

申請類型及時間 Type and Time for ARC Application

辦理類型 Type	辦理時間 Time	注意事項 Note
新辦 New Applicant	<p>持居留簽證入境之隔日起 15 天內，或在臺灣取得居留簽證後 15 天內。</p> <p>Within 15 days counted from the next day of arrival or the next day of receiving resident visa in Taiwan.</p>	<p>學生入境初次辦理外僑居留證時，尚未完成註冊手續，先行核發效期 6 個月之外僑居留證者。待完成註冊後，再至移民署申請延長。</p> <p>Students, who have just arrived in Taiwan and have not finished school registration, will receive a 6-month ARC and will be able to extend their period of stay upon completion of school registration.</p> <p>學生入境初次辦理外僑居留證時，已完成註冊手續，核發效期 1 年之外僑居留證。</p> <p>Students who have finished school registration will be able to apply for 1 year ARC.</p>
延長 Extension	<p>居留期限到期前 1 個月內必須申請「延期」。</p> <p>It is mandatory to apply for an extension "a month before the date of expiry".</p> <p>*舊生離臺期間 ARC 將到期者，請於離臺前 1 個月內申請「延期」。</p> <p>*If applicants are NOT in Taiwan during ARC's expiration day, please apply for an extension "a month before leaving".</p>	<p>逾期申請外僑居留證需支付罰款。</p> <p>The overdue ARC application will be fined.</p> <p>逾期停留或逾期居留者，主管機關得強制驅逐出境，且可能會被禁止入境。</p> <p>Overdue stay or application, the competent authority can order such students to voluntarily exit and be prohibited to entry.</p> <p>一般逾期多日需要出境重新辦理居留簽證再入臺，請同學務必親自注意自己的居留證延長期限，以免留下紀錄，影響再次入境。</p> <p>Generally overdue certain days, students have to leave for applying for new Visa then ARC. Please note data expiry of ARC.</p>
畢業生留臺求職 Graduates seek employment in Taiwan	<p>居留效期統一以畢業當月加計 6 個月為延期居留期限</p> <p>The maximum extension is six months, starting from the month of graduation.</p>	<p>申請資料 Application Materials</p> <ol style="list-style-type: none"> 1. 申請書 application form 2. 照片 1 張：白底正面照 One 2" x 2" color photo 3. 護照 passport (original and copy) 4. ARC (正本 original) 5. 畢業證書 Diploma (正本 original) 6. 手續費 operation fee (依個人情況而定 depends on personal situation)

外僑居留證辦理申請資料

Application Materials for Alien Resident Certificate (ARC)

➤ Website 申請網站：<https://coa.immigration.gov.tw/coa-frontend/student/entry?lang=en>

請依照網頁的說明提出申請，請備妥以下文件的掃描檔：

Please see the website and follow the instructions and prepare the following scanned application materials:

新生初辦 ARC First-time Application	新生初辦 (臺灣獎學金生) ARC First-time Application (Recipients of Taiwan scholarship)
1. 照片 1 張：白底正面照 One 2" x 2" color photo 2. 護照 Passport 3. 簽證 Visa 4. 入學許可 Certificate of Admission 5. 在學證明或學費繳費單 Proof of Registration OR receipt of tuition fee 6. 居住證明：合約或繳費單 Proof of Residence: contract OR house rent receipt ※ 線上繳費 Online Payment：NTD1,000 元	1. 照片 1 張：白底正面照 One 2" x 2" color photo 2. 護照 Passport 3. 簽證 Visa 4. 入學許可 Certificate of Admission 5. 臺灣獎學金證明 Certificate of Taiwan scholarship 6. 居住證明：合約或繳費單 Proof of Residence: contract OR house rent receipt ※ 線上繳費 Online Payment：NTD1,000 元
舊生延長 ARC Extension	舊生延長 (初次入境未註冊，經先行核發效期 6 個月之外僑居留證者) ARC Extension (Students who have just arrived in Taiwan, currently hold a 6-month ARC, and haven't finished school registration will be able to extend their period of stay upon completion of school registration.)
1. 照片 1 張：白底正面照 One 2" x 2" color photo 2. 護照 Passport 3. 居留證 ARC 4. 學生證 (蓋註冊章之正反面影本，註冊組位於 YP209 室) Student ID card (original and copy both sides with the registration stamp, the location of the registration office is in YP209)，或在學證明 OR proof of registration 5. 來回電子機票影本 (離臺期間 ARC 將到期者適用) Copy of return airplane ticket (If applicable, applicants are NOT in Taiwan during ARC's expiration day) 6. 若為延畢者，至註冊組申請證明，依實際就學情形酌予核居留證延長期間 If applicants who are students delay graduation, please apply for an approved letter from the registration office. ARC will be extended a period of time, according to their academic situation ※ 線上繳費 Online Payment：NTD1,000 元	1. 照片 1 張：白底正面照 One 2" x 2" color photo 2. 護照 Passport 3. 居留證 ARC 4. 學生證 (蓋註冊章之正反面影本，註冊組位於 YP209 室) Student ID card (original and copy both sides with the registration stamp, the location of the registration office is in YP209)，或在學證明 OR proof of registration

辦理居留證相關資訊 Useful information to Apply for ARC

- 移民署服務站

- 新北市服務站：新北市中和區民安街 135 號 1F
- 網址：<http://servicestation.immigration.gov.tw/mp.asp?mp=S003>
- 臺北市服務站：臺北市中正區廣州街 15 號
- 網址：<http://servicestation.immigration.gov.tw/mp.asp?mp=S002>

Immigration Service Center

- **New Taipei City Service Center:** 1F, No.135, Min-An Street, Jung-He District, New Taipei City
- **Taipei City Service Center:** No.15, Guangzhou St., Zhongzheng Dist., Taipei City
- Website: <http://www.immigration.gov.tw/mp.asp?mp=2>

- 櫃檯受理服務時間：星期一至星期五 8:00-17:00 中午不休息

Opening hours: the office hours of the NIA's service centers 08:00 a.m.-17:00 p.m. through the lunch hour from Monday to Friday.

- 電話 TEL.

- 新北市服務站（New Taipei City Service Center）：02-8228-2090
- 臺北市服務站（Taipei City Service Center）：02-2388-9393

- 交通方式 Transportation：

- 新北市服務站—在輔仁大學正門口對面搭乘 810 公車到「板橋公車站」下車→換搭 307 公車到「積穗國中」站下車→往民安街走約 10 分鐘。
- 臺北市服務站—在輔仁大學正門口對面搭乘 235 公車到「東吳大學城中校區」下車→沿著延平南路走約 10 分鐘。
- **New Taipei City Service Center**—take Bus #810 to “Banciao Train Station” on the opposite side of FJU front gate → transfer to Bus #307 to “Ji-Sui Junior High School” → walk on Min'an Street for 10 minutes.
- **Taipei City Service Center**—take Bus #235 to “Soochow U. Downtown Campus” on the opposite side of FJU front gate → walk along the Yanping South Road for 10 minutes.

詳細規定請參考「內政部移民署」：<http://www.immigration.gov.tw/>

For detailed regulations, please visit the National Immigration Agency:

<https://www.immigration.gov.tw/mp.asp?mp=2>