

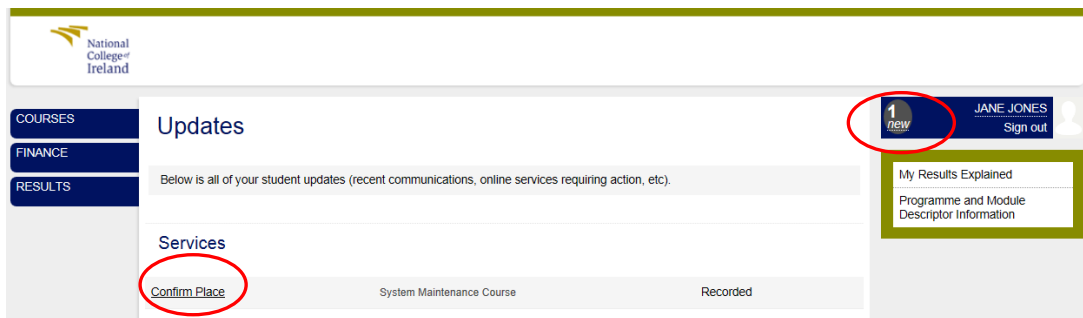
How to Register Online – 2017/18

Students can register online by accessing the website www.ncirl.ie/newstudents. If you have forgotten your password or have not previously received one, please see the enclosed Student NCI IT Services and Facilities –Getting Started 2017 sheet.

You will need access to a computer with internet connection and a credit¹/debit card and your username and password in order to register online.

Please note you must complete Online Registration before the date of your first class. If you do not register before this date you must present yourself to the Fees Office to pay in person or a late charge will apply.

1. To register online go to www.ncirl.ie/newstudents and click on the link for returning students and follow the instructions on the page.
2. When prompted at any point for your username enter it in the following format; X and your student number x16100000
3. When you are logged in you will see your name in the upper right hand corner of the screen. Click on the “1 new icon” and then click confirm a Place.



If you cannot see the icon “1 new” or the Confirm Place link please contact the admissions office on 1850 221 721

4. You will be presented with 5 steps to confirm your registration. Please follow the instructions on each page carefully and ensure the information you provide is accurate.



****PLEASE NOTE WE NO LONGER ACCEPT CASH ON CAMPUS****

¹ Please note the National College of Ireland does not accept American Express Cards as a method of payment.