



STUDY ABROAD APPLICATION GUIDE 2024/2025

Please note: This Guide is designed for current undergraduate full time university students applying to study abroad at Trinity for a semester or year from non-EU countries.

- If you are a postgraduate student, please be aware that only undergraduate modules will be made available to you.
- If you are an EU student, please refer to Erasmus and EU information here: [EU/Erasmus Exchange - Study - Trinity College Dublin \(tcd.ie\)](https://www.tcd.ie/Erasmus/Exchange-Study)
- PHD students should contact the school they wish to collaborate with directly.

[Before Making your Study Abroad Application](#)

Entry Requirements and the Study Abroad Guide

You must familiarise yourself with the [entry requirements](#) for Trinity. A minimum GPA of 3.1 and two years of third-level study are required to be assessed. Please note that applicants will be required to upload additional documentation to support their application. Applications will not be assessed if the required documents are not submitted with the on-line application. Finally, please note that all communications regarding the status of your application will be communicated through the email you list in your application and through the [my.tcd.ie portal](https://my.tcd.ie) - Make sure to double-check that your email is spelled correctly and that you use your full legal name and on your application! Applicants are required to check their my.tcd.ie account regularly.

Studying at Trinity

Trinity College Dublin, the University of Dublin offers students the opportunity to take classes (known as “modules” at Trinity) throughout the three faculties at the University. Please bear in mind that Trinity’s admissions processes may be quite different than those of your home institution. For example, rather than applying to a university for general admission, Trinity assesses and admits students to specific

areas of study. As a study abroad student, you will specify between 2 and 5 areas of study on your application and then receive admissions decisions for each of your areas of study in your final offer letter.

The Trinity [Module Directory](#) includes the most up to date list of modules (classes) available, but you will not be given the final list on offer or the timetabling information until your arrival. Therefore, it is especially important that you apply to all relevant areas of study that you may need to take classes in.

Note that registration for specific classes does not occur until you arrive at Trinity.

For more information on selecting areas of study, see Step 7: Education and Qualifications in the Step-by-Step Section of this Guide.

Course Load

Trinity uses the European Credit Transfer and Accumulation System, known as ECTS, to represent the student workload required to achieve the desired outcomes of modules and programmes. The standard course load is 30 ECTS per term and 60 ECTS per Academic Year. The number of classes you will take at Trinity therefore depends on their ECTS credit weighting, not on a specific number of classes. Modules usually have a 5 or 10 ECTS weighting, so students usually take between 3 and 6 modules per term. Trinity's absolute minimum requirement for access to student services at Trinity and full-time status for immigration purposes is 20 ECTS per semester and 45 ECTS for a full year student.

Trinity Electives

Trinity Electives are weighted at 5 ECTS. Students can be admitted to **ONE** elective per semester (with a maximum of two for a full-year student) and this is subject to availability. To find out more about these exciting modules, please visit our [Trinity Electives website](#) which provides information on each of the modules through videos and detailed information sheets.

Note:

- ❖ It is not possible to take more than one Trinity Elective per semester as they all meet at the same timetable slot.
- ❖ Admission to Trinity Electives takes place on arrival and separate to the process of admissions to areas of study at Trinity during the admissions phase.

STEP BY STEP GUIDE TO MAKING YOUR APPLICATION

Now that you have familiarised yourself with some essential information on studying abroad at Trinity, here are some pointers to guide you through the application process.

➤ Step 1 – Begin Your Application

The following link will direct you to the first page of your application process: [Study Abroad & Exchange - Study - Trinity College Dublin \(tcd.ie\)](https://tcd.ie) Select the appropriate application link you choose to apply for: i.e. Full year study abroad or Term study abroad. You will also find essential information such as eligibility requirements, application deadlines, scholarships etc. on this webpage.

➤ Step 2 – Create a login I.D.

Once you have chosen your preferred term of study, you will be directed to the “My TCD” page where you will be creating your login ID for your application. This page is called ‘New user screen’ and will require your general information such as full name, DOB etc. Once you click ‘Proceed,’ you must note your student ID as this will act as your username for logging in to the portal. The ID will serve as both your Application ID as well as your Student ID number when you enrol at Trinity.

Tips:

- ❖ Make sure to list your date of birth in the Day-Month-Year format.
- ❖ Use your university email address and double-check that your email address is listed correctly. If it is not, we will have no way to contact you about your application.
- ❖ Double-check your course title. NEU Visiting is the correct title for study abroad and exchange students from non-EU countries.

➤ Step 3: Your Details

Please fill in your personal details.

- ◆ Please ensure that your date of birth is correct and, in the DD/MM/YYYY format.
- ◆ Gender - select your gender exactly as it is printed on official documents, e.g. passport



- ◆ Country of Birth - Enter the current name of the country where you were born
- ◆ Nationality - Select your nationality as it is printed on your current passport
- ◆ Personal Public Service (PPS) Number – Please leave blank. This is not applicable to visiting students.

➤ Step 4: Contact Details

You will be required to enter your permanent home address, contact information, and, if different, your correspondence details in this section. The address line is crucial for receiving your offer letter, which you will need for immigration on arrival, and the visa application process, if applicable.

Please ensure that your contact email is correct as this will be the email used to contact you during the application and offer phase.

Do you consent to Trinity contacting you to assist with this application? - It is important to select 'yes' when answering this question as we cannot contact you without permission.

➤ Step 5: Residency Status

If admitted to this course, your tuition fee amount will depend on your residency status. Trinity will designate your residency status based on your response to the questions in this section. Please read the options carefully and select the status that is relevant to you.

If you choose a European residency status, you will be required to submit official documentary evidence in support of your selection (P60, Statement of Liability, Social Welfare Documentation etc). **For further information [see here](#).**

European Health Insurance Card Number – This is only applicable to EU/EEA students with an active European Health Insurance Card.

Do you require a visa to remain in Ireland for the duration of the course? - Please follow this [link](#) to find information on the visa and immigration process for Ireland for prospective international students. Learn more about who requires a visa, how to apply and the Irish Immigration Service Delivery process.

➤ Step 6: English Language Proficiency

This section requires information on your English language proficiency.

If English is not your first language you will be asked to provide details of your English language qualification. A list of accepted certificates and scores can be

found here: [English Language Requirements - Study - Trinity College Dublin \(tcd.ie\)](https://www.tcd.ie/EnglishLanguageRequirements/Study). A brief outline of the minimum scores required can be found below:

IELTS Academic or Indicator	Duolingo English Test	TOEFL iBT	Cambridge Advanced or Proficiency	PTE Academic (Pearson)
6.5 overall 6.0 in each band	120 overall 100 in each sub score	90 overall 21 in each section	180 overall no score below 170	69 overall 59 in each section

If you do not yet have one, please indicate the approximate future date when you will be taking the test. If you have already completed a test, please provide details, and upload the certificate where prompted.

➤ Step 7: Education

Third-level qualifications:

This section requires you to list the details of your current and previous undergraduate university or college. (Third Level in Ireland refers to Universities, whereas Second Level refers to secondary school, known as high school in the US.).

Please fill out your **current** university/college details under “Qualification 1”.

- ◆ Awarding Institution - select ‘Other (Outside Ireland)’
- ◆ If other please specify - please write out the full name of your home institution, ensuring there are no typos.
- ◆ Qualification - please select the level of your current qualification. (Usually Ordinary bachelor’s degree)
- ◆ Course Name – enter the full name of your current course.
- ◆ Main subject studied – please choose the closest subject to your current field of study. (if double-major, undeclared, etc., you can specify in the “other” section).
- ◆ Awarding body – please select ‘Other.’ There is no need to specify further.
- ◆ Mode of attendance - should be full-time. Part-time study abroad students are accepted at Trinity.
- ◆ Result – please select ‘other’ if you do not follow the Honours Grading System.
- ◆ Attended from – Include the start date of the course.
- ◆ Have you completed this course? - The answer should be ‘No’ when inputting your current course information.



You will be asked to upload your transcripts to date. Transcripts must be official, certified documents. Copies will not be accepted. They must be uploaded as a single document. Any multipage documents must be scanned and saved as a single document prior to uploading. Omission of official transcripts will lead to delays in assessment.

There will be an option to 'Add Another' qualification if applicable. Please note, we only require details of your third-level education to date.

➤ Academic Prizes and Distinctions

This section is not mandatory.

➤ Academic Record

Some of the questions in this section will resemble those asked in the Qualifications section.

- ◆ Home University/College currently being attended - Enter official University Name
- ◆ Date of initial enrolment at this institution - Please enter the date in which you began your study.
- ◆ Intended principal subject(s) of final degree - Enter the subjects you plan to major/minor in. Do not list modules you have completed to date. Please avoid using the 'Enter' key in this section.
- ◆ Please enter your cumulative GPA score to date if applicable - It is crucial that you list your correct and up to date Cumulative Grade Point Average or equivalent in this section.
- ◆ There will be another chance to upload transcripts in this section. Only do this if you have not uploaded them in the 'Qualification' section. It is not necessary to upload your transcripts more than once.

➤ Step 8: Experience

You can add any relevant experience in support of your application in this section. We suggest you provide details of any voluntary experience, internships, and jobs you have undertaken. Please note that these elements of the application are optional, and you only need to include the items that are most relevant to your academic preparation for study at Trinity.

➤ Step 9: Other Details

The first part of this section asks you to outline how you will be supporting your education financially during your time in Trinity and where you first heard about the programme.

If you are fully or partially funded by your home university or a third-party agent (e.g., IES, Arcadia, CIEE, IFSA, API), please select Scholarship in the 'Funding' section. When asked to choose a specific scholarship, select 'other' and input the name of your university or the name of the agency as appropriate.

Proposed Study in Trinity College Dublin

This section is a crucial component of the application. At Trinity, students are admitted to specific Schools and Departments (areas of study), rather than to the University as a whole. It is therefore especially important that you carry out your own research using the [Module Directory](#) prior to submitting your application, to ensure that you are applying to your preferred areas of study. It is also important to note that you will be assessed for admission to each of the areas of study. **You will only be eligible to enrol in modules within departments you have applied to and have been approved for.**

Module Selection

It is important that you list modules (and module codes) you would like to take as this will give Schools/Departments an indication of your interests. However, acceptance of your application does not guarantee acceptance into any particular module. Please ensure the modules you list correspond with Schools/Departments you have applied to.

Required Modules

Please only include modules that you are required to take in your study abroad period to be on track for graduation at your home institution. You may be asked for further proof during the module enrolment period.

Tips:

- ❖ The section on "Module Codes and Names" is used to give the Admissions Office a sense of the type of classes you are hoping to take in each area of study and is not binding. You are free to apply to between 1 and 6 disciplines at Trinity, but the most common number is between 2 and 4.
- ❖ For example: If you are an English major and Biochemistry minor, specify both English and Biochemistry departments on your application for

admission to Trinity, and if you want to take any additional classes in other areas, you must apply to those departments as well.

Are you applying to a Semester Start-Up Programme?

This question refers to the [Semester Start-Up Programme \(SSP\)](#), which is an optional pre-sessional orientation programme. The Programme runs prior to the start of normal teaching, and tuition for the programme is in addition to regular tuition fees. If you choose to register for the SSP, all you need to do is mark 'Yes' next to the question. If you select Yes, you will automatically be enrolled in the Programme if you are admitted to Trinity. Please only select Yes on the application if you are certain that you can arrive early to complete the programme.

***CASA Dublin Programme students should not select this as they have a bespoke version of the programme for their cohort.**

Nominated Access

You have the option to identify the name of two nominees if you want a third party to be authorised to discuss your application with admissions on your behalf (e.g. provider programme, university contact, parent/guardian, etc.) This section is important due to strict Irish and EU Data Protection regulations, and persons not listed in this section are not permitted to receive information about your application.

➤ Step 10: Academic Statement

The "Academic Statement" is a required component of the application which gives you the opportunity to explain why you hope to study at Trinity and what you hope to gain academically from your time abroad. There is also an option to upload a statement if you prefer. Just write "see attachment" in the text box provided to move on to the next section.

➤ Step 11: References

In this section, you must provide the contact details for a Professor or Academic member of staff who has agreed to provide a letter of recommendation on your behalf. You are required to submit **one** reference to support your application, but you may submit a second if you so wish. References must be on official headed paper with the referee's signature. Unofficial references will not be accepted.

If you enter your referee's email address and you are not uploading the reference as you complete the application (this is less common as referees often prefer to send the letter directly to the university or programme to maintain confidentiality), a notification will be sent to the referee as soon as you submit the application.

They will then be prompted to upload their letter of reference. It is important to note that you will not be able to see in the online system whether your reference has been submitted, so you must check in with your referee to ensure that they have submitted the letter and that your application is complete.

Until your referee submits the reference, your application will be incomplete and will not be assessed.

Tips:

- ❖ Make sure your referee is aware that you have put them down as references so that they can respond in time and a decision on your application can be made in a timely manner.
- ❖ Please note that the Admissions Office at Trinity will not contact your referee directly.

➤ [Step 12: Document Upload](#)

You may add any additional documentation in support of your application here. This is not required.

For example: If you have an official copy of your letter of reference, you can upload it here in the "Other" section.

It is important to note that you will not be able to submit your application if any mandatory documents are outstanding. Any non-mandatory documents not available to you at this point can be uploaded following the submission of your application.

➤ [Step 13: Terms & Conditions](#)

Once you have read the terms and conditions and submitted your application, you will be directed to the confirmation page which means you have completed the online application process. On the confirmation page, make sure to check that your status is correct (e.g. NEU Visiting).

NEXT STEPS

Once your application, reference and official transcripts have been submitted, your application is complete. Your application will then be assessed by Trinity's Admissions Office. The admissions process can take time, so please do not expect an immediate response.

Staff in the Admissions Office will reach out to you with decisions and information once we receive decisions from the schools you have applied to.

Types of Offers of Admission:

- Unconditional/full offer - You will receive an unconditional or full offer once all area of study decisions are available.
- Conditional offer - You will receive a conditional offer if you need to meet more criteria for entry (which the admission team would email you about).
- Partial Offer - You will receive a partial offer when at least one area you have applied for has approved your application.

Once the deadline passes, you will begin to receive communications from the Study Abroad team to help you prepare for your experience abroad at Trinity. This information includes how to register for accommodation, visas and immigration information, guidance to help you to prepare for arrival and orientation, and more.

FREQUENTLY ASKED QUESTIONS

Where can I find information on Study Abroad Tuition Fees?

Please visit the Academic Registry's Fee's website. Select "Undergraduate Fees" and the correct Academic Year and scroll down to the section titled "Visiting/Erasmus Students." Note: make sure to view the column on the far left for the correct non-EU for each section. Tuition is charged depending on whether you are admitted and taking classes in the Faculty of Arts, Humanities and Social Sciences only, or the Faculty of Engineering, Maths and Science and Faculty of Health Sciences only, or all three. The separate Semester Start Up Programme Fee is also specified.

What is my Fee status?

As every applicant is applying from a non-EU country, your fee status will be classified as Non-EU (NEU). If you are an EU student your application will be managed separately. Please refer to Erasmus and EU information.

What does "Highest level" of Education mean?

The applicant will need to provide the latest results from their home University. Please note that the high school transcripts are not sufficient for your application.

These transcripts should display your 1st and 2nd Year at University and your most recent set of examinations.

How do I change my reference nominee details after I have submitted the application?

Referee details cannot be changed once the application is submitted. The referee or the new referee must send the reference directly to admissions if they cannot submit through the online system. The Admissions office at Trinity does not follow up on references, so make sure your reference is complete, or your application will not be reviewed.

Can I change or edit details in my application once it is submitted?

No, changes cannot be made to the application once submitted. Additional documentation such as transcripts, references etc. can still be added at this stage. Health insurance information is not required for your application for admission to Trinity, but you will receive information from the Study Abroad team after your admission regarding health insurance options, as you are required by Irish Naturalisation and Immigration Services to have health insurance coverage in Ireland for the immigration process (both for visa-required and non-visa required students.)

What is my username/password to log in to my student portal?

If you have created your own application, the username and password that you have created will be your login in for the student portal. If a study abroad provider has applied on your behalf, they will have the login details for your account and the password will need to be reset once received from the provider. You will receive a student number and TCD email once registered at Trinity.

Get in Touch

For application queries, please contact our colleague in the Academic Registry:
Non-EU Admissions NonEU.Incoming@tcd.ie.

Reach out to the Global Mobility team at global.mobility@tcd.ie with any questions or to learn more about studying abroad at Trinity, visit www.tcd.ie/global/.