Unique Identification Authority of India
Government of India

# 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:**
*(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(s) of Family {HoF(s)} |
| **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 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:**
*(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: |

# 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.<br>(7) In case the child is NRI and does not have POA for address in India, please use Form 4. | 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 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) | (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* |

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