

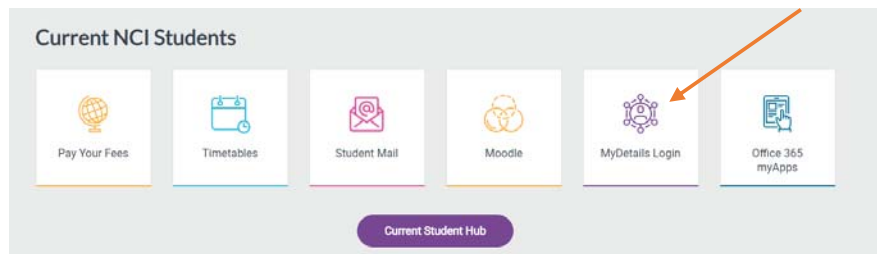
# How to Register Online

Students can register online by accessing their [student account](#).

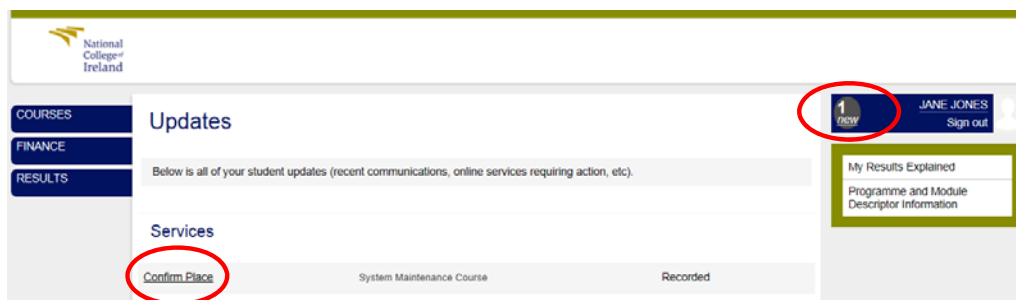
You will need access to a computer with internet connection and a credit<sup>1</sup>/debit card as well as your username and password in order to register online. If you have forgotten your password, you can re-set it via the website <http://password.ncirl.ie>.

Please note you must complete Online Registration before the date of your first class or access to college services will be affected and a late fee charge will be applied.

1. To register, log into your [student account](#). You can reach your student account by selecting the MyDetails Login option from the Current NCI Students banner on [www.ncirl.ie](http://www.ncirl.ie).



2. When prompted for your username, enter it in the following format: x and your student number e.g. x19100000
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.



4. If you cannot see the icon "1 new" or the Confirm Place link please contact the admissions office on 1850 221 721
5. 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.



6. Information on the methods of payment available to students paying fees is listed on <https://www.ncirl.ie/Students/Registration-Information>.

---

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