

Students from outside of the EU/EEA will need to register with immigration after arriving in Ireland. Your registration certificate is known as an Irish Residence Permit (IRP)

## Who needs to register?

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You must register with immigration if you are:

- A national of a country outside of the EU / EEA
- Studying in Ireland for more than 90 days

## How do I register?

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1. Get your supporting documentation
2. Book an appointment at your local registration office.
3. Attend your appointment with your supporting documentation and your registration fee (€300)
4. After successfully registering, you will receive your Irish Residence Permit.

## What supporting documents do I need to bring?

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- Passport
- IT Sligo Letter of Student Registration (Request online [here](#))
- Private Medical Insurance
- Evidence of Tuition Fee Payment
- Evidence of Scholarship Funding (if applicable)
- Evidence that you can support yourself financially by showing you have direct access to a minimum of €3,000 (e.g an Irish Bank account statement in your own name)
- Registration Fee: €300 (payment by debit/credit card only)

Further guidance on the required documentation is available on the Irish Immigration Service website [www.irishimmigration.ie](http://www.irishimmigration.ie)

## How do I book an appointment?

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- The local registration office in Sligo is Sligo Garda Station.
- You can book an appointment by emailing [sligo.immigration@garda.ie](mailto:sligo.immigration@garda.ie)
- **Address:** Sligo Garda Station, Pearse Road, Sligo, F91 E372. [Google Map Location](#)

## What happens after I register?

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- After successfully registering you will receive your IRP card.
- Your immigration permission/ IRP will be valid for a specific time period (normally 12 months).
- If your course is longer than 12 months, you will need to renew your immigration permission/IRP card before it expires.

## How do I renew my immigration permission/ IRP Card?

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- It is a similar process for renewing your immigration permission/IRP.
- You should book an appointment by email. You will need to bring the required supporting documentation, your current IRP card, and registration fee to your appointment.
- The fee to renew is €300. This can be paid by debit or credit card.

## Further information

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- Further information about registering with immigration is available on Irish Immigration Service website [www.irishimmigration.ie](http://www.irishimmigration.ie)
- You can also contact the International Office at [internationaloffice@itsligo.ie](mailto:internationaloffice@itsligo.ie)