Registration Process for Non-EU Students – 1st year Postgraduates

First step: Fees

- In compliance with University Policy and immigration control, international students **must pay fees** before you are permitted to complete formal registration for your NUI Galway course.
- International Students who have their fees paid by their home College or other organization must provide these details to the NUI, Galway Fees Office **in advance of registration.**
- International Students who have successfully applied for a course /programme at NUI Galway will be allocated a pre-registration 8 digit student ID xxxxxxxx number which should be quoted on all fee transactions and correspondence.

Fees Office contact details: (www.nuigalway.ie/fees, fees@nuigalway.ie, +353 91 492386)

Second Step: Register as a Student

ⓘ Online registration for **1st year RESEARCH opens 1st Sept.**

For **1st year TAUGHT opens 15th Sept**. You **CANNOT** register until that date

*O*_nce you have contacted the Fees Office and have your fees in order_ i.e. Fees will update your student record; then you can register as a student of NUI Galway by:

- Registering ONLINE (*only after getting your fees in order*), by following the instructions here

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HELPFUL TIPS Your Student ID number is the 8 digit student ID xxxxxxxx number you have been already allocated. This should be quoted on all fee transactions and correspondence

password ★★★★★ Your password is the word 'galway' followed by the first 4 digits of your date of birth (in the format ddmm) e.g. if your date of birth is 21st May 1996 your password will be **galway2105**

You must have a 'selfie' (**head and shoulders**) photo of you on *your own* ready to upload before you start the registration process. Click here for photo guidelines

CASS Campus Account Self Service You must activate your Campus Account (CASS) once you are registered click here for more

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