

How to get a PPS Number

If you are applying for a PPS Number to take up employment, you must have a signed offer of employment from your employer confirming when your job is due to start or when it started. This letter should be on company headed paper with the employer's contact details and employer/company registered number. You do not need a PPS Number if you are looking for work or for an employer to make an offer of employment.

In order to apply for a PPS Number online, you will need to have a basic MyGovID account. If you do not have a [MyGovID account get one here](#).

You will need to upload photos or copies of:

- your identity document
- your proof of address, and
- evidence of why you need a PPS Number.

Evidence of your address:

You need to show evidence of your address. The document must show your name and address and not be older than 3 months.

You can use any of the following documents to do this:

- household utility bill
- an official letter or document
- a financial statement
- property lease or tenancy agreement
- confirmation of address by a third party such as a hotel or hostel administrator or manager, school principal or property owner*

*If you are staying with friends or relatives, an original household bill plus a note from the bill holder confirming your residency at the bill address is acceptable. This note can be written on the bill itself.

For European students, the only proof of identity that will be accepted is a current passport or national identity card.

For International students, the only proof of identity that will be accepted is a current passport.

Apply for a PPS Number online at MyWelfare.ie