NUI Galway
OÉ Gaillimh

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

First step: Fees

Before you are permitted to complete formal registration for your NUI Galway course, you must, in compliance with university policy and immigration control:

- Pay your fees in full prior to Registration **or** 50% of fees may be paid before Registration and the balance before Jan 31st 2022.
- Depending on Visa requirements, students may need to pay €6,000 or 50% as part of the Visa approval/ application and therefore should look to have this installment paid as soon as possible in advance of the semester commencing.
- 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 with the University.

Fees Office contact details:
(www.nuigalway.ie/fees, fees@nuigalway.ie

ⓘ Manual and online registration will open on **19th August**. You **CANNOT** register until that date

Second Step: Register as a Student

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](#)

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

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 You must activate your Campus Account (CASS) once you are registered click [here](#) for more information

If you need help registering online email the Registration Help Desk at registration@nuigalway.ie