

## NICOP TRACKING AND FOLLOW UP

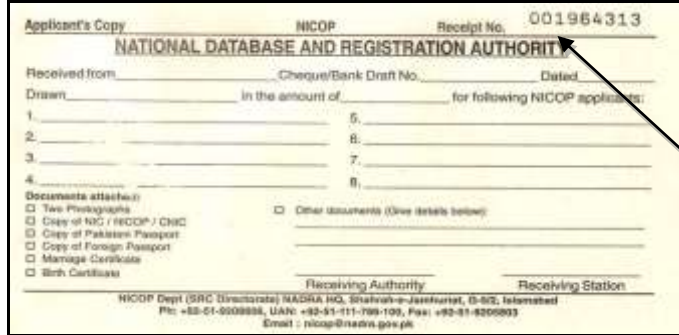
**“The processing of application and issuance of NICOP, usually takes three to four months”**

In case of incomplete application processing time may be extended and further documents will be required.

### TRACKING NICOP STATUS

It is the responsibility of the applicant to check the status of his/her application on the [NADRA Website](http://www.nadra.gov.pk).

After 8-12 weeks of submission of application, NICOP status can be checked online at [www.nadra.gov.pk](http://www.nadra.gov.pk)



The image shows a receipt form from the National Database and Registration Authority (NADRA). At the top right, the Receipt No. is 001964313. The form includes fields for 'Received from', 'Cheque/Bank Draft No.', and 'Dated'. Below these are four numbered lines for 'NICOP applications'. A section titled 'Documents attached' lists various documents with checkboxes: Two Photographs, Copy of NIC / NICOP / CNIC, Copy of Pakistani Passport, Copy of Foreign Passport, Marriage Certificate, and Birth Certificate. There is also a checkbox for 'Other documents (Give details below)'. At the bottom, there are fields for 'Receiving Authority' and 'Receiving Station'. Contact information for NICOP Dept (SRC Directorate) is provided at the very bottom.

Tracking No./Receipt No. is provided on the receipt sent to you by the Consulate.

Please, do not enter **00** prior to the “Receipt No.”, while tracking your application status on the NADRA website.

### FOLLOW UP:

*E-mail* : [nicop.admin@nadra.gov.pk](mailto:nicop.admin@nadra.gov.pk) and [nicop@nadra.gov.pk](mailto:nicop@nadra.gov.pk), [poc@nadra.gov.pk](mailto:poc@nadra.gov.pk)  
*Universal Access Number* : 011-92-51-111-786-100  
*Telephone No* : 011-92-51-9208606 or 011-92-51-92091912  
*Fax* : 011-92-51-9205803  
*Postal Address* : NICOP Dept (SRC Directorate), NADRA HQ, Shahrah e Jamhuriat G-5/2, Islamabad.

### DELAY IN ISSUANCE & COMPLAINTS:

The NICOP issuance may take longer than the routine processing time; in case, the data you have provided is incorrect illegible and mismatches with the NADRA data warehouse records i.e. photos, name change, Pakistani/Foreign address, thumb impression/applicant signature. It may also take longer due to any unforeseen reasons.

Complaints can directly be sent to NADRA at: <http://www.nadra.gov.pk/chat/complaint/index.php>

### REJECTION:

In case the card status changes to ‘Rejected’, additional requirements must be met as prescribed in the ‘Remarks’ column. Required documents can be submitted by one of the following ways:

**a)** Upload the required information/documents directly at: (This is fastest way)  
<http://nadra.gov.pk/chat/complaint/index.php?a=add>

Note: If the rejection remark is “Original NICOP required” or “less fee paid” then the NICOP or the fee (payable to Consulate General of Pakistan) must be submitted to the Consulate.

**b)** You can mail the documents along with the online status/receipt and cover letter to the Consulate. These documents will be forwarded to NADRA authorities through diplomatic channels. For acknowledgement, please enclose a self-addressed certified return envelope

### DELIVERY:

Your NICOP Card will be delivered to your US residence address via International DHL Courier Service.

Consulate General of Pakistan,  
10700 Santa Monica Blvd., Suite 211  
Los Angeles, CA 90025



310-441-5114



[nicop@pakonsulatela.org](mailto:nicop@pakonsulatela.org)