

# Reactivating Your Employment Permit Online in Ireland

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Navigate to <https://www.irishimmigration.ie/my-situation-has-changed-since-i-arrived-in-ireland/>

The screenshot shows the Irish Immigration website. At the top, there is a dark header with the Department of Justice logo and the text 'Department of Justice'. Below this is a brown banner with the title 'My situation has changed since I arrived in Ireland' and a URL. The main content area is dark grey. A modal window is open in the center with the title 'QUESTIONS ABOUT YOUR CURRENT APPLICATION?' and a close button. The modal text says 'You can now register on our Customer Service portal.' and lists three bullet points: 'Check the status of selected application types', 'Submit a specific query in relation to your application', and 'Submit a general query'. Below the list is a button labeled 'LOGIN OR REGISTER'. In the background, there is a section titled 'What are my options?' with two sub-sections: 'Family' and 'Work & Study'. The 'Family' section mentions 'Where your family situation has changed you must advise ISD immediately. Please click on the links below to get further information on the different permissions that may apply to you. I am now....'. The 'Work & Study' section mentions 'If your employment situation changes or if you have graduated and are now eligible for employment. Please click on the links below to get further information on the different permissions that may apply to you. I need to....'.

Department of Justice

My situation has changed since I arrived in Ireland  
<https://www.irishimmigration.ie/my-situation-has-changed-since-i-arrived-in-ireland/>

**QUESTIONS ABOUT YOUR CURRENT APPLICATION?**

You can now register on our Customer Service portal.

**In the portal you will be able to:**

- ✓ Check the status of selected application types
- ✓ Submit a specific query in relation to your application
- ✓ Submit a general query

**LOGIN OR REGISTER**

**What are my options?**

**Family**  
Where your family situation has changed you must advise ISD immediately. Please click on the links below to get further information on the different permissions that may apply to you. I am now....

**Work & Study**  
If your employment situation changes or if you have graduated and are now eligible for employment. Please click on the links below to get further information on the different permissions that may apply to you. I need to....

## 2 Click "LOGIN OR REGISTER"

The screenshot shows the INIS website with a modal box titled "QUESTIONS ABOUT YOUR CURRENT APPLICATION?". The modal box contains the following text:

**QUESTIONS ABOUT YOUR CURRENT APPLICATION?**

You can now register on our Customer Service portal.

**In the portal you will be able to:**

- ✓ Check the status of selected application types
- ✓ Submit a specific query in relation to your application
- ✓ Submit a general query

**LOGIN OR REGISTER**

The background of the website shows a section titled "What are my options?" with two main categories: "Family" and "Work & Study".

**Family**

Where your family situation has changed you must advise ISD immediately. Please click on the links below to get further information on the different permissions that may apply to you. I am now....

- A de facto partner of an Irish or non-EEA national
- The spouse of an Irish national
- The spouse or child of a non-EEA citizen or Irish national
- The parent of an Irish Citizen child
- Applying for an immigration clearance letter to bring an AAI approved foreign adopted child into the State

**Work & Study**

If your employment situation changes or if you have graduated and are now eligible for employment. Please click on the links below to get further information on the different permissions that may apply to you. I need to....

- Reactivate my employment permit
- Get permission under the Turkish Agreement
- Modify my Student permission
- Apply for the 3rd level graduate programme

## 3 Click "Reactivate my employment permit"

The screenshot shows the INIS website with the "Reactivate my employment permit" button highlighted in the "Work & Study" section. The background of the website shows the same "What are my options?" section as in the previous screenshot.

**What are my options?**

**Family**

Where your family situation has changed you must advise ISD immediately. Please click on the links below to get further information on the different permissions that may apply to you. I am now....

- A de facto partner of an Irish or non-EEA national
- The spouse of an Irish national
- The spouse or child of a non-EEA citizen or Irish national
- The parent of an Irish Citizen child
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- Reactivate my employment permit**
- Get permission under the Turkish Agreement
- Modify my Student permission
- Apply for the 3rd level graduate programme

**Time**

If you have lived in Ireland lawfully for a number of years you

**Personal**

Where there is a change in your personal situation or

## 4 Click "APPLICATION FORM"

Department of Justice

You are **not** eligible under this scheme if:

- ➔ You are subject to a Deportation Order or have been given notification of a proposal to deport you under Section 3 of the Immigration Act 1999
- ➔ You are subject to a Removal Order under EU law
- ➔ Entered Ireland as a student or visitor and were never the holder of an Employment Permit
- ➔ Previously had an Employment Permit, but you subsequently left Ireland
- ➔ Previously had an Employment Permit and a Stamp 1 permission but changed your status to another immigration Stamp.

**Submit an application**

You can submit your **APPLICATION FORM** with all the required documentation, for a Reactivation Employment Permit Scheme through the dedicated **portal**. You can register for an account or log in to your existing account. Submitting applications via the **portal** ensures more efficient and speedy processing.

Select 'Submit Query' and choose the correct options from the following categories:  
'Domestic Residence and Permissions>I want to submit an application>Reactivation Employment Permit Scheme'

Please attach your signed and fully completed application form in PDF format

**Required documents**

In addition to the **application form** please supply the following documentation:

- ➔ Copy of biodata page of your national passport
- ➔ Copy of entry stamp page of your passport
- ➔ Copies of all work permits held to date

## 5 Click "Reactivate my employment permit"

advise the Department of Justice's Immigration Service Delivery (ISD).

Examples of change in circumstances can include where you have got married, changed employment, or completed your studies.

In all these situations it is essential that you advise ISD of those changes. Please read more below about the options that are available and the steps you need to follow.

**What are my options?**

**Family**

Where your family situation has changed you must advise ISD immediately. Please click on the links below to get further information on the different permissions that may apply to you. I am now....

- A de facto partner of an Irish or non-EEA national
- The spouse of an Irish national
- The spouse or child of a non-EEA citizen or Irish national
- The parent of an Irish Citizen child
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**Work & Study**

If your employment situation changes or if you have graduated and are now eligible for employment. Please click on the links below to get further information on the different permissions that may apply to you. I need to....

- Reactivate my employment permit**
- Get permission under the Turkish Agreement
- Modify my Student permission
- Apply for the 3rd level graduate programme

**Time**

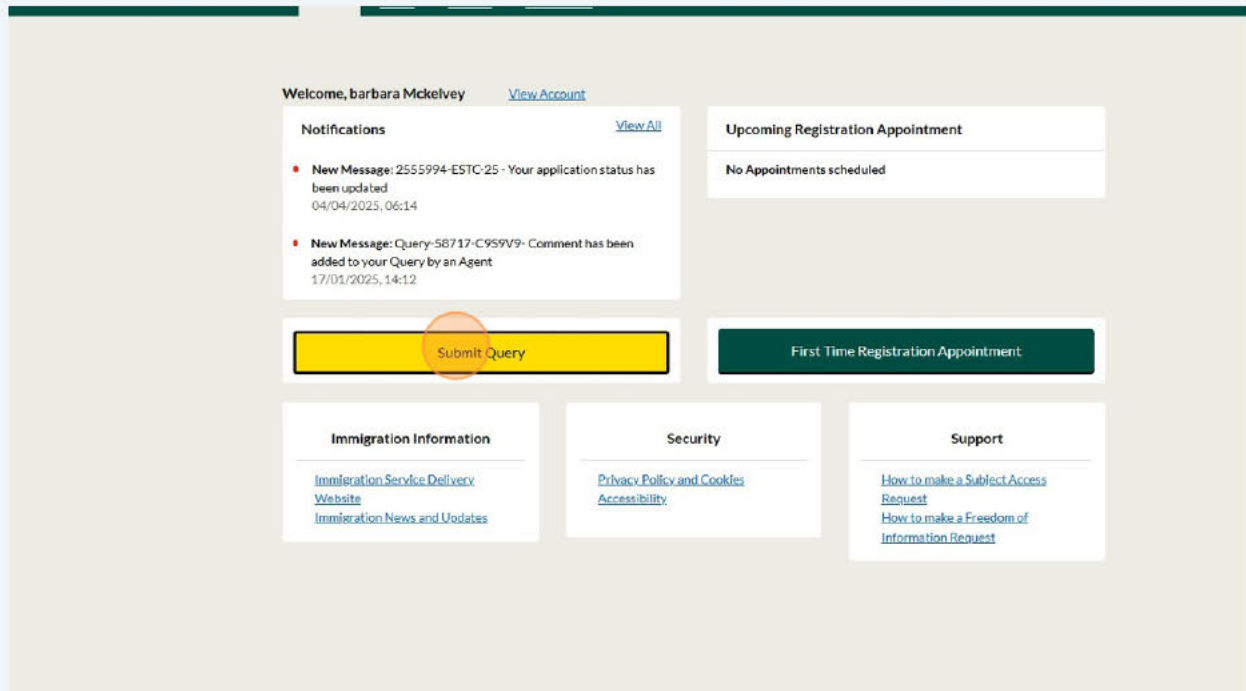
If you have lived in Ireland lawfully for a number of years you

**Personal**

Where there is a change in your personal situation or

## 6 Switch to tab Dashboard"

## 7 Click "Submit Query"



8 Select the "Domestic Residence and Permission" option.

The screenshot shows a web application interface for the 'Asylum Support Unit' (Department of Justice). The header includes a language selector, a settings gear icon, and a 'Log out' button. The main navigation bar contains links for 'Home', 'Status', 'Queries', and 'Registration'. The 'Queries' link is highlighted. The main content area is a form titled 'Customer \*' with the value 'barbara McKelvey'. Below it is a 'Query Category \*' dropdown menu with 'Domestic Residence and Permission' selected. A 'Next' button is visible at the bottom left of the form. A loading spinner is centered below the form.

9 Select the "Submit an application to DRP" option.

The screenshot shows the same web application interface as the previous step. The 'Customer \*' field remains 'barbara McKelvey'. The 'Query Category \*' dropdown is still 'Domestic Residence and Permission'. A new 'Sub-Type of Query \*' dropdown menu is now visible, with 'Submit an application to DRP' selected. The 'Next' button is still at the bottom left, and the loading spinner is centered below the form.

10 Select the "Reactivation Employment Permit" option.

Home Status Queries Registration

Customer \*

barbara Mckelvey

Query Category \*

Domestic Residence and Permission

Sub-Type of Query \*

Submit an application to DRP

Topic of Query \*

Reactivation Employment Permit

Next

11 Click this button field.

barbara Mckelvey

Query Category \*

Domestic Residence and Permission

Sub-Type of Query \*

Submit an application to DRP

Topic of Query \*

Reactivation Employment Permit

Next

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12 Click the "Details of Query" field.

The screenshot shows a web application interface for the Department of Justice. The header is dark green with a language selector, a settings gear icon, and a 'Log out' button. Below the header is a navigation bar with links for 'Home', 'Status', 'Queries', and 'Registration'. The main content area is light beige and contains a form titled 'Details of Query'. The form has a text input field with a cursor, a 'Relevant Document' section with a 'Choose File' button and 'No file selected' text, and a bottom section with 'Previous' and 'Submit Query' buttons. An orange circle highlights the 'Details of Query' title.

Choose Your Language -

An Roinn Dlí agus Cúir  
Department of Justice

Home Status Queries Registration

Details of Query

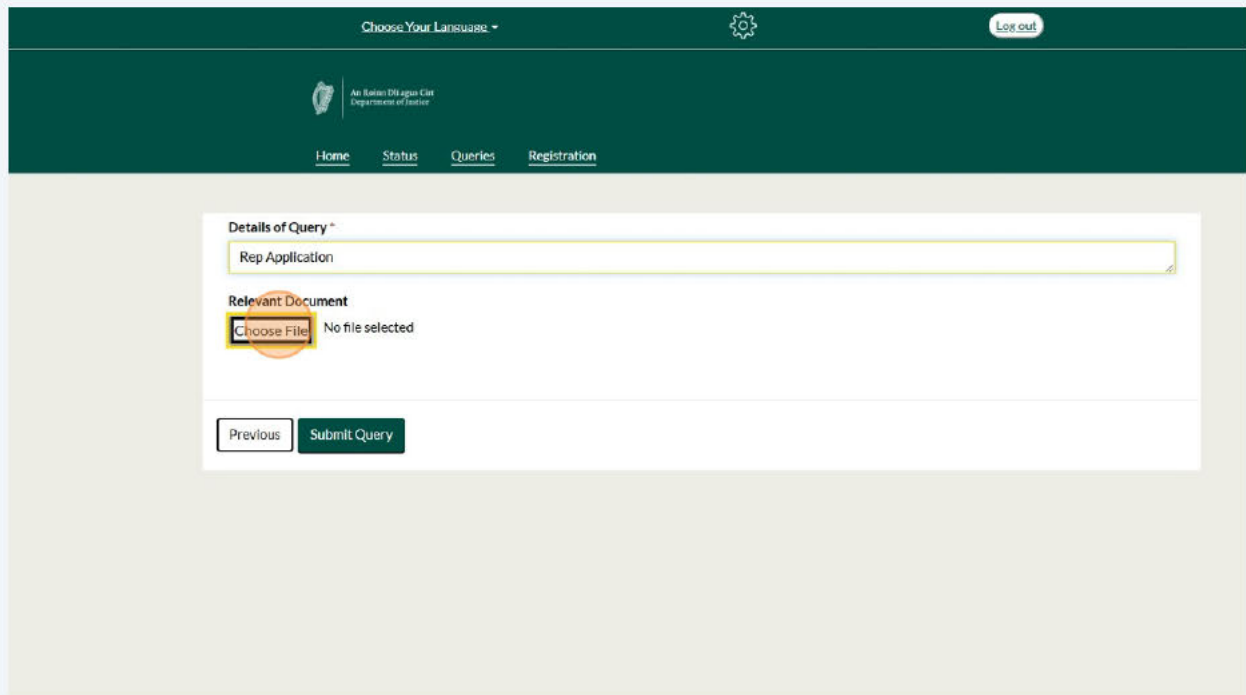
Relevant Document

Choose File No file selected

Previous Submit Query

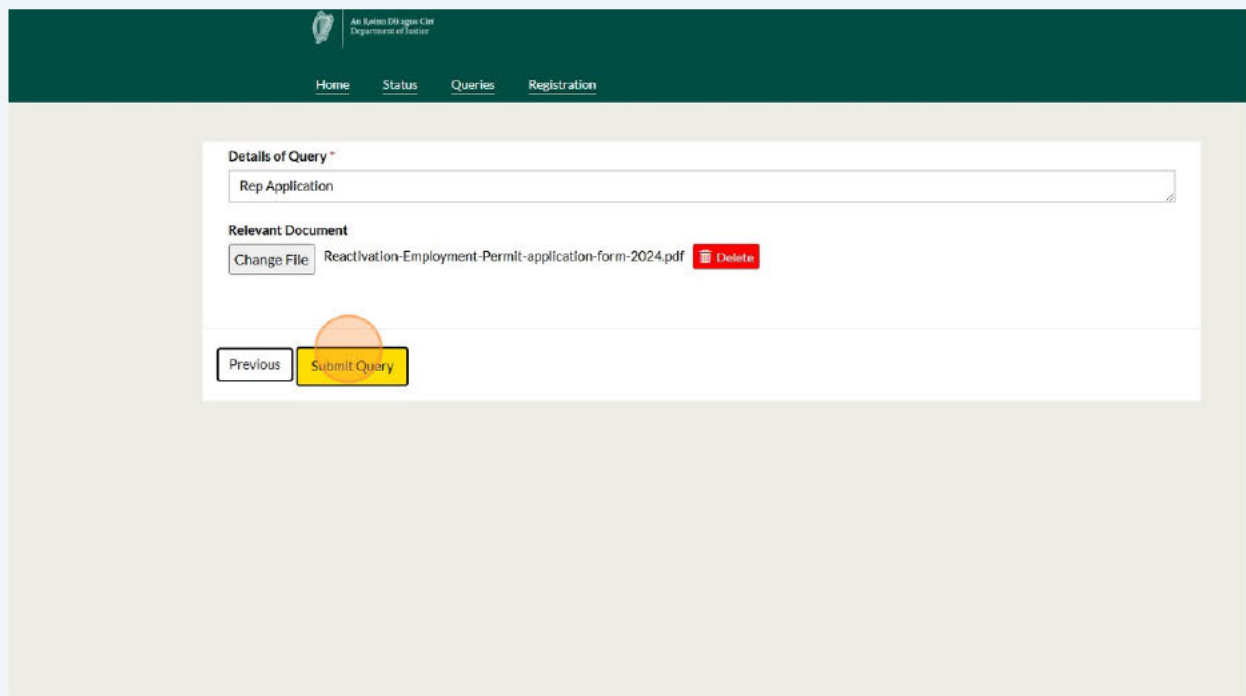
13 Type "Rep Application"

## 14 Click "Choose File"



The screenshot shows a web application interface for the Department of Justice. The header is dark green with a 'Choose Your Language' dropdown, a settings gear icon, and a 'Log out' button. Below the header is a navigation bar with links for 'Home', 'Status', 'Queries', and 'Registration'. The main content area is titled 'Details of Query \*' and contains a text input field with 'Rep Application'. Below this is a section for 'Relevant Document' with a 'Choose File' button highlighted by an orange circle and the text 'No file selected'. At the bottom of the form are 'Previous' and 'Submit Query' buttons.

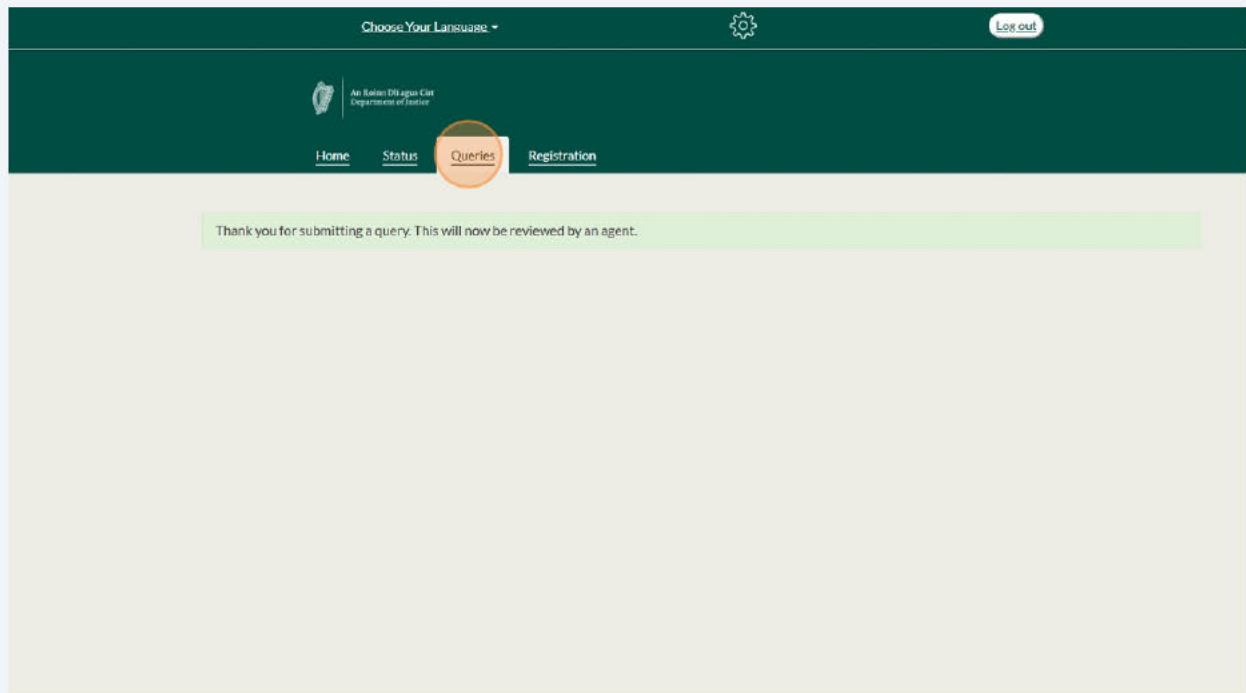
## 15 Click this button field.



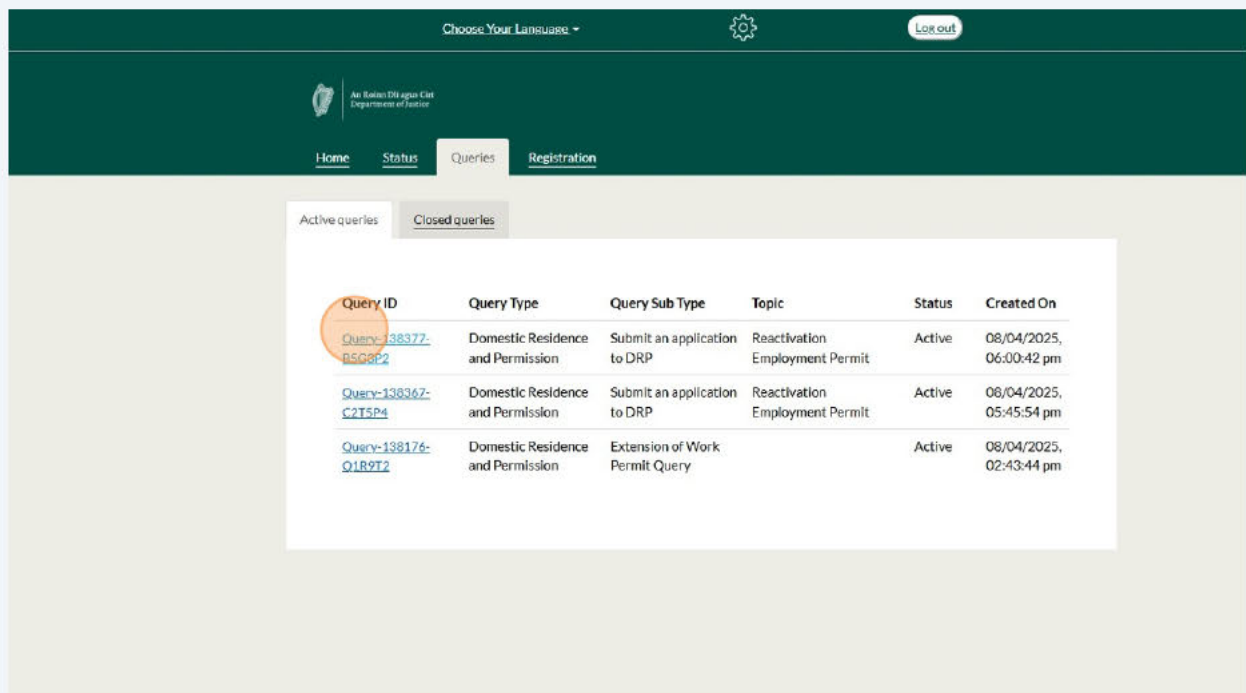
The screenshot shows the same web application interface as before, but now a file has been uploaded. The 'Relevant Document' section shows a 'Change File' button, the filename 'Reactivation-Employment-Permit-application-form-2024.pdf', and a red 'Delete' button. The 'Submit Query' button at the bottom is highlighted with an orange circle.



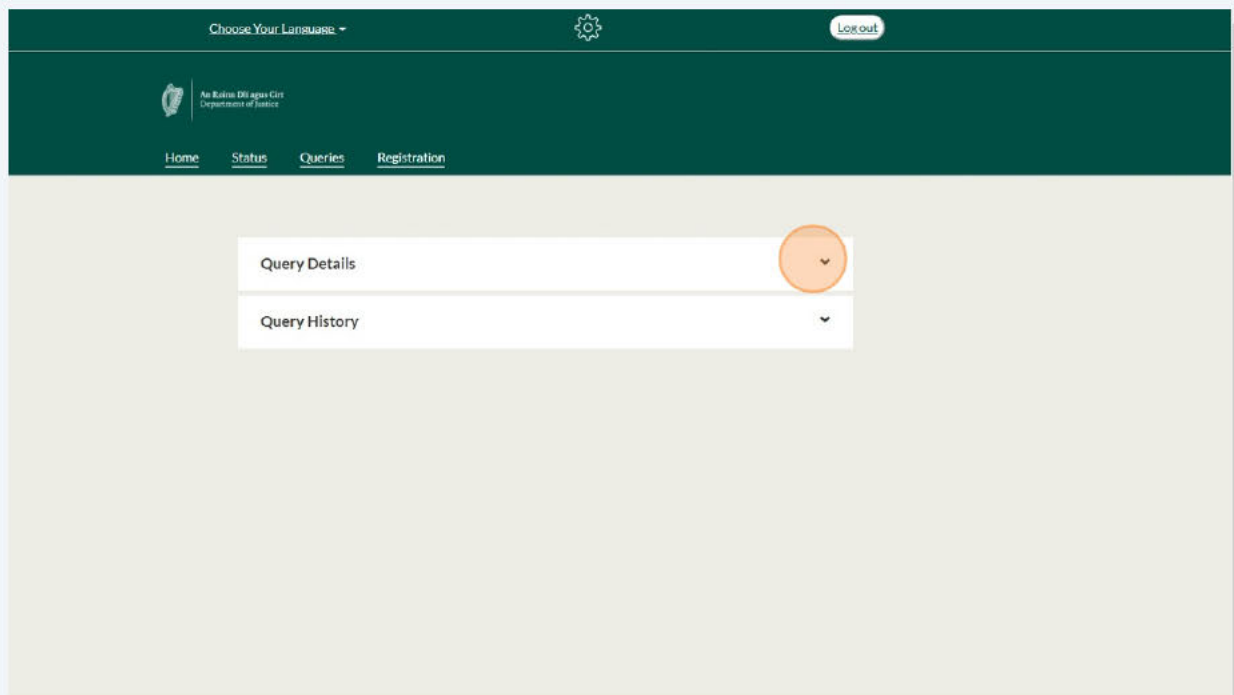
## 16 Click "Queries"



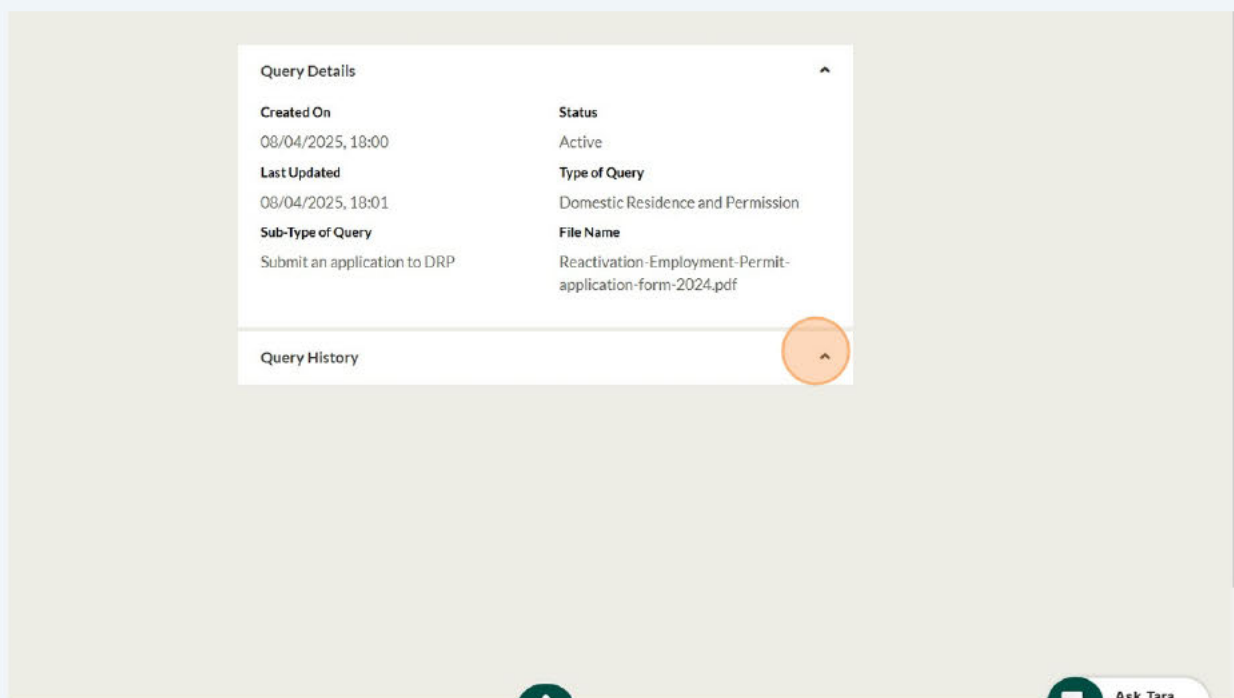
## 17 Click "Query-XXXXXX-B5G3P2" This is the application you just created



## 18 Click "Query Details"



## 19 Click here.



## 20 Click "Add Portal Comment"

The screenshot shows a 'Query Details' modal window. The 'Query Details' section contains the following information:

Created On	Status
08/04/2025, 18:00	Active

Last Updated	Type of Query
08/04/2025, 18:01	Domestic Residence and Permission

Sub-Type of Query	File Name
Submit an application to DRP	Reactivation-Employment-Permit-application-form-2024.pdf

The 'Query History' section is currently empty, displaying the message: "There are no activities to display." A yellow button labeled "Add Portal Comment" is highlighted with an orange circle. At the bottom of the modal are two buttons: "Close Query" and "Back".

At the bottom of the page, there is a footer with the text: "© Copyright 2025 - An Roinn Dlí agus Cirt | Department Of Justice | All Rights Reserved" and a chat widget labeled "Ask Tara Let's chat".

## 21 Click this field.

The screenshot shows the 'Add a Comment' modal window. It features a text input field labeled "Comment" which is highlighted with an orange circle. Below the text field is an "Attach a file" section with a "Choose Files" button and the text "No file chosen". At the bottom right of the modal are "Submit" and "Cancel" buttons.

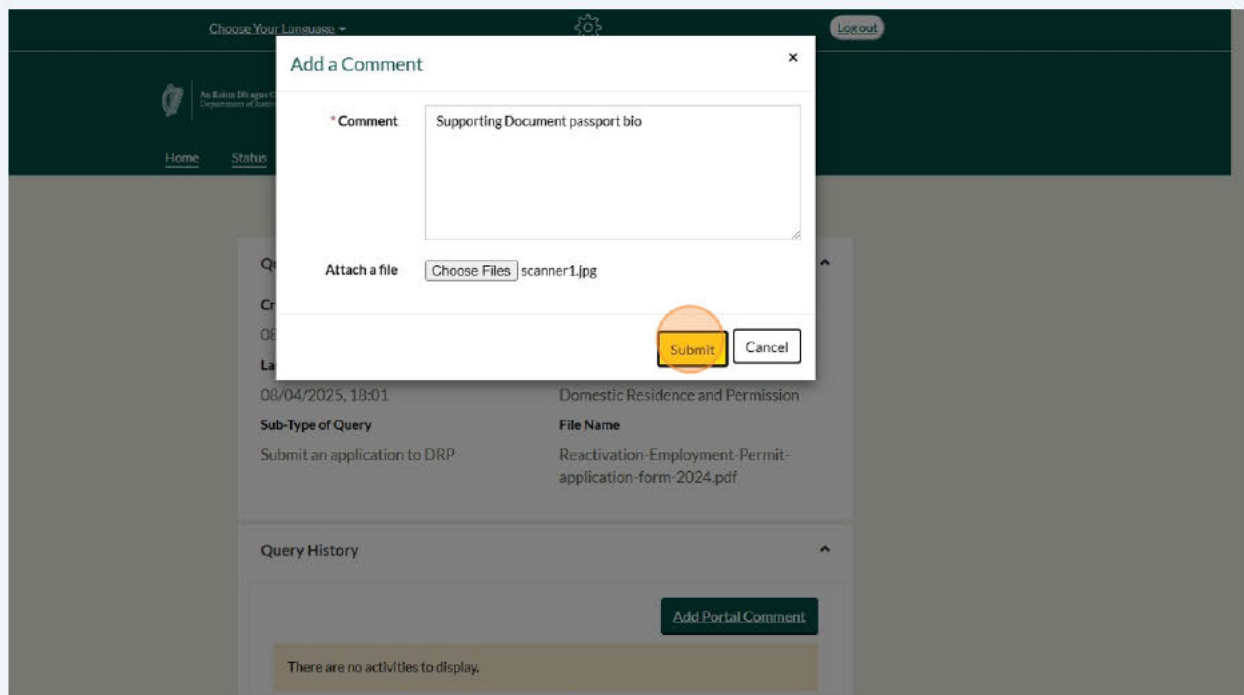
The background shows the same 'Query Details' modal as in the previous step, but it is dimmed. The "Add Portal Comment" button in the background is also highlighted with an orange circle.

22 Type "Supporting Document passport bio"

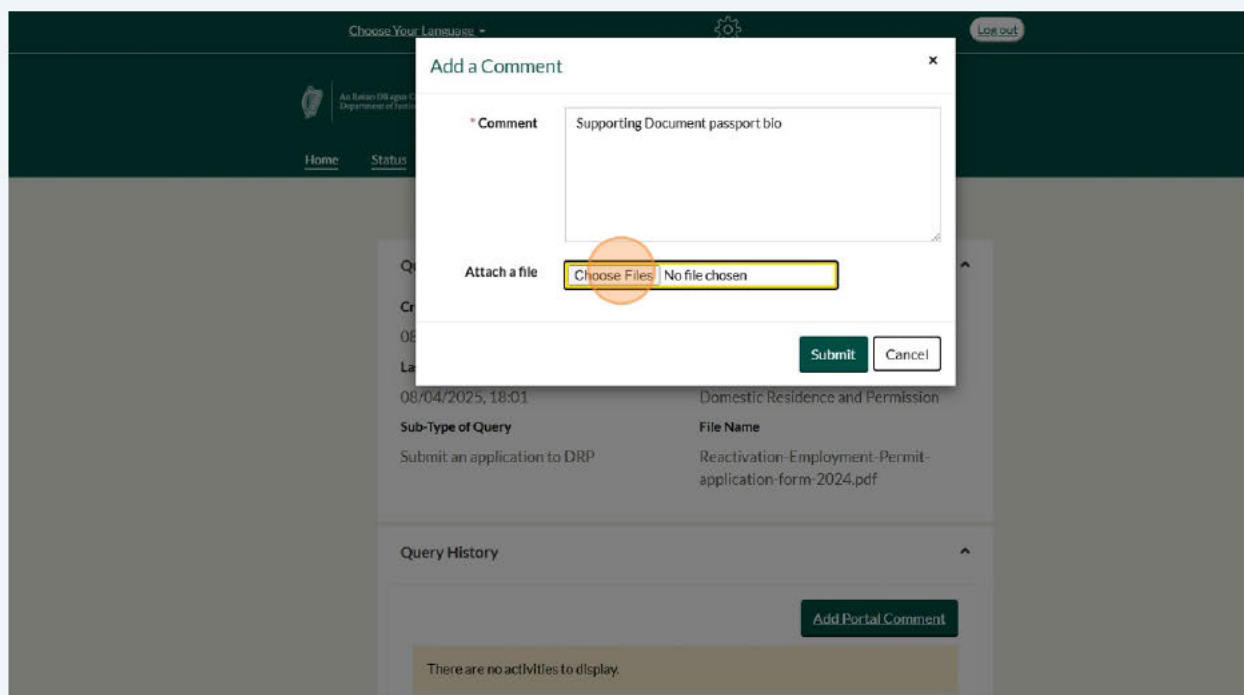
23 Click this file field.

The screenshot displays a web application interface with a dark green header. The header includes a language selector 'Choose Your Language', a logo, and a 'Log out' button. Below the header is a navigation bar with 'Home' and 'Status' links. The main content area is partially obscured by a modal dialog titled 'Add a Comment'. The modal contains a text area with the text 'Supporting Document passport bio' and a file attachment section with 'Attach a file' and a button 'Choose Files' (highlighted with an orange circle) next to 'No file chosen'. The modal also has 'Submit' and 'Cancel' buttons. In the background, a table shows query details, including a timestamp '08/04/2025, 18:01', a 'Sub-Type of Query' 'Submit an application to DRP', and a 'File Name' 'Reactivation-Employment-Permit-application-form-2024.pdf'. A 'Query History' section is also visible, along with an 'Add Portal Comment' button and a message 'There are no activities to display.'

## 24 Click "Submit"



## 25 Click this file field.



## 26 Click "Add Portal Comment"

The screenshot shows a query details page. At the top, there is a table with the following information:

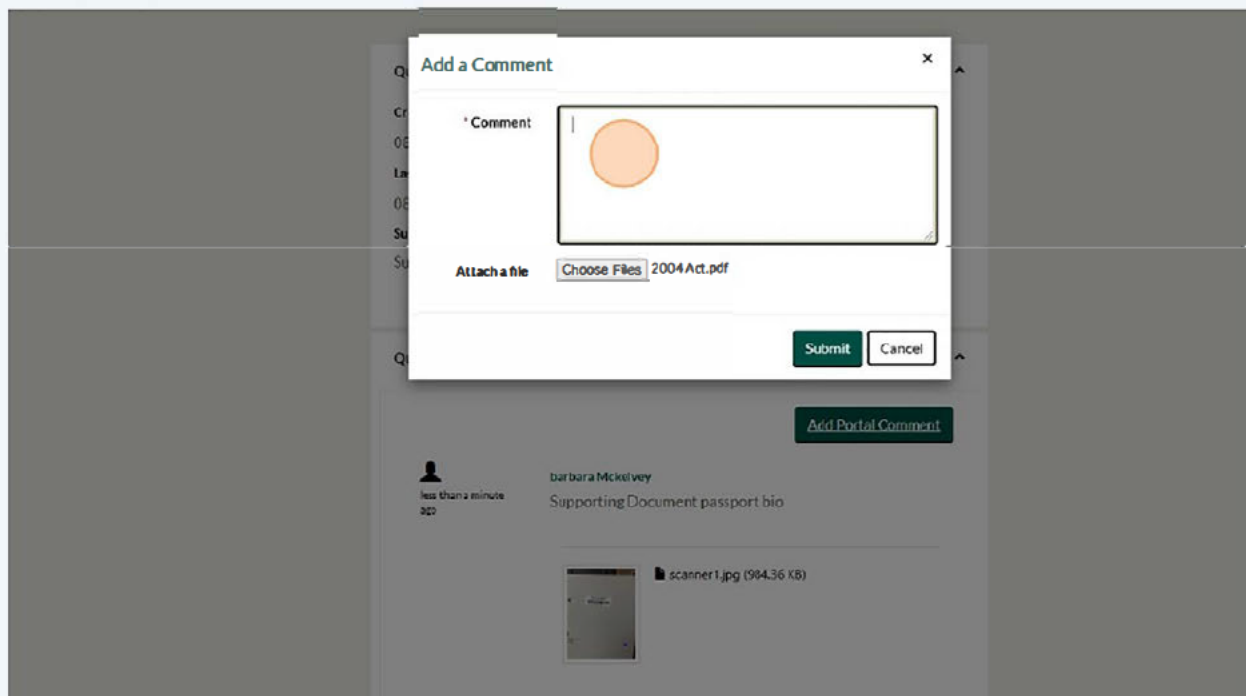
Created On	Status
08/04/2025, 18:00	Active
Last Updated	Type of Query
08/04/2025, 18:01	Domestic Residence and Permission
Sub-Type of Query	File Name
Submit an application to DRP	Reactivation-Employment-Permit-application-form-2024.pdf

Below the table is a section titled "Query History". It shows a user profile icon, a redacted name, and the text "Supporting Document passport bio". A yellow callout box with the text "Add Portal Comment" is positioned over the top right of this section. Below the text, there is a file upload area showing a thumbnail of a document and the text "scanner1.jpg (984.36 KB)". At the bottom of the page, there are two buttons: "Close Query" and "Back".

## 27 Click this file field.

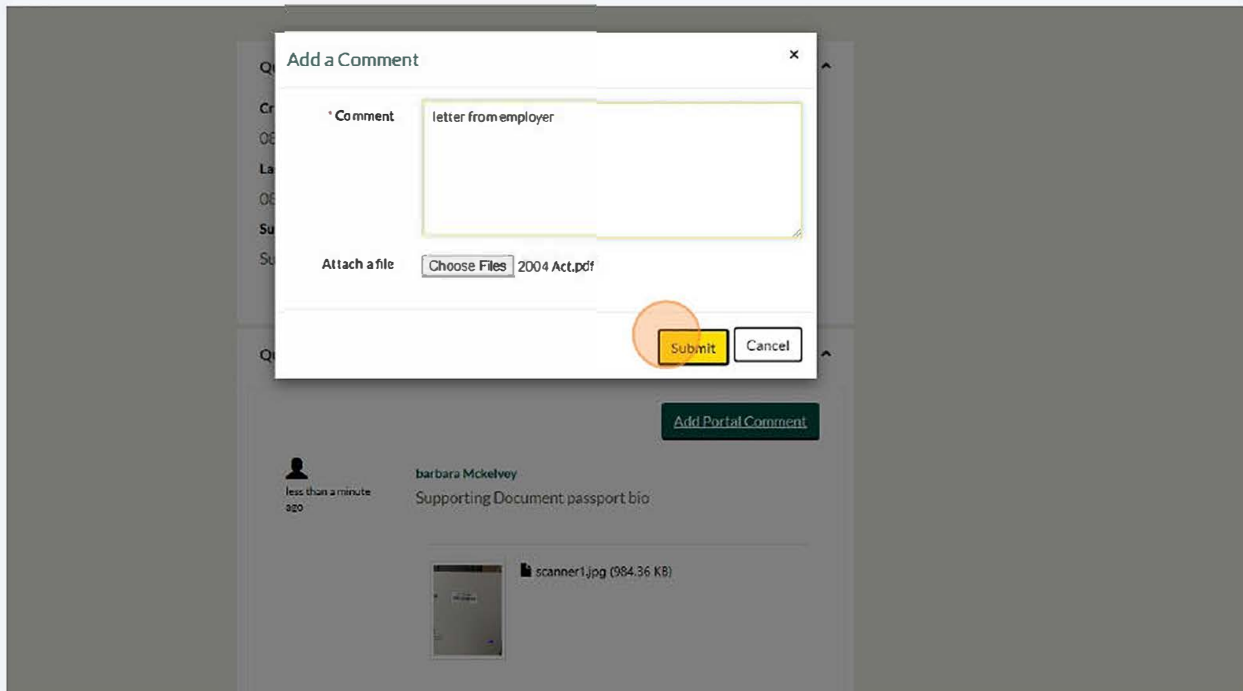
The screenshot shows a modal dialog box titled "Add a Comment". It has a close button (X) in the top right corner. Inside the dialog, there is a text area labeled "\* Comment". Below the text area, there is a section labeled "Attach a file" with a "Choose Files" button. A yellow callout box with the text "signature bmck.PNG" is positioned over the "Choose Files" button. At the bottom of the dialog, there are "Submit" and "Cancel" buttons. In the background, the same query details page from the previous screenshot is visible, but dimmed. The "Add Portal Comment" button is highlighted in green.

28 Click this field.

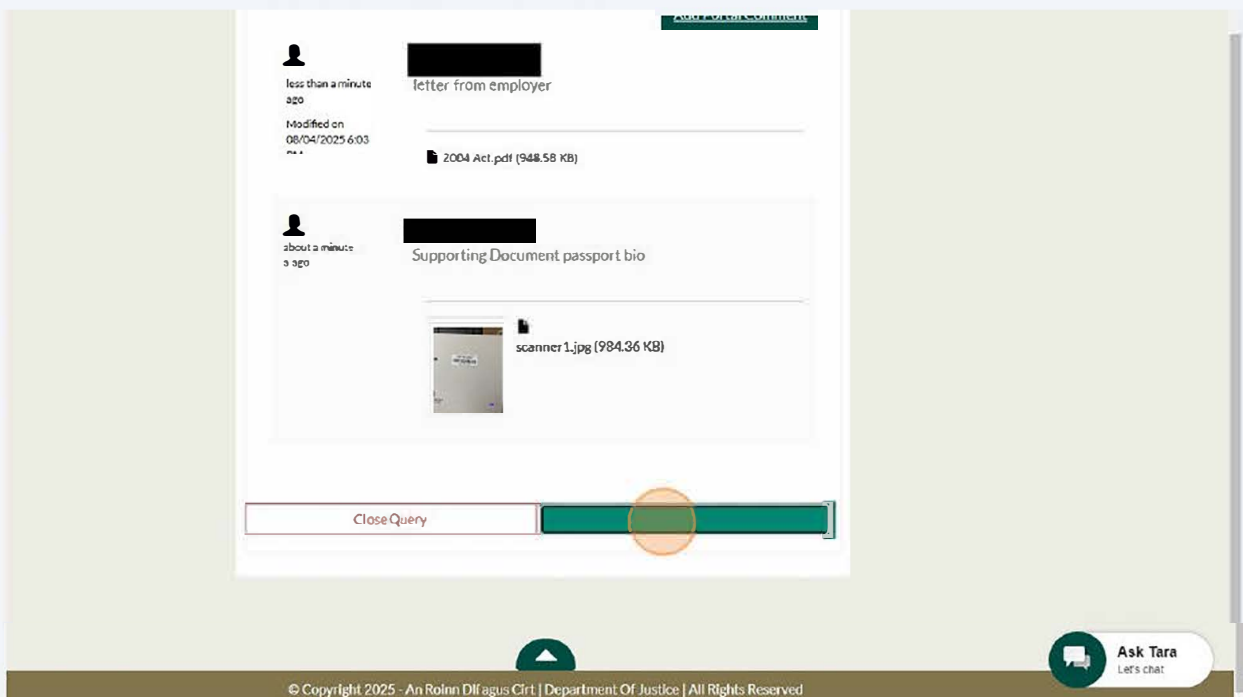


29 Type "letter from employer"

### 30 Click "Submit"



### 31 Click "Back"





## 32 Click "Home"

Choose Your Language [Logout](#)

An Rialtas (Dú) agus Cúil  
Department of Justice

[Home](#) [Status](#) [Queries](#) [Registration](#)

Active queries [Closed queries](#)

Query ID	Query Type	Query Sub Type	Topic	Status	Created On
<a href="#">Query-138377-B5G3P2</a>	Domestic Residence and Permission	Submit an application to DRP	Reactivation Employment Permit	Active	08/04/2025, 06:00:42 pm
<a href="#">Query-138367-C2T5P4</a>	Domestic Residence and Permission	Submit an application to DRP	Reactivation Employment Permit	Active	08/04/2025, 05:45:54 pm
<a href="#">Query-138176-Q1R9T2</a>	Domestic Residence and Permission	Extension of Work Permit Query		Active	08/04/2025, 02:43:44 pm