



ICHAS

Irish College of Humanities & Applied Sciences

GUIDELINES FOR THE ADMISSION OF NON-EEA/ NON-EU STUDENTS

REGULATIONS & FEES

ACADEMIC YEAR

2023/2024

The Irish College of Humanities and Applied Sciences is not bound by any error in or omission from this publication. This document is subject to change during the Academic Year and please access the Student LMS for the most current version of the document.

Table of Contents

1.1 List of ICHAS Programme available for International Students	3
1.2 Application Process for Non-EEA/Non-EU Students – Undergraduate Students	5
1.3 Application Process for Non-EEA Students – Postgraduate Students	5
1.4 Method of Payment of Fees from Non-EEA/ Non-EU Students	6
1.5 Refund Policy in relation to Fees Paid by Non-EEA/Non-EU Students	6
1.6 Fees for International Non-EEA/Non-EU students.....	7
1.6.1 Fees for ICHAS Programmes For Academic Year 2023/2024	7
1.7 Contact Information	7

1.1 List of ICHAS Programme available for International Students

Full Time Basis Only

- B.A. Hons in Counselling and Psychotherapy
<https://ichas.ie/course/ba-hons-in-counselling-psychotherapy/>
- B.A. Hons in Counselling and Psychotherapy with Addiction Studies
<https://ichas.ie/course/b-a-hons-in-counselling-psychotherapy-with-addiction-studies/>
- B.A. Hons in Counselling and Psychotherapy with Youth Studies
<https://ichas.ie/course/b-a-hons-in-counselling-psychotherapy-with-youth-studies/>
- M.A. in Childhood Studies <https://ichas.ie/course/m-a-in-childhood-studies/>
- M.A in Adolescent Studies <https://ichas.ie/course/m-a-in-adolescent-studies/>
- M.A. in Clinical Supervision in Professional Practice <https://ichas.ie/course/m-a-in-clinical-supervision-in-professional-practice-2/>
- MA in Addiction Recovery <https://ichas.ie/course/m-a-in-addiction-recovery/>
- MA in Addiction Studies <https://ichas.ie/course/m-a-in-addiction-studies/>

The Irish College of Humanities & Applied Sciences welcomes and values International Students within our college community. We recognise the cultural diversity which they bring and the exchange of values between cultures enhances and enriches the overall student experience. It is important, however that the College meets its obligations in relation to the admission of International students. The Irish Naturalisation and Immigration Service (INIS) <http://www.inis.gov.ie/> have issued detailed guidance to colleges and potential students and it is vital that reference is made to their requirements when considering applications from Non-EEA and Non-EU countries. In that context, it is vital to recognise the distinction they identify between the requirements stipulated to hold a Visa to enter Ireland and requirements necessary to study in Ireland. For Non-EEA/ Non-EU students wishing to apply for a place on one of programmes please note the following important information applies.

Most students holding a Non-EAA/Non-EU passport are required to have a valid visa to study in Ireland. Please refer to the INIS website at <http://www.inis.gov.ie/> for more comprehensive information. However, in summary, there are generally two categories of applicants who need to be considered:

- Students who need a visa before they travel to Ireland
- Students who can enter Ireland without a visa and who can apply for their student visa after they arrive in Ireland.

- Where the college fees are below €6,000, a receipt confirming the full amount of the fees have been paid in advance must be provided by the college to the student.
- Where the college fees exceed €6,000 then a receipt indicating that at least this amount has been paid in advance must be provided by the college to the student.
- Students are required to have private medical insurance, either personally or through a group scheme operated by their college, at time of registration. Where a college provides a group private medical insurance scheme it is recommended that colleges confirm this to students in advance of their travel to Ireland.

It is a requirement from INIS for non-EEA students who intend staying in Ireland for more than 90 days to register with the Garda National Immigration Bureau (GNIB).

As part of this process Colleges are required to provide information to students to help them register in a timely and efficient manner and it should be noted that where a student fails to satisfy the requirements for registration then they will not be registered.

To enable students to register, the college provides students with details of their local Immigration Registration Office. From the college's perspective, it is our responsibility to ensure that **Non-EEA students have a valid GNIB card prior to commencement of the programme.**

In the case of ICHAS Postgraduate programmes, the college wishes to advise applicants from NonEEA/Non-EU countries that our Postgraduate programmes are offered on a Full Time Basis over 1 calendar year, therefore **students applying for Postgraduate studies may only be accepted where they commit to completion in 1 year on a Full Time Basis.**

1.2 Application Process for Non-EEA/Non-EU Students – Undergraduate Students

To apply to ICHAS as a Non-EEA/Non-EU Student for the Full Time Undergraduate programmes you must submit the following:

- A completed on-line application form.
- An official copy of your student transcripts from second level education as appropriate.
- Official translation of transcripts.
- English language proficiency certificates e.g. IELTS of 6 (undergraduate) or equivalent if applicable.
- Statement of purpose (One page indicating the reasons for your choice of course and why you want to study at ICHAS College).
- A copy of the picture page of your passport (Please also note that your passport should be valid for a period of 12 months after the estimated completion date of your course).

Following Acceptance of your place at the College you are required to provide the following:

- A copy of your GNIB card or your GNIB application reference number.
- Payment of fees for the first year of study in full (Please see refund Policy below).
- A copy of valid international student medical insurance. (All international applicants requiring Visas for study purposes in Ireland are required to have private medical insurance, either personally or through a group scheme at time of registration)

1.3 Application Process for Non-EEA Students – Postgraduate Students

To apply to ICHAS as a Non-EEA Student for the Full-Time post-graduate programmes you must submit the following:

- A completed online application form.
- An official copy of your student transcripts from relevant Undergraduate programmes.
- English language proficiency certificates (e.g. IELTS of 6.5 or equivalent).
- A copy of the picture page of your passport (Please also note that your passport should be valid for a period of 12 months after the estimated completion date of your course)
- Statement of purpose (One page indicating the reasons for your choice of course and why you want to study at ICHAS College)

Upon receipt of Offer Letter and Acceptance of your place at the College you are required to provide the following:

- A copy of your GNIB card or your GNIB application reference number.
- Payment of fees in full.
- A copy of valid international student medical insurance. (All international applicants requiring Visas for study purposes in Ireland are required to have private medical insurance, either personally or through a group scheme at time of registration).

1.4 Method of Payment of Fees from Non-EEA/ Non-EU Students

Bank Transfer – Students can pay by bank transfer into the ICHAS Bank Account as follows:

Bank Name	Bank of Ireland, University Branch, Limerick
Account Name	Irish College of Humanities and Applied Sciences
Swift/BIC Code	BOFIE2D
IBAN No	IE49BOFI90457982173203

Please note: If you are using this method of payment, please remember to quote your name on all payment transfers to the College. Confirmation of this transfer has to be emailed to finance@ichas.ie.

1.5 Refund Policy in relation to Fees Paid by Non-EEA/Non-EU Students

Where a non-EEA/Non-EU student is not successful in obtaining a visa to study in Ireland the College will refund the course fee paid less an admission processing fee of €100

1.6 Fees for International Non-EEA/Non-EU students

Please note that **all fees have to be paid in full** within 2 weeks on acceptance of a place on a programme of study and in all cases a minimum of one month prior to course commencement.

1.6.1 Fees for ICHAS Programmes For Academic Year 2023/2024

Fees - Payments for Non-EEA/ Non-EU Full-time Students (completing Undergraduate Programme) have to be paid in full two weeks after acceptance of programme offer.

Programme	Tuition Fee*
Undergraduate Programme BA Honours Degree Per Academic Year	€4,825
Master of Arts in Adolescent Studies (Full Time over 1 Year) Per Programme	€7,200
Master of Arts in Childhood Studies (Full time over 1 year).	€7,200
Master of Arts in Childhood and Adolescent Studies (Full time over 1 year).	€7,200
Master of Arts in Clinical Supervision in Professional Practice (Full Time over 1 Year) Per Programme	€7,200
Master of Arts in Clinical Supervision in Professional Practice (Full Time over 1 Year)	€10,200
Masters of Arts in Addiction Studies(Full Time over 1 Year)	€10,200
Masters of Arts in Addiction Recovery (Full Time over 1 Year)	€10,200

***Please note that the costs of personal therapy and clinical supervision is not included in the fees above. These are payable separately.**

1.7 Contact Information

GNIB Office, Henry Street Garda Station, Henry Street, Limerick Tel

: +353 61 212416

Admissions Office ICHAS – info@ichas.ie / T: 00353 61 216288

ICHAS Finance Department – finance@ichas.ie