



Ambassade d'Irlande
Service des Visas
4 Rue Rude
75116 Paris

VISA EXAM/ INTERVIEW

Your visa application must be completed on the internet beforehand.

Documentation required when applying for a visa to travel to Ireland
for an exam or interview.

**PLEASE NOTE THAT ALL DOCUMENTS LISTED BELOW
MUST BE INCLUDED WITH THE APPLICATION
AS INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

All documents listed must be ORIGINAL. All documents (except for your banking statements and payslips) must be in **ENGLISH** or accompanied by a translation.

	Document Required
1.	Application form completed in full, signed and dated by you the applicant.
2.	Your original passport, valid for 6 months after your date of departure from Ireland.
3.	Two recent colour passport size photos.
4.	Original carte de séjour or a certified copy, valid at least 3 months after your return date of departure from Ireland.
5.	Processing fee (cheque or mandate payable to 'Ambassade d'Irlande') Note: For postal applications fee of 8€ and a self addressed envelope for return of your passport and documents.
6.	Full details of the reason for your visit (exam or interview etc).
7.	Interview Only: An original up to date signed letter on official headed paper from the proposed employer confirming that you are attending for interview, details of the position, date and time of the interview and outlining who is responsible for the costs of the trip (travel, accommodation, expenses etc) Note: The letter should be dated within the 4 week period immediately prior to your date of application.
8. (a)	Exam Only: Letter of acceptance of registration for the exam from the school/college confirming the nature and date of the exam Note: The letter should be dated within the 4 week period immediately prior to your date of application.

(b)	Exam Only: Evidence that the required fees have been paid in the form of an official receipt from the school/college.
(c)	Exam Only: Qualification certificates.
9.	<p>Exam & Interview: Evidence of obligation to return to your country of permanent residence (e.g. letter from current employer or college).</p> <p>Note: The letter should be dated within the 4 week period immediately prior to your date of application.</p>
10.	<p>If you are responsible for the costs of the trip, evidence of how you intend to finance your trip and support yourself for the duration of your visit in the form of up to date bank statements for the 6 month period prior to your visit.</p> <p>Bank Statements should include the most recent transactions for the account up to the date of your application and:</p> <ul style="list-style-type: none"> (i) must be original (ii) must show your current address and (iii) must show a positive credit balance. Lump sum lodgements made shortly before your application will not be considered.
11.	Students, retired and unemployed people are required to have international travel insurance (accident and repatriation) to cover them during their stay in Ireland.
12.	Details of any previous applications you have made for an Irish visa including those refused.
13.	If you have been refused a visa for any other country details of this should be submitted.
14.	Proof of accommodation during your exam/interview.

The Visa Officer reserves the right to request additional documentation, if required, in support of your application. The provision of all of the documentation listed in no way guarantees that a visa will be granted.