

## **Jobs Stimulus – Additional Documentation required to support an application**

Please note that in addition to meeting the relevant academic entry requirements to the course, applicants must also satisfy the administrative requirements.

As outlined in the relevant category outlined below, please submit the following documentation by email to [gpd@gmit.ie](mailto:gpd@gmit.ie) to support your application. Documents should be emailed on completion of the online application process.

### **1. Unemployed / In receipt of Covid-19 Pandemic Unemployment Payment / In receipt of any other qualifying payment from the Department of Employability Affairs & Social Protection / Signing for Credits**

- i) Proof of Identity (Photo ID) ie. Copy of Passport / Public Services Card / National Identity Card.

If applying on a Stamp 4 Visa, please submit a copy of the page of your passport showing that your first Stamp 4 Visa was issued in 2017 plus a copy of the page of your passport showing that you have held Stamp 4 Visas for 3 years;

- ii) Copy of an up-to-date CV
- iii) Recent Jobseekers Payslip/Letter/Documentation from the Dept. of Social Protection showing you are currently in receipt of a payment/signing for credits (see Springboard eligibility rules)

**OR**

- iii) Copy of a recent Bank Statement showing payment of a qualifying benefit (see Eligibility section of Springboard) from the Dept. of Social Protection. All other transactions can be redacted.

### **2. Returners (formerly Homemakers)**

- i) Proof of Identity (Photo ID) ie. Copy of Passport / Public Services Card / National Identity Card.

If applying on a Stamp 4 Visa, please submit a copy of the page of your passport showing that your first Stamp 4 Visa was issued in 2017 plus a copy of the page of your passport showing that you have held Stamp 4 Visas for 3 years;

- ii) Copy of an up-to-date CV

- iii) A sworn declaration before a Commissioner for Oaths attesting to your status.

### 3. Formerly Self-Employed

- i) Proof of Identity (Photo ID) ie. Copy of Passport / Public Services Card / National Identity Card
- ii) Copy of an up-to-date CV
- iii) A letter/statement from the Revenue Commissioners stating that you are no longer trading

**OR**

- iii) A similar letter from your (former) accountant

**OR**

- iii) Sworn declaration before a Commissioner of Oaths attesting you are no longer Self-Employed/Trading

### 4. Employed

- i) Proof of Identity (Photo ID) ie. Copy of Passport / Public Services Card / National Identity Card.

If applying on a Stamp 4 Visa, please submit a copy of the page of your passport showing that your first Stamp 4 Visa was issued in 2017 plus a copy of the page of your passport showing that you have held Stamp 4 Visas for 3 years;

- ii) Copy of an up-to-date CV
- iii) A copy of a recent employer's payslip showing your employer name, your name and your PPSN (you can redact any pay details)

Further information on the above may be found at <https://springboardcourses.ie/eligibility> or by contacting the GMIT Graduate and Professional Development Office at [gpd@gmit.ie](mailto:gpd@gmit.ie)



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