

Instructions on Document Submission in Applications for the Employment Gold Card or Its Extension by Special Professionals Who Are Foreign Nationals or Residents of Hong Kong or Macau (as amended)

Article 1: Legal Basis:

Articles 4, 9, 13 and 24 of the Act for the Recruitment and Employment of Foreign Professionals (hereinafter “the Act”) and the Regulations Governing Employment Gold Card Applications by Foreign Special Professionals (hereinafter “the Regulations”).

Article 2: Eligibility:

A foreign national or resident of Hong Kong or Macau who applies to engage in professional work in Taiwan (“the State”) under the provisions of Article 9 of the Act must be recognized by the central competent authority of the industry concerned as being a special professional in one of nine specified professional fields or other field, or be recognized by the Competent Authority (the National Development Council: NDC), in consultation with the central competent authority of the industry concerned, as possessing special expertise. The relevant fields are as listed below (there are links to the central competent authority’s recognition standards for each field on the NDC website at <https://foreigntalentact.ndc.gov.tw>)

- (1) Science and technology (Ministry of Science and Technology)
- (2) The economy (Ministry of Economic Affairs)
- (3) Education (Ministry of Education)
- (4) Culture and the arts (Ministry of Culture)
- (5) Sports (Ministry of Education)
- (6) Finance (Financial Supervisory Commission)
- (7) Law (Ministry of Justice)

- (8) Architectural design (Ministry of the Interior)
- (9) National defense (Ministry of National Defense)
- (10) Other fields of special expertise, or whom the NDC, in consultation with the central competent authority of the industry concerned, recognizes as possessing special expertise (National Development Council).

Article 3: Required Documents:

- (1) A color scanned e-file of the following documents shall be attached:
 - A. Passport with at least 6-month validity remaining.
 - B. One 2-inch hatless facial color photo taken within 6 months (matching the specifications for an ROC/Taiwan ID card).
 - C. Documented recognition of qualification as a foreign special professional as announced by the central competent authority of the industry concerned.
 - D. Other documents required to apply for a resident visa, an Alien Resident Certificate, and a re-entry permit.
 - E. Applicants born in the Mainland Area and eligible for or having been granted ID thereof, in addition to submitting documents to meet the requirements prescribed in Article 7 Paragraphs 1 and 2 of the Enforcement Rules for the Act Governing Relations between the People of the Taiwan Area and the Mainland Area (including passport record of entry/exit and certificate of entry/exit issued by authority in place of residence), shall also submit one of the following certifications:
 - (a) Original certification of non-establishment of Mainland household registration verified by the Straits Exchange Foundation.

- (b) Original notarial certification of cancellation of Mainland household registration verified by the Straits Exchange Foundation.
- (c) Documentary proof sufficient to prove renunciation of Mainland ID, verified by an ROC (Taiwan) embassy or overseas mission.
- (d) Other documentary proof sufficient to prove renunciation of Mainland ID.

F. Foreign special professionals from Hong Kong or Macao are not required to submit a letter of guarantee, a police record certificate, or a health certificate, but must submit a Hong Kong or Macao Resident Status Confirmation and a Residence Application Form for Hong Kong and Macau Residents.

- (2) A special professional from a foreign country or from Hong or Macau who has been recommended to apply for an Employment Gold Card by the central competent authority of the industry concerned may submit the application documents referred to in the preceding subparagraph in written form.
- (3) Documents to be presented for a change in personal data: Passport, Employment Gold Card, documentary proof of change (according to the data to be changed, such as a renewed passport or a declaration or police report as evidence for the replacement of a lost or missing passport), and a 2-inch hatless facial color photo taken within 6 months (matching the specifications for an ROC/Taiwan ID card).
- (4) Documents to be presented when applying for an extension: Passport, Employment Gold Card, a 2-inch hatless facial color photo taken within 6 months (matching the specifications for an ROC/Taiwan ID card), and documented recognition of qualification

as a foreign special professional as announced by the central competent authority of the industry concerned.

Article 4: Application and Payment Process:

- (1) When first entering the Foreign Professionals Online Application Platform system (hereinafter referred to as “the Application Platform”) of the National Immigration Agency, Ministry of Interior (hereinafter referred to as “the NIA”), website: <https://coa.immigration.gov.tw/coa-frontend/four-in-one-entry/>, an applicant is requested to log in with their account or certificate number.
- (2) The Employment Gold Card is available for a validity period of one year, two years, or three years. After an applicant has uploaded all required documents to the Application Platform, he/she can choose one of these periods of validity (an applicant for extension of the Employment Gold Card can also choose between a validity period of one year, two years, or three years). The applicant then selects between “domestic” or “overseas” application and pays the fee specified for the chosen period of validity, remitting payment by means of international credit card, Internet ATM, virtual account, the e-government payment platform, or one of four major convenience store chains. The fee is non-refundable whether or not the application is approved.
- (3) After the application has been reviewed and approved by the Ministry of Labor, and within six months thereof, the applicant shall print out the Passport Submission Notice from the Application Platform and submit it together with their foreign passport (with at least six months of remaining validity) to an ROC overseas mission for inspection. A foreign special professional Employment Gold

Card applicant from Hong Kong or Macao is exempted from applying to the Bureau of Consular Affairs for a resident visa.

Article 5: Review Period (number of days)

Within 30 working days (commencing from the day of the completion of the online application process, excluding holidays, and deducting the wait time for passport verification as referred to in Article 2 Paragraph 3 of the Regulations, document supplementation and correction time as referred to in Article 4 of the Regulations, and other periods of delay caused by force majeure).

Article 6: Correction & Supplementation, Authentication, and Collection:

(1) Correction & Supplementation:

- A. If information in the application documents does not conform with requirements or is incomplete, the NIA may notify the applicant via email that he/she has 30 days for correction and supplementation. If there is need to apply for information outside the country, the time allowed for correction and supplementation is six months. The application shall be denied if the information is not fully supplemented or corrected within the required time.
- B. The application shall be denied if the applicant fails to comply with the Passport Submission Notice as referred to in Article 2 Paragraph 3 of the Regulations.

(2) Authentication:

- A. If a document required for an Employment Gold Card application is produced outside Taiwan, the review authority may, when necessary, require that it be authenticated by an ROC overseas mission; if such document is produced in Taiwan by a foreign

embassy, consulate or authorized entity, the review authority may, when necessary, require that it be re-authenticated by the Ministry of Foreign Affairs.

B. If a document as referred to in the previous item is in a foreign language (besides English), an English or Chinese translation must be attached.

C. If the authentication of a foreign document matches the provisions of Article 15-1 of the Document Legalization Act for the Ministry of Foreign Affairs and Overseas Missions, such provisions shall apply.

(3) Collection:

A. Domestic Application: After printing out an e-receipt from the “Download Section” of the Application Platform, the applicant shall take the receipt and their passport to their chosen NIA service center to collect the Employment Gold Card.

B. Overseas Application: After printing out a Republic of China Employment Gold Card Overseas Approval Certificate from the “Download Section” of the Application Platform, and after presenting their certificate and passport for examination upon entry to Taiwan, the applicant shall within thirty days from the day after entry take the certificate and passport to their chosen NIA service center to collect the Employment Gold Card.

Article 7: Fees

(1) Overseas applications by foreign nationals:

A. Applicants who are subject to the application of a special handling fee as specified in Article 4 Paragraph 1 Subparagraph 4 of the Standard Fees for Republic of China (Taiwan) Visas in Foreign Passports (hereinafter referred to as “subjects of a special handling fee”) shall be charged the special handling fee

plus the following: For one-year duration, NT\$1,500 per card; for two-year duration, NT\$2,500 per card; for three-year duration, NT\$3,500 per card.

B. Other applicants: For one-year duration, NT\$3,700 per card; for two-year duration, NT\$4,700 per card; for three-year duration, NT\$5,700 per card.

- (2) Domestic applications by foreign nationals who entered the R.O.C. (Taiwan) visa-free, or with a visitor visa: For one-year duration, NT\$3,700 per card; for two-year duration, NT\$4,700 per card; for three-year duration, NT\$5,700 per card.
- (3) Applications by foreign nationals holding a valid Alien Resident Certificate or other document with the function of an Alien Resident Certificate: For one-year duration, NT\$1,500 per card; for two-year duration, NT\$2,500 per card; for three-year duration, NT\$3,500 per card.
- (4) Residents of Hong Kong or Macau: For one-year to three-year duration, NT\$3,100 per card (including the Ministry of Labor's NT\$500 work permit license fee).
- (5) Application for replacement of an Employment Gold Card due to defacement, destruction, loss, or change of information shall be submitted via the Foreign Professionals Application Platform within 30 days from the date of occurrence of the fact. The fee for replacement of the card is NT\$500 (card reproduction cost). For change of information such as residential address or passport number, the replacement fee may be waived. For Hong Kong or Macau residents, the fee for replacement of an Employment Gold Card due to defacement, destruction, loss, or change of information is NT\$2,600.
- (6) The fees for extension of an Employment Gold Card are as follows:

For a foreign national, for one-year duration, NT\$1,500 per card; for two-year duration, NT\$2,500 per card; for three-year duration, NT\$3,500 per card; for a resident of Hong Kong or Macau, for one-year to three-year duration, NT\$800 per card.

Article 8: Matters for Attention:

- (1) The uploaded facial color photo of the applicant should be in jpg or jpeg format with the redundant blank space cropped. The face should occupy two-thirds of the whole picture and be recognizable as the person in the applicant's passport photograph.
- (2) The documents required should be uploaded to the Foreign Professionals Application Platform in color image files. The uploaded files should be in jpg, jpeg, png, or bmp format and the size of each file must be within 512 KB. The content of each document should be upright and clear, and each file should be named according to the type of document in it.
- (3) Individuals who have both foreign and R.O.C. nationalities:
 - A. An R.O.C. national who resides in the Taiwan Area with household registration, and who enters the R.O.C. (Taiwan) with a foreign passport, must first apply for moving-out registration at their local household registration office before applying for an Employment Gold Card.
 - B. A male applicant as referred to in the previous item who has not completed compulsory military service and is of or near to conscription age will not have their application for an Employment Gold Card accepted if they come within one of the following situations:
 - (a) Having neither an Overseas Compatriot Identity Certificate for the purpose of military service nor an Overseas Compatriot Identity Endorsement on his R.O.C. passport.

- (b) Being an overseas draftee who has resided in the Taiwan Area for one year or more.
 - (c) Having been processed for conscription in accordance with the law and restricted from leaving the country.
- (4) After an application for an Employment Gold Card has passed the review, the card will be issued with the validity period chosen by the applicant via the Foreign Professionals Application Platform, the validity period commencing from the day after issuance. During the card's validity period, its holder may use it to work and reside in Taiwan, and use it together with a passport for multiple entry to Taiwan.
- (5) An Employment Gold Card holder may, within four months before the expiry date of his/her card, apply for an extension of the card via the Foreign Professionals Application Platform, submitting the documents specified in Article 3 Subparagraph 4, and may be granted an extension of one to three years each time. If an Employment Gold Card holder has not obtained an extension of the card before its expiry and has need to stay in Taiwan, said person and their spouse, minor children, and children over the age of majority who are unable to live independently due to physical or mental disability, having previously been approved for residence, may apply to an NIA service center for extension of residence under the provisions of Article 13 of the Act. Those so approved will be issued with an Alien Resident Certificate, with a validity period of six months starting from the day after the expiry of the Employment Gold Card. Prior to the expiry thereof, they may, if so needing, apply for one further extension, for a total extension of stay not exceeding one year. During such extension of stay, they may not work in Taiwan without obtaining an employment permit

from the Ministry of Labor or unless some other provision of law so allows.