

# N.U.in Ireland: UCD Irish Residence Permit (IRP) Card Guide 2021

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

*Please note that, due to the ongoing COVID-19 pandemic and evolving travel restrictions, the following information is subject to change at any time and accordingly, must be checked and verified in advance of travelling to Ireland. Please check with the Irish Embassy/Consulate in your region and [the Immigration Service Delivery \(ISD and previously known as "INIS"\)](#) for Ireland's most up-to-date requirements and processes.*

*Hotel quarantining is also mandatory for certain countries as per the following link, however based on full-vaccination status, anyone travelling from the U.S. no longer needs to enter mandatory hotel quarantine: <https://www.gov.ie/en/publication/b4020-travelling-to-ireland-during-the-covid-19-pandemic/#designated-states-mandatory-hotel-quarantine>*

*Please also check the following Department of Foreign Affairs website in order to prepare to travel to Ireland during the COVID-19 pandemic: <https://www.gov.ie/en/publication/b4020-travelling-to-ireland-during-the-covid-19-pandemic/>*

*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 U.S., may enter Ireland without a visa and obtain an Irish Residence Permit (IRP) card 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 ISD for your IRP card after arriving in Ireland.

- Students generally must register with ISD **as soon as possible after their arrival to Ireland**. In order to register, students must attend an in-person appointment at ISD's office in Dublin, if residing in Dublin. The office is located in the city center near O'Connell Bridge (13-14 Burgh Quay, Dublin 2) and, to facilitate the registration process, students must first schedule an appointment online using the following link: <https://burghquayregistrationoffice.inis.gov.ie/>.

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. If possible, appointments should only be booked after October 4, 2021, in order to not conflict with Orientation or the first week of classes. We recommend that students go online and make this appointment in advance of travelling to Ireland; appointments are available for booking up to 10 weeks in advance. Please note that it is sometimes difficult to obtain an

appointment, but students are urged to continue to try registering, and take screenshots as proof of unsuccessful registration attempts.

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, along with any documentation requested in the email confirmation. These documents typically include, but are not limited to, the following:

1. **Valid Original 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. **UCD Welcome Letter:** letter from UCD 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 with UCD.
3. **Proof of Payment of University Fees:** Receipt confirmation from Northeastern showing full payment has been received.
4. **Proof of Sufficient Finances:** Students who are coming to Ireland for less than six months will be required to demonstrate in the required form that they have access during the course of their studies to a minimum of €500 per month of stay or €3,000 (in total), whichever is the lesser. 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>
5. **Proof of Health Insurance:** MediCover Statement/Confirmation/Policy Summary (to be acquired after arrival in Dublin from UCD representatives). Coverage is provided by MediCover Student Private Medical Expenses Insurance. The student can also provide evidence of their own private health insurance policy if they choose to have additional coverage and this must be presented to Immigration Control on arrival in Ireland.
6. **Cert of Attendance Letter and UCD Student Card:** After arriving in Dublin, students will be able to print out a "Cert of Attendance" letter from their SIS Student Web Account. They will also receive a UCD student card. Students should bring both of these documents to their IRP appointment.
7. **Payment Fee of €300:** Payment can only be made by credit/debit card – Visa or MasterCard only (cash and checks not accepted).

Please note that immigration officers are able to ask for further documentation at any time, and the above list may not include all required documentation. Please refer to the confirmation email for further information related to required documentation for your appointment.

Students should arrive to the appointment 10 minutes early; if the student is late, the student's appointment may be forfeited. Once students have successfully registered, they will receive an IRP card in the post, which they should carry with them at all times and 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 includes the student's name, address, a photograph, and residence details.

**PLEASE NOTE:** Students should be **prepared to present items one to five above at immigration control at the airport** in Ireland and should be able to also show evidence of a return ticket to their home country, upon initial entry.

## Important Reminders

The document has been prepared based on the information and links provided by the ISD website <http://www.inis.gov.ie/>

Northeastern University and University College Dublin (UCD) have no influence on the outcome of immigration applications and no ability to contact the ISD to inquire about an individual visa application 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 visa requirements and/or application processes.

*Students are responsible for completing their visa application correctly and in an effective manner and for obtaining a valid visa prior to the program start date. If the student cannot obtain a valid visa in time for the program start date, please refer to the N.U.in Withdrawal Policy and contact the N.U.in office to discuss next steps.*