



# The Application Procedure for applying the Alien Permanent Resident Certificate

(version 1-2012/1/5)

## I. Reminders

- ※ An alien must be at least 20 years old.
- ※ An alien who also has R.O.C. citizenship is not eligible to apply for the Alien Permanent Resident Certificate.
- ※ An alien who has been living in Taiwan for at least 183 days per year for five consecutive years is eligible to apply for permanent residency.
- ※ An alien who is a spouse or child of an R.O.C. national and has spent at least 183 days per year for five consecutive years or an alien who has spent 183 days per year in the country for five years within a minimum period of ten consecutive years is eligible to apply for permanent residency.
- ※ An applicant who obtained a permanent resident certificate must reside for at least 183 days per year ; otherwise; his/her Alien Permanent Resident Certificate will be cancelled. Aliens are allowed to apply at the local service centers or on the website of the National Immigration Agency for exemption approval before going abroad if the necessity to leave is due to studying abroad, seeking medical treatment, or other reasons. The maximum length for exemption each time is 2 years.
- ※ The number of days required to stay in Taiwan before applying for permanent residency excludes the time period when the applicant has stayed in Taiwan as a student or foreign laborer.
- ※ The English name used in all documents should be the same as that shown in the passport.

## II. General Document Required

1. One copy of the application form.
2. One 2-inch front view photo without wearing a hat (the same specification as the Identification card with a plain white background).
3. Alien Resident Certificate (the original one for examination and one A4 size copy).
4. Passport (The originals of current and previous passports; and photocopies of the following pages in A4 size: basic information page, all the pages with entry and exit stamps, all the visa pages with both visitor and resident visas, pages with re-entry permits, and ED card).
5. Entry and Exit Record Certificate, Eligibility Form for the required years of residence and physical presence in the Taiwan area, and the calculation of the applicant's physical presence in Taiwan Areas each year.

**II. General  
Document  
Required**



**III. Individual  
Document  
Required**



6. A national level criminal history checks report showing a clear criminal record for the past 5 years:
  - a. The alien's original copy of the Clear Criminal Record Document (CCRD) applied for in his/her native country must be verified by the R.O.C. Overseas Missions. The Chinese translated version of CCRD also needs to be verified by the R.O.C. Overseas Mission or the R.O.C. district court or a notary public office. If the copy of the Clear Criminal Record Document is issued by a foreign mission in Taiwan, the original must be verified by the Ministry of Foreign Affairs and the Chinese translated version of CCRD must be notarized by a local R.O.C. district court or a Notary Public Office. (This CCRD is valid for 6 months only, starting from the DATE OF ISSUE).
  - b. Clear Criminal Record Document (CCRD) from the R.O.C. (Valid for 3 months only, starting from the DATE OF ISSUE of the document).
7. Health certificate—Must use the form “Items Required for Health Certificate (Type B)” issued by the Department of Health of the Executive Yuan. (Valid for 3 months starting from the Date of Issue)

1. Joint Family/Dependent:
  - a. One copy of the original household registration transcript with members of the applicant's family and spouse's name.
  - b. Must provide one of the following documents or certificates: domestic income, tax statement, real estate, movable property or special skills.
    - i. Withholding & Non-Withholding Tax Statement for the latest one-year period.
    - ii. Salary Certificate for the latest one-year period.
    - iii. Certificate showing Account Balance (Bank statements provided by financial institutes, or copy each page of the bank deposit book), and employment certificate of the applicant or his/her spouse.
    - iv. Real estate information (house and land ownership certificate).
    - v. Employee Certificate issued by the employer or a written statement by the applicant about his/her job and salary.
    - vi. Certificate documents showing specialized professional, technical skills, or skill tests issued by the R.O.C. government authorities.
    - vii. Any other certificates proving the applicant can afford to live in Taiwan.
  - c. Other supporting documents needed based on specific individual cases.

**III. Individual Document Required**

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2. Employment:
    - a. Copies of current work permits issued by the competent authorities.
    - b. Employment Certificate with company's and employer's personal seals (valid for 1 month starting from the date of issue)
    - c. To provide one of the following documents or certificates (for missionary or investment APRC applicants): domestic income, tax statement, real estate, movable property or special skills.
      - i. Salary Certificate for the latest one-year period and Withholding & Non-Withholding Tax Statement showing that the annual income for the most recent one-year period is over NT\$429,120, i.e. the average income per month is over NT\$35,760. (Starting January 1, 2013, the average monthly income should be over NT\$37,560, i.e. the annual income should be over NT\$450,720.)
      - ii. Domestic real estate and movable property evaluation of at least NT\$5,000,000 dollars.
      - iii. Special, professional technician or skill test certificates issued by the government authorities.
      - iv. Other supporting documents approved by the National Immigration Agency.
  3. Missionary:
    - a. A Guarantee letter issued by the Religious Organization.
      - i. The letter should indicate that the applicant is a full-time missionary and is a position without remuneration.
      - ii. The letter should state that the religious organization will guarantee to provide for the applicant's well being and livelihood in Taiwan after he/she obtains the qualification for permanent residence.
    - b. The religious organization must be legally registered with the Ministry of the Interior (please provide either the registration certificate for a religious organization or the registration certificate for a "legal person", both of which are issued by the Ministry of the Interior).
    - c. Employment certificate with the religious organization's and employer's personal seals.
    - d. Certificates of domestic income, tax statement, real estate, movable property or special skills.
  4. Investment:
    - a. Copy of Certificate of Profit Seeking Enterprise.
    - b. List of Shareholders.
    - c. Amended Company Registration Card (please apply for it at your local County/City Government).
    - d. Investment approval from Investment Commission, Ministry of Economic Affairs.
    - e. Certificates that indicate domestic income, tax statement, real estate, movable property or special skill.



#### **IV. Make an Appointment**

NOTE: Other supporting documents as needed in special.

1. In order to save your precious time and upgrade the level of our service, the National Immigration Agency has assigned an APRC-In-Charge person at each of our service centers nationwide, please make an appointment by telephone or visit the application counters at your local service center.
2. If the APRC application is approved by the NIA, you will receive a notice from the local service center regarding the need to pay the NT\$10,000 APRC fee; after paying the fee, then bring the receipt along with your identification document to the local service center to finalize your APRC application.
3. If you have any further questions, please visit our website <http://www.immigration.gov.tw> for more APRC-related information.