

外國留學生、僑生及華裔學生工作許可申請書

Application Form of Work Permit for Foreign Students, Overseas Chinese Students and Ethnic Chinese Students

申請類別：(請勾選) Categories of application: (Please check one) <input type="checkbox"/> 外國留學生 foreign students <input type="checkbox"/> 僑生 overseas Chinese students <input type="checkbox"/> 華裔學生 ethnic Chinese students (<input type="checkbox"/> 港澳生 <input type="checkbox"/> 海青班)		申請項目：(請擇一勾選) Types of application (Please check one) <input type="checkbox"/> 工作許可 work permit <input type="checkbox"/> 補件 document supplement <input type="checkbox"/> 補發許可 permit re-issue <input type="checkbox"/> 其他 other		
申請人姓名 (中文) Name of applicant (Chinese)		性別 Gender		
申請人姓名 (英文) Name of applicant (English)		國籍 (地區) Nationality		
護照號碼 Passport number		居留證統一證號 ARC ID number		
出生 年月日 Date of birth	年 (Y) 月 (M) 日 (D)	聯絡電話 Phone number		
就讀學校 School attended	國立成功大學	日夜別 Day/ Night	日	
		就讀系所 Faculty	年級 Grade	
通訊地址 Mailing address	70101 台南市東區大學路一號 國立成功大學 國際事務處國際學生事務組			
申請許可期間 Application time	年 (Y) 月 (M) 日 (D) 至 年 (Y) 月 (M) 日 (D) (許可期間最長六個月) (valid for six months maximum)			
審查費收據(免附, 填表 範例請參閱背後說明) Receipt for application fee (needn't submit; reference on the back as for how to fill in the form)	繳費日 Payment date	年(Y) 月(M) 日(D)	郵局局號 Branch code	
	劃撥收據號碼(8碼)或交易序號(9碼) Receipt No.(8 digits) or transaction No.(9 digits)			
申請人簽章 Signature or stamp of applicant				

以下欄位由學校勾選確認並核章(第1項必填, 第2、3項視學生身分勾選)

1	學生已完成註冊。(學年度 <input type="checkbox"/> 上學期 <input type="checkbox"/> 下學期) <input type="checkbox"/> 是 <input type="checkbox"/> 否		
2 (外國留學生包含學位 生及就讀語言課程者需勾選)	外國留學生符合以下情形之一： <input type="checkbox"/> 財力無法繼續維持其學業及生活，並能提出具體證明。 <input type="checkbox"/> 就讀學校之教學研究單位須外國留學生協助參與工作者。 <input type="checkbox"/> 與本身修習課程有關，須從事校外實習者。 <input type="checkbox"/> 具特殊語文專長，並經教育部專案核准，入學後得於各大專校院附設語文中心或外國 在華文教機構附設之語文中心兼任外國語文教師。 <input type="checkbox"/> 就讀研究所，並經就讀學校同意從事與修習課業有關之研究工作者。		
3 (就讀語言課程學生需勾選)	學習語言課程已有1年以上。 <input type="checkbox"/> 是 <input type="checkbox"/> 否 申請當期之註冊期間 年(Y) 月(M) 日(D) 至 年(Y) 月(M) 日(D)		
就讀學校同意證明 Approved by the Dept./Inst. (Stamp is necessary)	(學生輔導單位戳章)	學生輔導單位主管 簽章 Dep./Inst. Director's Signature or Stamp	(請註明核章日期)

欲親自取件者請打「√」並加附【親自取件聲明書】。 Please Check if pick-up in person (with declaration sheet)

收 文 章 Filing stamp	收 文 號 Filing number
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附件 Attachment:

請將指定之文件貼在以下欄位內。(Please paste the documents appointed on the columns below.)

繳交審查費之郵政劃撥單收據正本(Original postal remittance receipt for processing fee)

Please transfer the processing fee NT100 in the post office.

申請者可至郵局利用郵政劃撥繳納審查費新台幣 100 元

- Remittee's Name 戶名：勞動部勞動力發展署聘僱許可收費專戶
- Account No. 劃撥帳號：19058848

有效期間之護照影本 Valid passport (page with the pic)

國立成功大學外國學生工作證申請書
NCKU Application for Work Permit

申請者資料 (Information of the Applicant)	
名字--中 (Chinese Name) : 名字--英 (English Name) :	系所 (Dept./Inst.) :
學號 (Student ID No.) :	年級 (Grade) :
學位 (Degree) :	<input type="checkbox"/> 學士 Bachelor <input type="checkbox"/> 碩士 Master <input type="checkbox"/> 博士 PhD
是否已修畢系所規定之學分 (論文學分除外) ? Will you complete the graduation credits the department regulates (except for the thesis)? How many credits for graduation (except for thesis) in your department? When did you complete it?	
<input type="checkbox"/> Yes. How many? When? (ex. 26 credits/2015springsemester) _____ <input type="checkbox"/> No.	
通訊地址 (Mailing Address) :	
手機號碼 (Cell Phone No.) :	電子信箱 (Email) :
學生證影本 (正面) Copy of student ID (front)	學生證影本 (反面) Copy of student ID (back)
居留證影本 (正面) Front side of ARC	居留證影本 (背面) Back side of ARC
<p>* Remarks:</p> <p>1. The applicant should fill in the column above by his/her own.</p> <p>2. The department/ institution/ relevant office has the right to reject your application.</p> <p>3. The school <u>cannot</u> guarantee the work permit will be approved by the Bureau of Employment and Vocational Training.</p> <p>4. 寄送工作證申請文件之郵資 (the postage fee is NTD35)</p>	

擬工作之單位戳(簽)章 Stamp from the working place (*If one of part-time jobs is outside campus, it is preceded.)	(已有工作者需填寫)	工作性質 Work Position	
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請簡單說明申請之原因 (Please briefly explain why you need to have the part-time job.):

導師/指導教授意見 Comments from the advisor:

請核章並註明日期

申請條件 (Conditions of the application): **(*Student must choose ONE for application)**

- 財力無法繼續維持其學業及生活，並能提出具體證明。
 (The financial situation is unable to continuously sustain the applicant's studies and living.)
- 就讀學校之教學研究單位須外國留學生協助參與工作者。
 (The teaching or researching unit of the school in which the Foreign Worker is enrolled is in need of his/her assistance and participation in teaching and researching work.)
- 與本身修習課程有關，須從事校外實習者。
 (The applicant has to engage in off-campus practical training related to the course(s) he/she takes.)
- 具特殊語文專長，並經教育部專案核准，入學後得於各大專校院附設語文中心或外國在華文教機構附設之語文中心兼任外國語文教師。
 (Foreign Students with exceptional specialty in a foreign language, with the ad hoc approval by the Ministry of Education, after his/her enrollment in the school, to work on a part-time basis as a teacher in that language in a subsidiary language center.)
- 就讀研究所，並經就讀學校同意從事與修習課業有關之研究工作者。
 (Foreign Students enroll in a graduate institute and have been approved by the school in which the said Foreign Workers enroll to conduct relevant researching work..)

*** Remarks:**

5. The applicant should fill in the column above by his/her own.
6. The department/ institution/ relevant office has the right to reject your application.
7. The school cannot guarantee the work permit will be approved by the Bureau of Employment and Vocational Training.

*** 聲明書 Declaration:**

If you do not follow the instructions below to have the work permit, the legal punishments generated will be suffered by yourself. You must follow the Regulations of the Labour Bureau to have the part-time job legally.

1. During the work written above (Category of the part-time work), if you suspend the work or transfer the work to the other one, please inform your department and OIA office.
2. Except for the summer and winter vacation, the working hours should not be over 20 hours per week.

I herein declare that I will be held solely responsible for all penalties if I default on any of the terms associated with the regulations of the employment in Taiwan.

Name:

Date(yyyy/mm/dd):