.

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**22. Registrars engaged before commencement of these regulations. —** (1) The Registrars engaged prior to commencement of these regulations shall be deemed to be appointed as Registrars by the Authority under the Act:

Provided that the agreements entered into with them by the Unique Identification Authority of India established *vide* notification of the Government of India in the Planning Commission number A-43011/02/2009-Admin. I, dated the 28th January, 2009 or any officer of such authority shall continue to be in force to the extent not inconsistent with the provisions of the Act, these regulations, and other regulations, policies, processes, procedures, standards and specifications issued by the Authority.

(2) In the event any Registrar engaged prior to commencement of these regulations wishes to cease being a Registrar under the Act, it may apply to the Authority in a form as may be specified by the Authority for this purpose, and shall cease to be a Registrar and to have the power to conduct enrolment or engage enrolling agencies for enrolment.

**23. Empanelment of Enrolling Agencies. —** (1) The Authority shall empanel the enrolling agencies through an open Request for Empanelment (RFE) process and the eligibility, terms and conditions of the empanelment shall be notified by the Authority from time to time.

(2) The interested agencies may apply for empanelment by fulfilling the eligibility and other technical and financial criteria of the RFE.

(3) The Authority shall evaluate the applications of agencies and empanel the eligible agencies as enrolling agencies after completing the requirements of the RFE.

(4) The Authority shall provide an Enrolling Agency Code using which the Registrar can onboard an empaneled enrolling agency to the CIDR.

(5) The Authority may also permit Registrars to engage other agencies as enrolling agencies after following a suitable process for screening and engaging such agencies, as may be specified by the Authority for this purpose.

(6) The enrolling agency shall be responsible for field level execution and audit. The enrolling agency shall allow the Authority reasonable access to the premises occupied by it or by any other person on its behalf and

[39] Substituted by Notification No. 13012/79/2017/Legal-UIDAI (No.2 of 2017), dated 07th July, 2017, for "Public Sector Banks" (w.e.f. 07-07-2017).

also extend reasonable facility for examining any books, records, documents and computer data in the possession of enrolling agency or any other person on their behalf and also provide copies of the document or other materials which, in the opinion of the Authority are relevant for the purpose of audit.

(7) The enrolling agencies shall not use the information collected during enrolment for any purpose other than uploading information to the CIDR.

(8) Enrolling agencies shall ensure that any agency and/ or person employed or appointed by them to conduct the enrolment and update operations is fit and proper and otherwise qualified to act, in the capacity so employed or appointed including having relevant professional training or experience.

(9) The enrolling agencies shall at all times abide by the Code of Conduct for service providers as specified in Schedule V of these regulations.

(10) The enrolling agencies shall adhere to the various process, policies and guidelines, checklists, forms and templates issued by the Authority from time to time.

(11) The enrolling agencies empaneled by the Authority prior to establishment of the Authority under the Act shall be deemed to have been empaneled as enrolling agencies by the Authority under the Act.

**24. Other service providers. —** (1) Other service providers may be appointed or engaged by the Authority from time to time for discharging any function related to the [40][***] enrolment process or updating of information.

(2) All such service providers shall adhere to the regulations, processes, standards, guidelines, and orders issued by the Authority from time to time, and the code of conduct provided in Schedule V of these regulations, as applicable.

**25. Testing and certification of staff appointed for enrolment. —** (1) An enrolling agency shall ensure that the operators, supervisors, and other enrolment staff employed or engaged by it are duly certified for carrying out enrolment through a certification process as may be specified by the Authority.

(2) The Authority may designate testing and certification agencies for this purpose.

(3) The Authority may specify the minimum qualifications required for being engaged for any of the roles in the enrolment process, the process of their appointment, and the detailed roles and responsibilities of such personnel.

**26. Liability of Registrars, enrolling agencies and other service providers and action in case of default. —** (1) The Registrars, enrolling agencies, and other service providers, and the supervisors, operators or any other persons or agencies employed by them shall adhere to all regulations, processes, standards, guidelines, and orders issued by the Authority from time to time, and the code of conduct provided in Schedule V.

(2) The Authority shall monitor the enrolment activities of the Registrars, enrolling agencies and the operators, supervisors and other personnel associated with enrolment.

[41][ (3) Without prejudice to any other action which may be taken under the Act, for violation of any regulation, process, standard, guideline or order, by a Registrar or Enrolment Agency or any service provider or any other person, the Authority may immediately suspend the activities of such a Registrar or Enrolment Agency or service provider or concerned person, and after holding due enquiry, it may take steps for imposition of financial disincentives on such a Registrar or Enrolment Agency or service provider or any other person and for cancellation of the credentials, codes and permissions issued to them pursuant to the Act or these regulations, or any other steps as may be specifically provided for in the terms of engagement with the Authority].

## *CHAPTER VI*

## OMISSION OR DEACTIVATION OF AADHAAR NUMBER AND IDENTITY INFORMATION

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[40] In regulation 24 the word "resident" omitted; *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[41] Substituted by Notification no. 13012/79/2017/Legal-UIDAI (No. 5 of 2017), dated 31st July, 2017, for regulation 26(3) (w.e.f. 31-07-2017). Regulation 26(3), before substitution stood, as under:

"(3) Without prejudice to action that may be taken under the Act, violation of any regulation, process, standard, guideline or order by any service provider or other person may result in immediate suspension of the activities of such service providers or the concerned persons, and after holding due inquiry as deemed fit by the Authority, cancellation of their credentials, codes and permissions issued to them pursuant to the Act or these regulations."

[42][**26A. Interpretation**.—In this Chapter and Schedule VI, unless the context otherwise requires, the expressions "cancel" or "omit", in relation to an Aadhaar number, shall mean the omission of such Aadhaar number, and their grammatical variations and cognate expressions shall be construed accordingly.]

[43][**27. Cases requiring omission of Aadhaar number.—**(1) Where the Authority is satisfied that more than one Aadhaar number has been issued to the same person, the Aadhaar number assigned the earliest and containing the biometric information of the Aadhaar number holder shall be retained and all other Aadhaar number(s) shall be omitted.

**Provided that if none of the assigned Aadhaar numbers contain biometric information of the Aadhaar number holder, the Aadhaar number assigned the earliest shall be retained and all other Aadhaar number(s) shall be omitted.]**

(2) Where the Authority is satisfied that an Aadhaar number was generated for an individual who, at the time of enrolment,—

(a) was not eligible for enrolment with biometric exception under sub-regulation (2) of regulation 6 but whose enrolment was carried out following the procedure for handling of such exceptions as referred to therein; or

(b) was aged five years or above but was enrolled without capturing his biometrics,

such Aadhaar number shall be omitted.

(3) An Aadhaar number holder may, upon attaining the age of eighteen years, make an application for cancellation of his Aadhaar number as per the form set out in Schedule VI, to a Regional Office of the Authority, within a period of six months from the date on which he attains such age and after—

(a) establishing his identity by performing authentication or by such other means as the Authority may specify in this behalf; and

(b) following such procedure as the Authority may specify in this behalf on its website, for the purpose of satisfying itself as to the relevant facts regarding his application for cancellation,

and, upon receipt of such application and fulfilment of the requirements referred to in clauses (a) and (b), the Authority shall, within a period of three months from the date of such fulfilment of requirements, take a decision on his application and, if satisfied regarding the eligibility of such Aadhaar number holder for cancellation, cancel the same:

Provided that any application for cancellation made on or before the commencement of the Aadhaar (Enrolment and Update) Second Amendment Regulations, 2024 shall be processed by the Authority in accordance with this regulation.

(4) [44]Wherer the Authority is satisfied that the biometric information captured at the time of enrolment for Aadhaar or at the time of biometric update, is mixed with the biometric information of another individual, such Aadhaar number shall be omitted in the manner as specified by the authority.

**28. Cases requiring deactivation of Aadhaar Number**. — (1) The Aadhaar number of an Aadhaar number holder shall be deactivated in the following circumstances:

(a) "Photo on Photo" and core biometric information is available: Where an existing photograph is used instead of capturing a fresh photograph at the enrolment centre, and where core biometric information of the [45][Aadhaar number holder] has been captured, the Aadhaar number shall be de-activated, and the [45][Aadhaar number holder] asked to update his photograph. Upon successful update of his photograph, the Aadhaar number may be re-activated.

(b) "False Partial Biometric Exception" cases: Where certain attributes constituting biometric information have not been captured despite the [45][Aadhaar number holder] being in a position to provide them, the Aadhaar number shall be de-activated.

(c) Where it is found at a later stage that enrolment has been carried out without valid supporting documents, the Aadhaar number shall be deactivated till it is updated by the Aadhaar number holder after furnishing valid supporting documents.

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[42] Substituted vide Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024

[43] Subs. by Notification No. HQ-16024/4/2021-EU-II-HQ (E-5735), dated 2.7.2025 (w.e.f. 3.7.2025).

[44] Inserted by Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025.

[45] Subs. for "resident" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[46](ca) Aadhaar number holder was aged five years or above but was enrolled without capturing core biometric information and later biometric update has also been carried out.

(d) Where the information captured has been flagged as having bad data and requiring update (such as mixed/anomalous biometrics information, abusive/expletive words and unparliamentary language in [47][demographic information], multiple names in single name using *'urf'* or 'Alias'), the Aadhaar number shall be deactivated till it is updated by Aadhaar holder.

[48][(e) (i) Where an Aadhaar number holder has attained the age of 5 or 15 years, the first update in his/her Aadhaar has to be necessarily accompanied by a biometric information update.

(ii) Where an Aadhaar number holder who has attained the age of 5 or 15 years fails to update his/her biometric information within 2 years of attaining such age, his/her Aadhaar number shall be deactivated. The facility of biometric information update shall be available free of cost to the Aadhaar number holder till attaining the age of 7 or 17 years, respectively. Thereafter, the Aadhaar number holder can activate his/her Aadhaar number by updating his/her biometric information. However, the applicable charges for biometric information update as fixed by the Authority from time to time shall be borne by the Aadhaar number holder.

(ii) The Aadhaar number shall not be omitted even if the Aadhaar number holder does not update biometric information, and the Aadhaar number shall remain in deactivated state.]

[49](ea) (i) Where the Authority receives information regarding the death of an Aadhaar number holder including the Aadhaar number of the deceased individual, wherever available, the said information shall be verified in a manner as prescribed by the Authority, and upon such verification, the Aadhaar number shall be deactivated.

(ii) In order to ensure continued accuracy of information in the CIDR or to verify the information pertaining to the death of the Aadhar number holder received under sub-regulation (i), the Authority:

A. shall seek information from the Registrar General of India or Chief Registrar for a State appointed under the Registration of Births and Deaths Act, 1969; or

B. may seek information from any other entity in the Aadhaar ecosystem; or

C. may receive information from any individual."

(f) Any other case requiring deactivation as deemed appropriate by the Authority.

(2) Upon deactivation, services that are provided by the Authority to the Aadhaar number holder shall be discontinued [50][***] till such time the Aadhaar number holder updates or rectifies the information, owing to which his Aadhaar number has been deactivated by the Authority.

[51][**28A. Deactivation of certain Aadhaar numbers.—**Without prejudice to anything contained in regulation 28, in respect of a foreign national who is seeking enrolment or is an Aadhaar number holder, Aadhaar number may be deactivated—

(a) upon expiry of the period of validity of their visa for stay in India; or

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[46] Inserted by Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025.

[47] Subs. for "resident demographics" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[48] Substituted by Notification No. HQ-16041/4/2021-EU-I-HQ-Part(I) (No.2 of 2022), dated 02nd March, 2022, for regulation 28(1)(e) (w.e.f. 01-01-2023). Regulation 28(1)(e) beofre substitution, stood as under:
"Where a child having attained the age of five or fifteen years of age fails to update his biometric information within two years of attaining such age, his Aadhaar number shall be deactivated. In cases where such update has not been carried out at the expiry of one year after deactivation, the Aadhaar number shall be omitted."

[49] Inserted by Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025.

[50] The word "temporarily" omitted by Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025. (w.e.f. _-08-2025).

[51] Substituted vide Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023

(b) where the Authority is satisfied that such foreign national does not fulfil the requirements for his entry into or stay in India under the Passport (Entry into India) Act, 1920 (34 of 1920), the rules made thereunder and guidelines issued by the Ministry of Home Affairs in this regard [52][from time to time, the Registration of Foreigners Act, 1939 (16 of 1939) and the orders made and directions given thereunder, or the Foreigners Act, 1946 (31 of 1946) and the rules made thereunder].]

**29. Inquiry into cases requiring omission or deactivation. —** (1) Any case reported or identified as a possible case requiring omission or deactivation may require field inquiry which may include hearing the persons whose Aadhaar number is sought to be omitted or [53][deactivated, or an inspection, inquiry or audit under clause (l) of sub-section (2) of section 23 of the Act].

[54][Provided that no such inquiry shall be required in case of deactiviation of the Aadhaar number of a child for the want of mandatory biometric information updated as per the Regulation 28(1)(e).]

[55][(1A) For omitting or deactivating an Aadhaar number and information relating thereto, pursuant to an inquiry as referred to in sub-regulation (1), the Authority may give access to or use or disclose information of the Aadhaar number holder, in the possession or control of the Authority, including information stored in the CIDR:

Provided that such giving of access to or use or disclosure of information shall be subject to the restriction on sharing of identity information under sub-sections (1), (2) and (4) of section 29.]

(2) An agency nominated by the Authority shall examine/inquire and submit a report to the Authority as per the procedures as may be specified by the Authority for this purpose.

(3) The Authority may initiate necessary action upon receiving the report and the decision to omit or deactivate an Aadhaar number shall lie with the Authority.

**30. Communication to the Aadhaar number holder**. — (1) An Aadhaar number holder shall be informed of the omission or deactivation of their Aadhaar number along with reasons through SMS, registered e-mail ID, tele-calling, letter or through such means as deemed fit by theAuthority:

[56][Provided that the same shall not be required in case of deactivation of Aadhaar number of a child for the want of mandatory biometric information update.

Provided further that the details of deactivation of Aadhaar number of a child for want of mandatory biometric update shall be available on the UIDAI portal from which the Aadhaar number holder can verify his/ her details.]

[57][Provided further that the same shall not be required in case of deactivation of Aadhaar number of a deceased person under clause (ea) of sub-Regulation (1) of regulation 28.]

(2) Any complaint of an Aadhaar number holder in respect of such omission or deactivation may be addressed through the grievance redressal mechanism set up by the Authority.

**31. Rectification action. —** (1) In case of omission of Aadhaar number for reasons other than multiple Aadhaar numbers having been issued, [58][the individual concerned] shall be required to re-enrol.

(2) In case of deactivation, [59][the Aadhaar number holder] shall be required to update his identity information partly or fully as required, as per the guidelines or policies as may be specified by the Authority.

## *CHAPTER VII*

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[52] Substituted vide Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024

[53] Subs. for "deactivated" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[54] Inserted by Notification No. HQ-16041/4/2021-EU-I-HQ-Part(I) (No.2 of 2022), dated 02nd March, 2022, for regulation 28(1)(e) (w.e.f. 01-01-2023).

[55] Inserted *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[56] Inserted by Notification No. HQ-16041/4/2021-EU-I-HQ-Part(I) (No.2 of 2022), dated 2nd March, 2022 (w.e.f. 01-01-2023).

[57] Inserted by Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025.

[58] Subs. for "resident" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

[59] Subs. for "a resident" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

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## GRIEVANCE REDRESSAL MECHANISM

**32. Setting up of a contact centre for grievance redressal.** — (1) The Authority shall set up a contact centre to act as a central point of contact for resolution of queries and grievances of [60][individuals seeking to enrol and Aadhaar number holders], accessible to [60][individuals seeking to enrol and Aadhaar number holders] through toll free number(s) and/ or e-mail, as may be specified bythe Authority for this purpose.

(2) The contact centre shall:

(a) Provide a mechanism to log queries or grievances and provide [60][individuals seeking to enrol and Aadhaar number holders] with a unique reference number for further tracking till closure of the matter;

(b) Provide regional language support to the extent possible;

(c) Ensure safety of any information received from [60][individuals seeking to enrol and Aadhaar number holders] in relation to their identity information;

(d) Comply with the procedures and processes as may be specified by the Authority for this purpose.

(3) [60][individuals seeking to enrol and Aadhaar number holders] may also raise grievances by visiting the regional offices of the Authority or through any other officers or channels as may be specified by the Authority.

## *CHAPTER VIII*

## MISCELLANEOUS

**33. Savings. —** All procedures, orders, processes, standards , specifications and policies issued and MOUs, agreements or contracts entered by the Unique Identification Authority of India, established *vide* notification of the Government of India in the Planning Commission number A-43011/02/2009-Admin. I, dated the 28th January, 2009 or any officer of such authority, prior to the establishment of the Authority under the Act shall continue to be in force to the extent that they are not inconsistent with the provisions of the Act and regulations framed thereunder.

**34. Power to issue policies, process documents, etc. —** The Authority may issue policies, orders, processes, standards, specifications and other documents, not inconsistent with these regulations, which are required to be specified under these regulations or for which provision is necessary for the purpose of giving effect to these regulations.

**35. Power to issue clarifications, guidelines and removal of difficulties. —** In order to remove any difficulties or clarify any matter pertaining to application or interpretation of these regulations, the Authority may issue clarifications and guidelines in the form of circulars.

[61][**36. Doing of act or thing related to delegated power or function. —** (1) Any act or thing that is to be or may be done by the Authority under these regulations may also be done by any Member or officer of the Authority or any other person to whom the Authority has delegated the related power or function by general or special order in writing, under section 51 of the Act.

(2) The Authority may determine whether or not an act or thing done by a Member, officer or other person under sub-regulation (1) is related to a power or function delegated as referred to in the said sub-regulation.]

[60] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).
[61] Ins. vide Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023

*[62][SCHEDULE I*

[*see* regulations 9, 10(1), 16A and 19(1)]

**FORM 1: Aadhaar Enrolment and Update**

**For (a) Resident Indian, or (b) Non-Resident Indian having Proof of Address in India (aged 18 years and above)**

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

| | |
|---|---|
| **1** | **Purpose:** ☐ Enrolment OR ☐ Update |
| **2** | **Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) {*See paragraph 1(c) of the declaration below this form*} |
| **3** | **Demographic information** (*For update, please fill only the information to be updated*)**:** |
| | **(a) Name:** *(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)* |
| | **(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender — **(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years ☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*) (*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*) |
| | **(d) Email:** — **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐ |
| **4** | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF) |
| **5** | **For document-based enrolment/update, additional demographic information and documents presented:** (*Address information should be filled only in case of enrolment or update of address*) |
| | **(a) Address:** Care of (*optional*): |
| | House no. / Building / Flat no.: — Street: |
| | Landmark: — Ward no.: — Area/Locality/Sector: |
| | Village/Town/City: — Post Office (*mandatory*): — PIN code (*mandatory*): ☐☐☐☐☐☐ |
| | Sub-district: — District: — State: |
| | **(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) — (i) Proof of Identity (POI): / (ii) Proof of Address (POA): / (iii) Proof of Date of Birth (PDB) (*optional*): |
| **6** | **For HoF-based enrolment or update of address, additional information and documents presented:** |
| | **(a) Details of HoF:** (i) Name: — Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ |
| | (ii) Relationship with applicant: ☐ Mother ☐ Father ☐ Legal guardian |
| | *Other relationship (only for address update)*: ☐ Spouse ☐ Child/Ward ☐ Sibling |
| | **(b) Type of Proof of Relationship (POR) document presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) |
| | I confirm the identity of the applicant named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the applicant. |
| | Signature of HoF: |
| **7** | **For update, additional information:** |
| | **(a) Aadhaar number of applicant:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ |
| | **(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents |

**Declaration**

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I am entitled to the documents/information evidencing proofs cited above; and
   (c) I am a resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application) OR I am a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I understand that if the above declaration is found to be incorrect, my Aadhaar number may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, date of birth and/or

[62] Substituted vide Notification No. HQ-16021/2/2021-EU-II-HQ (E-6538), dated 21st August, 2025.

| | |
|---|---|
| relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification. | |
| Signature of verifier: | Signature / thumb impression of applicant*: |
| Name of verifier: | Date and time: |

* In case applicant is a person with disability, in respect of whom a lawful guardian is appointed and such guardianship extends to providing of the consent sought, such guardian shall present document in support of the same and sign the application.

**Instructions for filling Form 1**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | Resident status | Please tick (✔) only one, as applicable. | Mandatory |
| 3 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Mrs, Shri, Smt., Kumari, Thiru, Thirumati etc.), honorific (Dr, Prof., Sir, Justice, defence service rank, ecclesiastical title, etc.), profession/qualification/service (Dr, Er., CA, Adv., IAS, IPS, IFS etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory for NRI |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 4 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 5 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Please fill details as applicable.<br>(2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same.<br>(3) PIN code and Post Office are mandatory.<br>(4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code.<br>(5) Minor variations in the address as filled from that as given in the POA document may be permitted.<br>(6) Aadhaar letter will be despatched through India Post to the address as filled.<br>(7) In case applicant is NRI and does not have POA for address in India, please use Form 2. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.<br>(3) For NRIs, valid Indian passport is the only acceptable POI. | Mandatory |
| 6 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the applicant.<br>(4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 7 | *For update, additional information:* | | |
| (a) | Aadhaar number of | Please fill details as applicable. | Mandatory |

| | | | |
|---|---|---|---|
| | applicant | | |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (a) If done once between the ages of 5 and 7 years: *Free*<br>(b) If done once between the ages of 15 and 17 years: *Free*<br>(c) If done otherwise: *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

***** As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

## FORM 2: Aadhaar Enrolment and Update
## For Non-Resident Indian having Proof of Address outside India (aged 18 years and above)

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

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| | |
|---|---|
| **1** | **Purpose:** ☐ Enrolment OR ☐ Update |
| **2** | **Demographic information** (*For update, please fill only the information to be updated*)**:** |
| | **(a) Name:**<br>*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)* |
| | **(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender<br>**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years<br>☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)<br>(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*) |
| | **(d) Email** (*mandatory*)**:**<br>**(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐ |
| **3** | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF) |
| **4** | **For document-based enrolment/update, additional demographic information and documents presented:**<br>(*Address information should be filled only in case of enrolment or update of address*) |
| | **(a) Address** (*as given in valid Indian passport*)**:** |
| | **(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)<br>(i) Proof of Identity (POI): Valid Indian Passport<br>(ii) Proof of Address (POA): Valid Indian passport<br>(iii) Proof of Date of Birth (PDB) (*optional*): |
| **5** | **For HoF-based enrolment or update of address, additional information and documents presented:** |
| | **(a) Details of HoF:** (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ |
| | (ii) Relationship with applicant: ☐ Mother ☐ Father ☐ Legal guardian<br>*Other relationship (only for address update)*: ☐ Spouse ☐ Child/ward ☐ Sibling |
| | **(b) Type of Proof of Relationship (POR) document presented:**<br>(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) |
| | I confirm the identity of the applicant named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the applicant. |
| | Signature of HoF: |
| **6** | **For update, additional information:** |
| | **(a) Aadhaar number of applicant:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ |
| | **(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents |
| | **Declaration** |

| | |
|---|---|
| 1. I hereby confirm and declare that—<br>(a) all the information and documents submitted is correct to the best of my knowledge and belief;<br>(b) I am entitled to the documents/information evidencing proofs cited above; and<br>(c) I am a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).<br>2. I understand that if the above declaration is found to be incorrect, my Aadhaar number may be deactivated and, in addition, action may be taken against me as per law.<br>3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.<br>4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification. | |
| Signature of verifier: | Signature / thumb impression of applicant*: |
| Name of verifier: | Date and time: |

* In case applicant is a person with disability, in respect of whom a lawful guardian is appointed and such guardianship extends to providing of the consent sought, such guardian shall present document in support of the same and sign the application.

**Note:** This form may be used on and from the date on which the Authority gives public notice of the same through its website.

IndiaCode

**Instructions for filling Form 2**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Mrs, Shri, Smt., Kumari, Thiru, Thirumati etc.), honorific (Dr, Prof., Sir, Justice, defence service rank, ecclesiastical title, etc.), profession/qualification/service (Dr, Er., CA, Adv., IAS, IPS, IFS etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 3 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 4 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Details filled should be identical with those given in the valid Indian passport.<br>(2) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.<br>(3) Valid Indian passport is the only acceptable POI and POA. | Mandatory |
| 5 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the applicant.<br>(4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic | Mandatory |

| | | | |
|---|---|---|---|
| | | copy and verifying the same against the originals. | |
| 6 | *For update, additional information:* | | |
| (a) | Aadhaar number of applicant | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (a) If done once between the ages of 5 and 7 years: *Free*<br>(b) If done once between the ages of 15 and 17 years: *Free*<br>(c) If done otherwise: *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

***** As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

**Note:** For despatching of Aadhaar letter to the foreign address of the applicant, such charges shall be payable as the Authority may specify from time to time and display on its website.

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## FORM 3: Aadhaar Enrolment and Update
## For (a) Resident Indian child, or (b) Non-Resident Indian child having Proof of Address in India (aged 5 years and above and less than 18 years)

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

| | |
|---|---|
| **1** | **Purpose:** ☐ Enrolment OR ☐ Update |
| **2** | **Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) {*See paragraph 1(c) of the declaration below this form*} |
| **3** | **Demographic information** (*For update, please fill only the information to be updated*)**:** |
| | **(a) Name:**<br>*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)* |
| | **(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender<br>**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years ☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)<br>(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*) |
| | **(d) Email :** **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐ |
| **4** | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)} |
| **5** | **For document-based enrolment/update, additional demographic information and documents presented:**<br>(*Address information should be filled only in case of enrolment or update of address*) |
| | **(a) Address:** Care of (*optional*): |
| | House no. / Building / Flat no.: Street: |
| | Landmark: Ward no.: Area/Locality/Sector: |
| | Village/Town/City: Post Office (*mandatory*): PIN code (*mandatory*): ☐☐☐☐☐☐ |
| | Sub-district: District: State: |
| | **(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)<br>(i) Proof of Identity (POI):<br>(ii) Proof of Address (POA):<br>(iii) Proof of Date of Birth (PDB) (*optional*): |
| **6** | **For HoF-based enrolment or update of demographic information, additional information and documents presented:** |
| | **(a) Details of HoF:** (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ |
| | (ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian |
| | **(b) Type of Proof of Relationship (POR) document presented:**<br>(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) |
| | I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child and that my biometric information may be used to establish my identity. |

| | | |
|---|---|---|
| | Signature of HoF: | |
| 7 | **For update, additional information:** | |
| | **(a) Aadhaar number of the child:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | **(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents | |

**Declaration**

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I and the child are entitled to the documents/information evidencing proofs cited above; and
   (c) the child is a resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application) OR that the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

| | | |
|---|---|---|
| Signature of verifier: | Signature / thumb impression of mother, father or lawful guardian: | |
| Name of verifier: | Name of signatory: | Date and time: |

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**Instructions for filling Form 3**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | Resident status | Please tick (✔) only one, as applicable. | Mandatory |
| 3 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory for NRI |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 4 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 5 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Please fill details as applicable.<br>(2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same.<br>(3) PIN code and Post Office are mandatory.<br>(4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code.<br>(5) Minor variations in the address as filled from that as given in the POA document may be permitted.<br>(6) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |

| | | | |
|---|---|---|---|
| | | (7) In case the child is NRI and does not have POA for address in India, please use Form 4. | |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.<br>(3) For NRI child, valid Indian passport is the only acceptable POI. | Mandatory |
| 6 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 7 | *For update, additional information:* | | |
| (a) | Aadhaar number of the child | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (d) If done once between the ages of 5 and 7 years: *Free*<br>(e) If done once between the ages of 15 and 17 years: *Free*<br>(f) If done otherwise: *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (c) If done at the same time as update of biometric information: *Free*<br>(d) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

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* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

## FORM 4: Aadhaar Enrolment and Update

**For Non-Resident Indian child having Proof of Address outside India (aged 5 years and above and less than 18 years)**

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

| | |
|---|---|
| **1** | **Purpose:** ☐ Enrolment OR ☐ Update |
| **2** | **Demographic information** (*For update, please fill only the information to be updated*)**:** |
| | **(a) Name:**<br>*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)* |
| | **(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender<br>**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years ☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)<br>(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*) |
| | **(d) Email** (*mandatory*)**:** **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐ |
| **3** | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)} |
| **4** | **For document-based enrolment/update, additional demographic information and documents presented:**<br>(*Address information should be filled only in case of enrolment or update of address*) |
| | **(a) Address** (*as given in valid Indian passport*)**:** |
| | **(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)<br>(i) Proof of Identity (POI): Valid Indian passport<br>(ii) Proof of Address (POA): Valid Indian passport<br>(iii) Proof of Date of Birth (PDB) (*optional*): |
| **5** | **For HoF-based enrolment or update of demographic information, additional information and documents presented:** |
| | **(a) Details of HoF:** (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐<br>(ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian |

| | | |
|---|---|---|
| | **(b) Type of Proof of Relationship (POR) document presented:**<br>(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) | |
| | I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child and that my biometric information may be used to establish my identity. | |
| | Signature of HoF: | |
| **6** | **For update, additional information:** | |
| | **(a) Aadhaar number of the child:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | **(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth<br>☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents | |

**Declaration**

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I and the child are entitled to the documents/information evidencing proofs cited above; and
   (c) the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

| | | |
|---|---|---|
| Signature of verifier: | Signature / thumb impression<br>of mother, father or lawful guardian: | |
| Name of verifier: | Name of signatory: | Date and time: |

**Note:** This form may be used on and from the date on which the Authority gives public notice of the same through its website.

**Instructions for filling Form 4**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 3 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 4 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Details filled should be identical with those given in the valid Indian passport.<br>(2) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |

| | | | |
|---|---|---|---|
| | | (3) For NRI child, valid Indian passport is the only acceptable POI and POA. | |
| 5 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 6 | *For update, additional information:* | | |
| (a) | Aadhaar number of the child | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (a) If done once between the ages of 5 and 7 years: *Free*<br>(b) If done once between the ages of 15 and 17 years: *Free*<br>(c) If done otherwise: *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

***** As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

**Note:** For despatching of Aadhaar letter to the foreign address of the applicant, such charges shall be payable as the Authority may specify from time to time and display on its website.

## FORM 5: Aadhaar Enrolment and Update
## For (a) Resident Indian child, or (b) Non-Resident Indian child having Proof of Address in India (below 5 years of age)

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

| | | | | |
|---|---|---|---|---|
| **1** | **Purpose:** ☐ Enrolment OR ☐ Update | | | |
| **2** | **Resident status:** ☐ Resident Indian OR ☐ Non-Resident Indian (NRI) {*See paragraph 1(c) of the declaration below this form*} | | | |
| **3** | **Demographic information** (*For update, please fill only the information to be updated*)**:** | | | |
| | **(a) Name:**<br>*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)* | | | |
| | **(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender | **(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years<br>☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)<br>(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*) | | | |
| | **(d) Email:** | | **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐ | |
| **4** | **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)} | | | |
| **5** | **For document-based enrolment/update, additional demographic information and documents presented:**<br>(*Address information should be filled only in case of enrolment or update of address*) | | | |
| | **(a) Address:** | Care of (*optional*): | | |
| | House no. / Building / Flat no.: | | Street: | |
| | Landmark: | Ward no.: | Area/Locality/Sector: | |
| | Village/Town/City: | Post Office (*mandatory*): | PIN code (*mandatory*): ☐☐☐☐☐☐ | |
| | Sub-district: | District: | State: | |
| | **(b) Type of documents presented:**<br>(*See "List of acceptable supporting* | (i) Proof of Identity (POI): | | |
| | | (ii) Proof of Address (POA): | | |

| | | | | |
|---|---|---|---|---|
| | *documents" displayed on the website of UIDAI and enrolment centres*) | (iii) Proof of Date of Birth (PDB) (*optional*): | | |
| **6** | **For HoF-based enrolment or update of address, additional information and documents presented:** | | | |
| | **(a) Details of HoF(s):** | (i) Name of child's mother: | Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | | AND/OR | | |
| | | (ii) Name of child's father: | Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | | (iii) If details of only one parent are given, whether the other parent is currently not residing with the child: | ☐ Yes ☐ No | |
| | OR | | | |
| | (iv) Name of legal guardian: | | Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | (v) Relationship with the child: | ☐ Mother AND/OR ☐ Father | OR ☐ Legal guardian | |
| | **(b) Type of Proof of Relationship (POR) document presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*) | | | |
| | I/We confirm the identity of the child named above and that she/he is related to me/us as mentioned. I/we hereby consent that my biometric information, or that of either of us, may be used to establish the identity of one of us through biometric-based authentication, and that the address recorded against the authenticated Aadhaar number may be recorded as the address against the Aadhaar number of the child. | | | |
| | Signature of: | Mother: | AND/OR Father: | OR Legal guardian: |
| **7** | **For update, additional information:** | | | |
| | **(a) Aadhaar number of the child:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | | | |
| | **(b) Information to be updated:** ☐ Biometric (photo) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents | | | |

**Declaration**

We hereby confirm and declare that—

(a) all the information and documents submitted is correct to the best of my/our knowledge and belief;

(b) I am / we are entitled to the documents/information evidencing proofs cited above; and

(c) the child is a resident of India (resided in India for 182 days or more in 12 months immediately preceding the child's enrolment) OR that the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).

We understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me/us as per law.

We understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.

4. I/We hereby give my/our consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

5. I/We hereby give my/our consent for sharing of Aadhaar number upon its generation, with the Registrar of Births and Deaths concerned, in terms of sub-regulation 6 of Regulation 3 of the Aadhaar (Sharing of Information) Regulations, 2016.

| | | | |
|---|---|---|---|
| Signature of: | Mother: | AND/OR Father: | OR Legal guardian: |
| ature of verifier: | | Name of verifier: | Date and time: |

**Instructions for filling Form 5**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | Resident status | Please tick (✔) only one, as applicable. | Mandatory |
| 3 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) For a child born on or after 1st October, 2023, birth certificate is the only acceptable PDB.<br>(5) If PDB is not available, the child may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |

| | | | |
|---|---|---|---|
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory for NRI |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 4 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 5 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Please fill details as applicable.<br>(2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same.<br>(3) PIN code and Post Office are mandatory.<br>(4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code.<br>(5) Minor variations in the address as filled from that as given in the POA document may be permitted.<br>(6) Aadhaar letter will be despatched through India Post to the address as filled.<br>(7) In case the child is NRI and does not have POA for address in India, please use Form 6. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.<br>(3) For NRIs, valid Indian passport is the only acceptable POI. | Mandatory |
| 6 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i) and (ii).<br>(2) Please tick (✔) only one, as applicable, in (iii).<br>(3) Please fill details as applicable in (iv).<br>(4) Please tick (✔), as applicable, in (v).<br>(5) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 7 | *For update, additional information:* | | |
| (a) | Aadhaar number of the child | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (a) If done once between the ages of 5 and 7 years: *Free*<br>(b) If done once between the ages of 15 and 17 years: *Free*<br>(c) If done otherwise: *₹ 100* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free (Only charges for Biometric update applicable)*<br>(b) If done separately, for all or any demographic information: *₹ 50* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ 50* |

IndiaCode

**FORM 6: Aadhaar Enrolment and Update**
**For Non-Resident Indian child having Proof of Address outside India (below 5 years of age)**
*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

**1** **Purpose:** ☐ Enrolment OR ☐ Update

**2** **Demographic information** (*For update, please fill only the information to be updated*)**:**

**(a) Name:**
*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)*

**(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender

**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)
(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*)

**(d) Email** (*mandatory*)**:**

**(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

**3** **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head(s) of Family {HoF(s)}

**4** **For document-based enrolment/update, additional demographic information and documents presented:**
(*Address information should be filled only in case of enrolment or update of address*)

**(a) Address** (*as given in valid Indian passport*)**:**

**(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)
(i) Proof of Identity (POI): Valid Indian passport
(ii) Proof of Address (POA): Valid Indian passport
(iii) Proof of Date of Birth (PDB) (*optional*):

**5** **For HoF-based enrolment or update of address, additional information and documents presented:**

**(a) Details of HoF(s):**
(i) Name of child's mother: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
AND/OR
(ii) Name of child's father: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
(iii) If details of only one parent are given, whether the other parent is currently not residing with the child: ☐ Yes ☐ No
OR
(iv) Name of legal guardian: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐
(v) Relationship with the child: ☐ Mother AND/OR ☐ Father OR ☐ Legal guardian

**(b) Type of Proof of Relationship (POR) document presented:**
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

I/We confirm the identity of the child named above and that she/he is related to me/us as mentioned. I/we hereby consent that my biometric information, or that of either of us, may be used to establish the identity of one of us through biometric-based authentication, and that the address recorded against the authenticated Aadhaar number may be recorded as the address against the Aadhaar number of the child.

| Signature of: | Mother: | AND/OR Father: | OR Legal guardian: |
|---|---|---|---|

**6** **For update, additional information:**

**(a) Aadhaar number of the child:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

**(b) Information to be updated:** ☐ Biometric (photo) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents

**Declaration**

1. I/We hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my/our knowledge and belief;
   (b) I am / we are entitled to the documents/information evidencing proofs cited above; and
   (c) the child is a Non-Resident Indian (valid Indian passport holding citizen who is not resident of India).
2. I/We understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me/us as per law.
3. I/We understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I/We hereby give my/our consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of

| | | | |
|---|---|---|---|
| verification. | | | |
| Signature of: | Mother: | AND/OR<br>Father: | OR<br>Legal guardian: |
| Signature of verifier: | | Name of verifier: | Date and time: |

**Note:** This form may be used on and from the date on which the Authority gives public notice of the same through its website.

**Instructions for filling Form 6**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) For a child born on or after 1st October, 2023, birth certificate is the only acceptable PDB.<br>(5) If PDB is not available, the child may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 3 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 4 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Details filled should be identical with those given in the valid Indian passport.<br>(2) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals.<br>(3) For NRIs, valid Indian passport is the only acceptable POI and POA. | Mandatory |
| 5 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i) and (ii).<br>(2) Please tick (✔) only one, as applicable, in (iii).<br>(3) Please fill details as applicable in (iv).<br>(4) Please tick (✔), as applicable, in (v).<br>(5) For HoF-based enrolment or update of demographic information, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 6 | *For update, additional information:* | | |
| (a) | Aadhaar number of the child | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *Free* |
| 2 | Update of biometric information (photo, fingerprints and irises) | (a) If done once between the ages of 5 and 7 years: *Free*<br>(b) If done once between the ages of 15 and 17 years: *Free*<br>(c) If done otherwise: *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |

| | | |
|---|---|---|
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

**Note:** For despatching of Aadhaar letter to the foreign address of the applicant, such charges shall be payable as the Authority may specify from time to time and display on its website.

## FORM 7: Aadhaar Enrolment and Update
## For Resident Foreign National (aged 18 years or above)

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

**1** **Purpose:** ☐ Enrolment OR ☐ Update

**2** **Nationality:**

**3** **Documents presented in support of nationality and eligibility:**

**(a) Details of valid Foreign Passport:** (i) Passport number:

(ii) Passport expiry date: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of entry in India: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

AND

**(b) Details of valid Overseas Citizen of India (OCI) card Holder :** (i) OCI number:

(ii) Date of issue of OCI card: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) e-FRRO Registration number:

OR

**(c) Details of valid Long Term Visa (LTV):** (i) LTV number:

(ii) Date of issue of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of expiry of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

OR

**(d) Details of valid Indian visa:** (i) Visa type/category: (ii) Date of issue: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

(iii) Date of expiry: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iv) e-FRRO Registration number:

OR, *as an alternative to Foreign Passport along with OCI/LTV/Visa, only for nationals of Nepal and Bhutan:*

**(e) Types of the two Proof of Identity (POI) documents presented:**
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

(i) First POI document: (ii) Second POI document:

**4** **Demographic information** (*For update, please fill only the information to be updated*)**:**

**(a) Name:**
*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)*

**(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender

**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)
(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*)

**(d) Email** (*mandatory*)**:** **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

**5** **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF)

**6** **For document-based enrolment/update, additional demographic information and documents presented:**
(*Address information should be filled only in case of enrolment or update of address*)

**(a) Address:** Care of (*optional*):

| | | |
|---|---|---|
| House no. / Building / Flat no.: | | Street: |
| Landmark: | Ward no.: | Area/Locality/Sector: |
| Village/Town/City: | Post Office (*mandatory*): | PIN code (*mandatory*): ☐☐☐☐☐☐ |
| Sub-district: | District: | State: |

**(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)
(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) (*optional*):

**7** **For HoF-based enrolment or update of address, additional information and documents presented:**

**(a) Details of HoF:** (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with applicant: ☐ Mother ☐ Father ☐ Legal guardian
*Other relationship (only for address update)*: ☐ Spouse ☐ Child/ward ☐ Sibling

**(b) Type of Proof of Relationship (POR) document presented:**
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

I confirm the identity of the applicant named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the applicant.

| | | |
|---|---|---|
| | Signature of HoF: | |
| **8** | **For update, additional information:** | |
| | **(a) Aadhaar number of applicant:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ | |
| | **(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth ☐ Gender ☐ Address ☐ Mobile ☐ Email ☐ Update of POI and POA documents | |

**Declaration**

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I am entitled to the documents/information evidencing proofs cited above; and
   (c) I am a foreign national and resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application).
2. I understand that if the above declaration is found to be incorrect, my Aadhaar number may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

| | |
|---|---|
| Signature of verifier: | Signature / thumb impression of applicant*: |
| Name of verifier: | Date and time: |

***** In case applicant is a person with disability, in respect of whom a lawful guardian is appointed and such guardianship extends to providing of the consent sought, such guardian shall present document in support of the same and sign the application.

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**Instructions for filling Form 7**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | Nationality | Please fill details. | Mandatory |
| 3 | *Documents presented in support of nationality and eligibility:* | | |
| (a) | Details of valid Foreign Passport | Please fill details as applicable. | (a) along with (b), (c) or (d), OR For nationals of Nepal and Bhutan, (e) is mandatory |
| (b) | Details of valid OCI card | Please fill details as applicable. | |
| (c) | Details of valid LTV | Please fill details as applicable. | |
| (d) | Details of valid Indian visa | Please fill details as applicable. | |
| (e) | Types of 2 POI documents presented | Please fill details as applicable. | |
| 4 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Mrs, Shri, Smt., Thiru, Thirumati etc.), honorific (Dr, Prof., Sir, Justice, defence service rank, ecclesiastical title, etc.), profession/qualification/service (Dr, Er., CA, Adv., IAS, IPS, IFS etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 5 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |

| | | | |
|---|---|---|---|
| 6 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Please fill details as applicable.<br>(2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same.<br>(3) PIN code and Post Office are mandatory.<br>(4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code.<br>(5) Minor variations in the address as filled from that as given in the POA document may be permitted.<br>(6) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 7 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the applicant.<br>(4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 8 | *For update, additional information:* | | |
| (a) | Aadhaar number of applicant | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *₹ [*]* |
| 2 | Update of biometric information (photo, fingerprints and irises) | *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

***** As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016

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**FORM 8: Aadhaar Enrolment and Update**
**For Resident Foreign National (aged below 18 years)**

*Please follow the instructions given below this form and use only upper case (block or capital) letters.*

**1** **Purpose:** ☐ Enrolment OR ☐ Update

**2** **Nationality:**

**3** **Documents presented in support of nationality and eligibility:**

**(a) Details of valid Foreign Passport:** (i) Passport number:

(ii) Passport expiry date: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of entry in India: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

AND

**(b) Details of valid Overseas Citizen of India (OCI) card Holder :** (i) OCI number:

(ii) Date of issue of OCI card: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) e-FRRO Registration number:

OR

**(c) Details of valid Long Term Visa (LTV):** (i) LTV number:

(ii) Date of issue of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iii) Date of expiry of LTV: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

OR

**(d) Details of valid Indian visa:** (i) Visa type/category: (ii) Date of issue: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)*

(iii) Date of expiry: ☐☐☐☐☐☐☐☐ *(DDMMYYYY)* (iv) e-FRRO Registration number:

OR, *as an alternative to Foreign Passport along with OCI/LTV/Visa, only for nationals of Nepal and Bhutan:*

**(e) Types of the two Proof of Identity (POI) documents presented:**
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

(i) First POI document: (ii) Second POI document:

**4** **Demographic information** (*For update, please fill only the information to be updated*)**:**

**(a) Name:**
*(Please fill as given in the document presented in support of the POI, while omitting any titles, honorifics and aliases)*

**(b) Gender:** ☐ Female ☐ Male ☐ Third gender / Transgender

**(c) Date of Birth:** ☐☐☐☐☐☐☐☐ (DDMMYYYY) OR **Age:** ☐☐☐ years
☐ Verified OR ☐ Declared OR ☐ Approximate (*only for age*)
(*For declared or approximate, only year of declared/approximate birth will be printed on Aadhaar card*)

**(d) Email** (*mandatory*)**:** **(e) Mobile number:** ☐☐☐☐☐☐☐☐☐☐

**5** **Basis of enrolment/update:** ☐ Document verification OR ☐ Confirmation by Head of Family (HoF)

**6** **For document-based enrolment/update, additional demographic information and documents presented:**
(*Address information should be filled only in case of enrolment or update of address*)

**(a) Address:** Care of (*optional*):

| | | |
|---|---|---|
| House no. / Building / Flat no.: | | Street: |
| Landmark: | Ward no.: | Area/Locality/Sector: |
| Village/Town/City: | Post Office (*mandatory*): | PIN code (*mandatory*): ☐☐☐☐☐☐ |
| Sub-district: | District: | State: |

**(b) Type of documents presented:** (*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)
(i) Proof of Identity (POI):
(ii) Proof of Address (POA):
(iii) Proof of Date of Birth (PDB) (*optional*):

**7** **For HoF-based enrolment or update of address, additional information and documents presented:**

**(a) Details of HoF:** (i) Name: Aadhaar no.: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

(ii) Relationship with the child: ☐ Mother ☐ Father ☐ Legal guardian

**(b) Type of Proof of Relationship (POR) document presented:**
(*See "List of acceptable supporting documents" displayed on the website of UIDAI and enrolment centres*)

I confirm the identity of the child named above and that she/he is related to me as mentioned. I hereby consent that the address recorded against my Aadhaar number may be recorded as the address against the Aadhaar number of the child.

Signature of HoF:

**8** **For update, additional information:**

**(a) Aadhaar number of the child:** ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

**(b) Information to be updated:** ☐ Biometric (photo, fingerprints and irises) ☐ Name ☐ Date of Birth

| | | | | | |
|---|---|---|---|---|---|
| ☐ | ☐ Gender | ☐ Address | ☐ Mobile | ☐ Email | ☐ Update of POI and POA documents |

**Declaration**

1. I hereby confirm and declare that—
   (a) all the information and documents submitted is correct to the best of my knowledge and belief;
   (b) I and child are entitled to the documents/information evidencing proofs cited above; and
   (c) the child is a foreign national and resident of India (resided in India for 182 days or more in 12 months immediately preceding my enrolment application).
2. I understand that if the above declaration is found to be incorrect, the Aadhaar number of the child may be deactivated and, in addition, action may be taken against me as per law.
3. I understand that the above information may be used, disclosed or shared in accordance with the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 and regulations made thereunder.
4. I hereby give my consent for electronically obtaining information evidencing proof of identity, address, birth and/or relationship from the databases of the authorities dealing with the preparation or maintenance of such information and for sharing the above information and documents with government agencies and/or any such authority, for the purpose of verification.

| | |
|---|---|
| Signature of verifier: | Signature / thumb impression of mother, father or lawful guardian: |
| Name of verifier: | Date and time: |

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**Instructions for filling Form 8**

| S. No. | Item | Instruction | Mandatory or optional |
|---|---|---|---|
| 1 | Purpose | Please tick (✔) only one, as applicable. | Mandatory |
| 2 | Nationality | Please fill details. | Mandatory |
| 3 | *Documents presented in support of nationality and eligibility:* | | |
| (a) | Details of valid Foreign Passport | Please fill details as applicable. | (a) along with (b), (c) or (d), OR For nationals of Nepal and Bhutan, (e) is mandatory |
| (b) | Details of valid OCI card | Please fill details as applicable. | |
| (c) | Details of valid LTV | Please fill details as applicable. | |
| (d) | Details of valid Indian visa | Please fill details as applicable. | |
| (e) | Types of 2 POI documents presented | Please fill details as applicable. | |
| 4 | *Demographic information:* | | |
| (a) | Name | (1) Please fill details as applicable.<br>(2) Please omit courtesy title (Mr, Ms, Shri, Thiru etc.), honorific (ecclesiastical title, etc.) and alias (*urf,* a.k.a. etc.), even if figuring in the document. | Mandatory |
| (b) | Date of Birth (DOB) or Age | (1) Please fill details of DOB or age, as applicable.<br>(2) Tick (✔) only one, as applicable, among "Verified", "Declared" or "Approximate".<br>(3) "Verified" should be ticked if Proof of Date of Birth (PDB) is available and being presented.<br>(4) If PDB is not available, the applicant may give either declared date of birth (DOB) or approximate age, in which case only the year of birth will be printed on Aadhaar card. | Mandatory |
| (c) | Gender | Please tick (✔) only one, as applicable. | Mandatory |
| (d) | Email | Please fill details as applicable. | Mandatory |
| (e) | Mobile number | (1) Please fill details as applicable.<br>(2) In case of a non-Indian mobile number, no SMS / text message will be sent to the same. | Optional |
| 5 | Basis of enrolment/update | Please tick (✔) only one, as applicable. | Mandatory |
| 6 | *For document-based enrolment/update, additional demographic information and documents presented:* | | |
| (a) | Address | (1) Please fill details as applicable.<br>(2) Filling "Care of" (C/o) details in the address is optional and no supporting document is required in respect of the same.<br>(3) PIN code and Post Office are mandatory.<br>(4) Details of Village/Town/City, Sub-district, District and State will be auto-populated by the enrolment software based on the PIN code.<br>(5) Minor variations in the address as filled from that as given in the POA document may be permitted.<br>(6) Aadhaar letter will be despatched through India Post to the address as filled. | Mandatory |

| | | | |
|---|---|---|---|
| (b) | Type of documents presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 7 | *For HoF-based enrolment or update of address, additional information and documents presented:* | | |
| (a) | Details of HoF | (1) Please fill details as applicable in (i).<br>(2) Please tick (✔) only one, as applicable, in (ii).<br>(3) For HoF-based enrolment, HoF must be 18 years or more in age and be the mother, father or legal guardian of the child.<br>(4) For HoF-based update of address, HoF must be 18 years or more in age and be the applicant's mother, father, legal guardian, spouse, child/ward or sibling. | Mandatory |
| (b) | Type of Proof of Relationship (POR) document presented | (1) The document type should be from among those specified in the "List of acceptable supporting documents", displayed on the website of UIDAI and enrolment centres.<br>(2) Original documents must be presented. The same shall be returned after making an electronic copy and verifying the same against the originals. | Mandatory |
| 8 | *For update, additional information:* | | |
| (a) | Aadhaar number of the child | Please fill details as applicable. | Mandatory |
| (b) | Information to be updated | Please tick (✔) one or more as applicable. | Mandatory |

**Fee for Enrolment and Update Services at Enrolment Centre**

| S. no. | Service | Fee |
|---|---|---|
| 1 | Enrolment | *₹ [*]* |
| 2 | Update of biometric information (photo, fingerprints and irises) | *₹ [*]* |
| 3 | Update of demographic information (name, gender, date of birth, address, mobile number or email address) | (a) If done at the same time as update of biometric information: *Free*<br>(b) If done separately, for all or any demographic information: *₹ [*]* |
| 4 | Update of POI and POA document (evidencing proof of identity and address) | *₹ [*]* |

* As authorised by UIDAI from time to time, under clause (o) of sub-section (2) of section 23 of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016";

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## *63[ SCHEDULE II*

[*see* regulations 10(2) and 19(4)]

**Lists of Acceptable Documents for Enrolment and Update**

**List I - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for enrolment for Aadhaar of individual up to five years of age**

✔means allowed and ***X*** means not allowed.

- **Enrolment Type I: Head of the Family (HoF) based enrolment**

| Sl. No. | List of documents (see note below this tabular statement) | Proof of Relationship (PoR) document, containing name of child and name of Head of Family (HoF) | Proof of Date of Birth (PDB) document, containing name and date of birth |
|---|---|---|---|
| **1.** | Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder | ✔ | ✔ |
| **2.** | Valid Indian Passport (only applicable for NRIs) | ✔ | ✔ |
| **3.** | Document to prove legal guardianship issued by the Central government or a State Government authority or a court of law under the relevant Acts (the Guardians and Wards Act, 1890 / the National Trust Act, 1999 / the Rights of Persons with Disabilities Act, 2016) and the rules made under these Acts | ✔ | ***X*** |

[63] Substituted vide Notification No. HQ-16021/2/2021-EU-II- HQ(E-6538), dated 25th November, 2025

| • **Enrolment Type II: Document based enrolment** | | | | |
|---|---|---|---|---|
| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
| **4.** | Certificate issued on UIDAI Standard Certificate format by District Child Protection Officer (DCPO) along with the order of placement of child in a Child Care Institution (CCI) in Form 18 of the Juvenile Justice Model Rules, 2016 (as amended in 2022) | ✔ | ✔ | ***X*** |
| **Documents applicable for Overseas Citizen of India (OCI) cardholders, Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals who have stayed in India for 182 days or more in the immediately preceding 12 months** | | | | |
| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
| **5.** | For Overseas Citizen of India (OCI) cardholders - Valid foreign passport (along with OCI card) | ✔ | ***X**** | ✔ |
| **6.** | For nationals of Nepal and Bhutan –<br>(a) Passport of Nepal/Bhutan | ✔ | ***X**** | ✔ |
| | (b) Valid Nepalese/ Bhutanese Citizenship Certificate (along with Limited validity Photo Identity Certificate issued by Nepalese Mission / Royal Bhutanese Mission in India) | ✔ | ***X**** | ✔ |
| **7.** | For Long Term Visa holders - Valid Long Term Visa (LTV), issued to minority communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians) | ✔ | ✔* | ✔ |
| **8.** | For other foreign nationals - Valid foreign passport (along with valid visa) | ✔ | ***X**** | ✔ |

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* Proof of Address documents as in the "List III - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for enrolment for Aadhaar Number of individual eighteen years and above of age" will be applicable.

**Note:**

(a) Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—
  (i) It is currently valid;
  (ii) The person in respect of whom such document is issued is entitled for the same;
  (iii) The information contained in the document is verifiable from the source; and
  (iv) The authority issuing the document has not made any declaration that such document is not a proof of identity, address, date of birth or relationship for which such a document is presented.

(b) Criteria for acceptability of the documents submitted to evidence identity, address, date of birth and relationship:
  (i) A document is accepted as Proof of Identity (PoI) document only if it contains at least the name and photograph of the individual.
  (ii) PoI, PoA, PoR and PDB documents submitted for enrolment must be issued in the name of the individual seeking enrolment.
  (iii) A document is accepted as Proof of Relationship (PoR) document only if it contains at least the name of individual and name of Head of Family (HoF).
  (iv) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information will be considered for inclusion in the name.
  (v) Name and date of birth of the individual across all the documents submitted as PoI, PoR and PDB must be uniform.

(c) Head of Family (HoF) based enrolment is mandatory for children below five years of age except for children in Child Care Institutions and foreign nationals.

(d) Criteria for Head of Family and Proof of Relationship based enrolment:

(i) HoF must have a valid Aadhaar before performing HoF based enrolment.
(ii) Any one of the parents or the legal guardian can be HoF.
(iii) Aadhaar number of both the parents is required for HoF based enrolment. In case the child is living with only one parent or living with a legal guardian, the Aadhaar number of only such parent or legal guardian may be given.
(iv) Biometric authentication by one of the parents or the legal guardian is mandatory.
(v) The address mentioned in the Aadhaar of HoF will be used for the address in the Aadhaar of the child.

(e) Validity period of the Aadhaar issued to the OCI cardholders, Nepal & Bhutan nationals, LTV holders and other foreign nationals is specified below:
(i) OCI cardholders - ten years.
(ii) Nepal/Bhutan nationals - ten years.
(iii) LTV holders - till the validity of LTV.
(iv) Other foreign nationals - till the validity of visa.

**List II - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for enrolment for Aadhaar of individual five years and above and less than eighteen years of age**
✔means allowed and ***X*** means not allowed.

| Sl. No. | List of documents (see note below this tabular statement) | Proof of Identity (PoI) document, containing name and photograph | Proof of Address (PoA) document, containing name and address in India | Proof of Relationship (PoR)document, containing name of child and name of Head of Family (HoF) | Proof of Date of Birth (PDB) document, containing name and date of birth |
|---|---|---|---|---|---|
| **1.** | Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder | ***X*** | ***X*** | ✔ | ✔ |
| **2.** | Valid Indian Passport | ✔ | ✔ | ✔ | ✔ |
| **3.** | Domicile Certificate issued by State Government | ✔ | ✔ | ✔ | ***X*** |
| **4.** | Scheduled Tribe (ST) / Scheduled Caste (SC) / Other Backward Caste (OBC) Certificate issued by Central Government / State Government | ✔ | ✔ | ✔ | ***X*** |
| **5.** | Document to prove legal guardianship issued by the Central government or a State Government authority or a court of law under the relevant Acts (the Guardians and Wards Act, 1890 / the National Trust Act, 1999 / the Rights of Persons with Disabilities Act, 2016) and the rules made under these Acts | ***X*** | ***X*** | ✔ | ***X*** |
| **6.** | Certificate issued on UIDAI Standard Certificate format by District Child Protection Officer (DCPO) along with order of placement of child in Child Care Institution (CCI) in Form 18 of the Juvenile Justice Model Rules, 2016 (as amended in 2022) | ✔ | ✔ | ***X*** | ***X*** |
| **7.** | Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019 and rules made thereunder | ✔ | ✔ | ✔ | ✔ |

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| Documents applicable for Overseas Citizen of India (OCI) cardholders, Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals who have stayed in India for 182 days or more in the immediately preceding 12 months | | | | |
|---|---|---|---|---|
| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
| **8.** | For OCI cardholders - Valid foreign passport (along with OCI card) | ✔ | ***X**** | ✔ |
| **9.** | For nationals of Nepal and Bhutan – (a) Passport of Nepal/Bhutan | ✔ | ***X**** | ✔ |
| | (b) Valid Nepalese/ Bhutanese Citizenship Certificate (along with Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India) | ✔ | ***X**** | ✔ |
| **10.** | For Long Term Visa holders - Valid Long Term Visa (LTV) document, issued to minority communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians) | ✔ | ✔* | ✔ |
| **11.** | For other foreign nationals - Valid foreign passport (along with valid visa) | ✔ | ***X**** | ✔ |

* Proof of Address documents as in the "List III - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for enrolment for Aadhaar Number of individual eighteen years and above of age" will be applicable.

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**Note:**

(a) Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—
  (i) It is currently valid
  (ii) The person in respect of whom such document is issued is entitled for the same;
  (iii) The information contained in the document is verifiable from the source; and
  (iv) The authority issuing the document has not made any declaration that such document is not a proof of identity, address, date of birth or relationship for which such a document is presented.

(b) Criteria for acceptability of the documents submitted to evidence identity, address, date of birth and relationship:
  (i) A document is accepted as Proof of Identity (PoI) document only if it contains at least the name and photograph of the individual.
  (ii) PoI, PoA, PoR and PDB documents submitted for enrolment must be issued in the name of the individual seeking enrolment.
  (iii) A document is accepted as Proof of Relationship (PoR) document only if it contains at least the name of individual and name of Head of Family (HoF).
  (iv) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information will be considered for inclusion in the name.
  (v) Name and date of birth of the individual across all the documents submitted as PoI, PoR and PDB must be uniform.

(c) Criteria for Head of Family and Proof of Relationship based enrolment:
  (i) HoF must have a valid Aadhaar before performing HoF based enrolment.
  (ii) Any one of the parents or the legal guardian can be HoF.
  (iii) Aadhaar number of both the parents is required for HoF based enrolment. In case the child is living with only one parent or living with a legal guardian, the Aadhaar number of only such parent or legal guardian may be given.
  (iv) Biometric authentication by one of the parents or the legal guardian is mandatory.
  (v) The address mentioned in the Aadhaar of HoF will be used for the address in the Aadhaar of the child.

(d) Individuals aged 5 years and above and less than 18 years of age are encouraged to enrol through Head of Family based enrolment. However, if HoF or Proof of Relationship document is not available, such individual may enrol through document-based enrolment using PoI, PoA and PDB documents.

(e) Validity period of the Aadhaar issued to the OCI cardholders, Nepal & Bhutan nationals, LTV holders and other foreign nationals is specified below:
  (i) OCI cardholders - ten years.
  (ii) Nepal/Bhutan nationals - ten years.

(iii) LTV holders - till the validity of LTV.
(iv) Other foreign nationals - till the validity of visa.

| **List III - Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for enrolment for Aadhaar Number of individual eighteen years and above of age**<br>✔ means allowed and ***X*** means not allowed | | | | |
|---|---|---|---|---|
| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
| **1.** | Valid Indian Passport | ✔ | ✔ | ✔ |
| **2.** | Ration /PDS Photograph Card/e-Ration Card | ✔ | ✔ | ***X*** |
| **3.** | Voter Identity Card /e-Voter Identity Card whose details are displayed online on the website of the Election Commission of India or the Chief Electoral Officer concerned | ✔ | ✔ | ***X*** |
| **4.** | Driving licence | ✔ | ***X*** | ***X*** |
| **5.** | Service Photo Identity Card issued by Central Government/ State Government/ PSU/ regulatory body / statutory body | ✔ | ✔ | ✔ |
| **6.** | Pensioner Photo Identity Card / Freedom Fighter Photo Identity Card / Pension Payment Order issued by Central Government/ State Government/ PSU / regulatory body / statutory body | ✔ | ✔ | ✔ |
| **7.** | CGHS/ ECHS/ ESIC/ Medi-Claim Card issued by Central Government/ State Government/ PSU | ✔ | ***X*** | ***X*** |
| **8.** | Certificate as per the UIDAI prescribed format, jointly signed and stamped by the Head of Shelter Home registered under RPwD Act, 2016 and the District Social Welfare Officer (DSWO) / Authorized Officer of equivalent rank for disability related matters in the district | ✔ | ✔ | ***X*** |
| **9.** | MGNREGA/NREGS Job Card and Domicile Certificate issued by State Government | ✔ | ✔ | ***X*** |
| **10.** | Scheduled Tribe (ST)/ Scheduled Caste (SC)/Other Backward Caste (OBC) Certificate issued by Central Government/ State Government | ✔ | ✔ | ***X*** |
| **11.** | Mark-sheet/Certificate issued by recognised Board of Education or university or deemed university or higher educational institution established by a Central or State Act | ✔ | ***X*** | ✔ |
| **12.** | Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019 and rules made thereunder | ✔ | ✔ | ✔ |
| **13.** | Certificate issued on UIDAI Standard Certificate format by: | | | |
| | (i) MP/ MLA/ MLC/ Municipal Councillor | ***X*** | ✔ | ***X*** |
| | (ii) Gazetted Officer Group 'A'/Employees Provident Fund Organisation (EPFO) Officer | ***X*** | ✔ | ***X*** |
| | (iii) Tehsildar/ Gazetted Officer Group 'B' | ***X*** | ✔ | ***X*** |

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| | | | | |
|---|---|---|---|---|
| | (iv) Gazetted Officer at National AIDS Control Organisation (NACO) / State Health Department / Project Director of the State AIDS Control Society or his nominee (in pursuance of Hon'ble Supreme Court Judgment in Criminal Appeal No(s). 135/2010 dated 19.5.2022) | ✔ | ✔ | *X* |
| | (v) Recognised educational institution (signed by the Head of Institute, only for the institute students concerned) | *X* | ✔ | *X* |
| | (vi) Village Panchayat Head/ President or Mukhiya/ Gaon Bura/ equivalent authority (for rural areas)/ Village Panchayat Secretary/ Village Revenue Officer or equivalent (for rural areas) | *X* | ✔ | *X* |
| **14.** | Electricity bill (pre-paid/post-paid bill, not older than 3 months) | *X* | ✔ | *X* |
| **15.** | Water bill (not older than 3 months) | *X* | ✔ | *X* |
| **16.** | Telephone landline bill/ post-paid mobile bill/ broadband bill (not older than 3 months) | *X* | ✔ | *X* |
| **17.** | Valid sale agreement/ gift deed registered with the Registrar Office, or registered or unregistered rent, lease agreement or leave and licence agreement | *X* | ✔ | *X* |
| **18.** | Gas bill (not older than 3 months) | *X* | ✔ | *X* |
| **19.** | Allotment letter of accommodation issued by Central Government/ State Government/ PSU / regulatory body / statutory body (not older than 1 year) | *X* | ✔ | *X* |
| **20.** | Life or medical insurance policy (valid up to 1 year from the date of issue of the Policy) | *X* | ✔ | *X* |
| **21.** | Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder | *X* | *X* | ✔ |
| **22.** | Prisoner Induction Document (PID) issued by Prison Officer with signature and seal | ✔ | ✔ | *X* |

**Document for Head of Family based enrolment of persons in respect of whom a legal guardian has been appointed**

| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Relationship (PoR) document, containing name of individual and name of Head of Family (HoF)** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
|---|---|---|---|---|---|
| **23.** | Document to prove legal guardianship issued by the Central government or a State Government authority or a court of law under the relevant Acts (the Guardians and Wards Act, 1890 / the National Trust Act, 1999 / the Rights of Persons with Disabilities Act, 2016) and the rules made under these Acts | *X* | *X* | ✔ | *X* |

**Documents applicable for Overseas Citizen of India (OCI) cardholders, Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals who have stayed in India for 182 days or more in the immediately preceding 12 months**

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| Sl. No. | List of documents (see note below this tabular statement) | Proof of Identity (PoI) document, containing name and photograph | Proof of Address (PoA) document, containing name and address in India | Proof of Date of Birth (PDB) document, containing name and date of birth |
|---|---|---|---|---|
| **24.** | For OCI cardholders - Valid foreign passport (along with OCI card) | ✔ | *X** | ✔ |
| **25.** | For nationals of Nepal and Bhutan –<br>(a) Passport of Nepal/Bhutan | ✔ | *X** | ✔ |
| | (b) Any two of the following documents having the same address may be submitted:<br>a. Valid Nepalese/ Bhutanese Citizenship Certificate (acceptable as proof of date of birth also)<br>b. Valid Voter Identity Card issued by the Election Commission of Nepal/ Bhutan (not acceptable as proof of date of birth)<br>c. Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India (not acceptable as proof of date of birth) | ✔ | *X** | ✔ |
| **26.** | For Long Term Visa holders - Valid Long Term Visa (LTV), issued to minority communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians) | ✔ | ✔* | ✔ |
| **27.** | For other foreign nationals - Valid foreign passport (along with valid visa) | ✔ | *X** | ✔ |
| **28.** | Valid Registration Certificate or Residential permit issued by FRRO/FRO to the foreign national (except OCI cardholders, LTV document holders and Nepal/Bhutan nationals) | *X* | ✔ | *X* |

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* Proof of Address documents as in the above list will also be applicable for Overseas Citizens of India (OCI) cardholders, or Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals seeking enrolment.

**Note:**

(a) Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely:—
  (i) It is currently valid
  (ii) The person in respect of whom such document is issued is entitled for the same;
  (iii) The information contained in the document is verifiable from the source; and
  (iv) The authority issuing the document has not made any declaration that such document is not a proof of identity, address, date of birth or relationship for which such a document is presented.

(b) Criteria for acceptability of the documents submitted to evidence identity, address, date of birth and relationship:
  (i) A document is accepted as Proof of Identity (PoI) document only if it contains at least the name and photograph of the individual.
  (ii) PoI, PoA, PoR and PDB documents submitted for enrolment must be issued in the name of the individual seeking enrolment.
  (iii) A document is accepted as Proof of Relationship (PoR) document only if it contains at least the name of individual and name of Head of Family (HoF).
  (iv) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information will be considered for inclusion in the name.
  (v) Name and date of birth of the individual across all the documents submitted as PoI, PoR and PDB must be uniform.

(c) Validity period of the Aadhaar issued to the OCI cardholders, Nepal & Bhutan nationals, LTV holders and other foreign nationals is specified below:
  (i) OCI cardholders - ten years.
  (ii) Nepal/Bhutan nationals - ten years.
  (iii) LTV holders - till the validity of LTV.
  (iv) Other foreign nationals - till the validity of visa.

**List IV -Documents that may be presented to evidence Proof of Identity, Address, Relationship or Date of Birth for update of information in respect of Aadhaar Number Holder of any age**

✔means allowed and ***X*** means not allowed

| Sl. No. | List of documents (see note below this tabular statement) | Proof of Identity (PoI) document, containing name and photograph | Proof of Address (PoA) document, containing name and address in India | Proof of Relationship (PoR) document, containing name of child and name of Head of Family (HoF) | Proof of Date of Birth (PDB) document, containing name and date of birth |
|---|---|---|---|---|---|
| **1.** | Valid Indian Passport | ✔ | ✔ | ✔ | ✔# |
| **2.** | Ration / PDS Photograph Card / e-Ration Card | ✔ | ✔ | ✔ | ***X*** |
| **3.** | Voter Identity Card /e-Voter Identity Card, whose details are displayed online on the website of the Election Commission of India or the Chief Electoral Officer concerned | ✔ | ✔ | ***X*** | ***X*** |
| **4.** | Driving licence | ✔ | ***X*** | ***X*** | ***X*** |
| **5.** | Service Photo Identity Card issued by Central Government/ State Government/ PSU/ regulatory body / statutory body | ✔ | ✔ | ***X*** | ✔# |
| **6.** | Pensioner Photo Identity Card / Freedom Fighter Photo Identity Card / Pension Payment Order issued by Central Government/ State Government/ PSU / regulatory body / statutory body | ✔ | ✔ | ✔ | ✔# |
| **7.** | Kisan Photo Passbook | ✔ | ✔ | ***X*** | ***X*** |
| **8.** | CGHS/ ECHS/ ESIC/ Medi-Claim Card issued by Central Government/ State Government/ PSU | ✔ | ***X*** | ***X*** | ***X*** |
| **9.** | Certificate as per the UIDAI prescribed format, jointly signed and stamped by the Head of Shelter Home registered under RPwD Act, 2016 and the District Social Welfare Officer (DSWO)/Authorized Officer of equivalent rank for disability related matters in the district | ✔ | ✔ | ***X*** | ***X*** |
| **10.** | MGNREGA/NREGS Job Card and Domicile Certificate issued by State Government | ✔ | ✔ | ✔ | ***X*** |
| **11.** | Marriage Certificate with or without photograph issued by Central Government/ State Government (supporting PoI document of old name and photograph is required if the Marriage Certificate is without photograph) | ✔ | ✔ | ✔ | ***X*** |
| **12.** | Divorce Decree issued by family court | ✔ | ***X*** | ***X*** | ***X*** |
| **13.** | Scheduled Tribe (ST)/ Scheduled Caste (SC)/Other Backward Caste (OBC) Certificate issued by Central Government/ State Government | ✔ | ✔ | ✔ | ***X*** |
| **14.** | Marksheet/Certificate issued by recognised Board of Education or university or deemed university or higher educational institution established by a Central or State Act | ✔ | ***X*** | ✔ | ✔# |
| **15.** | Passbook issued by a scheduled commercial bank or a State cooperative bank having Name and Photograph (cross stamped with Bank seal) and signed by bank official/ Post Office Savings Account Passbook (with stamp and signature of issuing official of post office) | ***X*** | ✔ | ***X*** | ***X*** |

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| **16.** | Bank Account Statement/ Credit Card Statement (with Bank stamp & signature of issuing bank official)/ Post Office Savings Account Statement (with stamp and signature of issuing official of post office) (not older than 3 months) | ***X*** | ✔ | ***X*** | ***X*** |
| **17.** | Third gender / Transgender Identity Card / Certificate issued under the Transgender Persons (Protection of Rights) Act, 2019 and rules made thereunder<br>*(also acceptable for gender and full name change)* | ✔ | ✔ | ✔ | ✔[#] |
| **18.** | For change in first name or change in full name: Gazette notification | ✔ | ***X*** | ***X*** | ***X*** |
| **19.** | Certificate issued on UIDAI Standard Certificate format by: | | | | |
| | (i) MP / MLA / MLC / Municipal Councillor | ***X*** | ✔ | ***X*** | ***X*** |
| | (ii) Gazetted Officer Group 'A'/ Employees Provident Fund Organisation (EPFO) Officer | ***X*** | ✔ | ***X*** | ***X*** |
| | (iii) Tehsildar/ Gazetted Officer Group 'B' | ***X*** | ✔ | ***X*** | ***X*** |
| | (iv) Gazetted Officer at National AIDS Control Organisation (NACO)/State Health Department / Project Director of the State AIDS Control Society or his nominee (in pursuance of Hon'ble Supreme Court Judgment in Criminal Appeal No(s). 135/2010 dated 19.5.2022) | ✔ | ✔ | ***X*** | ***X*** |
| | (v) Certificate issued on UIDAI Standard Certificate format by District Child Protection Officer (DCPO) along with order of placement of child in Child Care Institution (CCI) in Form 18 of the Juvenile Justice Model Rules, 2016 (as amended in 2022) | ✔ | ✔ | ***X*** | ***X*** |
| | (vi) Recognised educational institution (signed by the Head of Institute, only for the institute students concerned) | ***X*** | ✔ | ***X*** | ***X*** |
| | (vii) Village Panchayat Head/ President or Mukhiya/ Gaon Bura/ equivalent authority (for rural areas)/ Village Panchayat Secretary/ Village Revenue Officer or equivalent (for rural areas) | ***X*** | ✔ | ***X*** | ***X*** |
| **20.** | Electricity bill (pre-paid/post-paid bill, not older than 3 months) | ***X*** | ✔ | ***X*** | ***X*** |
| **21.** | Water bill (not older than 3 months) | ***X*** | ✔ | ***X*** | ***X*** |
| **22.** | Telephone landline bill/ post-paid mobile bill/ broadband bill (not older than 3 months) | ***X*** | ✔ | ***X*** | ***X*** |
| **23.** | Property Tax Receipt (not older than 1 year) | ***X*** | ✔ | ***X*** | ***X*** |
| **24.** | Valid sale agreement/ gift deed registered with the Registrar Office, or registered or unregistered rent, lease agreement or leave and licence agreement | ***X*** | ✔ | ***X*** | ***X*** |
| **25.** | Gas bill (not older than 3 months) | ***X*** | ✔ | ***X*** | ***X*** |
| **26.** | Allotment letter of accommodation issued by Central Government/ State Government/ PSU / regulatory body / statutory body (not older than 1 year) | ***X*** | ✔ | ***X*** | ***X*** |
| **27.** | Life or medical insurance Policy (valid up to 1 year from the date of issue of the Policy) | ***X*** | ✔ | ***X*** | ***X*** |

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| **28.** | Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder | ***X*** | ***X*** | ✔ | ✔[#] |
| **29.** | Prisoner Induction Document (PID) issued by Prison Officer with signature and seal | ✔ | ✔ | ***X*** | ***X*** |
| **30.** | Self-declaration from an immediate family member certifying the relationship with the individual residing at the same address. (Valid only for borrowing the address of an immediate family member for address update). | ***X*** | ***X*** | ✔ | ***X*** |
| **31.** | Document to prove legal guardianship issued by the Central government or a State Government authority or a court of law under the relevant Acts (the Guardians and Wards Act, 1890 / the National Trust Act, 1999 / the Rights of Persons with Disabilities Act, 2016) and the rules made under these Acts | ***X*** | ***X*** | ✔ | ***X*** |
| **Documents applicable for Overseas Citizens of India (OCI) cardholders, Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals** | | | | | |
| **Sl. No.** | **List of documents (see note below this tabular statement)** | **Proof of Identity (PoI) document, containing name and photograph** | **Proof of Address (PoA) document, containing name and address in India** | **Proof of Relationship (PoR) document, containing name of individual and name of Head of Family (HoF)** | **Proof of Date of Birth (PDB) document, containing name and date of birth** |
| **32.** | For OCI cardholders - Valid foreign passport (along with OCI card) | ✔ | ***X**** | ***X*** | ✔ |
| **33.** | For nationals of Nepal and Bhutan –<br>(a) Passport of Nepal/Bhutan | ✔ | ***X**** | ***X*** | ✔ |
| | (b) Any two of the following documents having the same address may be submitted:<br>(i) Valid Nepalese/ Bhutanese Citizenship Certificate (acceptable as proof of date of birth also)<br>(ii) Valid Voter Identity Card issued by the Election Commission of Nepal/ Bhutan (not acceptable as proof of date of birth)<br>(iii) Limited validity Photo Identity Certificate issued by Nepalese Mission/ Royal Bhutanese Mission in India (not acceptable as proof of date of birth) | ✔ | ***X**** | ***X*** | ✔ |
| **34.** | For Long Term Visa holders - Valid Long Term Visa (LTV), issued to minority communities of Afghanistan, Bangladesh and Pakistan (Hindus, Sikhs, Buddhists, Jains, Parsis and Christians) | ✔ | ✔* | ***X*** | ✔ |
| **35.** | For other foreign nationals - Valid foreign passport (along with valid visa) | ✔ | ***X**** | ***X*** | ✔ |
| **36.** | Valid Registration Certificate or Residential permit issued by Foreigners Regional Registration Office (FRRO) /Foreigners Registration Office (FRO) to the foreign national (except for OCI cardholders, LTV holders and Nepal/ Bhutan nationals) | ***X*** | ✔ | ***X*** | ***X*** |

* Proof of Address documents as in the above list will also be applicable for Overseas Citizens of India (OCI) cardholders, or Long Term Visa (LTV) holders, nationals of Nepal and Bhutan and other foreign nationals seeking update.

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**Note:**

(a) Any document listed in the above tabular statement shall be acceptable only if it meets the following conditions, namely: —
   (i) It is currently valid
   (ii) The person in respect of whom such document is issued is entitled for the same;
   (iii) The information contained in the document is verifiable from the source; and
   (iv) The authority issuing the document has not made any declaration that such document is not a proof of identity, address, date of birth or relationship for which such a document is presented.

(b) Criteria for acceptability of the documents submitted to evidence identity, address, date of birth and relationship:
   (i) A document is accepted as Proof of Identity (PoI) document only if it contains at least the name and photograph of the individual.
   (ii) A document is accepted as Proof of Relationship (PoR) document only if it contains at least the name of individual and name of Head of Family (HoF).
   (iii) PoI, PoA, PoR and PDB documents submitted for update must be issued in the name of the individual seeking update.
   (iv) Name of the individual as mentioned in the supporting document, will be replicated as such in the individual's Aadhaar. No additional information will be considered for inclusion in the name.
   (v) Name and date of birth of the individual across all the documents submitted as PoI, PoR and PDB must be uniform.

(c) Criteria for Head of Family and Proof of Relationship based update:
   (i) HoF must have a valid Aadhaar before performing HoF based update.
   (ii) Any one of the parents or the legal guardian can be HoF.
   (iii) Aadhaar number of both the parents is required for HoF based update. In case the child is living with only one parent or living with a legal guardian, the Aadhaar number of only such parent or legal guardian may be given.
   (iv) Biometric authentication by one of the parents or the legal guardian is mandatory.
   (v) The address mentioned in the Aadhaar of HoF will be used for the address in the Aadhaar of the individual.

(d) #Request for update of date of birth in Aadhaar shall be accepted, in the following manner:
   (i) If date of birth is recorded as declared or approximate:
      a. For resident Indians below 18 years of age: - Aadhaar number holder shall mandatorily submit birth certificate as proof of date of birth.
      b. For Non-Resident Indian (NRI) below 18 years of age: - Aadhaar number holder shall submit birth certificate or Indian Passport as proof of date of birth.
      c. For resident Indians and Non-Resident Indian (NRI) of 18 years and above of age: - Aadhaar number holder shall submit any of the acceptable proof of date of birth documents as specified in the above list.
   (ii) If the Aadhaar number holder had earlier submitted birth certificate as proof of date of birth, the Aadhaar number holder shall submit corrected birth certificate bearing same Birth Registration Number (BRN).
   (iii) If the Aadhaar number holder had earlier submitted any proof of date of birth document except birth certificate (for e.g. Marksheet, Passport etc.), the Aadhaar number holder shall submit corrected version of the same document or submit a birth certificate.
   (iv) In case of date of birth update of woman who has changed her name post-marriage, proof of date of birth documents issued pre-marriage will be accepted along with evidence of name change (Aadhaar with old name or marriage certificate with both names).

(e) Request for update of name, gender and date of birth in Aadhaar beyond the limits prescribed in Regulation 19 (3), update of such information shall be done only in accordance with the process as specified below:
   (i) Name – [$]
   (ii) Gender – [$]
   (iii) Date of birth – [@]

(f) In case of child (0-5 years) having name as "Baby of …." in Aadhaar, the first update request for full name change shall be allowed by submission of Birth certificate issued under the Registration of Births and Deaths Act, 1969 and the rules made thereunder.

(g) Head of Family (HoF) based minor updates in name (viz. addition/ deletion/ change in surname, change in spelling owing to phonetics, expansion/ abbreviation provided the primary name remains unchanged) of a minor (below 18 years of age) shall be permitted based on Birth Certificate bearing the revised name.

(h) Head of Family (HoF) based address update of Aadhaar may be used in case individual does not have PoA documents.

$-https://uidai.gov.in/images/SOP_dated_28_10_2021Name_and_Gender_update_request_under_exception_handling_process_Circular_dated_03-11-2021.pdf
@- https://uidai.gov.in/images/SOP_for_DOB_update.pdf

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[64][SCHEDULE III

[*see* regulations 10(4) and 19A]

**Verification of Enrolment and Update Information**

| Information | Fields | Verification Required? | Verification* |
|---|---|---|---|
| Personnel Details | Name | Yes | Any of the Proof of Identity documents.<br>Head of Family for people who have no documents. |
| | Date of Birth | …….<br><br>Yes | A flag is maintained to indicate if Date of Birth (DoB) is verified.<br>If DOB is not verified (approximate / declared) only year of birth shall be displayed.<br>Update of DOB is only allowed as verified<br>For individual born on or after 01.10.2023, birth certificate is mandatory for enrolment and update. |
| | Gender | No<br><br>Yes | --<br><br>Update is only allowed as verified |
| Address Details | Residential Address (for Aadhaar letter delivery and other communication) | Yes | Any of the Proof of Address documents.<br>Head of Family for people who have no documents. |
| Parent/Guardian Details | Father's/Mother's/ Guardian's/Husband's / Wife's Name | Conditional | No verification of Father/Husband/Guardian in the case of adults.<br>For children below five years of age, Father /Mother / Guardian's name, Aadhaar number and biometric information (any one modality) shall be captured for authentication.<br>For adults, name of either Father/Husband/Guardian or Mother/Wife/Guardian is optional. |
| | Father's/Mother's/ Guardian's/Husband's/ Wife's Enrolment ID / Aadhaar number | | |
| HoF Details | HoF Name | Yes | HoF's Name, UID on the form.<br>HoF biometrics (any one modality) captured for authentication. |
| | HoF's UID | | |
| Contact Details | Mobile Number | No | ------- |
| | Email Address | No | -------- |

Note: Electronic information evidencing requisite proof is also acceptable in lieu of documents.
*Assistance of any Ministry, Department or agency of the Central Government or a State Government may be taken for the purpose of verification.]

[65][SCHEDULE IV

[***]]

[64] Substituted vide Notification No. HQ-21026/1/2022-LEGAL-HQ (E), dated 29th September, 2023.
[65] Schedule IV omitted by Notification No. 13012/79/2017/Legal-UIDAI (13) (No.2 of 2018), dated 31st July, 2018 (w.e.f. 31-07-2018).

## SCHEDULE V
## Code of Conduct for Service Providers

1. Service Providers shall make best efforts to protect the interests of [66][individuals seeking to enrol and Aadhaar number holders].
2. Service Providers shall maintain high standards of ethics, integrity, dignity and fairness in the conduct of Aadhaar enrolment and update of [60][individuals seeking to enrol and Aadhaar number holders].
3. Service Providers shall fulfil their obligations in a prompt, ethical and professional manner.
4. Service Providers shall at all times exercise due diligence, ensure proper care and exercise independent professional judgment.
5. Service Providers shall not divulge to anybody either orally or in writing, directly or indirectly, any confidential information about the [60][individuals seeking to enrol and Aadhaar number holders] which has come to their knowledge, except where such disclosures are required to be made in compliance with the Act or any other law for the time being in force.
6. Service Providers shall not indulge in any unfair practice.
7. Service Providers shall ensure that grievances of residents are redressed in a timely and appropriate manner.
8. Service Providers shall make reasonable efforts to avoid misrepresentation and ensure that the information provided to the [60][individuals seeking to enrol and Aadhaar number holders] is not misleading.
9. Service Providers shall abide by the provisions of the Act and the rules, regulations issued by the Government and the Authority, from time to time, as may be applicable.
10. Service Providers shall not make untrue statements or suppress any material fact in any documents, reports, papers or information furnished to the Authority.
11. Service Providers shall ensure that the Authority is promptly informed about any action, legal proceeding, etc., initiated against it in respect of any material breach or non-compliance by it, of any law, rules, regulations and directions of the Authority or of any other regulatory body.
12. Service Providers shall be responsible for the acts or omissions of their agencies and employees in respect of the conduct of their enrolment and update services.
13. Service Providers should have adequately trained staff and arrangements to render fair, prompt and competence services to [60][individuals seeking to enrol and Aadhaar number holders].
14. Service Providers shall develop their own internal code of conduct for governing internal operations and laying down standards of appropriate conduct for their agencies, employees and officers in the carrying out of their duties. Such a code may extend to the maintenance of professional excellence and standards, integrity, confidentiality, objectivity, and avoidance of conflict of interests.
15. Service Providers shall follow maker-checker concept in their activities to ensure accuracy of enrolment and update data.
16. Service Providers shall not indulge in manipulative, fraudulent practices in the process of enrolment and updation.

[66] Subs. for "residents" *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

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17. Service Providers shall ensure security and protection of all data (demographic/biometric) collected from [60][individuals seeking to enrol and Aadhaar number holders] in accordance with policies and processes as may be specified by the Authority for this purpose.

18. Service Providers shall enforce the decision of Authority regarding suspension/debarment/dis- empanelment of enrolling agencies, operators, supervisors etc, as applicable.

19. Service Providers shall follow the standards for data fields, data verification and biometric fields specified by the Authority.

20. Where required, Service Providers shall use only those devices and IT systems whose specifications have been approved by the Authority.

21. Service Providers shall follow the protocols prescribed by the Authority for record keeping and maintenance.

22. Service Providers shall follow the process and systems specified by the Authority for transmission of the data collected.

23. Service Providers shall follow the confidentiality, privacy and security protocols as may be specified by the Authority.

24. Service Providers shall follow protocols as may be specified by the Authority for spreading and communicating the message, content and intent of the Aadhaar project. Since the Aadhaar logo and brand name are properties of the Authority, the Authority will specify the manner and limits of the use of the Authority logo, brand name, brand design and other communication and awareness materials.

25. Service Providers shall follow protocols, processes and standards specified by the Authority for theimplementation of the Aadhaar processes.

26. Service Providers shall submit periodic reports of enrolment to the Authority in the form and manner as may be specified by the Authority.

27. Service Providers shall provide information related to the Aadhaar processes from time to time as requested by the Authority.

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## [67][*SCHEDULE VI*

[68][*See regulation* 27(3)]

**FORM 9: Application by Aadhaar Number Holder for omission/cancellation of Aadhaar Number on attaining the Age of 18 Years**

| | | |
|---|---|---|
| 1. | Aadhaar Number or EID Number | |
| 2. | Name | |
| 3. | Gender | |
| 4. | Parent's / legal guardian's name | |
| 5. | Address | |
| 6. | Date of Birth | |
| 7. | Mobile Number | |

[67] Subs. vide Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 16th January, 2024.
[68] Subs. *vide* Notification No. HQ-16016/1/2023-EU-I- HQ (E), dated 25th January, 2024 (w.e.f. 27.01.2024).

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|---|---|---|
| 8. | Choice of one Regional Office for authentication* (Please choose one out of Delhi / Chandigarh / Mumbai / Lucknow / Hyderabad / Guwahati / Ranchi / Bengaluru) | |
| 9. | Declaration | In terms of sub-section (2) of section 3A of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016, I hereby state that I want to get my Aadhaar number cancelled. I also affirm that details given above are true, correct and accurate and pertain to me. I also confirm that I am making this application within six months of attaining the age of eighteen years. |
| | Signature or Thumb Impression | |
| | Place | |
| | Date | |

*The details of the regional offices out of which one has to be opted by resident for sending application and for subsequent authentication, shall be such as is provided at the official website of UIDAI i.e., www.uidai.gov.in.".]

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