

外國人申請辦理或展延、補發外僑居留證或居留原因變更送件須知

承辦單位：居住地之入出國及移民署直轄市、縣市服務站。

申請手續：填寫申請表 1 份。

一、法令依據：

- 1、入出國及移民法第二十二條、第二十三條、第二十六條、第三十一條（以下簡稱本法）。
- 2、外國人停留居留及永久居留辦法第五條至第十條。

二、申請對象：

- 1、外國人持有效簽證或適用以免簽證方式入國之有效護照或旅行證件，經入出國及移民署查驗許可入國後，取得居留許可者。
- 2、外國人持居留簽證入國後，因居留原因變更為依親、應聘、或投資者。

三、繳驗證件：

- 1、外僑居留證。
- 2、繳驗護照、入國簽證正本（依本法第二十三條第二項申請居留原因變更者，免驗入國簽證）。
- 3、附申請居留目的之證明文件（驗正本收影本）：
 - （1）依親者（含依本法第二十三條第二項申請居留原因變更者）：
親屬關係證明（如出生證明、結婚證書、戶口名簿、國民身分證、外僑居留證、……等文件）。
 - （2）應聘工作者（含依本法第二十三條第二項申請居留原因變更者）：
目的事業主管機關核准函及在職證明書。
 - （3）投資者（含依本法第二十三條第二項申請居留原因變更者）：
目的事業主管機關核准函、公司變更事項登記表……等相關證明文件。
 - （4）來華留學：
學生證或在學證明書（僑生初次申請需繳入學分發通知書）。
 - （5）研習中文者：
學生證或在學證明書、出席紀錄證明。
 - （6）傳教者：

	宗教團體立案證明書及在臺宗教團體出具之邀請函或相關證明文件。
	(7) 長期居留韓僑：
	外交部身分證明函。
4、	繳交 2 吋半身脫帽正面相片 (初次 1 張、換證 1 張，同身分證之相片規格)。
5、	辦理遺失補發者，須檢附遺失聲明書或報案證明。
6、	繳納證書費：1 年效期新臺幣 1 千元、2 年效期 2 千元、3 年效期 3 千元，僑生 5 百元、補發 5 百元。
7、	委託書：除申請人親自送件外，委託他人代為送件者，應附委託書；人在國外地區、香港或澳門者，委託書應經我國駐外館處之驗證。
四、核辦天數：10 天 (憑繳款收據領取外僑居留證)	
五、相關事項：	
1、外籍配偶第一次辦理外僑居留證或因結婚變更居留事由為依親時，須有國人配偶同行辦理，並核發一年效期外僑居留證。	
2、持居留簽證查驗入國之外國人，應於入國後十五日內，申請外僑居留證。	
3、外國人有繼續居留之必要時，應於居留期限屆滿前三十日內申請延期居留。	
4、外國人於居留期間，變更居留住址或服務處所時，應於事實發生十五日內辦理變更登記。	
5、以本法第二十三條第二項申請居留原因變更者，得自居留效期屆滿前三十日內提出申請。	
6、文件於國外製作者，須附中文譯本，並經我國駐外館處之驗證，如果當地我國館處僅驗該文件，未驗證中文譯本，則須將中文譯本經我國法院 (或公證人) 公證。	
7、依本法第二十三條配偶為現在在臺灣地區居住且設有戶籍或獲准居留之我國國民，或經核准居留或永久居留之外國人申請者之親屬關係證明：須為已在我國戶政事務所，辦妥結婚登記之證明文件 (如我國身分證正本、戶口名簿正本等，驗畢發還)。辦理結婚登記事宜請參照內政部戶政司網站或洽各地戶政事務所。	
8、居住臺灣地區設有戶籍國民，持外國護照入國者，申請居留或居留延期，應先至戶政事務所辦理戶籍遷出登記。	
9、申請人於原居留期限屆滿前，無法辦理居留事由變更重新取得外僑居留證者，請依限離境。	
10、依本法第二十三條第二項規定申請居留事由變更，僅限第一項各款情形 (如依親、應聘、投資等)，欲變更為其他居留事由 (如就學、傳教等) 者，仍應先洽外交部領事事務局辦理相關事宜，俟取得相關居留簽證後，再重新申請外僑居留證。	
11、變更居留原因者，重新繳費發證並重新核定其居留效期。	
12、依本法第二十三條第二項但書規定，申請人配偶為在臺居留之外籍勞工者，不得申請變更居留原因。	
13、外國人持居留簽證入國或於國內獲發居留簽證者，應於入國或取得居留簽證後十五日內申辦居留證，逾時申辦，處新臺幣 2,000-10,000 元罰鍰；外國人變更居留地址或服務處所時，應於十五日內備妥文件辦理資料異動，違規者，處新臺幣 2,000-10,000 元罰鍰。	
申請表格： 外國人居(停)留案件申請表如附件下載	

★ 本說明如有更動依[中華民國內政部移民署全球資訊網](#)公布之最新資料為準

Application Information

How does a foreigner renew or apply for an ARC?

(Serial No. 0902)

- Date:2013/2/1

Receiving units: The local NIA's service center.

I. Legal basis

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| 1. | Articles 22, 23, 26, 31 of the Immigration Act (hereinafter referred to as "the Act") |
| 2. | Articles 5 to 10 of Regulations Governing Visiting, Residency, and Permanent Residency of Aliens |

II. Prospective applicants:

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| 1. | A foreign national who obtains Alien Resident Certificates (hereinafter ARC) after entering Taiwan by the inspection of National Immigration Agency with a valid passport or a valid travel document(s) under the visa waiver program, or holding a visitor visa. |
| 2. | A foreign national who enters Taiwan with a residency visa, and modifies the reasons of residency to be joining family, employment or investment. |

III. Required documents (verify the original and take its copy).

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| 1. | A completed application form. |
| 2. | ARC (the first petitioner shall appear at the local service center personally). |
| 3. | A passport with resident visa.(A foreign national applying for modifications in the reasons for residency pursuant to Paragraph 2 of Article 23 of the Act, is exempt from being examined for an entry visa) |
| 4. | Related documents for residency: |
| (1) | Joining family (Including a foreign national with application for modifying reasons for residency pursuant to Paragraph 2 of Article 23 of the Act): Proof of family relationship such as Birth Certificate, Marriage Certificate, Household Registration Transcript issued within three months, Household Certificate, ID Card, or ARC, but foreign documents shall be authenticated by Taiwanese offices abroad. Foreign |

	spouses who are the first time petitioners shall be accompanied by their Taiwanese husbands or wives.
(2)	Employment or investment (Including foreign nationals applying for modifying reasons of residency pursuant to Paragraph 2 of Article 23 of the Act): An approval letter issued by the competent authority and an In-service Certificate.
(3)	Studying or learning Mandarin in Taiwan: A Student ID Card or an Enrollment Certificate. Overseas Chinese students who are the first time petitioners shall submit a notification of enrollment and admission permission.
(4)	Missionaries: A certificate of a registered religious group and its invitation or other related documents.
(5)	Long-term residents of Korean expatriates: A letter of identity issued by the Ministry of Foreign Affairs.
5.	One 2" x 2" colored photo, front head and shoulder, taken within six months.
6.	A foreign national who applies for an ARC reissuing shall submit Declaration of Loss of ARC or a Crime Report
7.	Fees:
(1)	One-year term: NT\$1,000.
(2)	Two-year term: NT\$2,000.
(3)	Three-year term: NT\$3,000.
(4)	Overseas Chinese students: NT\$500.
IV.Processing time: 10 workdays.	
V. Notes	
1.	A foreign spouse who is applying for an ARC the first time or applying to modify the residency reason to joining family because of marriage shall be accompanied by his/her Taiwanese spouse, and issued a valid ARC for one year.
2.	A foreign national who enters with a residency visa, shall apply for an ARC within 15 days after entry into Taiwan.
3.	A foreign national shall apply for an extension within 30 days before his/her period of residency expires if they have to continue their visiting or residency in Taiwan.

4.	In the event that a foreign national changes his/her domicile or his/her place of employment during the period of his/her residency, he/she shall apply for registering the change within 15 days.
5.	A foreign national shall apply for application for modifying reasons of residency pursuant to Paragraph 2 of Article 23 of the Act within 30 days before his/her period of residency expires.
6.	If the required documents are made in foreign countries, the applicant shall also submit Chinese translations that have been certified by the overseas embassies; If the overseas embassies only certify the foreign original documents, then the Chinese translation shall be accredited by court or domestic notary public in Taiwan.
7.	<p>The certificate or certifying document(s) verifying the kinship of a foreign national's spouse who holds the nationality of the State and resides in Taiwan currently and is with household registration or is permitted to reside or permanently reside in Taiwan pursuant to Article 23 of the Act shall be applied for at the household registration office, and shows the marriage registration has been completed (e.g. original identification card, original household certificate or the original copy of the household registration transcript (returned after verification)) .</p> <p>Those concerned with marriage registration may refer to the website of the Department of Household Registration of the Ministry of Interior: http://www.ris.gov.tw/en/web/ris3-english/home or consult with the local Household Registration Office.</p>
8.	A national with Taiwanese household registration and who is currently residing in Taiwan and who has entered Taiwan with a foreign passport and is applying for residency, or an extension of stay or residency, shall first register his/her moving-out registration with the Household Registration Office.
9.	Before the period of residency expires, if an applicant is unable to obtain an ARC by application for modification of reasons for residency, he/she shall be required to exit within a specified period.
10.	A foreign national's application for modification of reason(s) for residency pursuant to Paragraph 2 of Article 23 of the Act shall be joining family, employment and investment only. An applicant applying for modification with other reasons for residency (e.g. study or do missionary work) shall first consult and obtain a related residency visa with the Bureau of Consular Affairs of Ministry of Foreign Affairs, then re-apply for an ARC with the NIA.
11.	A foreign national who applies to modify reasons for residency, shall re-pay the fee to obtain new validity ARC.

12.	If the applicant's spouse is a foreign labor resident in Taiwan, the applicant shall not apply to modify the residency reasons pursuant to the proviso of Paragraph 2 of Article 23 of the Act.
13.	A foreign national who enters with a residency visa or obtains a residency visa in Taiwan shall apply for an ARC within 15 days or the over-due penalty will be NT\$ 2,000-10,000. A foreign national who applies for changing his/her domicile or his/her place of employment during the period of his/her residency, he/she shall apply for registering the change within 15 days or the over-due penalty will be NT\$ 2,000-10,000.
VI. Application Form: Download the application form for foreigners here.(pdf file)	
VII. Relate service:	
1.	The NIA's Web site: http:// www.immigration.gov.tw
2.	Director-general's Mailbox: https://www.immigration.gov.tw/sp_immig.aspx?xdUrl=ecss/ite001q1_2.asp



The information above is adopted from the website of the National Immigration Agency (Taiwan).For the updated information, please refer to their website directly: <http://www.immigration.gov.tw/>