

Ireland VAC checklist
EMPLOYMENT (SCIENTIFIC RESEARCHER) VISA

BARCODE: _____

Full Name: _____

Passport Number: _____

Date/Location of appointment: _____

Passport
Photograph:

See photograph
requirements on
www.inis.gov.ie.

Please complete in full.

- Your signed and dated summary application form and the appropriate fee (where applicable) must be accompanied by the supporting documents set out below.
- If you do not submit the required documentation your application may be refused on the basis of insufficient documents

	SUPPORTING DOCUMENTS SUBMITTED (All documents mentioned in the checklist are Mandatory)	Original	Copy
1	Fully completed and signed application summary sheet.		
2	Payment confirmation receipt. - Single entry only considered for all residency categories		
3	Two colour passport sized photographs not more than 6 months old and complying with the photograph requirements on www.inis.gov.ie		
4	<p>Your current passport, previous passport/s & a full copy of any previous passport/s Your current passport must be valid for at least 6 months after your intended date of departure from Ireland.</p> <p>If you are not a national of the country where you are applying from, you must submit evidence of your permission to be in that country e.g. a residence card. You must also have at least 3 months permission to be in that country after your intended date of departure from Ireland.</p> <p>(Current passport must have sufficient space for a visa to be inserted; at least two empty pages are required. For short stay visas the current passport must be valid for at least 6 months from date of intended departure from Ireland. For long stay visas current passport must be valid for 12 months from date of entry into Ireland.)</p>		
5	Signed letter of application including full contact details.		
Multiple copies are not required for Join Family applications. One set of supporting documents is sufficient			
6	Original Hosting Agreement with accredited research organisation.		
7	Copy of contract of employment (if issued by the research organisation)		
8	<p>Finances</p> <ul style="list-style-type: none"> • You must provide an up-to-date bank statement, showing what money has been paid into and out of the account over the last six months and showing sufficient funds to cover your costs. • Bank statements must be on headed paper - internet printouts will not be accepted. • Your name, address, account number and account type must be visible on the statement. Any large lodgements must be explained. • If you are sending a bank statement from a deposit/savings account, you must also include a letter from your bank confirming that you are allowed to withdraw money from that account. 		

9	<p>Medical/Travel Insurance</p> <p>Evidence of medical/travel insurance does not need to be provided with your application. However, the Visa Officer may request it before they make a decision on your application.</p> <p>If your visa is approved, you must have evidence of medical/travel insurance when you arrive at the port of entry (airport/seaport) and must present it to the Immigration Officer on request.</p>		
10	<p>Previous Visa Refusals</p> <p>If you have been refused a visa in the past for any country, you must provide the details. The original letter issued to you by the authorities of that country must be provided with your application.</p> <p>N.B. <u>Not disclosing any previous visa refusals will result in your application being refused.</u></p>		

- I confirm that I have submitted all the documentation relevant to the visa type for which I am applying. For documents which are not in English, I have provided a certified translation.
- I understand that a decision may be made on my application based on these documents only.

Applicant's Signature: _____

VAC Officer Signature: _____

For Official use only

Officer Name: _____

Signature: _____

Date: _____