



GOVERNMENT OF IRELAND INTERNATIONAL EDUCATION SCHOLARSHIPS 2025

HELP DOCUMENT FOR GOI-IES APPLICATION

Step 1:

To begin, click the 'Sign Up' button under 'Need an Account?'.

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Sign In/Sign Up Instructions	Sign In	
For New Users:	Email	
For new users: By clicking Sign Up, you will be prompted to enter your email address and create a password. Your password must be at least 8 characters in length. Once you have chosen your password, your account will be created and you will gain access to the portal.	Password	
	Log In	Forgot your password?
For Returning Users:	Part of them the	
Sign into the portal using the email address and the password you created when you originally signed up for the portal. If you have forgother your password; click "Forgot your password?" and follow the prompts to reset your password.	Need an Account?	
For Help:		
Please email gol-les@hea.le for assistance	T	
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Enter your email and desired password, click the box confirming that you agree with the Data Collection Notice, then click 'Sign Up' at the bottom of the page.

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				Sign In/Sign Up Instructions	Sign Up Enter an email address and choose a password to create a	new a	iccount.							
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				For Existing Users:	 Must contain at least one upper case letter Must contain one number Must be between 8 end 32 characters Must ob an ernal address 									
				Sign into the portal using the email address and the password you created when you originally signed up	Confirm password									
				for the portal. If you have forgotten your password, click "Forgot your password?" and follow the prompts to reset your password.	Passwords must match			۲	>					
				For help with your application:	\rightarrow \cdot									
				For a Call document and FAQs about the GOI-IES programme, click here.	Please click to certify that you understand and agree with Notice detailed below	the Da	ta Colle	ction						
				For instructions on how to use the application portal, please consult our GOI-IES Application Help Doc	This data will be stored on servers located in the United suppliers are covered either by the General Data Proter in the EU/EEA, or Privacy Shield in the United States of	ction F	Regulati	on, GDPF						
				Please email goi-les@hea ie for further assistance	in the EU/EEA, or Privacy shield in the United states or Education Authority has also signed an agreement cont contractual clauses with Wizehive Inc. to ensure the eff data collected for the GOI-IES funding system.	aining	; comm	on						 2. 17 · 1000



Please olick to certify that you understand and agree with the Data Collection Notice detailed below

This data will be stored on servers located in the United States of America. All suppliers are covered either by the General Data Protection Regulation, GDPR, in the EU/EEA, or Privacy Shield in the United States of America. The Higher Education Authority has also signed an agreement containing common contractual clauses with Wizehive Inc. to ensure the effect of the GDPR on all data collected for the GOI-IES funding system.

The Higher Education Authority, as co-ordinator of the Government of Ireland International Education Scholarship scheme, needs to collect certain types of data in order to process applications to the scheme.

This notice sets out below the type of information which will be collected, the purpose for which it is being collected, third parties with whom the information will be shared and the duration for which the information will be retained.

Type of information required

Personal data including name, address, nationality, contact details, gender, academic details (including those in the applicants' HEI offer letters), employment history and other information pertaining to candidates' academic suitability for the scholarship.

Personal data including name, address, contact details, name of employer, position, work history and qualifications of the candidates' referees.

Purpose for which the HEA is requesting information

To establish means of communication with all applicants

 To ascertain the eligibility of applicants who submit an application to the Government of Ireland IES Scholarship scheme

 To establish a database of successful scholars as part of the post call administration of the scholarship funding

To carry out monitoring and audit of the programme

Third Parties with whom application forms may be shared

 An independent Assessment Panel will be reviewing each short-listed application and recommending if the application is deemed fundable or not. The application forms will be disclosed, via secure channels, to the independent Assessment Panel.

 The Department of Further and Higher Education, Research, Innovation and Science, as the overall funder of the programme.

 Higher Education Institutions and/or Funding Agencies in Ireland as course providers.

 Names, countries of origin, and host institutions of successful scholars may be shared with a representative from Enterprise Ireland for the purposes of organising invitations to the annual award ceremony.

Duration of retention of data

The Higher Education Authority may retain documentation related to the Scholarship scheme for seven years, after which records will be securely destroyed. Any data retained after this timeframe will be anonymised.







Step 2:

Once you have logged in to the GOI-IES home page, you will be asked to create a profile. This includes your first and last name.

Step 1. Use + Create a Profile to Get Started to create profile
Step 2. Use + Get Started to enter details of your first offer.
Then Use + Add Another to enter additional offers that you have received. Each offer is evaluated separately, therefore each offer must have a complete set of information.
Please click here for detailed instructions GOI-IES Application Help Doc
Create a Profile to Get Started

Step 3:

After you have entered your profile information, click the 'Create Profile' button to progress.

Profile - s	Save Draft	Create Profile
Welcome to the Government of Ireland International Education	1	
Scholarship scheme First Name/Given Name		
First Name/Given Name		
First Name/Given Name Jane		
First Name/Given Name Jane Please enter your given name as it appears on your passport.		

When you are ready, you can begin work on your application. Click the box on the left that reads 'Get Started'.

12. Use - Get Started to ender details of your first offer. Than Use - Add Abother to enter additional offers that you have received. Each offer is evaluated separately, therefore each mation. are click here for detailed instructions GOI-ES Application Help Doc troffie Complet Total to your profile, you can begin the submission process. Click the submission card below to get started. What you have created your profile, you can begin the submission process. Click the submission and actions required. Status bar is bub, there is an action required. Click on the Card to complete. Status bar is to have, there is an action required. Click on the Card to complete. Status bar is grav, your submission is under review or completed and no action is needed. Status bar is grave. Status bar is grave.			+ Create a Profile to Get Started to create profile
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Step 4:

After clicking "Get started", you will see the first two sections of the application form.

- *Primary (Personal Detail)*. This section is where you will enter details such as your name, contact details, gender, and nationality. These details are separate from your Profile and **cannot** be edited after the application has been submitted.
- *Application eligibility*. This section contains three questions regarding the main eligibility criteria.

Click "Open" to answer the questions in these two sections.

(untitled)	Order by:	Newest to Oldest 🗸
Step 1. Enter details into each section and click on Save Draft to save those details and remain in the form. Click I sections.	Mark Complete to save details and	return to the list of
Step 2. When all sections are complete, revisit each section and click Mark Complete when you are satisifed. This	s section will now show a status of	Complete.
Step 3. When all sections have a status of Complete, click on Submit to finalise your submission. Once you have submission.	clicked on Submit, you can no lon	ger edit your
Personal Details and Eligibility Check		Submit
Below you will find the first two sections of the application form, which require you to provide information about yourself and to answer questions regarding the main elipibility criteria. If action is required, click "Open" to complete each section. IMPORTANT. Tonse you have completed all required flexings this tists, pice sure to click: "Submit". Before submitting, you will be able to edit any section. Once you have submitted, you will be unable to make any changes.		
Primary (Personal Detail)	Action Required	Open 🔶
Click "Open" to complete this section.		
If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes.		
Application Eligibility	Action Required	Open 🗲
Click "Open" to complete this section.		T
 If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes. 		

When completing the sections, you can save your work by clicking "Save draft". The "Close" button will take you back to the list of sections in "Personal Details and Eligibility Check", **without saving your work**.

When you have finished a section, click "Mark Complete" to return to the list of sections.

Primary (Personal Detail) - Save Deat Mark Complete Close
When you are ready to submit this step, please click the blue "Save" button at the bottom of the page. • You can save this form as a draft at any time by clicking "Save Draft" at the bottom of the page. • When you have completed all required intens, please click the "Mark Complete" button at the bottom of the page. NOTE: When you have completed all required steps, be sure to click "Submit" on the next page.
Last soved at 11:55:36
Lane
Please enter your given name as it appears on your passport. Last Name/Family Name *
Dee Pease enter your family name as it appears on your passport.

You can still edit your answers in these sections by clicking the "Edit" button.





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ne Doe		
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Primary (Personal Detail)	Complete	r (
Click "Open" to complete this section.		
 If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes. 		
Application Eligibility	Action Required Ope	n
Click "Open" to complete this section.		
 If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes. 		

Step 5: When both sections are complete, the "Submit" button will become active and you will be able to submit this part of the application.

Only click "Submit" when you are fully satisfied with your answers. Once you have submitted these two sections, you will not be able to edit them anymore.

Jane Doe	Order by: Newe	est to Oldest 🗸
Step 1. Enter details into each section and click on Save Draft to save those details and remain in the form. Click sections.	Mark Complete to save details and return	to the list of
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Click "Open" to complete this section.		
If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes.		
Application Eligibility	Complete	Edit
Click "Open" to complete this section.		
If you have saved or completed this section, you can click "Edit" to make changes before submitting. Once you have submitted, you will be able to view but not make changes.		

After clicking "Submit", the "Submit" button will change to a "This has been submitted" message. You will still be able to view your answers.



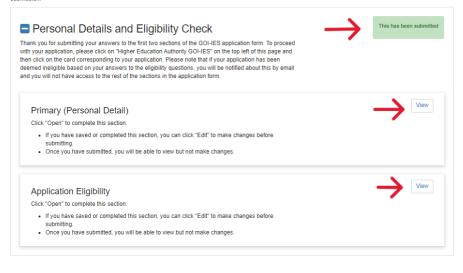


Order by: Newest to Oldest 🗸

Jane Doe

Step 1. Enter details into each section and click on Save Draft to save those details and remain in the form. Click Mark Complete to save details and return to the list of sections.

Step 2. When all sections are complete, revisit each section and click Mark Complete when you are satisifed. This section will now show a status of Complete. Step 3. When all sections have a status of Complete, click on Submit to finalise your submission. Once you have clicked on Submit, you can no longer edit your submission.



Step 6: After submitting your responses to the first two sections, you can check the status of your application (eligible or ineligible) on the home page by logging out and then logging back in, or by clicking on "GOI-IES Home page" on the top left of the page. Immediately after submitting the first two sections, the status bar of your application will read "Eligibility submitted". This will change after a few minutes and/or upon refreshing the page.

Your answers to the eligibility questions are automatically assessed in the system. If your answers to the eligibility questions show that you are ineligible, the status bar of your application card will read "Ineligible". You will be unable to progress to the rest of the application form. You will also receive an email notification confirming that your application is ineligible.

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Step 1. Use + Create a Profile to Get	Started to create profile			
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Then Use + Add Another to en information.	nter additional offers that you have	e received. Each offer is evaluate	ed separately, therefore each offer m	ust have a complete set of
Please click here for detailed instruction	s GOI-IES Application Help Doc			
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Step 7: If you are eligible, the status bar of your application will read "Eligible". Click the status bar of the application card to proceed to the next sections of the application form.

Then Use + Add Another to e formation.	enter additional offers that you have receive	ed. Each offer is evaluated separately	, therefore each offer must hav	ve a complete set o
lease click here for detailed instruction	ns GOI-IES Application Help Doc			
Profile			Complete	Edit
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Step 8: The rest of the sections of the application form are now available for you to fill in.

• *Details of* Offer. This section is where you will enter the details of the course and higher education institution in which you have been offered to study. The offer must be supported





by relevant documentation uploaded to the form.

- *Academic/Work* History. This section is where you will list your previous academic qualifications, as well as any prior work experience, awards, or completed projects which may be relevant to your scholarship application.
- *Personal Statements and Referees*. This section is where you will enter the details of referees for your scholarship application and upload the references. You will also be required to write brief explanations of why you are applying for a GOI-IES scholarship and what your goals are in becoming a GOI-IES scholar.
- Declarations and Signature of Applicant. In this section you will be asked to confirm that you agree to the relevant terms and conditions associated with applying for the GOI-IES scholarship, and that the information you have provided in your application is accurate.





Order by: Newest to Oldest 💙

Jane Doe

Step 1. Enter details into each section and click on Save Draft to save those details and remain in the form. Click Mark Complete to save details and return to the list of sections.

Step 2. When all sections are complete, revisit each section and click Mark Complete when you are satisifed. This section will now show a status of Complete. Step 3. When all sections have a status of Complete, click on Submit to finalise your submission. Once you have clicked on Submit, you can no longer edit your submission.

Eligible		
Details of Offer The button will update to reflect how you can interact with this step.	Action Required	Open
Academic/Work History The button will update to reflect how you can interact with this step.	Action Required	Open
Personal Statements and Referees The button will update to reflect how you can interact with this step.	Action Required	Open
Declarations and Signature of applicant The button will update to reflect how you can interact with this step.	Action Required	Open
Personal Details and Eligibility Check Thank you for submitting your answers to the first two sections of the GOI-IES application form. To proceed with your application, please click on "Higher Education Authority GOI-IES" on the top left of this page and then click on the card corresponding to your application. Please note that if your application has been deemed ineligible based on your answers to the eligibility questions, you will be notified about this by email and you will not have access to the rest of the sections in the application form.		This has been submitted
Thank you for submitting your answers to the first two sections of the GOHES application form. To proceed with your application, please click on "Higher Education Authority GOHES" on the top left of this page and then click on the card corresponding to your application. Please note that if your application has been deemed ineligible based on your answers to the eligibility questions, you will be notified about this by email		This has been submitted

When completing the sections, you can save your work by clicking "Save draft". When you have finished a section, click "Mark Complete" to return to the list of sections. You can still edit your answers in these sections by clicking the "Edit" button.





Step 9: When all sections are complete, the "Submit" button will become active and you will be able to submit your application. **Only click "Submit" when you are fully satisfied with your answers. Once you have submitted your application, you will not be able to edit it anymore.**

 Enter details into each section and click on Save Draft to save those details and remains. 	n in the form. Click Mark Complete to save de	tails and return to the list o
2. When all sections are complete, revisit each section and click Mark Complete when	ou are satisifed. This section will now show a	status of Complete.
 When all sections have a status of Complete, click on Submit to finalise your submis ission. 	sion. Once you have clicked on Submit , you ca	an no longer edit your
		Submit
Eligible		7 —
Details of Offer	Complete	Edit
The button will update to reflect how you can interact with this step.		
Academic/Work History	Complete	Edit
The button will update to reflect how you can interact with this step.		
Research Obstances and Reference	Complete	Edit
Personal Statements and Referees The button will update to reflect how you can interact with this step.		
	Complete	Edit
Declarations and Signature of applicant	o compreter	

After you have submitted the application, the "Submit" button will be replaced by a "This has been submitted" message. The application card on the home page will be updated and the status bar will read "Submitted". You will also receive an email notification confirming that your application has been submitted. You will be able to view your answers, but not to edit them.





Order by: Newest to Oldest 🗸

Jane Doe

Step 1. Enter details into each section and click on Save Draft to save those details and remain in the form. Click Mark Complete to save details and return to the list of sections.

Step 2. When all sections are complete, revisit each section and click **Mark Complete** when you are satisified. This section will now show a status of **Complete**. Step 3. When all sections have a status of **Complete**, click on **Submit** to finalise your submission. Once you have clicked on **Submit**, you can no longer edit your submission.

Eligible Thank you! You will be contacted if any additional information is needed.	This has been submitted
Details of Offer The button will update to reflect how you can interact with this step.	View
Academic/Work History The button will update to reflect how you can interact with this step.	View
Personal Statements and Referees The button will update to reflect how you can interact with this step.	View
Declarations and Signature of applicant The button will update to reflect how you can interact with this step.	View

Step 1. Use + Create a Profile to Get	Started to create profile			
Step 2. Use + Get Started to enter de	tails of your first offer.			
Then Use + Add Another to e information.	nter additional offers that you have receive	ed. Each offer is evaluated separately, t	herefore each offer must have	e a complete set of
Please click here for detailed instruction	ns GOI-IES Application Help Doc			
Profile			Complete	Edit
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Jane Doe	Jane Doe	Jane Doe		
Created on 11/20/2024 Eligible	Created on 11/15/2024	Created on 11/15/2024 Submitted		
Light	naguu	\uparrow		

Step 10 (optional): You can submit a maximum of three applications in an application cycle, if you have more than one offer to study at an eligible higher education institution. To start your second (and third) application, click the "Add another" button on the home page. You will not be able to submit more than three applications, even if some of them are ineligible. Once there are three application cards on your home page (both eligible and ineligible), the "Add another" button will become unavailable.

Rialtas na hÉirea Government of Iı	nn reland HE	HIGHER EI AN LÚDAR	DUCATION AU ÁS um ARD-OI	DEAC
Step 1. Use + Create a Profile to Ge	t Started to create profile			
Step 2. Use + Get Started to enter d	etails of your first offer.			
	enter additional offers that you have recei	ved. Each offer is evaluated separately,	therefore each offer must have	e a comple
information. Please click here for detailed instructi	ons GOI-IES Application Help Doc			
Profile			Complete	
At any point in the process, you can r If the status bar is orange, an ac If the status bar is red, there is a	e, you can begin the submission process. eturn to the home page to view the status ction is required. Click on the Card to comp an error. Please reach out to the Administr bmission is under review or completed and	of your submission and actions required plete. ator of this program.		
+	Jane Doe	Jane Doe		
Add Another				
	Created on 11/15/2024	Created on 11/15/2024		

Step 11: To log out, click the cogwheel icon on the top right of the page and then "Logout".