

Guide to apply Online for Haj-2017

- A) To apply Online for Haj -2017, you need:
1. Computer with internet and printer.
 2. A valid Mobile Number.
 3. A valid Email Id.
- B) The GUIDELINES for Haj-2017 are applicable for online applications also.
- C) To complete online application follow the steps given below:

Step 1:

Registration for Online Application:

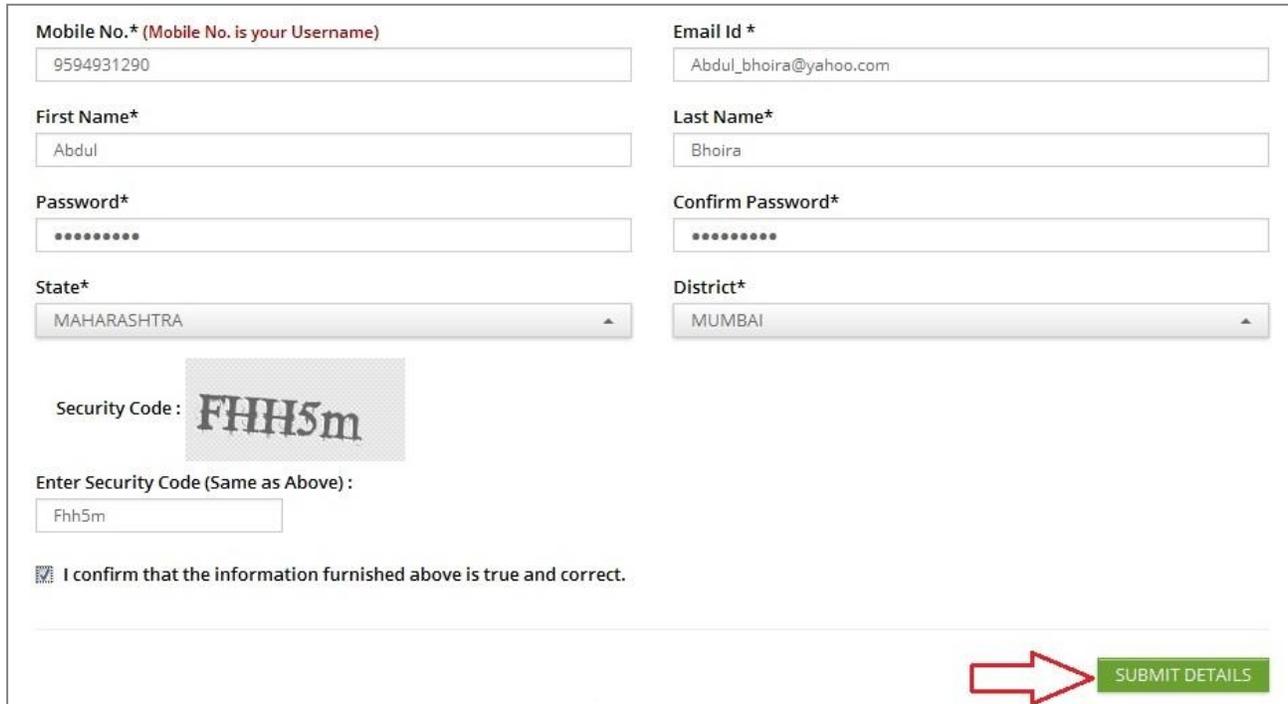
- i. Go to www.hajcommittee.gov.in and click on “Online Application”



- ii. Following screen will appear, click on “NEW USER REGISTRATION”:



- iii. After clicking on “NEW USER REGISTRATION” following screen will appear. Fill all details and click “SUBMIT DETAILS” button:



The registration form contains the following fields and elements:

- Mobile No.* (Mobile No. is your Username):** 9594931290
- Email Id*:** Abdul_bhoira@yahoo.com
- First Name*:** Abdul
- Last Name*:** Bhoira
- Password*:** [Masked with dots]
- Confirm Password*:** [Masked with dots]
- State*:** MAHARASHTRA
- District*:** MUMBAI
- Security Code:** FHH5m
- Enter Security Code (Same as Above):** Fhh5m
- I confirm that the information furnished above is true and correct.
- SUBMIT DETAILS** button (indicated by a red arrow)

- iv. On successful submission of registration details, a system generated **OTP** (One Time Password) will be sent to Mobile Number provided in the registration form. Activate user-id by entering **OTP number** and click on “SUBMIT” button.



The verification form displays:

- ACCOUNT VERIFICATION** header
- Q** icon next to the input field
- 516686** entered in the input field
- SUBMIT** button (indicated by a red arrow)

- v. On successful submission of **OTP**, a confirmation message will appear on screen.

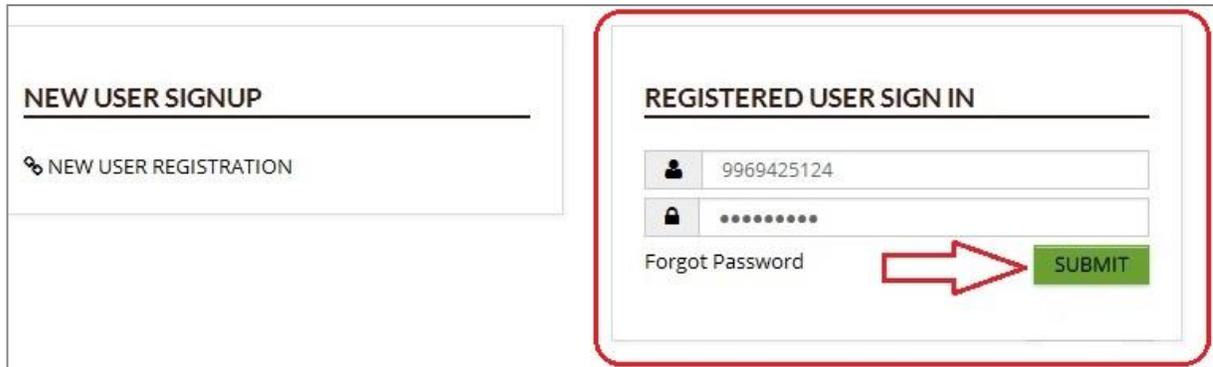
**YOUR ACCOUNT HAS BEEN
ACTIVATED, YOU CAN NOW LOGIN**

Your account will not be activated until you have entered OTP in the above displayed verification box, so do not forget this important step.

Step 2:

Registered User Sign-in:

Enter user-id and password for filling online HAF.



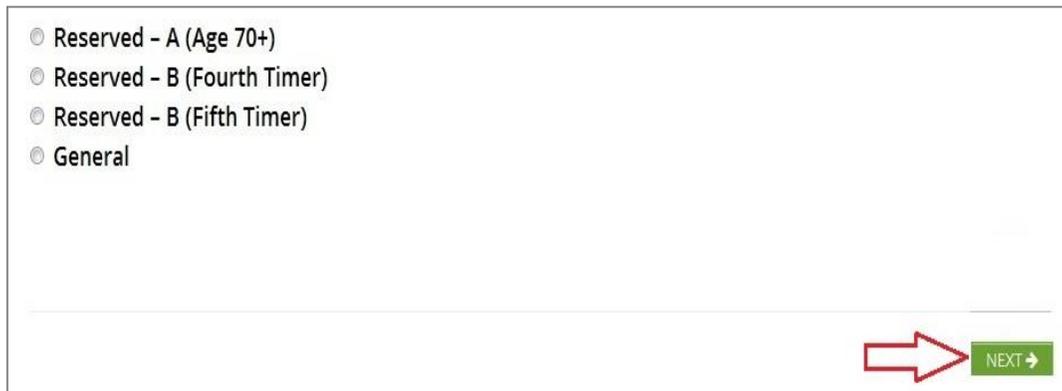
The screenshot shows two side-by-side panels. The left panel is titled "NEW USER SIGNUP" and contains a link for "NEW USER REGISTRATION". The right panel is titled "REGISTERED USER SIGN IN" and contains a sign-in form. The form has two input fields: the first for the user ID (containing "9969425124") and the second for the password (containing masked characters). Below the password field is a "Forgot Password" link and a green "SUBMIT" button. A red arrow points to the "SUBMIT" button.

Step 3:

Selection and verification of Category:

After sign-in following will appear on the screen.

- i. Select appropriate category and click "NEXT" button:



The screenshot shows a form with four radio button options: "Reserved - A (Age 70+)", "Reserved - B (Fourth Timer)", "Reserved - B (Fifth Timer)", and "General". At the bottom right of the form is a green "NEXT" button with a right-pointing arrow. A red arrow points to the "NEXT" button.

- ii. Select the number of Adults/ Infants and Accommodation Category from the drop down box and click "NEXT" button:



The screenshot shows three dropdown menus. The first is labeled "No of Adults*" and has the value "2" selected. The second is labeled "No of Infants*" and has the value "0" selected. The third is labeled "Accommodation Category*" and has the value "GREEN" selected. At the bottom right of the form is a green "NEXT" button with a right-pointing arrow. A red arrow points to the "NEXT" button.

iii. Enter initial parameters of Cover Head as per passport. Then click “NEXT” button:

| | | |
|-------------------------------|---------------------------|---|
| First Name* AAFTAB | Gender* MALE | Date of Birth* 01-06-1971 |
| Passport Number* P4561237 | Place of Issue* MUMBAI | Date of Issue* 01-01-2015 |
| Date of Expiry* 31-12-2025 | | |
| | |  NEXT → |

The above mentioned fields are common for all categories.

Additional fields for reserved categories are mentioned below.

- Category Reserved – A (Age 70+) “check box for companion and drop down companion relationship. This box is to be checked by the companion of 70+ pilgrim.

| | |
|-------------------|--|
| Select Companion* | Relation Companion* SELECT RELATION |
|-------------------|--|

- Category Reserved – B (Fourth/Fifth Timer) “previous year’s Cover & passport numbers” of pilgrim will be generated automatically after user enters the Passport Number.

| | | |
|------------------------|---------------------------------------|---------------------------------|
| Haj Year 2014 : | Cover No. Haj-2014 MHF-3643-2-0 | Passport No. 2014 * J8393462 |
| Haj Year 2015 : | Cover No. Haj-2015 * MHF-9514-2-0 | Passport No. 2015 * J8393462 |
| Haj Year 2016 : | Cover No. Haj-2016 * MHR-22275-2-0 | Passport No. 2016 * J8393462 |

Step (iii) will be repeated for each co-pilgrim.

iv. The details filled in the previous steps will appear on the following Dashboard. If you need to change any details click “Edit” against each line. After verifying the details click the “CONFIRM DETAILS” button.

| Sr.No | First Name | Passport No. | Gender | Date of Birth | Place of Issue | Date of Issue | Date of Expiry | Action |
|-------|------------|--------------|--------|---------------|----------------|---------------|----------------|--|
| 1 | AAFTAB | A1234567 | Male | 11-01-1939 | MUMBAI | 05-11-2015 | 25-10-2018 |  Edit |
| 2 | AMMAR | B1234567 | Male | 10-01-1956 | MUMBAI | 08-10-2014 | 28-02-2018 | Edit |

 **→ CONFIRM DETAILS**

- v. You will get the alert message “Are you sure?” If you click “OK”, details will be saved and NO CHANGES WILL BE ALLOWED SUBSEQUENTLY. If you click “Cancel” you can go back and make corrections.

If the details are not valid following message will appear



Step 4:

Entry of Applicants' personal details:

After initial details filled in Step 3 are validated, remaining details need to be filled in the screen below. The fields marked with * are compulsory

APPLICANT'S DETAILS (AS PER INTERNATIONAL PASSPORT)

| | |
|---|--|
| No of Adult Selected <input type="text" value="2"/> | No of Infant Selected <input type="text" value="0"/> |
| Desired Category <input type="text" value="A"/> | Accommodation Category <input type="text" value="AZIYA"/> |
| Passport Number <input type="text" value="A1234567"/> | Place of Issue <input type="text" value="MUMBAI"/> |
| Date of Issue <input type="text" value="05-11-2015"/> | Date of Expiry <input type="text" value="25-10-2018"/> |
| Surname <input type="text" value="KHAN"/> | Given Name* <input type="text" value="AAFTAB"/> |
| Father's Name* <input type="text" value="KARIM MALLICK"/> | Mother's Name* <input type="text" value="NASIMAN BIBI"/> |
| Spouse's Name <input type="text" value="ABDUR RAUF MIR"/> | |
| Date of Birth* <input type="text" value="11-01-1939"/> | Age <input type="text" value="77"/> |
| Gender* <input type="text" value="MALE"/> | Place of Birth* <input type="text" value="MUMBAI"/> |
| Occupation* <input type="text" value="GOVT. SERVICE"/> | Marital Status* <input type="text" value="MARRIED"/> |
| Blood Group* <input type="text" value="A2-"/> | Edu. Qualification* <input type="text" value="POST GRADUATE"/> |

PRESENT RESIDENTIAL ADDRESS

Address line 1*

VILL-KALICHARAN PO-HARINKHOLA

Address line 2

PS-DHOLAHAT SUB-KAKDWIP

State*

MAHARASHTRA

District*

MUMBAI

Embarkation Point

MUMBAI

Pincode*

743399

Mobile No.*

9594931290

Email Id

DETAILS OF NOMINEE OF APPLICANT

First Name*

BHOIRA ABDUL MUHAYMIN

Father's / Husband's Name*

RASHID AHMED

Relationship*

BROTHER IN LAW

Address line 1*

ZAVERI BAZAR SK MEMON

Address line 2

KALBADEVI ROAD MUMBAI

State*

MAHARASHTRA

District*

MUMBAI

Pincode*

400003

Mobile No*

9493959012

BANK ACCOUNT DETAILS OF COVER HEAD

Name of the Bank*

INDUSIND BANK

Name of Branch*

DEVANGREE

Branch Code*

000005

Account No*

221144668844

IFSC Code*

IN011000006

Are you a permissible Repeater (Mehram / Companion of Age 70+ applicant) Yes No

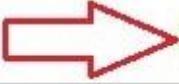
Do you want to perform ADAHI (QURBANI) through IDB* Yes No

Language opted for Haj Guide :

Are you NRI Yes No

Opting JHOFA Meeqat (Only for Shia Pilgrims) Yes No

NOTE :- If State / District not showing then, Please reselect State from given list.



After completing the form above, click “Submit Details” button.

Above steps are to be repeated on the subsequent Screens for each co-pilgrim.

After entering details of all pilgrims, click “SUBMIT DETAILS”. You will get the alert message. If you click OK, the details will be saved. All filled details can be previewed to verify their correctness, before submitting.

You are about to submit Application, are you sure?

Step 5:

Payment Details:

- i. After submission of details, the following Payment Details screen will appear. Select payment option “Offline Payment” if processing fees paid in Bank. Else select “Online Payment”.
- ii. For Offline Payment following screen will appear. Select “No of Cash Receipts” from the drop down box and fill the detail below and click on “UPLOAD PAYMENT DETAILS” button.

Payment Mode Offline Payment Online Payment

No of Cash Receipts * 1

Select

- 1
- 2
- 3
- 4
- 5

Cash Receipt Number 1:

Transaction Id* Receipt Date (ddmmyyyy)*

Issuing Bank* Issuing Branch/Code*

Receipt Amount*

iii. After uploading payment details click on “FINAL SUBMISSION” screen shown as below.

| Sr.No | Transaction Id | Transaction Date | Issue Bank | Transaction Type | Issue Branch | Amount |
|-------|----------------|------------------|------------|------------------|--------------|--------|
| 1 | 123456789 | 10-02-2016 | SBI | Offline | 000006 | 900 |

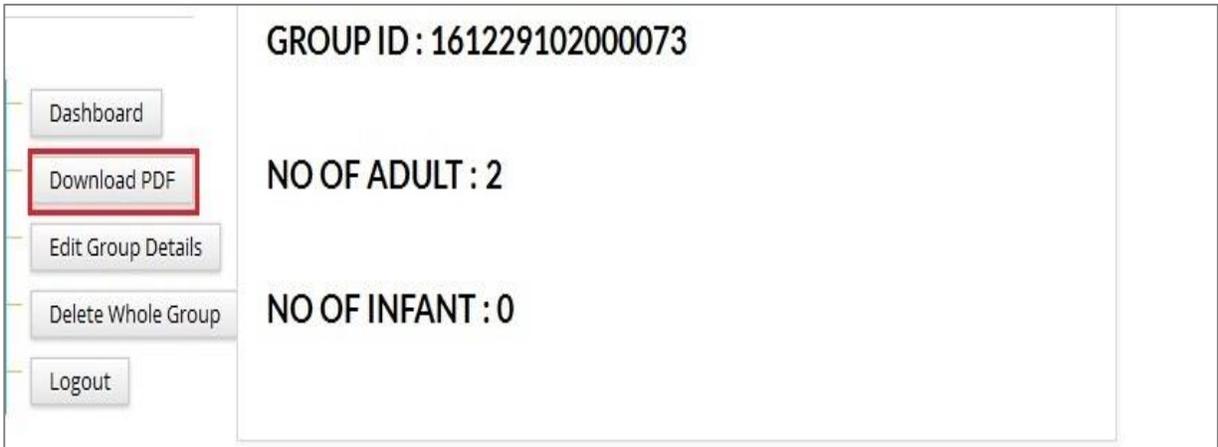
iv. After “FINAL SUBMISSION”, you will get the alert message. Click Ok



Step 6:

Print HAF:

- i. Finally the following window will open. A unique system generated Group ID Number will be displayed which indicates successful completion of online submission.



The screenshot shows a web application interface. On the left is a sidebar with five buttons: "Dashboard", "Download PDF" (highlighted with a red border), "Edit Group Details", "Delete Whole Group", and "Logout". The main content area displays the following information:

- GROUP ID : 161229102000073
- NO OF ADULT : 2
- NO OF INFANT : 0

- ii. Click "Download PDF" button and print the completed HAF.
- iii. Latest colour photographs of **3.5cm X 3.5cm** size with white background front pose must be pasted at notified area on the print out of Haj Application Form.
- iv. Signatures must be put at the indicated places on the HAF print out.
- v. Submit signed copies of HAF with all enclosures to respective State Haj Committee on or before 24th January, 2017.

NOTE THAT THE ONLINE HAF WILL BE CONSIDERED ONLY IF SIGNED PRINT OUTS OF HAF AND ENCLOSURES ARE RECEIVED IN THE STATE HAJ COMMITTEES BY THE SPECIFIED DATE.
