

Guidelines for Foreign National Applying for Residency, Extension of Residency, or Change in Residency Status

I. Legal Basis:

- (I) Articles 22 to 23-1, 26, and 31 of the Immigration Act (hereinafter referred to as "the Act").
- (II) Articles 5 to 13 of the Regulations Governing Visiting, Residency, and Permanent Residency of Aliens (hereinafter referred to as "the Regulations").
- (III) Articles 4, 7, 8, 12, and 13 of the Act for the Recruitment and Employment of Foreign Professionals (hereinafter referred to as "the Act for Foreign Professionals").

II. Applicable Subjects:

- (I) Foreign nationals holding valid residence visas in their passports or travel documents, verified by the National Immigration Agency under the Ministry of the Interior (hereinafter referred to as the NIA) upon entry into the ROC, and granted residency permits; or foreign nationals who apply for a residence visa again from the Bureau of Consular Affairs of the Ministry of Foreign Affairs or its affiliated branches after entering the ROC.
- (II) Foreign nationals holding Alien Resident Certificates (ARC) who meet the circumstances stipulated in Article 23-1 of the Act for applying to change the reasons for residence.
- (III) Foreign nationals who, before the expiration of their residence period, still have the original reasons for residence and apply for an extension of their residence.
- (IV) Foreign nationals whose Alien Resident Certificate (ARC) is lost or damaged.

III. Required Documents: Documents produced overseas must be authenticated by the embassy, consulate, or office (hereinafter referred to as the overseas mission); those produced domestically by foreign embassies or their authorized representative agencies in the ROC or authenticated, certified, or verified by them must be further authenticated by the Ministry of Foreign Affairs. If the documents are in a foreign language, the NIA may request the applicant to provide a Chinese translation verified by the overseas mission or notarized by a domestic notary public.

(I) Applicants for residency:

1. Application For ARC and Extension of Stay.
2. A recent, color, uncovered head photo taken within the last two (2) years (following the same specifications as a national ID photo).
3. Original and photocopy of passport and visitor visa (original to be returned after verification).
4. Original and photocopy of relevant supporting documents for the purpose of application (originals will be returned after verification).
 - (1) Dependents: Proof of relationship (such as birth certificates, marriage certificates, household registration documents, national

ID cards, foreign residence permits, residency visas indicating family relationships, etc.). Dependents who are spouses of ROC nationals residing in Taiwan and registered as residents must provide proof of marriage registration obtained from the household registration office in the ROC (such as national ID cards, household registration documents, etc.). For dependents who are foreign nationals residing in the ROC with mid-level technical jobs permits, additional proof of their sponsoring relative's average monthly total income of at least NTD 53,000 for the past year is required (applicants holding residence visas are exempt from this requirement).

- (2) Applicants for employment positions (including bilingual translation, chefs, and mid-level technical jobs) must provide approval letters from the competent authority of the industry concerned and a certificate of employment issued within one (1) month. Applicants who meet the requirements of Paragraphs 1 and 3 of Article 48 of the Employment Service Act are not required to apply for a work permit from the Ministry of Labor. They can submit the approval letter from the competent authority of the industry concerned for processing.
- (3) Investors: Approval letter issued by the competent authority for investment within the past three (3) months (investment amount must be at least USD 200,000), company establishment (or change) registration form, and list of directors and supervisors.
- (4) Study in the ROC: Proof of enrollment or proof of current enrollment (including student ID).
- (5) For those studying Mandarin: Proof of enrollment, registration certificate (proof of enrollment must demonstrate a minimum of four (4) months of study and continuous registration for at least three (3) months, with a minimum of fifteen (15) hours of classes per week from Monday to Friday), and attendance records (absences, including leave, must not exceed one-fourth of the total class hours). The residence permit validity period will be issued based on the duration of the proof of enrollment, with a maximum validity period of one (1) year for the Alien Resident Certificate (ARC), and the total extension of the residence period should not exceed two (2) years as a general rule.
- (6) For missionaries: Certificate of registration of religious organization and an invitation letter or relevant documents issued by a religious organization in the ROC.
- (7) For long-term resident Korean nationals: Identification letter from the Ministry of Foreign Affairs.
- (8) Applicants for children aged eighteen (18) who are unable to live independently due to physical or mental disabilities of foreign professionals or specific foreign professionals must provide a

diagnosis certificate. The document should sufficiently prove their condition, such as paralysis, inability to care for oneself, or the need for complete assistance in daily life. Alternatively, a Barthel Index score assessed by a physician should be thirty (30) points or below.

- (9) Litigious or non-litigious agent ad litem of foreign companies in the ROC: Approval letter from the Department of Commerce, Ministry of Economic Affairs, Foreign Company Establishment (Change) Registration Form, Foreign Company Establishment Registration Form.
 - (10) For those with purposes of residence not mentioned above: Relevant supporting documents.
5. For individuals born in mainland China and originally holding Chinese citizenship, in addition to providing supporting documents according to Article 7 of the Act Governing Relations between the People of the Taiwan Area and the Mainland Area, proving residence overseas for more than four (4) years (such as passport entry and exit records and a certificate of entry and exit issued by the competent authority at the place of residence), one of the following proof documents should be submitted:
- (1) The original certificate verified by the Straits Exchange Foundation (SEF) proving that the individual is not registered in mainland China.
 - (2) The original certificate of cancellation of mainland China household registration verified by the SEF.
 - (3) The document certifying the loss of mainland China citizenship, verified by the overseas mission.
 - (4) Other documents sufficient to prove the loss of mainland China citizenship.
6. Letter of Authorization: If submitting the application through a representative, a letter of authorization should be provided.
7. Proof of Current Residence: such as a lease agreement, for the person being allowed to reside, photocopy of property ownership deed or photocopy of both sides of the identity card of a national property owner with a statement of consent.
- (II) Applicants for residence extension:
1. Application For ARC and Extension of Stay.
 2. A recent, color, uncovered head photo taken within the last two (2) years (following the same specifications as a national ID photo).
 3. Original and photocopy of passport and visitor visa (original to be returned after verification).
 4. Original and photocopies of relevant proof documents for the original purpose of residence (original copies will be returned upon verification), identical to the proof documents specified in Item 4 of Paragraph 1.

5. For purposes other than those specified in Item 4 of Paragraph 1: Other relevant proof documents, such as a resignation certificate issued within one (1) month, official academic graduation certificates, judicial authority-related proof documents, etc.
6. Proof of Current Residence: such as a lease agreement, for the person being allowed to reside, photocopy of property ownership deed or photocopy of both sides of the identity card of a national property owner with a statement of consent (no additional documentation required if current residence remains unchanged).
7. Letter of Authorization: If submitting the application through a representative, a letter of authorization should be provided. For applicants residing overseas, the letter of authorization must be authenticated by the overseas mission.

(III) Applicants applying for a change in the purpose of residence:

1. Application For ARC and Extension of Stay.
2. A recent, color, uncovered head photo taken within the last two (2) years (following the same specifications as a national ID photo).
3. Original and photocopy of passport and visitor visa (original to be returned after verification).
4. Original and photocopies of relevant proof documents for the original purpose of residence (original copies will be returned upon verification), identical to the proof documents specified in Items of Paragraph 1.
5. Proof of Current Residence: such as a lease agreement, for the person being allowed to reside, photocopy of property ownership deed or photocopy of both sides of the identity card of a national property owner with a statement of consent (no additional documentation required if current residence remains unchanged).
6. Letter of Authorization: If submitting the application through a representative, a letter of authorization should be provided. For applicants residing overseas, the letter of authorization must be authenticated by the overseas mission.

(IV) Applicants requesting reissue or replacement of the Alien Resident Certificate due to damage, loss, extinguishment, or data change:

1. Application For ARC and Extension of Stay.
2. A recent, color, uncovered head photo taken within the last two (2) years (following the same specifications as a national ID photo).
3. Original and photocopy of passport and visitor visa (original to be returned after verification).
4. Submit the damaged Alien Resident Certificate, declaration of extinguishment or loss, police report, or proof of data change.
5. Proof of Current Residence: such as a lease agreement, for the person being allowed to reside, photocopy of property ownership deed or photocopy of both sides of the identity card of a national property owner with a statement of consent (no additional documentation required if

current residence remains unchanged).

6. Letter of Authorization: If submitting the application through a representative, a letter of authorization should be provided.

IV. Fees:

- (I) Applicants for residence, extension of residence, and change of residence purpose: NTD 1,000 for one-year validity, NTD 2,000 for two-year validity, NTD 3,000 for three-year validity, NTD 4,000 for four-year validity, and NTD 5,000 for five-year validity. However, applicants with overseas compatriot student status are eligible for a 50% discount on the fees.
- (II) For reissuance, replacement, and registration of data changes: NTD 500 (requires reissuing of the certificate).

- V. Processing Time: Ten (10) working days (excluding the time for document return, supplementation, and interview). Applicants with incomplete or insufficient documents must rectify the issue within fifteen (15) days from the day of notification. For those who need to apply from overseas, mainland China, Hong Kong, or Macau, the rectification period is extended to three (3) months. Failure to rectify or incomplete rectification by the deadline will result in the rejection of the application. After rectification, the processing time will be recalculated, starting from the date of resubmission, with a duration of ten (10) working days.

VI. Notes:

- (I) For the first issuance of the Alien Resident Certificate (ARC) for foreign spouses or for changes in residence status due to marriage, when applying for a family reunion, the presence of the ROC spouse is required. A one-year validity ARC will be issued. The application should be submitted to the service center of the NIA at the applicant's current place of residence.
- (II) Foreign nationals entering the ROC with a residence visa must apply for an Alien Resident Certificate (ARC) within thirty (30) days from the day following their entry into the ROC. Those who fail to apply as required shall be subject to a fine according to the law.
- (III) Applications for extending residence should be submitted within three (3) months prior to the expiration of the residence period.
- (IV) In the event that a foreign national changes his/her resident address or his/her place of employment during the period of his/her residence, he/she shall apply to the NIA for registering the change within thirty (30) days, calculating from the next day of the occurrence of the event. Those who fail to apply as required shall be subject to a fine according to the law.
- (V) Any ROC national residing in the Taiwan Area with a registered household, who has entered the ROC with a foreign passport and is applying for residency or an extension of residency, shall first apply to a household registration office for household de-registration. Applications from individuals who are either approaching the age of mandatory military service or are already of military service age, but do not possess proof of exemption or residency endorsement in their

ROC passport, or who have resided in Taiwan for over a year as overseas compatriot military conscripts, or are subject to mandatory conscription but have not fulfilled their military service obligation, and are subject to travel restrictions, will not be processed.

- (VI) Applicants who are unable to obtain a new Alien Resident Certificate (ARC) due to changes in their residence status before the expiration of their original residence permit must depart within the specified period. Applicants for changing their residence status for reasons not covered under Article 23 of the Act must first consult with the Bureau of Consular Affairs of the Ministry of Foreign Affairs, obtain the relevant residence visa, and then reapply for an Alien Resident Certificate (ARC).
- (VII) Upon approval of the change in residence status, the duration of residence will be reassessed accordingly.
- (VIII) Pursuant to the proviso in Paragraph 2 of Article 23 of the Act, applicants whose spouses are foreign migrant workers residing in the ROC are not eligible to apply for a change in residence status.
- (IX) According to Article 8 of the Act for Foreign Professionals, foreign nationals designated as specific professionals and permitted to reside by the NIA are granted a residence permit with a maximum validity of five (5) years from the day of approval. If there is a need for continued residence upon expiration, an extension of up to five (5) years can be applied for before the expiration of the residence period, without being subject to the restrictions stipulated in Paragraph 3 of Article 22, and Paragraph 2 of Article 31 of the Act. The same applies to the validity period and extension period of the residence permit for the spouses of such foreign professionals, their minor children, and adult children with physical or mental disabilities who are unable to live independently, as permitted by the NIA.
- (X) According to Article 10 and Article 11 of the Regulations, the validity period of the residence permit for applicants applying for an extension of residency is as follows:
 - 1. According to Article 10 of the Regulations, applicants may apply for an extension of six (6) months; if necessary, they may apply for one more extension, with a maximum total extension period of one (1) year. The same applies to their spouse, children under the age of eighteen (18), and adult children aged eighteen (18) who are unable to live independently due to physical or mental disabilities.
 - 2. According to Article 11 of the Regulations, applicants may apply for an extension of one (1) year; if necessary, they may apply for one more extension, with a maximum total extension period of two (2) years. The same applies to their spouse, children under the age of eighteen (18), and adult children aged eighteen (18) who are unable to live independently due to physical or mental disabilities.
- (XI) Applicants attending non-formal educational programs for study

purposes (limited to research-oriented programs, overseas compatriot students in special programs, excluding theological students and Mandarin language center students) may submit a completion certificate and apply to the NIA for an extension of residence, with a maximum extension period not exceeding three (3) months.

- (XII) Foreign nationals who have overstayed their residence permit for less than thirty (30) days and whose original reason for residence still exists may reapply for residency with the NIA after being penalized according to the Act.