



THIRD LEVEL GRAD SCHEME - 1G VISA

Students can only apply for their graduate visa when they successfully complete their studies **and** after the official publication of their final results.

Book appointment

To book your appointment visit the following: <https://burghquayregistrationoffice.inis.gov.ie/> and choose the category 'ALL'.

Appointments are difficult to get and you will need to keep trying every day to get one and new appointments are released at 10am and 2.30pm every day.

Request letter

When you have booked your appointment please complete the letter request form and drop it into the office or email it to internationalsupport@ncirl.ie. Please note we require 3 working days to issue letters. If your appointment is for a date in the future your letter will be ready 3 working days before your appointment.

Medical Insurance

You need medical insurance which includes hospital cover for your graduate visa. If you are working and your employer is providing medical insurance cover you can provide this at your appointment. If you need to buy medical insurance, it must be from an Irish provider. You can buy your medical insurance from any company however, a few companies who offer cheaper medical insurance for international students and graduates.

You can buy graduate medical Insurance online from Study & Protect (part of ODon) at <http://www.studyandprotect.com/>. For graduate students, select the option "Medicover Standard Graduate (Only Applicable for 1G Visa holders)".

Exam Transcripts

Your transcript of results is posted to you by the Exams Office within six weeks of your results being officially published. Please ensure that your **mailing address** is up to date and you can check this online at [www.ncirl.ie /mydetailslogin](http://www.ncirl.ie/mydetailslogin) and check / update your mailing address.

Note: If you get an appointment for your graduate visa before you are due to receive your transcript in the post, you must email the exams office to get your transcript **early**. You should forward a copy of your appointment to the exams office at exams@ncirl.ie putting the date of your appointment in the subject line of your email. The exams office will email you when your transcript is ready to be collected.

Checklist for appointment

- ✓ Passport
- ✓ IRP Card
- ✓ Graduate Student Medical Insurance or medical insurance from your employer
- ✓ Proof of your appointment
- ✓ Credit/Debit Card to pay fee of €300
- ✓ NCI letter issued by International Office confirming you successfully completed your studies
- ✓ Transcript of your results – these are provisional until your Graduation ceremony OR your QQI Cert

On the day of your appointment your passport will be stamped with the 1G Visa and your IRP card will be posted to you within ten to fifteen working days.

