



Temporary Permission to Remain for a Visiting Academic (Stamp 0)

This form is for:

People who wish to apply for temporary permission to remain in order to live and work in Ireland as a visiting academic or researcher for less than 12 months. **Stamp 0 applications will not be accepted if made from within the State.**

- This form must be completed in English in **BLOCK CAPITALS** and is in a digitally editable PDF format. All mandatory sections must be completed. Incomplete applications cannot be accepted and/or processed and will be returned to the applicant.

How to complete this form:

- Please complete this form in CAPITAL letters and place a tick in the relevant box
- You must complete all mandatory sections of this form fully
- You must submit photocopies of supporting documents for each individual application
- You must complete the checklist for each individual application

Where to send your completed application form

- Please use our dedicated Customer Service Portal to submit the completed form and supporting documentation.

You will need to register for an account (or log in to your existing account if you already have one)

You can do so by visiting:<https://portal.irishimmigration.ie/en/>

A guide to using the online self-service portal is available on the portal.

Data privacy notice

Introduction

1. The data you provide is collected by Domestic Residence and Permissions Division in Immigration Service Delivery (ISD), a Business Unit of the Department of Justice, Home Affairs and Migration (DoJHAM). The data controller for the information you provide is the Department of Justice, Home Affairs and Migration and the data controllers contact details are:

Domestic Residence Division,
Immigration Service Delivery
Department of Justice, Home Affairs and Migration,
13/14 Burgh Quay,
Dublin 2,
D02XK70

How will your personal data be used?

2. We may use the personal data you provide in your application for the purpose of:
- Processing in respect of your application for an immigration permission, or for an application made on behalf of a minor,
 - As part of any future considerations regarding your immigration or status.

Legal Basis for processing your Personal Data

3. Our legal basis for collecting and processing this data is in accordance with Section 8 of the Immigration Act 2003 and to fulfil the function of the Minister for Justice , Home Affairs and Migration in relation to asylum, immigration (including visas) and citizenship matters as designated in the Ministers and Secretaries Act 1924 (as amended).

Further processing of your Personal Data

4. Where it is necessary and proportionate to do so, in accordance with the Data Protection Act 2018 and the GDPR, further personal data may be requested or⁵⁹ received from/provided to other Public Authorities/competent authorities/international organisations for the purpose of:
- Verification of the data received under Directive 2004/38/EC, Regulation 26 of the EC (Free movement of Persons) Regulations 2015 as amended, EU (Withdrawal Agreement) (Citizens' Rights) Regulations 2020, section 3 of the Immigration Act 1999.
Section 8(1) and 8(2) of the Immigration Act 2003, section 4 of Immigration Act 2004,
 - Work Permit application for non-EEA nationals in accordance with Section 37 of the Employment Permits Act 2006;
 - Processing applications for residence - Section 261(2) of the Social Welfare Consolidation Act and Civil Partnership and Certain Rights and Obligations of Cohabitants Act 2020;
 - Section 41 of the 2018 Act.
5. We may also process your personal data for research or statistical purposes as allowed under the Data Protection Act 2018 and the GDPR.

A competent authority means:

A public authority competent for the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties in the State, including the safeguarding against, and the prevention of, threats to public security, or any other body or entity authorised by law to exercise public authority and public powers for the purposes of the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties in the State, including the safeguarding against, and the prevention of, threats to public security.

Security of Personal Data

6. The personal data provided will be stored securely on DoJHAM servers. It may be shared, where appropriate, with the following third parties:
- Government Departments and agencies
 - An Garda Síochána
 - EEA competent authorities
 - EEA police forces
 - UK competent authorities
 - Individuals with your consent for example, employer, landlord
 - Service providers of the DoJHAM, for example, data handling and storage providers, producer of Residence Card/Residence Document/Irish Residence Permit.

Contact for Queries

7. The contact for any queries in relation to this form is Domestic Residence and Permissions Division, Immigration Service Delivery, Department of Justice, Home Affairs and Migration, 13/14 Burgh Quay, Dublin 2, D02XK70.

How long will Personal Data be retained?

8. This data will be stored in accordance with the requirements of the National Archives Act 1986.

How to Request a copy of your Personal Data

9. You can request a copy of your personal data by completing a Subject Access Request (SAR) form, available:

- at http://www.justice.ie/en/JELR/Pages/Data_Protection or
- from the Data Protection Support and Compliance Office (DPSCO) at the address below.

Forward the completed form by email to subjectaccessrequests@justice.ie or by post to the DoJHAM Data Protection Officer at the address below. You will be required to verify your identity before the data can be forwarded to you. The time limit for responding to a SAR commences once your identity has been verified.

Your Rights in relation to your Personal Data

10. You have the right to rectify any inaccuracies in your data. To do this you should write to the Data Steward, Domestic Residence & Permissions Division, Immigration Service Delivery, Department of Justice, Home Affairs and Migration, 13/14 Burgh Quay, Dublin 2, D02XK70, documenting the inaccuracies, which need to be rectified. The right to rectification is not absolute and each request will be considered on its own merits.
11. You have the right, where appropriate, to obtain erasure of your data and/or a restriction on the processing of your data as well as the right to object to the processing of your data. The right to erasure, restriction or objection is not absolute and each request will be considered on its own merits.
12. You have the right to lodge a complaint with the Data Protection Commission (DPC). You can contact the DPC by webforms on their website www.dataprotection.ie or by post to: 21 Fitzwilliam Square South, Dublin 2, D02 RD28

Further details in relation to your data protection rights can be found in the Department of Justice, Home Affairs and Migration Data Protection Policy available at:

http://www.justice.ie/en/JELR/Pages/Data_Protection

Contact the DPO

You can contact the Data Protection Officer (DPO) for the Department of Justice, Home Affairs and Migration by post at:

Data Protection Officer,
Department of Justice, Home Affairs and Migration
51 St. Stephen's Green,
Dublin 2, D02 HK52.

or

by email - dataprotectioncompliance@justice.ie

I acknowledge that I have read and understood the information outlined above, which relates to my data protection rights.

Print Name: (Applicant) _____ Date _____

Section 2

Applicant's Immigration Details

In this section, you will need to provide some details about your entry into Ireland and your residence in Ireland. If this is a first time application and you have never been to the State you can skip to Section 3.

2.1 When did you first arrive in Ireland (dd/mm/yyyy) ?

2.2 Do you have current valid immigration permission? (✓)

Yes

No

2.3 If you answered 'No', what is the expiry date of your most recent permission to be in the State (dd/mm/yyyy) ?

2.4 What is your most recent permission type? (The stamp number on your registration card)

Section 3

Document checklist

The following list of documents must be submitted with this form. In this section you will need to confirm that you have submitted copies of the required documents with this application form.

Independent Means Application - Document description	Tick if you have submitted	Number of pages
Applicant's documents	(✓)	
Copy of passport of the applicant (all pages)		
Evidence of any finances available to you (e.g six months of bank statements and pension/savings)		
Police clearance certificate from your Country		
Letter from Irish College / University confirming you will be working within that college/university, this must also state the length of this arrangement (up to 12 months)		
Letter from your home college/ university specifying your position in that college/University and stating that you will be paid by your home college/university while in the State		
Evidence of private medical insurance with full cover in private hospitals		
Reason for request for permission		