

IRISH RESIDENCE PERMIT FORM- FIRST TIME REGISTRATION

IRP – 1

Personal Details

CAPITAL LETTERS TO BE USED THROUGHOUT

Surname

Firstname

Middlename

Sex

Male

Female

Date of Birth

Nationality

Country of Birth

Date of Arrival

Port of Arrival (Airport, Ferry)

Current Irish Address

Contact Number

Occupation

P.P.S No.

Marital Status

Single

Legally Separated

Spouse Name

Married

Separated Other

Country of Origin

Widowed

Deserted

Number of Children

Common Law

Divorced

Living with Partner

Other

MTU Checklist for First Time Registration with Immigration

1	Appointment Confirmation Email	Your email confirming your appointment. Each Student must request their own appointment using their own email address. One person per appointment. Digital copy acceptable.
2	Completed IRP 1 form	Available from International Office or print this form. NOT available at immigration office.
3	Passport	
4	Valid visa (if applicable)	
5	Valid MTU Student Identity card.	
6	Proof of private medical insurance	Original policy document, in your name, for the entire length of your stay. Must include full cover for hospital with relevant dates and student name referenced on it.
7	Immigration Fee	€300 currently - please note this is non-negotiable flat rate fee. Payment Options include: Credit Card Payments:- Visa, MasterCard or Laser accepted OR Bank Giro (You submit your documents to Immigration, collect a bank giro from Immigration and bring it to the bank cashier (do not use the self-service machines), pay the fee into the bank and bring the receipt back to the Immigration Office after the appropriate processing time has elapsed). Cash/Bank Drafts/Postal Order –are not accepted.
8	Evidence of permanent residence in Ireland	Provide FULL address, including apartment no. Normally from bank statement/lease agreement/utility bill If you change address during the year, please inform Immigration.
9	Financial Evidence – Sponsorship letter or Irish Bank Statement.	If you did not need a visa to come to Ireland , you must also prove that you can support yourself financially after you arrive here. You do this by showing you have direct access to: <ul style="list-style-type: none"> • €3,000, if you are staying for more than 6 months • €500 per month or €3,000 (in total) if you are staying 6 months or less Option 1 - Proof from an Irish bank If you choose this option, you must bring an original statement from an Irish bank that shows a balance of €3,000 (or €500 per month if you are staying less than 6 months). The statement must be for an account in your own name, i.e. the same name as in your passport. You must also present a Mini Bank Statement , printed from an ATM, dated the day you present to Immigration if you choose this option. Option 2 - Proof from a foreign bank If you choose this option, you must bring 2 original bank statements from a foreign bank. <ul style="list-style-type: none"> • The first statement must show a balance of €3,000 (or €500 per month if you are staying less than 6 months). The statement must be less than 1 month old. • The second statement must be from the same bank. It must be less than 6 months old. • Proof of funds to be converted to euro on day of immigration appointment. To do that, go to an exchange webpage (for example: www.xe.com) to convert local currency to euro and print it out. Both statements must be for the same account and in your own name, i.e. the same name as in your passport. You must also show that you have a debit card (for cash withdrawals in Ireland). The debit card must be for the same bank account that has the €3,000 (or €500 per month if you are staying less than 6 months). Option 3 - Proof from a financial services company If you choose this option, you must bring an original letter from a financial services company in Ireland that shows it holds €3,000 'in trust' for you (or €500 per month if you are staying less than 6 months). The financial services company must be regulated in Ireland by the Central Bank of Ireland. Option 4 - Proof via a pre-paid credit card or debit card If you choose this option, you must bring an original statement that you have a pre-paid credit card(s) or debit card(s) with €3,000 (or €500 per month if you are staying less than 6 months). Scholarship/Sponsored Students Students in receipt of a scholarship which either part funds or fully funds both their course fees and living costs must provide a letter, issued to them by the relevant organisation confirming they are the recipient of a scholarship, and what it covers.

Funding Requirements for Non-EEA Students at First Registration from 1 April 2011

Non-EEA Students studying for a period of less than 6 months:	€500 per month of stay or €3,000 whichever is the lesser
Non-EEA Students studying for a period equal to or greater than 6 months up to 1 year	€3,000

Please remember that you are a guest in Ireland and the issuing of your Immigration/Residency/Green Card is at the discretion of the Irish government.