Appendix 1: List of supporting documentation

1. Evidence of a valid PPSN Number
   Type of Document
   Current Pay slip, Revenue documents or Public Services Card

2. I am living fulltime in the Republic of Ireland
   Type of Document
   Current Utility Bill or an Employers Letter

3. I meet the nationality/visa requirements
   Type of Document
   Current Irish or European Passport, or Irish Birth Certificate, or Driver’s License, or National Identity Card, Stamp 4, or Stamp 4 EU FAM on your GNIB/Permanent Residence Card (PRC), or Refugee status (must be valid for the next 6 months).

   Note 1. Irish Birth Certificates must be accompanied by a valid photo ID such as a Public Services Card or National Identity Card.

   Note 2. A Driver’s License must show the holders country of birth; the cards language or origin cannot be taken as evidence of nationality.
4. I have lived in either the EU, the EEA, the UK, or Switzerland for at least 3 out of the last 5 years.

Type of Document

Utility Bills, P60, P21, End of Year Statement (Revenue), Mortgage/Bank Statement, Lease/Rental Agreement. If you are using documents which are not in English your name and address should be clear.

(PLEASE NOTE YOU MUST HAVE A COPY OF EACH DOCUMENT FOR EACH OF THE THREE YEARS)

5. I am applying on the basis that I am:

Type of Document

Employed: Pay slip
Formerly Self-Employed:
Type of Document
Letter from Revenue/accountant no longer trading

Recent Graduate/Student:
Type of Document
Transcripts or Parchment

Returner:
Type of Document
HEA Returners Declaration

Self Employed:
Type of Document
Letter from accountant or revenue confirming your status
Unemployed (other):
My welfare letter from DSP and Payment history.