

Pre-Arrival Guide

TRAVELLING TO NCI & AIRPORT SHUTTLE



As of January 2022, the Irish Government lifted many of the emergency restrictions in place due to the global pandemic. This means all students are now able to attend classes on-campus and **are required to travel to Ireland prior to the start of their course.**

What do I need to consider when booking flights?



Dublin has direct connections from many major international airports. If there is no direct flight to Dublin from your local airport, you will be able to connect through one of many airports.

Check all the possible connections and, if you require a transit visa for any of the countries you will be travelling through. The [CIBTvisas website](#) is useful to check if you need a transit visa.

When do I need to send my Registration Form?



All new 2023 International Students must complete the Registration Form and submit it by the deadline. This is required so students can be registered to start classes and scheduled for their welcome meeting. Also, when travelling to Ireland to confirm their accommodation / travel details and if required to book the airport shuttle.

How can I book the Airport Shuttle ?



As part of NCI's support for international students we offer a complimentary airport shuttle service for students arriving to Ireland for the first time. If you wish to book the shuttle service, you must complete the [Registration Form](#) and make sure you submit it before the deadline but **at least 5 working days prior to your arrival.**

When booking the shuttle, you must provide us with the following information:

- Your **arrival address in Dublin**
- **Airline** e.g. Emirates
- **Flight number** which is usually a code made up of a 2-character airline designator and a 1-4 digit number, e.g EK161
- **Arrival time and day** – the arrival time on your ticket is local Dublin time so there is no need to change it, please give us the time as stated on your ticket.

Any rules for the Airport Shuttle ?



Yes, as the shuttle is a shared service for all incoming NCI students, there are rules you need to respect:

1. Keep **in touch with the driver with 'WhatsApp'**, when boarding the plane and on arrival in Ireland and let them know if there are any delays.
2. The service is for **NCI students only**. It is not available for family members, friends or students of other institutions.
3. **No strong-smelling foods or drink** are allowed on the shuttle bus.
4. There is a **single drop-off rule** in place which means that the driver can only bring you from the airport directly to your accommodation in Dublin, with no stops along the way.
5. Due to space restrictions, there is **a limit of 3 pieces of luggage** per student.