

**A guide to filing applications online for
Amateur Radio in India
with effect from 30 Oct 2024**



**Application for
Duplicate License / Renewal**

National Institute of Amateur Radio
Raj Bhavan Road, Hyderabad-500082, India
Tel: +91 40 23310287 URL: www.niar.org Email: niarindia@hotmail.com

23 Nov 2024

Attention all VU Hams & SWLs !

The Ministry of Communications, Department of Telecommunications, Govt. of India has published Telecommunications (Amateur Services) Rules, 2024 effective from 30 October 2024. Details given in the above document regarding issue of Duplicate License / Renewal of License is as follows:

The ASOC holder may apply for issuance of a duplicate of their ASOC, **upon payment of fees of Rs.1000/-**

References (issued by WPC Wing)

1. User Manual
2. Instructions
3. FAQ

With best wishes,

Jose Jacob, VU2JOS
National Institute of Amateur Radio
Hyderabad, India

Address of Licencing Authority:

The Assistant Wireless Adviser to the Govt. of India
Ministry of Communications,
Department of Telecommunications,
Wireless Planning & Coordination Wing
Amateur Section, 6th Floor, Sanchar Bhavan,
20 Ashoka Road, New Delhi –110001, India

Tel: 011-2303 6534, 23036539, 23026733, Fax: 011-23716111
Email: awacop-dot@gov.in

**Application for
Duplicate License / Renewal**

Note: Register in [https:// saralsanchar. gov. in/](https://saralsanchar.gov.in/)

Details of Registration process is given in
<https://www.qsl.net/vu2jos/Registration.pdf>

After Registration continue from here.

**Instructions for filing online applications for
Duplicate License / Renewal Document of Amateur Radio License**

General Guidelines:

Please keep the following documents ready before logging in [https:// saralsanchar.gov.in](https://saralsanchar.gov.in)

- a) Scanned copy of **License** (if available)
- b) Scanned copy of latest **Renewal** card (if available)
- c) Scanned copy of the **FIR** registered with police.

or

"Lost Document Report" issued on line by Police departments of various states are also accepted

- d) FIR is not required if the Renewal document is damaged/mutilated

Now log into [https:// saralsanchar.gov.in](https://saralsanchar.gov.in)

1. Please click on **"Apply for Certificates"** given in left side of the page
2. Then click on **"Amateur Apply Now"**

Guidelines for filling up are given in the following pages.

[Update Personal Details](#)

[Apply for Examinations \(Amateur/RTR/GNDSS\)](#)

[Apply for Certificates \(Amateur/RTR/GNDSS\)](#)

[Equipment Type Approval](#)

Apply for Amateur Certificates

Update Indian Amateur License data issued to Indian/ Foreign Applicant
Apply for License
Current Applications
History Applications

PDF	EXCP				Search:
Sr.No.	Application Id	License type	Application Submitted date	Application Status	Action
1	HAM201512000143	Amateur Restricted Grade	10-12-2019	Certificate issued	Download Certificate Apply for Change of Location License Apply for Renewal of License Apply for Duplicate License

Showing 1 to 1 of 1 entries

Previous 1 Next

2.7 Apply for Renewal/Duplicate/Change of location through migration (Indian)

Apply for Certificates→Amateur (Apply Now)

[Update Personal Details](#)

[Apply for Examinations \(Amateur/RTR/GNDSS\)](#)

[Apply for Certificates \(Amateur/RTR/GNDSS\)](#)

[Equipment Type Approval](#)

Apply for Certificates

Certificate Selection

Amateur
Apply Now

RTR
Apply Now

GNDSS
Apply Now

Apply for License→License issued outside this portal→Get Data

You will be redirected to following screen.

[Update Personal Details](#)

[Apply for Examinations \(Amateur/UTV/UNBSS\)](#)

[Apply for Certificates \(Amateur/RTS/GMOSS\)](#)

[Equipment Type Approval](#)

Apply for Amateur Certificates

Update Indian Amateur License data issued to Indian/ Foreign Applicant

Apply for License

Current Applications

History Applications

Note: Update license data which are issued outside this portal.

[Add Data](#)

[PDF](#)
[EXCFI](#)

Search:

Sr.No.	License No	License Type	License issued date	Certificate Name	Action
No data available in table					

Showing 0 to 0 of 0 entries

Previous Next

Click on “Add Data” pointed by arrow. You will get a form as shown below to upload your previous license details.

Update Indian Amateur License data issued to Indian/ Foreign Applicant

Apply for License

Current Applications

History Applications

Note: Update license data which are issued outside this portal.

[Back](#)

Applicant Details:

Nationality:

License Details:

Certificate Name:

License Type:

License No:

License Validity Period:

License Issued Date:

License Validity Date:

Call Sign:

Make payment of Rs.1000/- when prompted

Station Details:
Country
Location Address
Pincode
District
State
Are you a citizen of issued
amateur radio licence country

Equipment Details:

Antenna type	Make	Model No.	Power[dBm]	Particulars of Aerials	Remarks
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text"/>

Fill all the details and click on validate. If validated successfully then submit button will get activated. Once submitted it will appear in the dashboard as shown. Applicant can view or edit using the button 'View' and "Update" as shown in below screenshot.

Update Personal Details &
Apply for Examinations
(Amateur/ETR/SHO2G)
Apply for Certificates
(Amateur/ETR/SHO2G)
Equipment Type Approval

Apply for Amateur Certificates
Update Indian Amateur License data issued to Indian/ Foreign Applicant | Apply for License | Current Applications | History Applications
Note: Update license data which are issued outside this portal.
PDF EXCEL Search:

Sr.No.	License No	License Type	License Issued date	Certificate Name	Action
1	111	Amateur General Grade	11-12-2019	111	<input type="button" value="View"/> <input type="button" value="Update"/>

Showing 1 to 1 of 1 entries

Apply for Amateur Certificates
Back To Certificate Dashboard
Update Indian Amateur License data issued to Indian/ Foreign Applicant | Apply for License | Current Applications | Pending Requests | License Issued/Rejected
PDF EXCEL Search:

Sr.No.	Application Id	License No	License Type	Application Submitted date	Application Status	Action
1	HAM2024		Amateur Duplicate copy of License	11-2024	Application submitted	Application scrutiny in process <input type="button" value="View"/> <input type="button" value="Update"/>

Showing 1 to 1 of 1 entries

Update Personal Details

Apply for Examinations (Amateur/UT/IGLUSS)

Apply for Certificates (Amateur/UTR/GMDSS)

Equipment type Approval

Apply for Amateur Certificates

Update Indian Amateur License data issued to Indian/ Foreign Applicant

Apply for License

Current Applications

History Applications

License issued outside this portal * Exam conducted through this portal ☐ Get Data

PDF

EXCEL

Search:

Sr.No.	License No.	License Type	License issued date	Certificate Name	Action
1	111	Amateur General Grade	11-12-2009	111	<p>Apply for Change of Location License</p> <p>Apply for Renewal of License</p> <p>Apply for Duplicate License</p>

Showing 1 to 1 of 1 entries

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Upon scrutiny of documents, payment etc. by WPC/DoT, necessary instructions on correction & re-uploading of documents etc. if any, would be conveyed to the applicant through email / SMS alerts. This can also be monitored / downloaded by applicants on SARAL Sanchar **Dashboard** of the applicant's login.

If scrutiny is not successful then applicant has to modify and resubmit it.

Applicant may **communicate** with respective WPC Nodal through portal and may also submit additional/required documents, if any. Applicant may also raise a **Helpdesk** request through portal.

Once the application is scrutinized successfully the applicant will be notified of the issue of the Duplicate Document through SMS. The **Duplicate Document** can be **downloaded** from portal by logging into www.saralsanchar.gov.in and following the details given below:

- 1) Click on the Number
- 2) Apply for Certificates
- 3) Amateur - Apply now
- 4) Current Application
- 5) Action
- 6) Download Certificate

Sample Duplicate License

License No : _____

Call Sign: VU _____

(DUPLICATE)



सत्यमेव जयते

L-14011/04/2020-AMT

Government of India

Ministry of Communications

Department of Telecommunications

WPC Wing, Sanchar Bhawan

New Delhi-110001.

Photo

Amateur Wireless Station License

Name of the Licensee	
Date of Birth	
Father/Mother/Husband Name	
Category of License	Amateur General Grade
Call Sign	VU2
License No	
Valid Upto	
Location of Station	

Date of issue : _____

Place : New Delhi

Signature of licensee : _____

RAHUL
SONDHARA

Digitally signed by RAHUL
SONDHARA
Date: _____
+05'30'

Signature of witness : _____

(RAHUL SONDHARA)

Address of witness : _____

ENGINEER

License to Establish, Maintain and work an Amateur Wireless Station in India

Having satisfied by examination or otherwise that _____ possesses the requisite technical qualifications as prescribed under the Indian Wireless Telegraphs (Amateur Service) Rules, 1978; the Central Government, in exercise of the powers conferred under the authority of section 4 of the Indian Telegraph Act, 1885 (13 of 1885), hereby grant to him/her an **Amateur Wireless Station License, Grade - Amateur Duplicate copy of License** to establish maintain and work a wireless telegraph transmitting and receiving station, detailed above during the terms of period commencing on the day of the date hereof and terminating on the _____. This License becomes invalid unless renewed further by way of a document showing the renewal of license.

The license is governed by the Indian Wireless Telegraphs (Amateur Service) Rules, 1978 and amendments thereafter.

Centre's Specifications:-Place:-

Place : New Delhi

Date of issue : _____

RAHUL
SONDHARA

Digitally signed by
RAHUL SONDHARA
Date: _____

(RAHUL SONDHARA)

ENGINEER

To,