



**GUIDE TO SUPPORTING DOCUMENTATION**

<http://inis.gov.ie/en/INIS/Pages/Study>

Signed and dated summary application form and the appropriate fee (where applicable) must be accompanied by the supporting documents set out below.

If you do not submit the required documentation your application may be refused on the basis of insufficient documentation.

**Two colour passport sized photographs not more than 6 months old**

Your name and visa application reference number must be printed clearly on the back. More information on photograph requirements [here](#).

**Your current passport and a full copy of any previous passports**

Your current passport must be valid for at least 12 months **after** your proposed date of arrival in Ireland.

**A signed letter of application including your full contact details:**

- outlining your reason for wanting to come to Ireland,
- giving details of any members of your family who are currently in Ireland, or any other EU Member State,
- undertaking that you will observe the conditions of your visa, that you will not become a burden on the State, and that you will leave the State on the expiry of your permission to remain, and
- where the course you now wish to study does not naturally follow on or relate to your educational/employment history, giving valid reasons, supported by documentary evidence (where available), for this change.

**Evidence that you are enrolled on a privately funded course**

You must submit a Letter of Acceptance from the college:

- confirming that you have been accepted and enrolled on a course of full-time education, involving a minimum of 15 hours organised daytime tuition each week,



- giving details of the course that you will be studying,
- stating the amount of fees payable for your course, and
- stating the amount that has been paid,
- if the college has taken out medical insurance on your behalf, stating that the college has done so.

**Note:** Where the course fees are less than €6,000, fees must be paid in full to the college prior to applying for your visa. Where the course fees are in excess of €6,000, you must pay at least this amount prior to applying for your visa and evidence of this should be shown in your Letter of Acceptance. This minimum amount is an Immigration requirement. However, the college you wish to attend may require full payment of fees.

#### **Evidence accounting for any gaps in your educational history**

You must provide information to account for any gaps between your last period of full time education and your application to study in Ireland.

If any such gap in education has been filled by periods of employment, you must give full details of your employment history.

#### **Evidence fees have been paid to college**

You must provide a copy of an Electronic Transfer of Funds (ETF) to the Irish Bank of the college, showing details of the beneficiary's name, address, bank details and the same details for sender,

**or**

a valid receipt showing that the course fees have been lodged to an approved student fees payment service e.g. the electronic fee payment service offered by Pay to Study (formerly International Student Payments Service, (ISPS))

#### **Evidence that you have the academic ability to follow your chosen course**


You must provide evidence that you have the ability to follow your chosen course e.g. exam results, qualifications.



### **Evidence of your level of English**

Except in the case of an application which is solely for an English language course, you must show that you have the capacity to fully partake in your chosen course through the medium of English and satisfy the Visa Officer in this regard.

As an exception, if you are doing a degree taught in Irish, evidence of your level of Irish should be supplied instead. This should include a written statement from the college setting out the manner in which it has assessed your ability to speak and write in Irish.

Read more [here](#)  on the English language requirements and the type of evidence that you are required to submit.

### **Finances**

You must show that you have sufficient funds to support your stay in Ireland without recourse to public funds, or the reliance on casual employment.

Read more [here](#) on the financial requirements that you must meet and the evidence that you are required to submit with your visa application.

### **Private Medical Insurance**

[Private Medical Insurance cover is required](#). Your college may arrange this on your behalf. If so, details of this must be included in your Letter of Acceptance from the college. If it is not arranged by the college, you must organise this yourself and provide evidence with your application.

### **Previous Visa Refusals**

If you have been refused a visa in the past for any country, you must provide the details.

The original letter issued to you by the authorities of that country must be provided with your application.

Not disclosing any previous visa refusals will result in your application being refused.



Ambasáid na hÉireann  
Embassy of Ireland