

# I Am Here: obtaining your identification and vital documents

Ireland

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## National Identification Cards

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### What type of document can youth seek which will allow them to move around the country?

A government Public Services Card or Irish passport.

### What is the process for getting a National ID card?

A State ID acceptable in Ireland can take two forms: a Public Services Card (for state benefits) or an Irish passport, or passport card, for international travel.

To apply for a Public Services Card, you will need to make an appointment at a PSC Centre ([gov.ie](http://gov.ie) - [Public Services Card \(PSC\) Centres \(www.gov.ie\)](http://gov.ie)) and attend with your documents.

To apply for a child's first passport (i.e., under 18 years), you may apply online [www.dfa.ie/passportonline/](http://www.dfa.ie/passportonline/) (if the child lives in Ireland, the UK, the EU, the EEA, Switzerland, Australia, Canada, New Zealand or USA - full list of eligible countries here: <https://www.dfa.ie/passports/questions/>) by post (if the child lives in Ireland): [Your child's first Irish passport \(citizensinformation.ie\)](http://citizensinformation.ie)

You will need parental or guardian consent.

You will need to have your application witnessed by one of the specified responsible persons ([How to get your passport application witnessed - Department of Foreign Affairs \(dfa.ie\)](http://dfa.ie)).

You will need to complete a Child Passport Identity and Consent Form as part of the online application process.

If you are eligible to hold a valid Irish passport book, you are also allowed a passport card: [Irish passport card \(citizensinformation.ie\)](http://citizensinformation.ie)

### Where can I find information online about getting a National ID?

Please see relevant links below:

[gov.ie](http://gov.ie) - [How to get a Public Services Card \(PSC\) \(www.gov.ie\)](http://gov.ie)

[Passport Online - Department of Foreign Affairs and Trade \(dfa.ie\)](http://dfa.ie)

[Passports \(citizensinformation.ie\)](http://citizensinformation.ie)

### What documents do I have to have to get a National ID? Is there any document that I must have to get an ID?

To apply for a Public Services Card, you will need a passport or current Irish or UK driving licence or Irish learner driver permit or EU-issued national identity card; non-EU citizens should take a current passport or 1951 Convention travel document. If you do not have these documents, you can still obtain a card but you should contact the PSC Centre in advance for advice on what to bring to your appointment.

You will need proof of where you live - a utility bill in your name, or a utility bill with a note stating you live there, or something like confirmation from a hostel manager or property owner of where you live. If you do not have these documents, you can still obtain a card but you should contact the PSC Centre in advance for advice on what to bring to your appointment.

[gov.ie](http://gov.ie) - [How to get a Public Services Card \(PSC\) \(www.gov.ie\)](http://gov.ie)

To apply for a passport for a person under 18, you will need to provide the documents listed in the section "What Documents do I need?"

[Your child's first Irish passport \(citizensinformation.ie\)](http://citizensinformation.ie)

To get a passport card issued, you first need to hold a valid Irish passport book: [Irish passport card \(citizensinformation.ie\)](http://citizensinformation.ie)

### What if my documents do not have my correct name/address?

If you have re-registered your birth, you should submit this new birth certificate to change your name on your passport.

If your birth has not been re-registered, then you are changing your name through proof of usage (which means that you are using this name in everyday life). To change your name on your passport through proof of usage, you will need 2 documents from 2 different sources which should date back at least 2 years from the date you make the passport application. You must also submit the original birth certificate.

The Passport Service does not accept deed polls to change the name on an Irish passport.

You will need to submit original documents but they will be returned to you.

You should be able to supply items such as:

- School correspondence
- Letter from a medical doctor

- Certified copy of the child's medical card
- Government correspondence.

The following documents will not be accepted:

- Photocopies.
- Short-form birth certificates.
- Laminated certificates.
- Deed polls

[Change information - Department of Foreign Affairs \(dfa.ie\)](#)

### What if I only have foreign documents?

For a Public Services Card, you need to provide proof of your identity and where you live in Ireland, and your Social Services Card (if you have one).

[gov.ie - How to get a Public Services Card \(PSC\) \(www.gov.ie\)](#)

For a passport, you need to prove Irish citizenship to be issued with a passport. The documentation required will depend on whether you were born in Ireland and the status of your parents:

[Your child's first Irish passport \(citizensinformation.ie\)](#)

You may be able to use your parent's 1951 Convention travel permit to prove various matters.

### What happens if my documents are not accepted to get a National ID card?

If there is an issue with your passport application, the Passport Service staff will contact you and advise what you need to do to resolve the issue. If you wish to make an enquiry about your application, contact the Passport Service [Customer Service Hub](#).

If the Passport Service is not satisfied that you have proved your identity or citizenship status, your application may be refused. However, the Passport Service will normally contact you to request further documentation or information before issuing a formal refusal.

If your application for an Irish passport is refused, you have a right to appeal the decision. You can appeal by writing to the Passport Appeals Officer. The Passport Appeals Officer will either uphold the decision of the passport office or recommend that the original decision be changed. The Passport Service does not have to follow the recommendation of the Passport Appeal Officer. If this is the case, the Passport Service should inform you of the reasons why it is not following the recommendations of the Passport Appeals Officer.

[Irish passports - an overview \(citizensinformation.ie\)](#)

### Do I have to be a resident of the country to get a National ID card?

No, not to get a Public Services Card.

You need to be an Irish citizen to obtain a valid Irish passport book or card. Information relating to who is an Irish citizen or how it may be obtained can be found at: [Citizenship - Department of Foreign Affairs \(dfa.ie\)](#)

### What does it mean to be a resident of this country? How do I prove residency?

To be currently living in Ireland. You can prove residency with a utility bill in your name, or with a note from the billpayer or an official letter to you at that address.

The passport requirement is to prove citizenship rather than residency. Citizenship is automatic if you were born in Ireland before 2005. After 1 January 2005, citizenship depends on parents' citizenship at time of birth and residency history of one parent prior to birth: [Citizenship - Department of Foreign Affairs \(dfa.ie\)](#). If you were born outside of Ireland then you may need to apply for a foreign birth registration.

### What can I do if I do not have residency in this country?

You could apply for a Public Services Card (PSC). However, please note that you must be living in Ireland to [receive a PSC](#). To get a PSC, you need to attend a PSC Centre. PSC Centres offer either an appointment or walk-in service. If your local PSC Centre offers a walk-in service, you need to go to the centre during the opening hours for that centre. Find [contact details to make an appointment and opening hours for walk-in centres on gov.ie](#).

You will need to bring supporting documents to the PSC Centre appointment. Follow the links for a list of acceptable supporting documents: [Public Services Card \(citizensinformation.ie\)](#); [gov.ie - How to get a Public Services Card \(PSC\) \(www.gov.ie\)](#)

### Will I need a mailing address? What can I do if I am homeless?

Yes, you will need a mailing address.

An Post has set-up an [address point service](#), which gives homeless people and people living in temporary accommodation a personal postal address and mail collection point. You must register online for the free [address point service](#). You provide your name, select your local post office, and then your personal address is generated. The address has no reference to the post office, but is completely personal.

### What is the application process? Can I complete it online?

For a Public Services Card, you need to go to a PSC Centre or an Intreo office. For assistance with making an appointment, you can call the National Intreo Contact Centre on 0818 405060.

Yes, you can apply online for a passport provided you are living in an eligible country:

[Passport Online - Department of Foreign Affairs and Trade \(dfa.ie\)](#)

#### **Is there an application fee? Is there a waiver option if I cannot afford to pay it?**

Yes, the fee payable for a passport depends on how you apply and if it is a first application or a renewal:

[Passport Fees - Department of Foreign Affairs \(dfa.ie\)](#)

#### **How old do I have to be to apply for a National ID card by myself?**

There is no minimum age requirement for a Public Services Card or a passport. If you are under 18 then you will need parental/ guardian consent for a passport:

[Passports for Children - Department of Foreign Affairs \(dfa.ie\)](#)

#### **What can I do if I do not have a parent or guardian who can go with me (and the application says I have to have one)?**

All guardians' consent for under 18 must be noted on the passport application and the signatures of those guardians must be witnessed. If you do not have a guardian in Ireland, an adult responsible for your care can apply to the court to become your guardian.

[Guardianship Rights \(courts.ie\)](#)

[Passports for Children - Department of Foreign Affairs \(dfa.ie\)](#)

#### **At what age can I get a National ID card by myself?**

Children with an Irish birth certificate can apply for a Personal Public Services number and then a PSC Card. There is no minimum age for a Personal Public Services number.

For a passport, if you have no parent or guardian in Ireland, you can apply for an Irish adult passport when you are 18 since parental or guardian consent is not needed:

[How to apply for your first Irish passport as an adult \(citizensinformation.ie\)](#)

#### **Are there any special provisions for foster youth (children in custody of the government)?**

A social worker or foster parent may be able to submit a passport application.

#### **Are there any special provisions for homeless youth?**

The [Tusla - the Child and Family Agency](#) has a legal responsibility under the [Child Care Act 1991](#) to provide for the care and welfare of children who can no longer remain at home. Where children are identified as being at risk, the Agency has the right to intervene for the child's safety, if it is no longer safe for the child to remain or return home. In such circumstances, the child may be placed in [foster care](#) or in [residential care](#). Children who are homeless, but who are not considered to be otherwise at risk, are provided with accommodation under [Section 5 of the Child Care Act 1991](#).

A social worker or foster parent may be able to submit a passport application.

As a general matter, there are many [organisations working specifically with homeless people](#) and with homeless young people.

#### **Will I have to take a test?**

No. Please see the links below for an overview of the process to obtain an Irish passport and Public Services Card:

[gov.ie - How to get a Public Services Card \(PSC\) \(www.gov.ie\)](#)

[Passport Online - Department of Foreign Affairs and Trade \(dfa.ie\)](#)

[Passports \(citizensinformation.ie\)](#)

#### **If applicable, do I have to make an appointment to take the test?**

Not applicable.

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## Driver's License

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### What organization issues a driver's license in this country?

The organisation that issues a drivers license in Ireland is the NDLS (National Driver License Service) - see website [here](#).

### What is the process for getting a driver's license?

[https://www.citizensinformation.ie/en/travel\\_and\\_recreation/motoring\\_1/driver\\_licensing/full\\_driving\\_licence.html](https://www.citizensinformation.ie/en/travel_and_recreation/motoring_1/driver_licensing/full_driving_licence.html)

First, you need to pass the driving test.

Once you have passed the test, you can apply for the license for the category of vehicle you were tested for. Standard vehicles are category B.

You must apply for the driving licence within 2 years of passing the test, otherwise you will have to retake the test.

The maximum term of license is 10 years, and the cost is EUR55.

There are 2 ways that you can apply for your driving licence: online at [NDLS.ie](#), or in person [by booking an appointment](#) at an [NDLS centre](#).

You will need certain documents to support your application. See the other questions and answers for this information.

And:

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS APPLYING FOR FULL LICENCE GUIDE NOTES JAN 2022 WEB HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS APPLYING FOR FULL LICENCE GUIDE NOTES JAN 2022 WEB HR.pdf)

### Where can I find information online about getting a driver's license?

There is some helpful information at the link below about:

1. How to apply for a driving license
2. Updating your personal details for a driving license
3. Replacing a lost or stolen driving license
4. The costs of making an application for a driving license

[https://www.citizensinformation.ie/en/travel\\_and\\_recreation/motoring\\_1/driver\\_licensing/full\\_driving\\_licence.html](https://www.citizensinformation.ie/en/travel_and_recreation/motoring_1/driver_licensing/full_driving_licence.html)

### What documents do I have to have to get a driver's license? Is there any document that I must have to get a driver's license?

There are two ways that you can apply for your driving license: online at [NDLS.ie](#), or in person by [booking an appointment](#) at an [NDLS centre](#).

Applying online

To apply for your driving license online, you will need to have the following:

- A **Public Services Card** AND verified **MyGovID**
- [Proof of your address](#) (if your address is different to the one you provided when you got your Public Services Card)
- Proof that you are normally resident in Ireland if you are not an EU or EEA citizen
- A medical report form [if required](#)
- Application fee of €55
- [Certificate of Professional Competence \(CPC\)](#) for professional drivers

If you apply online, you do not have to provide your Certificate of Competence (the document that proves that you passed the driving test).

Read more about the online application process [on the NDLS website](#).

Applying in person

You can apply for your driving license in person by [booking an appointment](#) at one of [34 NDLS centres nationwide](#). There is no walk-in service available.

You will need to bring appropriate:

- [Identification](#), which includes:
  - Current Public Services Card
  - Irish driving license or learner permit
  - Irish passport which cannot be expired by more than 12 months
  - Current passport for all non-Irish citizens (valid for international use)
  - Current national identity card for EU/EEA/Swiss citizens
  - Irish Certificate of Naturalisation

- Current UK photo driving license
- Current Irish travel document
- Supporting documentation including [medical](#) or [eyesight report](#) if required
- Application fee of €55

#### What if my documents do not have my correct name/address?

##### Name

Your name and surname need to exactly match your photograph ID. If this is incorrect or has changed since your last learner permit or driving licence the application must be supported by documents explaining why it is now different.

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS\\_APPLYING\\_FOR\\_FULL\\_LICENSE\\_GUIDE\\_NOTES\\_JAN\\_2022\\_WEB\\_HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS_APPLYING_FOR_FULL_LICENSE_GUIDE_NOTES_JAN_2022_WEB_HR.pdf)

##### Address

Your address should be where you normally reside, and the documentation should be less than 6 months old. The following documents can be provided as proof of address, so you should use one that shows the correct address:

##### Public Services card

- Utility bill - Mobile phone bills are not acceptable
- Statement or other correspondence from bank/ building society/credit union including eStatements.
- Letter from Government Department or State Agency
- Correspondence on headed paper from an educational or training body e.g., a secondary school; university; institute of technology or college
- Correspondence from an insurance company regarding an active health/life/house/car insurance policy

[https://www.citizensinformation.ie/en/travel\\_and\\_recreation/motoring\\_1/driver\\_licensing/full\\_driving\\_licence.html](https://www.citizensinformation.ie/en/travel_and_recreation/motoring_1/driver_licensing/full_driving_licence.html)

#### What if I only have foreign documents?

##### Irish documents required:

- PSC Card
- PPS Number

If you do not have a PSC Card which enables you to apply for a driving licence, you can apply by providing the following:

1. Photo ID
2. Proof of address within the last 6 months
3. PPS Number
4. Evidence of residence in Ireland

If you do not have a PPS Number, you can apply for one if you are living in Ireland and are at least 18 years of age.

you need:

- Photo ID, If you do not have valid documents, you should provide whatever ID documents that you do have.
- Proof of why you need a PPS number
- Proof of your address

If you are under the age of 18, this needs to be applied for by a parent / guardian.

If you are a non-EU citizen, to obtain a PPS number you need to have a passport or provide any documentation that you have.

[Personal Public Service number \(citizensinformation.ie\)](https://www.citizensinformation.ie)

What if I have none of the above?

You should try and apply for a PPS number using whatever documents you do have. An application can be made online.

It is unclear from the NDLS guidance what happens if you only have foreign documents to meet these requirements.

If that is the case, it will be preferable to apply in person rather than online in order that you can discuss your specific documentation with the NDLS Officer.

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS\\_APPLYING\\_FOR\\_FULL\\_LICENSE\\_GUIDE\\_NOTES\\_JAN\\_2022\\_WEB\\_HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS_APPLYING_FOR_FULL_LICENSE_GUIDE_NOTES_JAN_2022_WEB_HR.pdf)

#### What happens if my documents are not accepted to get a driver's license?

If your documents are not accepted, then the NDLS will not issue you with a license. You will need to call the NDLS Customer call centre to get more details on your application:

0818 700 800 / +353 21 462 4810

NDLS Customer Care call centre opening hours are 9am-5pm Monday to Friday and 9am-1pm Saturday, excluding Public Holidays

### Do I have to be a resident of the country to get a driver's license?

You do not have to be a resident to apply for a drivers license but you do need to be living in Ireland and be able to provide the required documentation.

Alternatively, if you have a driving licence issued in another country there are methods to use your existing licence to enable you to drive in Ireland.

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS\\_APPLYING\\_FOR\\_FULL\\_LICENCE\\_GUIDE\\_NOTES\\_JAN\\_2022\\_WEB\\_HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS_APPLYING_FOR_FULL_LICENCE_GUIDE_NOTES_JAN_2022_WEB_HR.pdf)

### What does it mean to be a resident of this country? How do I prove residency?

Who is a resident in Ireland?

- If you are born in Ireland
- If you are an EU Citizen or from Iceland, Lichtenstein or Norway or Switzerland you have a right to reside in Ireland for up to 3 months without restriction
- If you are working in Ireland.
- If you are from outside the EU/ EEA/ Switzerland you may need to apply for a residence permit.

For the purpose of a driving license, you need to prove that you are living in and have an address in Ireland.

You will need to provide some form of evidence of residence in support of your application. The different types of evidence you can provide are listed here:

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS\\_APPLYING\\_FOR\\_FULL\\_LICENCE\\_GUIDE\\_NOTES\\_JAN\\_2022\\_WEB\\_HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS_APPLYING_FOR_FULL_LICENCE_GUIDE_NOTES_JAN_2022_WEB_HR.pdf)

### Will I need a mailing address? What can I do if I am homeless?

You will need to provide some form of evidence of residence in support of your application. The different types of evidence you can provide are listed here:

[https://www.ndls.ie/images/Documents/Forms/171553\\_NDLS\\_APPLYING\\_FOR\\_FULL\\_LICENCE\\_GUIDE\\_NOTES\\_JAN\\_2022\\_WEB\\_HR.pdf](https://www.ndls.ie/images/Documents/Forms/171553_NDLS_APPLYING_FOR_FULL_LICENCE_GUIDE_NOTES_JAN_2022_WEB_HR.pdf)

It is not clear if you are able to apply for a driving license without providing proof of address.

### What is the application process? Can I complete it online?

To apply for your driving licence online, you will need to have the following:

- A **Public Services Card** and verified MyGovID

- **Proof of your address** if your address is different to the one you provided when you got your Public Services Card
- Proof that you are normally resident in Ireland if you are not an EU or EEA citizen
- A medical report form **if required**
- Application fee of €55 (unless you are 70 or over)
- **Certificate of Professional Competence (CPC)** for professional drivers

If you apply online, you do not have to provide your Certificate of Competence (the document that proves that you passed the driving test).

Read more about the online application process [on the NDLS website](#).

[https://www.citizensinformation.ie/en/travel\\_and\\_recreation/motoring\\_1/driver\\_licensing/full\\_driving\\_licence.html](https://www.citizensinformation.ie/en/travel_and_recreation/motoring_1/driver_licensing/full_driving_licence.html)

### Is there an application fee? Is there a waiver option if I cannot afford to pay it?

The cost of the learner permit is EUR 35.

<https://www.ndls.ie/learner-driver/fees.html>

Thereafter, the cost to apply for a 10 year license is EUR 55.

<https://www.ndls.ie/licensed-driver/fees.html>

The NDLS website does not contain any information about waiving the application fees if you cannot afford to pay.

### How old do I have to be to apply for an state driver's license by myself?

There are legal restrictions on what types of vehicle you can drive at what age. For example, you have to be 16 to apply for a learner permit for a moped, 17 to apply for a learner permit in a standard car, 18 to apply for a learner permit in a truck category with Certificate of Professional Competency (CPC) or 21 without CPC and 21 to apply to apply for a learner permit in a bus category with CPC and 24 without CPC.

<https://www.ndls.ie/learner-driver/my-first-learner-permit.html#age>

Once you have obtained your learner permit and passed the test you can apply for a full license.

### What can I do if I do not have a parent or guardian who can go with me (and the application says I have to have one)?

You do not need a parent or guardian with you when you apply in person or online for the driving license.

### **At what age can I get a driver's license card by myself?**

You need to be 17 years old to drive in Ireland and have passed the theory test.

A parent or guardian does not need to support your application.

### **Are there any special provisions for foster youth (children in custody of the government)?**

Not that we are able to identify from the NDLS website.

### **Are there any special provisions for homeless youth?**

Not that we are able to identify from the NDLS website.

### **Will I have to take a test?**

Once you have obtained your learner permit, you can apply for your driving test. However, first time learner permit holders must hold their learner permit for six months and complete [Essential Driver Training \(EDT\)](#) or [Initial Basic Training \(IBT\)](#) before sitting the driving test.

Essential Driver Training (EDT) is a structured training programme for learner drivers consisting of 12 driving sessions with an [Approved Driving Instructor \(ADI\)](#).

<https://www.ndls.ie/learner-driver/my-first-learner-permit.html>

The driving test checks your knowledge of the [Rules of the Road](#), your ability to drive competently and safely in accordance with those rules and with regard for other road users. The test takes about 65 to 100 minutes depending on the vehicle category. It's a combination of questions to test your knowledge and a practical test of your driving skills and awareness.

Guidance on and requirements for the test are in this link:

<https://www.rsa.ie/services/learner-drivers/the-driving-test/what-it-is>

### **If applicable, do I have to make an appointment to take the test?**

To apply for your car driving test, please register or log in at

[MyRoadSafety.ie](https://www.myroadsafety.ie).

<https://www.rsa.ie/services/learner-drivers/the-driving-test/book-a-test>

### **Do I need to get a permit or authorization to practice driving before I get my driver's license?**

You need to have passed the official drivers theory test and have a learners permit for at least six months before taking a driving test.

Before taking the official driving test, you must have had at least 12 lessons with a driving instructor.

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## Birth Certificate

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### What is the document detailing a person's birth called in this country?

The document is called a Birth Certificate

[gov.ie](http://gov.ie) - Register a birth in Ireland ([www.gov.ie](http://www.gov.ie))

### I'm not sure I have a birth certificate, what can I do to find out if I have one and where to get it?

You can order a long-form birth certificate online.

Uncertified copies are only available to order over the phone or at a civil registration service.

[Order an Irish birth certificate - HSE.ie](http://www.hse.ie)

### How do I get a copy of my birth certificate?

You can order full standard certificates online (<https://certificatespublic-webapp-prod.azurewebsites.net/>).

If you want to order another type of certificate, you will need to order it in person or over the phone

(<https://www2.hse.ie/services/births-deaths-and-marriages/find-a-civil-registration-service/>).

### Can I order my birth certificate online?

Yes you can order your birth certificate online. Follow the link below to do this.

<https://certificatespublic-webapp-prod.azurewebsites.net/>

To order a birth certificate for any registered birth, you need to provide:

- full birth name on the certificate
- date of birth
- place of birth
- gender
- mother's full birth name
- father's full name, if recorded

In 2023 A birth certificate costs:

€20 for a full standard birth certificate

€5 for an uncertified copy

### What documents will I need to get my birth certificate?

You may not need any specific documents but to get a birth certificate you need to provide the following:

- full birth name on the certificate
- date of birth
- place of birth
- gender
- father's full name, if recorded
- mother's full birth name

<https://www2.hse.ie/services/births-deaths-and-marriages/order/birth-certificate/>

### What happens if I don't have some or all of the documents that are required?

Although there are no specific documents required, failure to provide all in needed information may result in an application being rejected. The following is a potential source for missing information.

Access to birth information changed in 2022. If you were adopted, boarded out or do not know your origins, you may be able to find out more information how to get this information at [www.birthinfo.ie](http://www.birthinfo.ie).

<https://www.dfa.ie/irish-embassy/usa/news-and-events/news-archive/access-to-birth-information-in-ireland-has-changed.html>

### How old do I have to be to get a copy of my birth certificate by myself?

Anyone can apply for a copy of their documentation (confirmed with Dublin Register Office).

**What can I do if I do not have a parent or guardian who can go with me to get a birth certificate (and the application says I have to have one)?**

You do not need to be accompanied by a parent or guardian

**What is the cost to get a birth certificate?**

You can apply for your birth certificate online, over the phone or in person.

A birth certificate costs:

- €20 for a full standard birth certificate
- €5 for an uncertified copy

A copy is free for social welfare purposes or registering for a public services card. You need a letter from the Department of Social Protection to get a free copy.

**Is there a waiver if I cannot afford the fee?**

A copy is free for social welfare purposes or registering for a public services card. You need a letter from the Department of Social Protection to get a free copy.

**Are there any special laws or provisions that can help get a birth certificate if I have been in the foster care system (children in custody of the government)?**

The [Birth Information and Tracing Act 2022](#) was signed into law in Ireland on 30 June 2022. It means that anyone adopted, boarded out, the subject of an illegal birth registration or who questions about their origins now has more access to this information. More advice is available at [www.birthingo.ie](http://www.birthingo.ie).

A copy is free for social welfare purposes or registering for a public services card. You need a letter from the Department of Social Protection to get a free copy.

**Are there any special laws or provisions that can help get a birth certificate if I am homeless?**

The [Birth Information and Tracing Act 2022](#) was signed into law in Ireland on 30 June 2022. It means that anyone adopted, boarded out, the subject of an illegal birth registration or who questions about their origins now has more access to this information. More advice is available at [www.birthingo.ie](http://www.birthingo.ie).

A copy is free for social welfare purposes or registering for a public services card. You need a letter from the Department of Social Protection to get a free copy.

**Where do I get my birth certificate if I was born in another country?**

You will need to consult the relevant resources for the country in which you were born.

**Is there a way to get my birth certificate without going somewhere in person?**

Yes - online or telephone

[Order an Irish birth certificate - HSE.ie](#)

**Where can I find information online about getting a birth certificate?**

See this link for information about getting a birth certificate

[Order an Irish birth certificate - HSE.ie](#)

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## Making changes to government ID documents

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### What vital doc should I start with to change my name? Is the process easier for one of the IDs?

An official document called a Deed Poll is needed to change your name. The signing of the Deed Poll must be witnessed.

The document needs to contain your old and new name and the old name must match your birth certificate.

To be recognised by all organisations, once completed, this needs to be enrolled in the Central Office of the High Court. To enroll it you will need:

- Deed Poll
- Affidavit of Witness
- Certified copy of Birth certificate
- Evidence of previous name (birth certificate, previous name change by Deed Poll)
- Certified copy of photo identification (passport or driver's licence).

It is recommended that you then obtain a new public services card ("PSC") from the [Department of Employment Affairs and Social Protection \(DEASP\)](#). You must attend a [PSC Centre](#) in person to have your name changed as a new signature will be required and new need a deed poll registered at the High Court.

You need the new PSC to apply for a new driving licence.

It is not possible to obtain a new passport with your changed name until you have evidence of two years' usage of the new name.

### How do I change my name on my Birth Certificate?

A birth certificate cannot be amended unless there are valid reasons to do so. Contact the [General Register Office](#) for information on what and when amendments can be made.

### How do I change my name on my National ID?

There is no National ID in Ireland. Below is information on how to change your name on a passport. You will need to submit a passport renewal, along with the following:

For a child (under 18),

1. If you have re-registered your birth, you should submit this new birth certificate.

2. If the birth has not been re-registered, then you are changing the child's name through proof of usage. Proof of usage means that the child is using this name in everyday life. You will need to provide 2 documents from 2 different sources which should date back at least two years from the date you make the passport application for the change of name. You must also submit the original birth certificate.

You should be able to supply original copies of 2 of the following items:

- School correspondence
  - Letter from a medical doctor
  - Certified copy of the child's medical card
  - Government correspondence.
3. You will need the consent of all the child's guardians to be noted on the passport renewal application. You may also need the signatures of the guardians granting consent to be appropriately witnessed. <https://dfa.ie/passports/children/>

For an adult (over 18):

You will need to show proof of usage of your new name, by providing 2 documents from 2 different sources which should date back at least two years from the date you make the passport renewal application. Proof of usage means that you are using this name in everyday life.

You will need to provide original copies of 2 of any of the following items:

- Government correspondence
- Photo ID document
- Pay slips
- Utility bills
- Lease agreements

<https://dfa.ie/passports/documentary-requirements/anadult/renewal/changeinformation/#d.en.357827>

### How do I change my name on my Driver's License?

You can update personal details on your driving licence online.

You must first have updated your name with the [Department of Employment Affairs and Social Protection \(DEASP\)](#).

Then, all you need is the following:

- A [Public Services Card](#) and verified [MyGovID](#).
- [Proof of your address](#) dated within the last six months if your current address differs from the one you provided when you applied for your [PSC](#).
- [Proof that you are normally resident in Ireland](#) if your place of birth and nationality are outside the EU/EEA.
- Fully completed [medical report form](#) dated within one month, [if required in your case](#).
- There is no fee for making an application to amend personal details unless your driving licence is also due for renewal or has been lost, stolen or damaged, in which case a [fee](#) will apply.

#### At what age can I change my name by myself?

You can change your surname by Deed Poll when you are 18 years old.

Children aged between 14 and 17 years can execute the deed poll themselves, but they need the consent of both parents.

If a child is under 14, one of the child's parents must execute the Deed Poll with the consent of the other parent. Consent of both parents is needed. If the second parent does not consent to the Deed Poll, then the first parent must ask the District Court to make an order removing the need for the second parent's consent for Deed Poll.

#### What can I do if I don't have a parent or guardian and do not have anyone who can help me change my name?

Minors can apply to the courts by contacting [deedpollquery@courts.ie](mailto:deedpollquery@courts.ie) for the necessary documentation. You should include your age, nationality and where you are resident. You should state that you do not have any parents or guardians.

#### What vital doc should I start with to change my gender marker? Is the process easier for one of the IDs?

Anyone over 18 can apply to change their gender.

You can also apply if you are aged 16 or 17, but the process is slightly different and may take longer. If you are under 16, it is not possible to change your gender that is recognised by the State.

When you legally change your gender, you are given a gender recognition certificate. This certificate can also state your new name, if you have chosen to change it. Refer to the how to change my name by deed poll in the other column.

Once you have a gender recognition certificate, you can then apply for a revised birth certificate.

#### How do I change my gender marker on my Birth Certificate?

You can apply for a revised birth certificate once you have got a gender recognition certificate.

If you are registered in the Register of Births or the Adopted Children Register then you [apply to the General Register Office](#) ("GRO") to be entered in the register of gender recognition.

If you are registered in the Register of Intercountry Adoptions then you [apply in writing to the Adoption Authority of Ireland](#) to be entered in the Register of Gender Recognition of Intercountry Adoptions.

If you are registered in the Foreign Births Register or a foreign births entry book then you [contact the Department of Foreign Affairs](#) to be entered in the Register of Gender Recognition of Foreign Births.

A certified copy of an entry in one of the above gender recognition registers can be used if you have to provide a birth certificate (e.g., to apply for a passport).

You apply to the GRO for a certified copy of your entry in the register of gender recognition using the [Application for a Certificate of an entry in the Register of Gender Recognition](#).

A certified copy of an entry costs €20.

#### How do I change my gender marker on my National ID?

The answer relates to a passport as there are no national IDs in Ireland. You will need to renew your passport and provide a Gender Recognition Certificate (obtained from the Department of Social Protection) to change your gender on your passport. You will also need your birth certificate as revised after your gender recognition.

<https://www.citizensinformation.ie/en/travel-and-recreation/passports/irish-passports-an-overview/#:~:text=Gender%20recognition%3A%20You%20can%20apply,after%20gender%20recognition>.

For children under 18, any passport renewal to include this change will need the consent of all the child's guardians to be noted on the passport renewal application. You may also need the signatures of the guardians granting consent to be appropriately witnessed.

<https://dfa.ie/passports/children/>

#### How do I change my gender marker on my driver's license?

There is no gender recorded on an Irish driver's license. If you would like to change the pronoun in your name, please see answer to how to change my name on my driver's license.

### **At what age can I change my gender marker by myself?**

Since September 2015, trans people in Ireland can apply to have their preferred gender legally recognised by the State. This is set out in the [Gender Recognition Act 2015](#).

Anyone over 18 can apply to change their gender. You can also apply if you are aged 16 or 17, but the process is slightly different and may take longer. If you are under 16, it is not possible to change your gender that is recognised by the State.

When you legally change your gender, you are given a gender recognition certificate. This certificate can also state your new name, if you have chosen to change it. You can read here about legally [changing your name by deed poll](#).

Once you have a gender recognition certificate, you can then apply for a revised birth certificate.

### **What can I do if I don't have a parent or guardian and do not have anyone who can help me change my gender marker?**

If you are under the age of 18 you will need a parent or a guardian to change your gender marker.

<https://www.citizensinformation.ie/en/birth-family-relationships/legal-recognition-of-preferred-gender/>

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