

## 畢業生須知

### 畢業流向調查

請應屆畢業生填寫畢業流向表單: <https://forms.gle/dAk8xY8usLGvveAe7>

### 畢業後居留證延長

畢業證書發放後，學校將辦理畢業通報，居留證自此失效，想要再次入境臺灣需重新辦理簽證。  
若要留臺覓職或繼續升學，憑畢業證書辦理居留證延長，轉換居留事由。覓職的延長期限為1年，最多2次，最長2年，需臨櫃辦理。  
提醒：變更居住地址須於租屋契約書生效日起15天內辦理，逾期將面臨罰款。

相關細節，請參考[移民署網頁](#)，辦理延期請點選[居留證申辦網](#)

- (1) 持外僑居留證者—持護照離境。
- (2) 港澳持臺灣地區入出境居留證者—需提早至移民署辦理「單次出境證」再離境。
- (3) 大陸持多次入出境許可證者--需提早至移民署辦理「單次出境證」再離境。

## 畢業後留臺實習

教育部為因應國際學生畢業後在臺實習之需求，訂定「[大學院校僑生港澳學生及外國學生畢業後申請在臺實習作業要點](#)」若因實習需要延長居留證效期，請洽全球處辦理。

## 畢業後留臺覓職/工作

若欲留臺工作，可依僑外生留臺工作評點新制的僑外生及雇主資格進行評點。評點項目包含學歷、薪資、工作經驗、職務資格、華語及外語能力、成長經驗，以及配合政府產業發展相關政策等8個項目，並依據各程度給予不同配分，經核算累計點數達到70點，且在配額額度內，即核發聘僱許可。雇主向勞動部勞動力發展署申請聘僱許可時，除由雇主及僑外生填具申請表自評外，並需要檢附相關文件，如畢業證書、勞動契約、工作經驗及語文能力證明文件。「評點配額機制」之評點項目及應備申請文件[僑外生留臺工作評點制申請](#)

證件	回國	在臺覓職/工作	延修生	繼續升學
居留證	將居留證繳回移民署 文件： 1. 護照 2. 畢業證書	領取畢業證書後15天內臨櫃變更 居留事由為「其他-覓職」/「應聘」。 文件： 1. 2吋照片1張	居留證在尚未開學前過期， 以延修證明取代在學證明辦 理延期。	繼續升學(本校)：如居留證在尚 未開學前過期，以畢業證書及 錄取通知來辦理延期。

	3. 居留證 4. 機票購票證明	2. 護照正本+影本 3. 畢業證書正本+影本 4. 居留證正本+影本 5. 租賃合約正本+影本 6. 勞動部聘僱許可及在職證明 (找到工作後檢附)		繼續升學(他校):畢業後攜帶新學校的錄取通知,到新學校所在地的移民署辦理延期。
健保卡	學校辦理健保轉出, 健保卡可自己保留	畢業後學校辦理健保轉出, 須持居留證至所屬(鎮、市、區)公所辦理健保轉入, 如未加保將無法使用健保卡看診。同時, 找到工作時將會被追溯補交健保費。	學校將不辦理健保轉出	繼續升學(本校):學校將不辦理健保轉出  繼續升學(他校):學校辦理健保轉出, 由新學校代為投保
工作證	畢業後, 即喪失學生身分, 即便工作證還在效期內也不能再工作/工讀。			

建議畢業生可於畢業前先申請以下文件,回母國前辦理文件驗證,以備日後需要:

- 英文畢業證書
- 中文歷年成績單
- 英文歷年成績單

花蓮移民署：

- o 地址:花蓮縣花蓮市中山路371號5樓
- o 電話:03-8329-700(總機)
- o 傳真:03-8339-100

## Important Information for Graduates

### Graduate Destination Form

Please fill out the Graduate Destination Form if you are a graduating student : <https://forms.gle/dAk8xY8usLGvveAe7>

### Extension of Residence Permit after Graduation

After the issuance of the graduation certificate, the school will report the graduation status, and your ARC will become invalid. If you wish to re-enter Taiwan, you must apply for a new visa.

If you want to stay in Taiwan to seek employment or continue your studies, you can apply to extend your ARC by presenting your graduation certificate and changing the purpose of stay. The extension period for job seeking is 1 year, and can be renewed up to 2 times, with a maximum duration of 2 years. This process must be done in person.

**Reminder:** You must report any change of residence address within 15 days from the effective date of your rental contract. Failure to do so may result in a fine.

For more details, please refer to the website of the [National Immigration Agency](#).  
To apply for an extension, please visit the [ARC Online Application System](#).

1. ARC Holders (Foreign Nationals) – May leave Taiwan with their passport.

2. Hong Kong and Macau Residents Holding the Taiwan Entry and Exit Permit – Must apply in advance at the Immigration Agency for a Single Exit Permit before leaving Taiwan.
3. Mainland Chinese Residents Holding a Multiple Entry and Exit Permit – Must apply in advance at the Immigration Agency for a Single Exit Permit before leaving Taiwan.

### **Post-Graduation Internship in Taiwan**

To meet the needs of international students wishing to intern in Taiwan after graduation, the Ministry of Education has established the [“Operation Directions Governing Applications from Overseas Compatriot Students, Students from Hong Kong and Macao, and International Students for Internships after Graduating from University/College in Taiwan”](#)

If you need to extend your ARC due to internship arrangements, please contact the OGA for assistance.

### **Staying in Taiwan for Job Seeking/Employment after Graduation**

If you wish to stay in Taiwan for employment, you may apply under the *Points-Based System* for foreign and overseas Chinese students staying to work in Taiwan.

This system evaluates both the student and the employer based on 8 criteria:

1. Educational background
2. Salary level
3. Work experience
4. Job qualifications
5. Mandarin and foreign language proficiency
6. Personal growth experience
7. Alignment with national industrial development policies
8. Other factors

Applicants must reach a total score of **70 points** or above within the annual quota to be granted a work permit.

When applying for the work permit through the Workforce Development Agency (Ministry of Labor), the employer and the applicant must fill out a self-assessment form and submit relevant documents, including:

- Graduation certificate
- Employment contract
- Proof of work experience
- Language proficiency certificates

For details on the points-based mechanism and required documents, please refer to the [Scoring Criteria for Foreign and Overseas Chinese Students to Work in Taiwan](#)

	Return to home country	Job seeking/Employment in Taiwan	<b>Extended study</b>	Further studies
ARC	<p>Return the ARC to the Immigration Agency</p> <p>Documents required:</p> <ol style="list-style-type: none"> <li>1. Passport</li> <li>2. Diploma (Graduation Certificate)</li> <li>3. ARC (Alien Resident Certificate)</li> <li>4. Proof of flight ticket purchase</li> </ol>	<p>Within 15 days after receiving the diploma, students must go to the Immigration Agency in person to change their residence purpose to “Others – Job Seeking” or “Employment.”</p> <p>Required documents:</p> <ol style="list-style-type: none"> <li>1. One 2-inch photo</li> <li>2. Original passport and a copy</li> <li>3. Original diploma and a copy</li> <li>4. Original ARC (Alien Resident Certificate) and a copy</li> <li>5. Original rental agreement and a copy</li> <li>6. Work permit issued by the Ministry of Labor and proof of employment (to be submitted after securing a job)</li> </ol>	<p>If the ARC expires before the new semester begins, an extension can be processed using the certificate of extended study in place of the enrollment certificate.</p>	<p><b>Further Studies (at the same university):</b> If the ARC expires before the new semester begins, students can apply for an extension using their diploma and the admission letter.</p> <p><b>Further Studies (at another university):</b> After graduation, students should bring the admission letter from the new school to the Immigration Agency office in the area where the new school is located to apply for an extension.</p>

NHI	<p>The university will handle the National Health Insurance (NHI) transfer; students may keep their NHI card.</p>	<p>After graduation, the university will process the National Health Insurance (NHI) transfer-out. Students must bring their ARC to the local township, city, or district office to transfer their NHI coverage. Without completing this process, the NHI card cannot be used for medical services. Additionally, once employed, students will be required to pay backdated NHI premiums.</p>	<p>The school will not handle the National Health Insurance (NHI) transfer-out.</p>	<p><b>Further Studies (at the same university):</b> The school will not handle the National Health Insurance (NHI) transfer-out.</p> <p><b>Further Studies (at another university):</b> The school will handle the NHI transfer-out, and the new school will arrange for NHI enrollment.</p>
Work permit	<p>After graduation, the student status is lost. Even if the work permit is still valid, the graduate is no longer allowed to work or engage in part-time jobs.</p>			

**It is recommended that graduates apply for the following documents before graduation and complete document verification before returning to their home country for future use:**

- English diploma
- Chinese academic transcript (all semesters)
- English academic transcript (all semesters)

**Hualien Immigration Agency:**

- Address: 5th Floor, No. 371, Zhongshan Road, Hualien City, Hualien County
- Phone: +886-3-8329-700 (operator)
- Fax: +886-3-8339-100