Students Online Application System

How to apply online for the ARC ?

A Prepare required documents

B Create and activate an account
https://coa.immigration.gov.tw/coa-frontend/foreign-student/individual/login

C Log in to the account to fill in the pplication form and upload required documents

D Pay after approval

E Print out the Electronic ARC/ Download the receipt and get the ARC at NIA service centers

A. Required documents

Items	Photo (2x2 inches)	Passport	Resident Visa	Proof of Accommodation	ARC	Admission Permit or Certificate	Other Supporting Documents (Optional)
First- time ARC application (accepted by a school but not yet enrolled)	✔	✔	✔	✔		✔Certificate of Admission Permit	
First- time ARC application (enrolled)	✔	✔	✔	✔		✔Certificate of Enrollment or student ID	
ARC extension application	✔	✔			✔	✔Certificate of Enrollment /student ID with a valid registration stamp	
Change of ARC information application	✔	✔			✔		✔ex: renewal of passport, police statements or reports of lost ARC, lease or proof of dormitory payment

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A. Required documents
1. Photo 2X2 inches

format：JPG

file size ：4KB-512KB

pixels：413 X 561

2. All documents must be scanned and uploaded

format：JPG|JPEG|PNG|BMP|PDF

file size ：4KB-512KB

Passport or ID card (both front and back page)

Chinese translation of required documents

B. Open the Students Online Application System home page

1. Click "foreign students and overseas Chinese students"

2. Read the notice and click "I want to apply"

3.Create an account and remember to activate the account by clicking the link e-mailed to you

4.Choose the type of application and click "New applicant"

5. select your program and status of study

Identity
- Visa type
- **FS, FR-**> foreign students
- **FC**-> overseas Chinese students

Program
- Choose your program of study

Status
- I have an admission permit **-> "accepted by a school but not enrolled"**
- I already have my certificate of enrollment or student ID with a valid registration stamp **-> "enrolled"**

C. Fill in the application form and upload documents

✓ Upload your photo

✓ Upload required documents

✓ fill in the application form

✓ Wait for the result of review

D. Pay after approval

Pay after approval by NIA service centers→ various payments options are available

(Notice: payment at convenient stores will take 2-3 working days for transaction process)
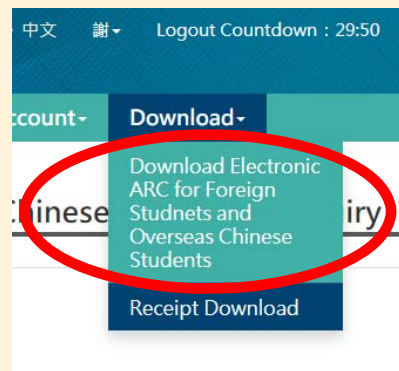
E. Download and Print Out

1. Download and print out the <u>Electronic ARC</u> (valid for 6 months)
2. Download the receipt, and get the <u>ARC IC Card</u> (valid for 1 year)at NIA service centers

• <u>Electronic ARC</u> (short-term language learning program or formal academic students with an admission permit) • Print out		
• <u>ARC IC Card</u> • Print out the receipt and get the IC Card at NIA service centers(or authorize someone to collect IC Card on your behalf)		
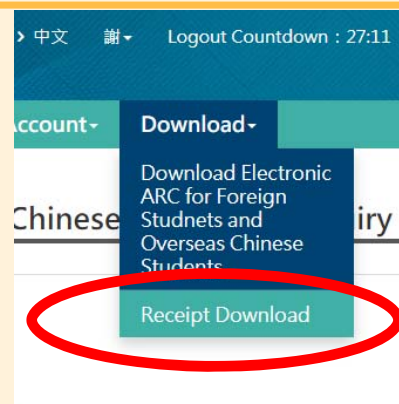
If you have any further questions, please feel free to contact us:

With regard to online operation/ system problems, please call Service Line ：02-2796-7162。

Foreigners in Taiwan Hotline (available in 7 languages)：Domestic：0800-024-111 Overseas：886-800-024-111

Office hours of NIA service centers：08:00 a.m. -5:00 p.m., Monday to Friday