

Foreign Professional Personnel Employment Work

Permit Application (Comment System for Overseas Chinese or Foreign Student Graduated in the R.O.C.)

Applicable Occupation Category: (please fill in code) Category: <u> A </u> (Specialized and Technical Jobs) Item: <u> </u> (reference supplementary application documents, fill in code.) Industry Category Code: <u> </u>	Application Type: (select one) <input type="checkbox"/> New Hire <input type="checkbox"/> Extension <input type="checkbox"/> Supplement <input type="checkbox"/> Early Dismissal <input type="checkbox"/> Other <u> </u>
<input type="checkbox"/> Applying according to industries allowed by written international agreement (contracting with independent foreign professionals) <input type="checkbox"/> Employment of the institution within free economic pilot zone (or its contracting with independent foreign professionals) <input type="checkbox"/> HeadStart Taiwan: institutions with “new business recognition principle of innovative ability” <input type="checkbox"/> (1) Those having already obtained foreign/domestic venture capital of NT\$ 2 million or more <input type="checkbox"/> (2) Those already registered on the GreTai Securities Market as a GISA Stock <input type="checkbox"/> (3) Those who have applied to obtain R.O.C. invention patent rights or to implement rights ceded or authorized by R.O.C. invention patent rights holders and registered with the Intellectual Property Office, MOEA. <input type="checkbox"/> (4) Established Executive Yuan approved international innovation entrepreneurial parks, incubation institutions directly managed or cooperating with the MOEA, and incubation institutions that have been assessed excellent by the MOEA in the last 3 years. <input type="checkbox"/> (5) Applicant business or its company owner has participated in and won an award at representative foreign or domestic entrepreneurial or design competition.	

Applicant Entity Name		Applicant Entity Seal and Company Owner Seal	
Applicant Entity Tax ID No.		Company Owner	Applicant Entity Labor Insurance

		ID No.	
Applicant ID No.	(must be filled out by individual lawyer, technician applicant)		
Entity Address	□□□ No.	Street/Road Floor Section Lane Alley	Village/Neighborhood
Document Delivery Address	□□□ No.	Street/Road Floor Section Lane Alley	Village/Neighborhood
Contact	Name	Tel.	Fax
	Name	Tel.	Fax
	Applicant Entity Email	(used for communication of important messages and follow-up cases, please refer to remarks for relevant information)	
Receipt for application fee (needn't submit ; reference on the back as for how to fill in the form)	Payment date	y/ m/ /d	Branch code
	Receipt No.(8 digits) or transaction No.(9 digits)		
Specific reasons for this hiring case and explanation of the positive benefits of hiring foreigner (not necessary for hiring extension):			

☐ Please check if this application has been entrusted to a private employment services agency and please fill out the following information.

Name of commissioned private employment services agency:

License No.

Representative: (must sign personally) Seal of Entity and Company Owner

Contact Tel:

Company Owner Seal

Entity Seal

☐ Check for in-person document pickup and attach **【In-person Document Pickup Declaration】**

Document Reception Use Only			
Document Reception Seal		Document Reception No.	

Remarks: 1.This field is optional. Please fill-in according to the requirements of your entity. Your entity's designated contact window should be noted (does not change with replacement agent).

Examples of how to fill in the form

There are two kinds receipt of the application fee (500 NTD each case)

(1) If the applicant pay the fee at the post office before submitting the application (a WHITE slip)

example

00000425 104/08/12 10:28:24
030118 1A4 578109

00000425 104/08/12

receipt No.(8 digits)

payment date

030118

branch code

fill in the form as follow

payment date: 104 y 08 m 12 d ; branch code: 030118 ; receipt No.(8 digits): 00000425

(2) If the applicant pay the fee at the counter while submitting the application in person (a PINK slip)

example upper right corner E-8038482;
with the stamp of the post office

branch code	000100-6
104.8.18	

fill in the form as follow transaction No.(9 digits): E-8038482 ; payment date: 104 y 08 m 18 d ; branch code: 000100-6

※To apply for hiring foreign professionals working in Taiwan, please see the documents required on the website : <http://ezworktaiwan.wda.gov.tw/>

(path as below: > Foreign Professionals to Work in Taiwan > Specialized or Technical Works > APO [Overseas Chinese or Foreign Student Graduated in the R.O.C. to Work in Taiwan](#) > Documents Required)

※Please look up the Industry Category Code and Occupation Category Code on the website of “EZ Work Taiwan”. (path as below: > Application Forms > Classification: Code of Occupation Category)



**Employed Foreign Worker Name List (Comment System for
Overseas Chinese or Foreign Student Graduated in the R.O.C.)**

Applicant Entity (Employer) Name _____

Entity Seal



Name	Chinese name		Gender		Nationality (or region)		Birthday	Year Month Day	No.	No.1
								Photo		
	English name	Surname Given name	Passport No.			Applied Employ- ment Period	(From) Year Month Day (To) Year Month Day			

H i g h e s t L e v e l o f E d u c a t i o n	<input type="checkbox"/> PhD. <input type="checkbox"/> MA <input type="checkbox"/> BA	Occupati on Category Code		Monthly Salary(or compensatio n) (Note)	NT\$	
J o b T i t l e			Work Addre ss in Taiwa n			

J o b			
D e s c r i p t i o n			

☐ Obtained prior comment system permit (please fill-in the first permit no.: _____)

Name	C h i n e s e	Gender		Nationality (or region)		Birthday	Year Month Day	No.	No.2
								Photo	
	E n g l i s h	Surname Given name	Passport No.		Applied Employ- ment Period	(From) Year Month Day (To) Year Month Day			

H i g h e s t L e v e l o f E d u c a t i o n	<input type="checkbox"/> PhD. <input type="checkbox"/> MA <input type="checkbox"/> BA	Occupati on Category Code		Monthly Salary(or compensatio n) (Note)	NT\$	
J o b T i t l e			Work Addre ss in Taiwa n			

J o b			
D e s c r i p t i o n			

☐
Obtained prior comment system permit (please fill-in the first permit no.: _____)

Name	C h i n e s e	Gender		Nationality (or region)		Birthday	Year Month Day	No.	No.3
								Photo	
	E n g l i s h	Surname Given name	Passport No.		Applied Employ- ment Period	(From) Year Month Day (To) Year Month Day			

H i g h e s t L e v e l o f E d u c a t i o n	<input type="checkbox"/> PhD. <input type="checkbox"/> MA <input type="checkbox"/> BA	Occupati on Category Code		Monthly Salary(or compensatio n) (Note)	NT\$	
J o b T i t l e			Work Addre ss in Taiwa n			

J o b D e s c r i p t i o n			
<input type="checkbox"/> Obtained prior comment system permit (please fill-in the first permit no.: _____)			

Note: If short term employment less than 1 month, please fill in salary for duration of employment.

Comment System for Overseas Chinese or Foreign Student Graduated in the R.O.C. Employment Form

Foreigner Name _____(please write in block letters)

Comment Item	Content and Rating	Points	Check (completed by foreigner/applicant entity)	Check (confirmed by processing agency)
1. Education (mandatory field)	Doctoral Degree Master's Degree Bachelor's Degree	30 20 10	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. Salary	Average monthly salary over NT\$47,971 NT\$40,000~ NT\$47,970 NT\$35,000~ NT\$39,999 NT\$31,520~ NT\$34,999	40 30 20 10	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3. Work Experience	Over 2 years Over 1 year less than 2	20 10	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Qualified to serve in relevant capacity	Those possessing special expertise required by company for relevant position	20	<input type="checkbox"/>	<input type="checkbox"/>
5. Chinese language proficiency	Chinese Language Proficiency Test Level “Fluent” or higher “Advanced” “Intermediate”	30 25 20	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6. Foreign language proficiency	Language skills in 2 foreign languages in addition to Chinese Language skills in 1 foreign language in addition to Chinese	20 10	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7. Personal overseas	Those residing in foreign countries 6 or more years	10	<input type="checkbox"/>	<input type="checkbox"/>

development				
8.Compliance with government policy	Companies or employees conforming to government policies related to industrial development	20	<input type="checkbox"/>	<input type="checkbox"/>
Qualifying Score : 70 Total			Points	Points

Instructions:

1. Check only one box in each comment item.
2. Documentation should be attached for each comment item. Please reference latest comment system announcement.
3. If attach document is not Chinese (or English), it should be translated into Chinese (or English).
4. If attached documents are copies, they should be marked with the words: “same as originals” and stamped with the seals applicant entity.
5. Those who have obtained a prior comment system permit, subsequently extended the permit, or are applying to change employers, should comment form, and qualification points, and confirm the points in each comment item of the previous comment. Those increasing comment points should attach supporting information for the relevant item for inclusion in the total. (Applications that have obtained prior comment system permits and had attached supporting information for each comment item are exempt from re-attachment of documents when re-applying.)

Applicant Entity Seals:

Required Application Documents List

Comment Item	Content and Rating	Points	Required Documents and Description
1.Education	Doctoral Degree	30	Photocopy of overseas Chinese or foreign student diploma
	Master's Degree	20	

Comment Item	Content and Rating	Points	Required Documents and Description
	Bachelor's Degree	10	
2. Salary	Average monthly salary over NT\$47,971	40	Photocopy of employment contract signed by employer and overseas Chinese or foreign student. Contract should state average monthly salary (in NT\$), names of both parties, job, title, job description, employment duration, etc.
	Average monthly salary over NT\$40,000 less than NT\$47,971	30	
	Average monthly salary over NT\$35,000 less than NT\$40,000	20	
	Average monthly salary over NT\$31,520 less than NT\$35,000	10	
3. Work Experience	Over 2 years	20	Photocopy of overseas Chinese or foreign student's full-time work experience certification
	Over 1 year less than 2	10	
4. Qualified to serve in relevant capacity	Those possessing special expertise required by company for relevant position	20	Photocopy documentation certifying overseas Chinese or foreign student's special expertise (i.e. professional training for the role, course attendance, skill certification, creative works competition awards, patents, etc.)
5.Chinese	Chinese Language Proficiency Test Level "Fluent" or higher	30	One of the following documents: I. Photocopy of overseas Chinese or foreign student Chinese language proficiency test result of "Intermediate" or higher. II. Photocopy of one of the following documents certifying overseas Chinese or foreign student's Chinese language studies: (1) Chinese studies Coursework grading documentation while attending school in the R.O.C. 1. Fluent: 80 or higher 2. Advanced: 70 to 79 3. Intermediate: 60 to 69 (2) Documentation of Chinese studies
	Chinese Language Proficiency Test Level "Advanced"	25	

Comment Item	Content and Rating	Points	Required Documents and Description
	Chinese Language Proficiency Test Level “Intermediate”	20	<p>hours:</p> <ol style="list-style-type: none"> 1. Fluent: hours studying Chinese in the R.O.C. totaling over 960 or over 1,920 hours in other regions. 2. Advanced: hours studying Chinese in the R.O.C. totaling over 480 or over 960 hours in other regions. 3. Intermediate: hours studying Chinese in the R.O.C. totaling over 360 or over 720 hours in other regions.
6. Multi-lingual Ability	Language skills in 2 foreign languages in addition to Chinese	20	<p>One of the following documents:</p> <ol style="list-style-type: none"> I. Photocopy of overseas Chinese or foreign student’s foreign language ability certification. II. Photocopy of document certifying overseas Chinese or foreign student’s foreign language study of over 360 hours. III. Photocopy of overseas Chinese or foreign student’s diploma from previous stage of education. <p>i.e.: Foreign Language Proficiency Test (FLPT), TOEFL, Cambridge English Language Assessment, IELTS, Japanese Language Proficiency Test (JLPT), DELF, Goethe-Zertifikat, TestDaF, Russian Language Proficiency Tests held by Chinese Culture University or National Chengchi University, etc.</p>
	Language skills in 1 foreign languages in addition to Chinese	10	

Comment Item	Content and Rating	Points	Required Documents and Description
7. Personal overseas development	Those residing in foreign countries 6 or more years	10	<p>Photocopy of one of the following documents supporting overseas Chinese or foreign student's personal overseas development, according to individual status:</p> <p>I. Overseas Chinese Student</p> <ol style="list-style-type: none"> Overseas Chinese student admission issued by overseas joint admissions board or school. Admissions list issued by overseas joint admissions board for the relevant year. Admissions document issued by overseas joint admissions board. Overseas Chinese student identity document issued by degree granting school. Overseas Chinese student identification issued by the Overseas Community Affairs Council or proof of foreign residence greater than 6 years. <p>II. Hong Kong and Macau Students</p> <ol style="list-style-type: none"> Hong Kong and Macau student admission issued by overseas joint admissions board or school. Admissions list issued by overseas joint admissions board for the relevant year. Admissions document issued by overseas joint admissions board. Hong Kong and Macau student identity document issued by degree granting school. <p>III. Foreign Student</p> <ol style="list-style-type: none"> Foreign student admission issued by degree granting school. Foreign student identity document issued by degree granting school.
8. Compliance with government policy	Companies or employees conforming to government policies related to industrial development	20	<p>Copy of central competent authority issued employer compliance with government policy documentation, i.e.:</p> <p>I. Conforms to excellent backbone business qualifications.</p> <p>II. Businesses establishing operational headquarters in the R.O.C (corporate operations</p>

Comment Item	Content and Rating	Points	Required Documents and Description
			<p>headquarters recognition letter).</p> <p>III. Businesses establishing R & D centers in the R.O.C. (implementing unit approval letter)</p> <p>IV. Recognition letter or certification of conformation to industrial development policy issued by central competent authority.</p>
Qualifying Score		70	

Foreign professional employment work permit application notes

- ※ All employers employing professionals must apply for work permits from the Ministry of Labor (exceptions: applications for employment of foreign sailors should be submitted to the Ministry of Transportation and Communication; applications for employment of foreign specialized technical personnel by companies located in science parks, MOEA export processing zones, and free trade zones should be submitted to the Science Park Bureau, Export Processing Zone Administration, Civil Aeronautics Administration MOTC, and Maritime and Port Bureau MOTC, respectively) .

I. Methods of Application:

1. Application via internet: Please use the on-line application function in Work Permit Application Webpage for Foreign Professional, the address: <https://ezwp.wda.gov.tw/>.
2. Application via written correspondences:
 - i. Personally delivered Application to Reception Counter No. 6 for processing (Address: No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City).
 - ii. Mail application via registered mail. Address: No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City 100. Recipient: Workforce Development Agency (Foreign Profession Employment Application) .
 - iii. Related application forms can be downloaded from the Workforce Development Agency website. (address : <http://www.wda.gov.tw/>) “ download area” under Foreign Socialist Personnel Service Permit (White Collar) or obtained from the agency help desk (No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City).

II. Application process can be completed personally or entrusted to a private employment service agency.

III. Application processing time:

1. Application submitted online
7working days (counting from the next day when the application has been received), given that all the documents are complete and both the employer and employee have met the criteria.
2. Application submitted in person
12 working days (counting from the next day when the application has been received), given that all the documents are complete and both the employer and employee have met the criteria

IV. Examination Fee Payment Methods: (NT \$500 per case)

1. Application via internet:
 - i. Fill in the receipt information on line after postal remittance (Account name: Work Permit Account of Workforce Development Agency, Account No.: 19058848).
 - ii. Payment via E Government Platform.
2. Application via written correspondences:
 - i.

Via postal remittance, Account name: Work Permit Account of Workforce Development Agency, Account No.: 19058848).

ii. Payment to the Reception Counter. (Address: No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City) .

- V. If you apply for the use of written submittals, information and certification documents are copies, they should be marked with the words: “same as originals” and stamped with the seal of applicant entity or company owner. (Applicant shall assume legal responsibly for providing information and documents proven false through investigation)
- VI. If applicant entity (person) wishes to pick-up documents in-person, “In-person Document Pick-up Declaration” must be filled-out if application is submitted via written correspondences, and personnel can be dispatched to the agency designated counter to submit application, or fill in information and print pick-up receipt via on-line application. After application approval, a copy of ID (passport or ARC) and pick-up documents in-person with a receipt slip shall be attached. If documents have not been picked-up within the specified time limit, agency will mail out documents via registered mail. (No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City)
- VII. If employers need to continue employment, they should provide related documents to apply for employment permit extension within 4 months of the expiration of the current employment permit. However, employment permits issued less than 6 months should apply after 2/3 of the permit duration has passed.
- VIII. Related employer qualifications for employing foreign workers, foreigner qualifications, and job descriptions must conform to “Qualifications and Criteria Standards for foreigners undertaking the jobs specified under Article 46.1.1 to 46.1.6 of the Employment Service Act”
- IX. Telephone Inquiries: (02) 8995-6000