

外籍人士來台研習中文在台申請居留簽證手續說明

應繳文件	說明
1.簽證申請表	須至「 線上填寫申請表專區 」填寫，列印產出具有條碼之簽證申請表，並親自簽名確認，照片背景須以白色為底色。
2.照片 2 張	須繳交最近 6 個月內拍攝之 2 吋彩色照片，並黏貼於簽證申請書上。
3.護照正本及影本	護照效期須有 6 個月以上且有空白頁。並須影印含照片在內之護照基本資料頁。
4.健康檢查合格證明正本及影本	1.須繳驗最近 3 個月內由衛生福利部指定外籍人士之合格體檢國內醫院或國外醫院出具之健康檢查合格證明，國外健檢證明須經中華民國駐外館處驗證。 2. 檢查項目 及 體檢醫院 請參照 衛生福利部疾病管制署網站 。
5.在學證明及註冊證明正本及影本	1.須為教育部認可之大學附設之華語文中心所核發之在學及註冊證明。 2. 目前教育部公布之大學附設國語文中心名單 ，請參考該部網站。 3.在學證明內容須證明已就讀滿 4 個月並繼續註冊 3 個月以上。 4.週一至週五，每週至少須上課 15 小時。
6.上課出席紀錄證明正本及影本	缺課含請假時數不得超過上課總時數之四分之一。
7. 成績單正本及影本	研習期間之測驗成績。
8. 研習計畫書正本	內容應包含研習中文動機目的及研習計畫。

9. 財力證明正本及影本	例如銀行存款證明、國外匯款證明。
10.其他視個案要求提供之文件	視個案審查需求而定。於國內申請者，須加影印最近一次來臺之簽證頁及入境戳章頁。

申請程序

申請人已持簽證目的為研習中文之停留簽證來臺，並已於同一所學校連續就讀滿4個月且繼續註冊3個月以上、缺課時數未超過上課總時數之1/4者，得於停留期限屆滿至少1週前檢具上列各項文件及簽證規費，向本局或外交部中部、南部、東部、雲嘉南辦事處申請改換居留簽證，申請人無須離台。

注意事項

1. 依據「外國護照簽證條例」及其施行細則，簽證核發為國家主權行為，中華民國政府有權拒發且無須說明原因，申請人所繳之簽證規費亦不退還。
2. 居留簽證在中華民國境內審核作業需7個工作天，申請人須於留期限屆滿前7個工作天前向本局提出申請。送件後經通知補件而未能於7日內補齊者，將退回申請並不退費。倘申請人之原停、居留許可期限在本次居留簽證審核期限間內屆滿，且因拒發簽證而致在臺逾期停、居留遭內政部移民署主管機關依法裁罰者，由申請人自行負責。
3. 文件之正本驗畢後退還。檢附之文件如係於國外作成，須經[中華民國駐外館處](#)驗證，且為中文、英文以外之文件者，應附中文或英文譯本，併原文件經[中華民國駐外館處](#)驗證。
4. 居留簽證規費及美國籍人士申請簽證之相對處理費收費數額，請參考「[外國護照簽證收費數額表\(doc 檔案\)](#)」。
5. 以免簽證、落地簽證方式入境，或持非以研習中文目的之停留簽證來臺者，不得以研習中文為由要求轉換居留簽證或申請延長停留期限。
6. 在中華民國境內獲改換發居留簽證者，應於居留簽證簽發日起15日內，向居留地之[內政部移民署各縣\(市\)服務站](#)申請外僑居留證及重入國許可。居留期限依所持外僑居留證所載效期。
7. 持有學校入學許可，不代表即可獲本國核發簽證；獲本國核發簽證者，並不代表即可進入我國境內。



本說明如有更動依[外交部領事事務局資訊網站](#)公布之最新資料為準

RESIDENT VISAS FOR STUDYING MANDARIN CHINESE

REQUIREMENTS	DESCRIPTION
1. Application form	Go to website: https://visawebapp.boca.gov.tw/ . Fill out the application form online and print it out. Make sure the application form shows a bar code on it. Sign the application form.
2. Two color passport-size photos	Paste on the application form two color passport-size photos with a white background taken within 6 months.
3. Passport and one photocopy of the passport	The passport must be valid for at least 6 months and there are blank pages left in it. One photocopy of the passport bio-page including the holder's picture is required.
4. Original and one photocopy of health certificate	<ol style="list-style-type: none">1. The health certificate should be issued within 3 months by one of the local hospitals designated by the Centers for Disease Control of Ministry of Health and Welfare of the R.O.C. (Taiwan) or a foreign hospital. Health certificates issued by foreign hospitals must be authenticated by an R.O.C. (Taiwan) overseas mission.2. Visit the website of the Center for Disease Control at http://www.cdc.gov.tw/english/index.aspx for health checkup items and the list of designated local hospitals.
5. Original and one photocopy of certificate of enrollment with record of registration	<ol style="list-style-type: none">1. The certificate of enrollment and record of registration should be issued by one of the Mandarin Chinese Learning Centers affiliated to universities accredited by the Ministry of Education.2. Check the website of the Ministry of Education for the list of the Mandarin Chinese Learning Centers.3. The certificate of enrollment must indicate completion of 4 months of study and registration for continued study for at least another 3 months.4. Weekly hours of attendance, Monday to Friday, must not be fewer than 15 hours.
6. Original and one photocopy of record of attendance	Hours of absence including those taken on a leave must not exceed a quarter of total class hours.
7. Original and one photocopy of transcripts	The school transcripts from the period of study.
8. Study plan	Study motives should be included.
9. Original and one photocopy of proof of financial support	Bank statements or records of remittance, etc.

10. Other supporting documents

To be decided on a case-by-case basis. Applicants who apply for a Resident Visa after having arrived in the R.O.C. (Taiwan) are required to present also one photocopy of the Visitor Visa and the immigration entry stamp.

Application Procedure

Applicants who have entered the R.O.C. (Taiwan) on a Visitor Visa with an annotation indicating studying Chinese as the purpose of visit, have completed 4 months of study, have registered for continued study for at least another 3 months, and have not been absent from class for over a quarter of total class hours, may apply to the Bureau of Consular Affairs or any of its Central, Southwestern, Southern, or Eastern Taiwan Offices for a Resident Visa, without having to leave Taiwan, no later than one week before the duration of stay expires.

Notice

1. Visa issuance is an act of sovereignty. According to the “Statute Governing Issuance of R.O.C. Visas in Foreign Passport” and “Enforcement Rules for the Issuance of R.O.C. Visas to Foreign-Passport Holders,” the R.O.C. reserves the right not to issue a visa and is under no obligation to disclose the reason. Application fee for no-issuance cases is non-refundable.

2. Processing of Resident Visa application inside the R.O.C. (Taiwan) takes 7 work days. Resident Visa applicants are advised to apply to the Bureau of Consular Affairs 7 work days before the duration of stay expires. Application will be turned down and fee not refunded in the event that required documents are not submitted in full within 7 days after the applicant is informed by the Bureau of Consular Affairs. In the event that the applicant’s duration of stay expires while the Resident Visa is under processing and eventually rejected, the applicant is to assume the sole responsibility of overstay and the penalty therefore imposed.

3. Original documents are to be returned after review. Documents produced outside of the R.O.C. (Taiwan) must be authenticated by an R.O.C. (Taiwan) overseas mission. Documents that are in languages other than Chinese or English must be accompanied by a Chinese- or English-translation version. The original-language documents and the accompanying Chinese- or English-translation version must be authenticated by an R.O.C. (Taiwan) overseas mission.

4. For visa application fees, please refer to “**Standard Fees for R.O.C. (Taiwan) Visas in Foreign Passports**”.

5. Those who enter the R.O.C. (Taiwan) without a visa or with a landing visa and those who enter the R.O.C. (Taiwan) on a Visitor Visa not for the purpose of studying Chinese may not apply for a Resident Visa or an extension of duration of stay on the ground of studying Chinese.

6. Those who enter the R.O.C. (Taiwan) on a Resident Visa or get a Resident Visa after having arrived in the R.O.C. (Taiwan) must apply for an Alien Resident Certificate and Re-entry Permit at **local service centers of National Immigration Agency**. The former must apply within 15 days from the next day of

arrival, and the latter must apply within 15 days from the Resident Visa issuance date. Duration of stay is noted on the Alien Resident Certificate.

7. Obtaining a school admission permit does not guarantee the issuance of a Resident Visa. Obtaining a Resident Visa does not entitle the visa holder to enter into the R.O.C. (Taiwan).

ABBREVIATIONS:

1. BOCA - Bureau of Consular Affairs

2. R.O.C. - Republic of China

3. R.O.C. overseas missions- R.O.C. embassies, consulates and representative offices, or other agencies authorized by the Ministry of Foreign Affairs of the R.O.C.

4. MOFA -Ministry of Foreign Affairs



The information above is adopted from the website of the Bureau of Consular Affairs, Ministry of Foreign Affairs, R.O.C. (Taiwan).

For the updated information, please refer to their website directly:

<http://www.boca.gov.tw/>