

N.U.in Ireland: CIEE Irish Residence Permit (IRP) Guide 2018



U.S., Canadian, & Other Visa-Exempt Citizens

Please check with the Irish consulate in your region for the most updated Ireland visa requirements and processes. The information listed below is only a guide and does not constitute legal advice.

General Immigration Information for Ireland

Citizens of [certain countries](#), including the United States of America and Canada, may enter Ireland without a visa and obtain an Irish Residence Permit (IRP) after arrival to extend their stay beyond 90 days. Please use the "Check if you need an Irish visa" tool (<http://www.inis.gov.ie/en/INIS/Pages/check-irish-visa>) to determine if you are eligible to register with the Irish Naturalisation and Immigration Service (INIS) for your IRP after arriving in Ireland.

However, other normal immigration controls apply. These may include the following:

- **Valid passport:** valid for at least 12 months past your proposed date of arrival in Ireland. Please check N.U.in [website](#) for arrival date.
- **Round-trip airline ticket**
- **Evidence of sufficient funds for the duration of the stay:** at least 500 € per month is recommended; proof may include documents such letter of financial support from your parent(s) or guardian(s), a statement of parental/family earnings, bank statements, credit cards, ATM cards, traveler's checks, etc; please see the following link for further information regarding the evidence required: <http://www.inis.gov.ie/en/INIS/Student%20Finances.pdf/Files/Student%20Finances.pdf>
- **Host Institution Offer Letter:** The N.U.in Ireland: CIEE Program will email this document on a rolling basis starting in June.
- **Proof of an INIS appointment within 30 days of your arrival:** Please review the instructions in the Irish Residence Permit (IRP) application process section below to learn how to book your appointment. Appointment confirmations should be printed and brought to the airport for all travel taking place prior to obtaining your IRP card.

Please note: An immigration officer has the right to request any other information they deem necessary in connection with entry. The final decision on right of entry rests with the immigration officer at the port of entry.

Irish Residence Permit (IRP) Application Process

During your first week in Ireland, the CIEE staff in Dublin will assist you in beginning the application process for an Irish Residence Permit (IRP), if you are not a citizen of an EU-member country. Students must register with the INIS as soon as possible after their arrival to Ireland. In order to register, students must visit the Irish Naturalisation and Immigration Service (INIS) Office, which is located in the city center near O'Connell Bridge (13-14 Burgh Quay, Dublin 2).

To facilitate this registration process, students must schedule an appointment online using the following link before arriving in Ireland: <http://www.inis.gov.ie/en/INIS/Pages/new-immigration-appointment-system>.

Appointments are offered in a series of 1-hour slots each day. Students must select the date and time that suits their schedule and make the appointment. Appointments should be booked between September 15th and September 30th in order to not conflict with Orientation and the first few days of classes. Appointments are available for booking, beginning 10 weeks in advance.

Once the appointment has been made, students will receive a confirmation email. The student must bring a copy of this email with them on the day of their appointment. The email will also include a link to the list of documents the student must bring their appointment and will include the following:

1. **Valid Passport:** valid for at least 12 months after your proposed date of arrival in Ireland. Please check N.U.in [website](#) for arrival date.
2. **DCU Letter of Registration:** letter from DCU stating the student's full name, start date, end date, what the semester entails and how it fits into the overall programme, a statement that explains that accommodations are provided, the degree of which the semester is a part of and the awarding University and confirming the student's enrollment. This will be provided after a student arrives in Dublin.
3. **Evidence of sufficient funds for the duration of the stay:** at least 500 € per month is recommended; proof may include documents such letter of financial support from your parent(s) or guardian(s), a statement of parental/family earnings, bank statements, credit cards, ATM cards, traveler's checks, etc.;; please see the following link for further information regarding the evidence required: <http://www.inis.gov.ie/en/INIS/Student%20Finances.pdf/Files/Student%20Finances.pdf>
4. **Payment Fee of €300:** Payment can only be made by credit/debit card – Visa or MasterCard only (cash and checks not accepted)
5. **Proof of Health Insurance:** Students will need to provide evidence of their own private health insurance policy.

Students should arrive to the appointment 10 minutes early; if the student is late, he/she may not be seen. Once students have successfully registered they will receive an Irish Residence Permit (IRP) in the post, which they should bring with them if travelling outside Ireland during the duration of their studies as this will be required by airport immigration officials upon re-entry. The IRP card will include the students name,

address, a photograph, and residence details. Students will also receive a stamp in their passport that specifies the duration and conditions of their permission to remain in Ireland.

Students are discouraged from booking travel outside of Ireland until they know the date of their INIS appointment. Re-entry into the country is at the sole discretion of immigration authorities until such time that an IRP (Irish Residence Permit) has been issued.

Important Reminders

The document has been prepared based on the information and links provided by the Irish Naturalization and Immigration Service website (www.inis.gov.ie).

Northeastern University, CIEE, and Dublin City University (DCU) have no influence on the outcome of immigration applications and no ability to contact the Irish Naturalization and Immigration Service to inquire about a visa or residence permit application or expedite the process for an individual student. In addition, N.U.*in* employees are unable to provide advice to students or families concerning the immigration application. They are solely available to advise on the process and logistics.

Students are responsible for completing their immigration application correctly and in an effective manner and for obtaining a valid residence permit in a timely manner. If they cannot obtain a valid residence permit, then please refer to the N.U.*in* Withdrawal Policy and contact the N.U.*in* office to discuss next steps.