

臺北醫學大學外國學生申請工作許可證系所同意書
TMU International Student Work Permit Pre-Application Form

姓名 Name :	學號 Student ID Number :
就讀系所 Department/Program :	居留證號 ARC Number :

摘錄自勞動部「雇主聘僱外國人許可及管理辦法」第 31 條及第 34 條

Excerpt from article 31 and 34 of the *Regulations on the Permission and Administration of the Employment of Foreign Workers*

第 31 條

1. 前條外國留學生從事工作，應符合下列規定：

- 一、正式入學修習科、系、所課程，或學習語言課程一年以上。
- 二、經就讀學校認定具下列事實之一者：
 - (一) 其財力無法繼續維持其學業及生活，並能提出具體證明。
 - (二) 就讀學校之教學研究單位須外國留學生協助參與工作。

2. 外國留學生符合下列資格之一者，不受前項規定之限制：

- 一、具語文專長，且有下列情形之一，並經教育部專案核准：
 - (一) 入學後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。
 - (二) 入學後協助各級學校語文專長相關教學活動。
- 二、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。

Article 31

Should a foreign student as referred to in Article 30 been officially enrolled in a school to take courses for 1 semester or more in a division, department, or graduate institute thereof or to take language course(s) for one year or more, and should the school where he/she is enrolled in acknowledge the existence of any of the following factual situations:

1. It is proven by concrete evidence that the financial situation of the said foreign student is unable to continuously sustain his/her studies and cost of living.
2. The teaching or researching unit of the school where the said foreign student is enrolled needs his/her assistance and participation in teaching or researching work.

Foreign students who meet one of the following qualifications are not restricted by the provisions as referred to in the preceding paragraph:

1. 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 affiliated with a University/College or with a foreign culture and education organization stationed in the Republic of China.

2. Foreign students with exceptional specialty in a foreign language, with ad hoc approval by the Ministry of Education, after his/her enrollment in the school, to assist language-related teaching activities.
3. Foreign students enrolled in a graduate institute and have been approved by the school where the said foreign students are enrolled to conduct relevant research work.

第 34 條

1. 第三類外國人之工作許可有效期間最長為六個月。
2. 前項許可工作之外國人，其工作時間除寒暑假外，**每星期最長為二十小時**。

Article 34

The validity period of the work permit issued to a type C foreign worker shall **not exceed six months**. Except during summer and winter vacations, a type C foreign worker with the aforementioned work permit shall work **no more than twenty hours a week**.

申請工作證事由 Reason for Work Permit application

- 財力無法繼續維持其學業及生活，並能提出具體證明。Severe economic hardship and need to provide proof.
- 協助本校教學研究單位工作。University work-study employment (on-campus)
- 具語文專長，並經教育部專案核准，入學後兼任外國語文教師或協助各級學校語文專長相關教學活動。Approved by the Ministry of Education, to work as a part-time instructor or assist in teaching activities related to language expertise in schools.
- 經本校同意從事與修習課業有關之研究工作。Work-study employment (on- and off-campus) in research areas approved by your department/program

本人已詳閱上述法規，充分了解其內容，保證遵守規定。本人每學期需回報學校本人之工作單位及時數。

I acknowledge that I have read and understood all terms and provisions in the Student Work Permit Application, and in all regulations announced by the Ministry of Labor and that I will abide by all such terms and provisions, as they may be amended from time to time. **Every semester, it is mandatory for me to provide the school with an update on my current employment status and the corresponding number of hours worked, update my status via the link: <https://form.jotform.com/241271584112449>**

學生簽名 Applicant's Signature :

日期 Date : ____/____/____(YYYY/MM/DD)

 導師/指導教授核章
 Adviser's/Professor's Stamp

 系所核章
 Department/Program Stamp

日期 Date : ____/____/____(YYYY/MM/DD)

日期 Date : ____/____/____(YYYY/MM/DD)

工作許可證申請重要事項 Important Notice for Work Permit Application

一、雇主聘僱外國人許可及管理辦法請詳閱 [連結](#)

The Regulations on the Permission and Administration of the Employment of Foreign Workers



二、申請流程 Application Procedure

1. 使用「外國專業人員工作許可申辦網」以線上申辦方式辦理，網址：

<https://ezwp.wda.gov.tw>。

Foreign students shall submit the work permit application through the online application system. (<https://ezwp.wda.gov.tw>)

2. 上傳應備文件，包含有效護照、有效居留證、蓋有當學期註冊章之學生證影本以及臺北醫學大學外國學生申請工作許可證系所同意書

Upload the required documents including a valid passport, a valid ARC, copy of student ID card (should be stamped by Registration Section and marked current semester), and TMU International Student Work Permit Pre-Application Form (upload as school required documents)

3. 繳費

Complete the payment

4. 送出審核

Submit for review