

This checklist is for **Saudi passport holders** who are accompanying a family member as a **guardian**.

For full details required documents please see <https://www.irishimmigration.ie/>. * The Embassy reserves the right to request original versions of any documents. Once, complete this checklist should be submitted to [VFS](#), along with all relevant documentation.



*In case of any discrepancy, the website takes precedence

Application Details

Application Number:	Passport Number:
Name:	VFS Location:
Phone Number:	Submission Date:
Relationship to main applicant:	Name of main applicant:
Main applicant application number:	

Checklist

Category	Document	Comments	Submitted?		
All documents <u>must</u> be translated into English.			Applicant	VFS	Embassy
Application Form	AVATS application summary form		☐	☐	☐
Purpose of Travel Outline the purpose of your application: why you are travelling to Ireland, who you are going with and what you will do there.	Cover Letter Provide a <u>typed</u> cover letter that includes <u>all listed points</u>. Failure to do so will result in your application not being processed/rejected.	- Outline your reasons for travel, your relationship with the main applicant and what you intend to do while in Ireland. - State whether you are covered by the main applicant's scholarship and what the main applicant will be studying and where.	☐	☐	☐
	Letter of Acceptance	Provide a copy of letter from the Educational Institution outlining the course which the main applicant has been offered a place on and any conditions of the offer. The letter must state the amount of fees payable, the amount of fees that you have paid.	☐	☐	☐
Financial Details Provide evidence you of your ability to finance your stay in Ireland.	Confirm you are covered by a scholarship or else have the financial resources to study in Ireland	Guardians of scholarship students: Please include a copy of the scholarship letter, in which you are named. Guardians not covered by a scholarship letter: Provide bank statements for the previous 3 months and indicate how you intend to financially support yourself while in Ireland.	☐	☐	☐
Traveling with Minors	Additional Checklist	If travelling with a minor(s), confirm the additional minor checklist has been completed and is attached.	☐	☐	☐
Identity Documents	2 X Passport Photos		☐	☐	☐
Identity Documents Order of documents	Current Passport		☐	☐	☐
	Proof of relationship with main applicant		☐	☐	☐
	See overleaf for order in which documents must be presented. Failure to do so will result in delays in processing your application.		☐	☐	☐

Once, complete this checklist should be submitted to [VFS](#), along with all relevant documentation.

Applicant Declaration

I, the applicant, confirm that this checklist has been completed and all relevant documents have been submitted. I understand that a decision will be made based on these documents. I confirm that I have ordered the documents in my application according to the list below.

Applicant Signature:



Document Order of Precedence

1. This checklist
2. AVATS Application form
3. Cover letter
4. Letter of Acceptance
5. Scholarship letter or confirmation you have financial resources to stay in Ireland
6. Minor's checklist (if relevant)
7. Identity documents, including proof of relationship with main applicant
8. Any other relevant documentation you wish to include

Additional VFS Comments

Additional Embassy Comments

Please Note: This checklist is intended as a guide only. It is not exhaustive and additional documents may be required.

It is the applicant's responsibility to ensure they have understood the application process and have submitted all documentation that is required.

All information related to visas can be found at www.IrishImmigration.ie

Approved by Department of Justice December 2023.



Ambasáid na hÉireann
Embassy of Ireland



An Roinn Dlí agus Cirt
Department of Justice