

## Visa Extension

While studying at the Chinese Language Center it is important to check your visa regularly to ensure that you don't overstay. An easy way to do this is to verify your entry date and add 60 days or 90 days to that date. If you have forgotten the exact entry date, you can check the \*entry chapter\* in your passport. \*Don't confuse this with the validity date of your visa\*, the latter simply means the last date you can use your visa to enter the country.

It is each student's responsibility to contact the Language Center Office at least 10 days prior to the expiration date of his/her visa so as to enable us to prepare the necessary documents for visa extension.

You have to apply for extension within 10 days prior to the expiration of the visitor visa. You can come to the office to apply for the \*Enrollment and Attendance Certificate\* which is the document you need to extend your visa and allow one working days for your documents to be prepared. Each extension will add another 60 days to your visa, if payment for the next term has been made.

The Chinese Language Center cannot be held responsible for any loss of money or any other inconveniences and problems that arise from failing to extend one's visa, neither is it our task to inform you when you need to extend your visa.

Since your first and foremost identity is that of a student, it is imperative that you attend classes regularly. Students who skip class and are not serious about learning Mandarin will not receive the necessary documents for visa extension. Our attendance policy is quite strict, by which arriving in class later than \*15 minutes\* will be regarded as tardy and the student will be registered as absent.

The visa extension office is \*Immigration Taichung City First Service Center\* at No.22, Wenxin S. 3rd Rd., Taichung City. Its opening hours are 08:00 to 17:00 from Monday to Friday.

You can obtain the map at the Center's front desk.







You could also check the "Ministry of Foreign Affairs website": <https://www.boca.gov.tw/mp-2.html> for more official details.

## Class Attendance for Visa Extension

Since your first and foremost identity is that of a student, it is imperative that you attend classes regularly. Students who skip class and are not serious about learning Chinese will not receive the necessary documents for visa extension. Our attendance policy is quite strict, by which arriving in class later than 15 minutes will be regarded as tardy and the student will be registered as absent.

## Visa Extension Documents Required

*For visa extension you need the following:*

-  An application form (obtained from the police station or the office)
-  The supporting document clarifying the purpose of the extension (Enrollment and Attendance Certificate; apply at the FCU Language Center Office and allow minimum one working day)
-  The original passport and a copy of it (only for the first extension)
-  A copy of the page with the extendable visa (only for the first extension)
-  A copy of the student ID card (only for the first extension)
-  An apartment or housing contract to verify residential address in Taiwan (for each extension)

*Processing Period:* Application will be processed while you wait

*Fee:* Free

*Please note the following:*

-  Alien visitors who enter the ROC with a visa exemption may not apply for extension
-  Aliens with a visitor visa, which stated "No Extension Will Be Granted" issued by the Ministry of Foreign Affairs, may not apply for extension
-  Maximum two 60-day extensions will be granted to the holder of a visitor visa, allowing for a maximum stay of 180 days or six months for each visitor visa
-  Late application for extending a visa (overstaying your visa) may result in a fine and a forced trip abroad to apply for a new visa
-  Students who have been in Taiwan for six months and have not applied for or have not been granted an ARC must leave the country
-  It is impossible to change a single-entry Visitor Visa into a multiple-entry Visitor Visa

🗣️ The Language Center will not issue the necessary documents under any of the following conditions:

- 🗣️ students do not take a minimum of 12 hours a week
- 🗣️ students have accumulated absences of one-quarter (1/4) or more of their course load hours for the current term (not including mourning leave nor business leave)
- 🗣️ students have violated the ROC law or school regulations

### **After 6 months without Application for an ARC**

At the end of six months (after you have extended the maximum of two times permitted), it is necessary to leave the country and then re-enter, at which time the visa is automatically renewed for sixty days if it is a multiple entry visa. If you are the holder of a single entry visa, you will have to reapply in the country of your travel destination at the Republic of China representative office with an Enrollment and Attendance Certificate that should be obtained from the CLC Office before departure.