

BST Supporting Documents Requirements & Checklist

- ❖ The following documents **must** be uploaded to your application.
- ❖ Applications without these required documents **will not** be accepted.
- ❖ Please submit documents in PDF format and use clear naming conventions.

	Document	Description	✓
1.	Centile/Decile Place	<ul style="list-style-type: none"> • A scanned/ PDF copy of a letter or document from your university verifying your ranking within your graduating class. • If your university does not provide this, please submit a letter from your university stating this. 	
2.	Proof of Irish Medical Council Registration / Eligibility for Registration	<ul style="list-style-type: none"> • PDF copy of current Medical Council Certificate confirming registration on one of the divisions of the IMC. • If not currently registered, PDF copy of last IMC registration certificate. • If you are not currently and have never been registered on one of the divisions of the IMC, you may be considered automatically eligible for registration if you completed your medical degree in one of a list of EU countries. Please refer to this document to see if your country is on the list. If your country is listed, your academic transcript which you are required to submit will confirm your medical degree was completed that country. • If you do not fall into a category above, please contact the IMC and ask them to provide a letter confirming your eligibility for registration and submit this with your application. 	
3.	Proof of English Language Competency	<ul style="list-style-type: none"> • We are required to follow the English Language Competency guidelines supplied by the HSE. • Please refer to this guidance document to check which category applies to you and to ensure your eligibility. • If you do not qualify for an exemption, you will need to submit a valid IELTS or OET certificate. A valid certificate should be dated within 2 years of date of application. • An overall grade of 7 is required for IELTS, with a minimum score of 6.5 in each of the four skills. • An overall grade of B is required for OET, with a minimum of grade B in each of the four skills. 	
4.	Two Appraisal Forms	<ul style="list-style-type: none"> • A scanned/ PDF copy from two referees. • At least one of the two references should be from the current/most recent supervising consultant/employer. • Please download a blank copy of the Appraisal Form here. • Forms will not be accepted without a Hospital Stamp. 	
5.	Passport Identity Page	<ul style="list-style-type: none"> • A colour scanned copy of the photo ID page of your passport. 	
6.	Stamp 4 Residency Permit (if applicable to you)	<ul style="list-style-type: none"> • A colour scanned copy of your Stamp 4 Residency Permit if you hold this type of Residency Permit. If you hold a Residency Permit other than Stamp 4 (Stamp 1 for example), you do not need to submit this. 	