**How does a foreigner renew or apply for an ARC(居留證)?**

Date:2013/2/1

Receiving units: The local NIA’s service center.

**I. Legal basis**

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:**

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).**

*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. 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) ) .

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.

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檔案)

**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