



**PROFORMA FOR ISSUE OF IDENTITY CERTIFICATE  
IN CONNECTION WITH INDIAN PASSPORT**

Photograph  
Colors  
(Size. 3.5 X 3.5 cm)  
with white Background  
Attested by  
the Head of the office  
with Office seal

**DATA MUST BE FILLED IN CAPITAL LETTERS**

1. NAME OF THE APPLICANT : \_\_\_\_\_
2. FATHER'S NAME : \_\_\_\_\_
- (a) HUSBAND'S NAME : \_\_\_\_\_  
(In case of married women)
- (b) MOTHER'S NAME : \_\_\_\_\_
- (c) NAME OF DEPENDENT FAMILY MEMBER(S) Mr/ Mrs/Miss/Master.

	NAME	RELATIONSHIP	NATIONALITY
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____

3. DESIGNATION OF APPLICANT : \_\_\_\_\_
4. DATE OF BIRTH : \_\_\_/\_\_\_/\_\_\_\_.
5. PERMANENT I. D. NUMBER : \_\_\_\_\_
6. NATURE OF APPOINTMENT : \_\_\_\_\_  
(Temporary/Probation/Permanent)
7. DATE OF 1<sup>st</sup> CONTINUOUS APPOINTMENT : \_\_\_/\_\_\_/\_\_\_\_.
8. Whether any disciplinary proceeding is pending or being contemplated against the applicant.  
(YES/NO) : \_\_\_\_\_
9. Whether there are grounds to believe that the applicant could figure adversely on the security records of the govt.  
(YES/NO) : \_\_\_\_\_

<b>Office use only</b>
R. No. _____/GEN
Date: _____

10. Whether any vigilance enquiry is pending or being contemplated against the applicant.  
(YES/NO) : \_\_\_\_\_
11. WHETHER APPLYING FOR FRESH PASSPORT  
(YES/NO) : \_\_\_\_\_
12. IF RENEWAL PRESENT PASSPORT NO. : \_\_\_\_\_  
DATE OF ISSUE. : \_\_\_\_\_
13. AMU IDENTITY CARD NO. : \_\_\_\_\_
14. I have read the following provisions of Section 6(2) of the Passport Act 1967 and certify that these are not attracted in my case:-  
*“Subject to the other provisions of this act, the passport authority shall refuse to issue a passport or travel document for visiting any foreign country under clause ( c ) sub-section 5 of anyone or more of the following grounds and on no other ground, namely:-*
15. The applicant shall reply the following queries:-
- (a) Whether the applicant is a citizen of India.  
(YES/NO) : \_\_\_\_\_
- (b) Whether the applicant may, or is likely to engage outside India in activities prejudicial to the sovereignty and integrity of India.  
(YES/NO) : \_\_\_\_\_
- (c) Whether the departure of the applicant from India may, or likely to be detrimental to the security of India.  
(YES/NO) : \_\_\_\_\_
- (d) Whether the presence of applicant outside India may, or is likely to prejudice the friendly relations of India with any foreign country.  
(YES/NO) : \_\_\_\_\_
- (e) Whether the applicant has, at any time during the period of five years immediately preceding the date of his application been convicted by a court of India for any offence involving moral turpitude and entenced in respect thereof imprisonment for not less than two years.  
(YES/NO) : \_\_\_\_\_
- (f) Whether any criminal proceedings in respect of an offence alleged to have been committed by the applicant are pending before a court in India (if any, please specify the details of such proceedings).  
(YES/NO) : \_\_\_\_\_

(g) Whether a Warrant or summons for the appearance of a warrant for the arrest of the applicant has been issued by a Court under any law for the time being in force or that an order prohibiting the departure from India of the applicant has been made by any such court (if any, please specify the details).

(YES/NO)

\_\_\_\_\_

(h) Whether the applicant has been repatriated and has not reimbursed the expenditure incurred in connection with such repatriation.

(YES/NO)

\_\_\_\_\_

(i) The above named applicant verify that the above information and particulars to the best of my knowledge are true and correct. Nothing has been concealed.

SIGNATURE OF THE APPLICANT

Verified the above particulars and recommended for issue of IDENTITY CERTIFICATE in connection with INDIAN PASSPORT, as applied for.

Signature of the Dean of concerned Faculty/  
Directorate of school Education  
with office seal.

Signature of the Head of office  
with office seal.

**Note:- The proforma should be routed through proper Channel (Head of the Department concerned/ Principal of College and Dean of the concerned Faculty, if the applicant is member of the teaching staff), if a School Teacher, it should be routed through the Directorate of School Education and be sent to Deputy Registrar/Joint Registrar (General). This NOC is valid for 6 months from the date of issue.**

**Instructions to be followed:-**

1. Application for NOC must reach in the General Section on or before 10 days before applying online for the Passport.
2. All relevant enclosures should be properly attached.
3. Signature of the Dean concerned in respect of University faculty/Directorate of School Education in respect of school teacher is must.

**Enclosures:**

1. Two recent unattested color Photographs with white Background.
2. Copy of 1<sup>st</sup> Continuous appointment order.
3. Copy of Joining Report.
4. Copy of AMU Identity Card.
5. Copy of Passport in case of renewal.

**(Space for office use)**