

※工作證申請注意事項

外國學生如欲在臺灣工作（不論是在校內或校外），依規定必須先申請並取得工作許可證後，才能去工作，若未依規定申請工作證，即受僱為他人工作者，得處新臺幣3萬元以上，15萬以下之罰鍰。學期期間**每星期最長工作時間為 20 小時**。請特別注意！

※申請工作證前先準備好下列文件：

1. 護照照片頁，不能過期。<PDF檔>。



不要過期

Validity period

2. 學生證正反面(舊生提供) <PDF檔>。



3. 居留證正反面，不能過期。 <PDF檔>。



4. 在學證明 <PDF檔>。

下載步驟

(1).登入校務資訊系統

(2).點入放大鏡

(3).輸入在學證明

(4).下載在學證明PDF檔 (2)



校務資訊系統

Index > Menu

在學證明 (3) 查詢程式連結

Results

在學證明
教務系統 » 查詢程式 » 學籍

樹德科技大學在學證明 Shu-Te University Certificate	
核發日期: 2024-09-30	
學生姓名 Name	
身分證/居留證號 ID Number	
就讀學期 Semester	113學年度第1學期 Fall Term 2024
就讀科系所別 Major	
就讀年級 Year	一年級 Year
學制類別 School System	
規定修業年限 Compulsory Study Period	2 年 2 Years
本學期是否延修 Delay Graduation of Present Semester	否 No

本學期

本文件係樹德科技大學網路列印正式文件，嚴禁偽造，變造或異的形式使用。

5. 工作證切結書

請下載附件填寫完拍照上傳。(外國學生必填)

樹德科技大學外籍生工作證申請切結書

STU Overseas Students Work Permit Application Affidavit

海外學生在台工讀注意事項

Reminders for Overseas Students Working In Taiwan

1. 海外學生來台居留目的為學習，並非工作賺錢，在學期間一週工讀不得超過 20 小時。
For overseas students, the purpose of staying in Taiwan is to study, not to make money. During the semester, the sum of working hours shall not exceed 20 hours per week.
2. 若因休學、退學等導致居留事由消失，工作證即失去效力。
If the reason of residence disappears due to suspension, withdrawal, etc., the work permit will be invalid.
3. 若工作證申請尚在審查期間，即視同未拿到工作證，需等拿到通過的工作證號後，即完成申請作業。
A work permit still under application examination is considered that it has not been obtained. After you get the approved work permit, the application is completed.
4. 工作證期限以實際核發的工作證上日期為準，一旦工作證日期失效，需重新申請新工作證。
Duration of the work permit is subject to the date on the actual issued work permit. Once your work permit expires, you need to apply for a new one.
5. 外國人未經許可或原許可失效，非法從事工作者，處新臺幣 3 萬元以上 15 萬元以下罰鍰，情節嚴重者必須離境。
Foreigners who work without permission or with original permission that has expired shall be fined from NT\$30,000 to NT\$150,000. Those in serious conditions must leave Taiwan.

是否已找到工作：是，請至校務系統(境外學生工作證)填寫資料。

否，找到工作後至校務系統(境外學生工作證)填寫資料。

Have you found a work: YES, and please fill out the work-study information in the school administration system.

NO, please fill out the work-study information in the school administration system after you find the work.

*我已詳閱注意事項，並會遵守相關規定。

I have read the notices above carefully and will abide by the relevant regulations.

申請人簽名：_____ 學號：_____

Signature _____ Student ID _____

日期(Date)：_____

6. 審查費 (每人新臺幣100元整)

I. 郵局劃撥繳費：戶名：勞動部勞動力發展署聘僱許可收費專戶，劃撥帳號：19058848。

步驟1：先至郵局劃撥(100元)，劃撥單填寫方式如下，若使用ATM繳費請跳過這個步驟

Step 1: Fill up Postal Giro Deposit Slips that shown as below (If you use ATM transfer, don't need this)

98-04-13-01 郵政劃撥儲金存款單									
收款帳號 19058848	金額 佰 拾 萬 仟 佰 拾 元 數字 ----- 100 -----	通訊欄(限與本次存款有關事項) 收款戶名 勞動部勞動力發展署聘僱許可收費專戶 戶名 許可收費專戶 寄款人 <input checked="" type="checkbox"/> 他人存款 <input type="checkbox"/> 本戶存款 姓名 _____ 主管：_____ 地址 82445 □-□□ 高雄市燕巢區橫山路 59號-學務處 僑外陸生暨住宿服務組 電話 _____ 經辦局收款戳 逕線內備供機器印錄用請勿填寫							
①寄款人請注意背面說明 ②本收據由電腦印錄請勿填寫 郵政劃撥儲金存款收據 收款帳號戶名 存款金額 電腦記錄 經辦局收款戳									

步驟2：將收據收好(線上申請時要填入收據號碼)

Step 2: Take the Postal Giro Deposit Slips and go post office to pay NTD100 and keep your receipt (need to fill in when you apply online)

郵政劃撥儲金存款收據	
19058848	
勞動部勞動力發展署聘僱許可收費專戶	
收款帳號戶名	
\$100.00	
存款金額	
00001355	108/07/24 14:33:36
004139	1A5 277089
他人不扣手續費	
108. 7. 24 楊 秋 蓮 經辦局收款戳	

II. 轉帳：每個工作證申請都有一組匯款帳號(不要重複繳費及重複申請)，費用不能抵繳。

III. 台灣pay

※開始線上申請

步驟1：登入勞動部工作許可申辦網，選擇『僑外生工讀申請』。

Step 1: Link to apply work permit:

<https://ezwp.wda.gov.tw/wcfonline/wSite/Control?function=IndexPage>



步驟2：初次使用要申請帳號（若擔心帳號會忘記，請使用學生證號作為帳號）

Step 2: Set up your online work permit account (if you were afraid of forgetting your account, please use student ID)

The image shows the '學生登入 Student Login' page. It has a light blue background and contains the following elements: a title '學生登入 Student Login', a prompt '請輸入帳號 Please enter your account.', three input fields for '帳號 Account', '系統密碼 Password', and '驗證碼 Verification Code'. The verification code field shows '7517'. Below the input fields is a button '重新產生驗證碼 Refresh Verification Code'. At the bottom, there are two buttons: '登入 Sign In' and '取消 Cancel'. Below the buttons, there are links for '忘記密碼 或解鎖 Forgot Password or Unlock a user account ||' and '申請帳號 Apply for an account ||' (highlighted with a red border). At the very bottom, there are links for '外國專業人員申請頁面 Work Permit for Professional Workers ||' and '自由藝術工作者 Foreign Professional Artist Work Permit ||'.

步驟 3：點擊『同意』

Step 3: Please Click "Apply"

項目	說明	英文說明	備註
一、適用範圍 Scope	本聲明僅適用於本網站的伺服器處理您使用網站前在本網站所填的個人資料。 本聲明不適用於本網站所連結其他非本署網站的網站連結，您必須參考該網站中的隱私權聲明。	The statement only applies to how the website processes your personal identification information while you are using the Website. The statement does not apply to other websites that link to the Website. You must refer to the statement about privacy on such websites.	
二、資料的蒐集與使用方式 How information is collected and used	當您參與本網站之相關服務時，您所提供的資料，本署會遵循「個人資料保護法」及相關法令規定，不會將其應用在超出蒐集特定目的以外之用途。 您的個人資料將用嚴格的保護措施，只由經過授權的人員才能存取您的個人資料，相關處理人員皆持有保密合約與適當的保密義務，將會受到嚴格的處分。	When you are using related services on the Website, the Agency will follow the "Personal Information Protection Act" to protect information provided by you from being used outside the purpose of collection. Your personal information will be carefully protected, and may only be accessed by authorized personnel. All related personnel have to sign a confidentiality contract. In case of breach of confidentiality contract, related personnel will be punished accordingly.	
三、資訊分享與使用 How information is shared and used	除了下列狀況外，本網站不會將您的個人資料提供予第三人或用於蒐集目的以外之其他用途： (一) 法律明文規定。 (二) 配合公務機關執行法定職務必要範圍。 (三) 或防止他人權益之重大危害。	Except for the following conditions, the Website will not disclose your personal information to a third party or outside the purpose of collection: (1) Statutory regulations (2) Scope of statutory duties in accordance with public entities (3) To prevent others' interests from critical harm	
四、資料保護措施 Self-protection measures	請妥善保管您的密碼及個人資料，不要提供給任何人。在密碼或個人資料遭他人盜用後，您必須儘速出報警。如您與他人共享電腦或共用公共電腦，請記得關閉瀏覽器視窗，以防止他人讀取您的個人資料、信件或進入所備置位管理區。 Others from accessing your personal information, E-mail, or the entry management area.	Please keep your password and personal information private and do not provide them to anyone. After using personalized services, please make sure that you have logged out of your account. If you share a computer with others or use a public computer, please remember to close your browser windows to prevent others from accessing your personal information, E-mail, or the entry management area.	

本聲明修正，修正後的條款將刊登於本網站上，以維護您使用網站的安全及相關權益。
intended subject to needs. The amended provisions will be published on the Website to maintain your safety and related interests.

諮詢：請E-mail至：wda@wda.gov.tw

Contact us: wda@wda.gov.tw

同意 apply 不同意 reject

步驟4：填寫資料，填寫後點擊『確認』就完成註冊了。

※就讀學校請選擇『樹德科技大學』

※身分請選擇『外國留學生』、『僑生』，不確定就問承辦老師

當完成註冊帳號後便可以開始提出工作證申請。

Step 4: Fill in the form. Click "Confirm" to finish setting up account.

※Identity: Please choose "international students"、"overseas chinese students"

※School Attended: Please choose "樹德科技大學"

※After finish applying account, you can start to apply work permit online.

外國專業人員工作許可申請網

憑證申請卡檢核 公告

申請帳號、密碼(至少須 8 位數，英文加數字加特殊符號)與填寫基本資料

學生帳號申請

學生帳號申請 Application of student account

*帳號 Account number(英文 English)

*密碼 Password
密碼長度至少 8 碼,並需符合英數+特殊符號. Password is required
to be at least 8 characters with letters, numbers and special symbols

*確認密碼 Re-enter password
輸入與密碼相同 The entering is identical with password

*電子信箱 Email

*申請人姓名(中文)
Name of applicant (Chinese) 查與學生證相同

*申請人姓名(英文)
Name of applicant (English)

*性別 Gender
 男 Male 女 Female

*國籍 Nationality
選擇國籍 Nationality search

*護照號碼
Passport number

*護照號碼有效期間 Validity of passport
(西元/yyyy-MM-dd)

*居留證統一編號
ARC ID number

*出生年月日
Date of birth (西元/yyyy-MM-dd)

*就讀學校
School attended 世新大學 清單中沒有學校資料，請先洽學校承辦單位

*身分別 Identity
學生-高中 overseas/Overseas students - High school

*連絡電話
Phone number

2763 重新產生驗證碼

確定 Confirm 取消 Cancel

步驟5：重新輸入帳號密碼

Step 5: Sign in with your account and password

學生登入 Student Login

請輸入帳號 Please enter your account.

帳號 : Account

系統密碼 : Password

顯示密碼

驗證碼 : Verification Code

0174

重新產生驗證碼 Refresh Verification Code

登入 Sign In 取消 Cancel 申請帳號 Apply for an account

忘記密碼或解鎖 Forgot Password or Unlock a user account ||

外國專業人員工作許可申請 Work Permit for Professional Workers ||
自由藝術工作許可申請 Foreign Professional Artist Work Permit ||

步驟6：選擇『案件新增和管理』->『學生案件管理』

Step 6: click "New Application and Management" -> "Student Application Management"

▶ 案件管理 Application Management > 260_學生案件管理 Student Application Management

高中及大學應屆畢業生（含延畢生）許可期限至同年6月30日止。

但有下列情事之一，得延長許可期限至9月30日：

- (1) 應屆畢業生或延畢生有暑修或延畢之需要，由學校或（系）所出具相關證明。
- (2) 僑外生若考取大學或研究所，並經由錄取學校出具該生已完成報到手續之證明文件。

The validity of permit for new graduate of high school and university graduate with postpone graduation included) is 30 June at the year.

However, it can be extended to 30 September for one of the following events:

- (1) New graduate or graduate with postpone graduation requires summer courses or postpone graduation with relevant certificate issued by the school, department or institute.
- (2) Those overseas Chinese, ethnic Chinese and foreign students who were admitted to graduate school shall attach certificate relevant to registration by the school.

案件申請列表 list of application

案件序號	功能連結	收文文號	申請日期	英文姓名 English	申請項目 application type	公文領取方式 Ways	申請狀態	案件狀態	勞動部收文日期	學校審核
10900000112			2020-05-05	KUMARA	補發許可 permit re-issue		案件建立暫存 New application is saved	新增(Create)		
10900000103		01092549082	2020-04-14	KUMARA	補發許可 permit re-issue		審核中 Under examination	補件(Document Supplement) (01092549082)	20200414	202004
10900000064			2020-03-20	KUMARA	工作許可 work permit		學校審核中 The school application is under examination	新增(Create)		

步驟7：選擇『新增申請案件』

Step 7: click “add application”

延僱人 Built by: KIMBULAPITTYA
ATUNYAN VISELA AGGALADHUSANKA
外國專業人員工作許可申辦網
Workforce Development Agency EZ Work Permit

公告_Announcement 基本資料維護_Basic Information Maintenance 案件新增及管理_NewApplication and Management 檢測與下載_Certificate and CardReaderTest 相關連結_RelatedLinks

▶ 案件管理 Application Management > 260_學生案件管理 Student Application Management

高中及大學應屆畢業生（含延畢生）許可期限至同年 6 月 30 日止。
但有下列情事之一，得延長許可期限至 9 月 30 日：
(1) 應屆畢業生或延畢生有暑修或延畢之需要，由學校或（系）所出具相關證明。
(2) 僑外生若考取大學或研究所，加附由錄取學校出具該生已完成報到手續之證明文件。
The validity of permit for new graduate of high school and university graduate with postpone graduation included) is 30 June at the year.
However, it can be extended to 30 September for one of the following events:
(1) New graduate or graduate with postpone graduation requires summer courses or postpone graduation with relevant certificate issued by the school, department or institute.
(2) Those overseas Chinese, ethnic Chinese and foreign students who were admitted to graduate school shall attach certificate relevant to registration by the school.

案件申請列表 list of application **新增申請案件 add application**

案件序號	功能連結	收文文號	申請日期	英文姓名 English	申請項目 application type	公文領取方式 Ways	申請狀態	案件狀態	勞動部收文日期	學校審核
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10900000064			2020-03-20	KUMARA	工作許可 work permit		學校審核中 The school application is under examination	新增(Create)		

步驟8：在『約定同意收電子公文』頁面，點擊『同意』或『不同意』（若選擇『同意』，同學屆時需在核可日後八天內登入此系統領取電子工作證，超過期限將以紙本寄送到學校。若選擇『不同意』，勞動部則以郵寄方式寄送至學校。）

Step 8: Please check “Agreement on Electronic Service page” , you must choose “agree” or “disagree” . (If choose “agree” , don’ t forget to collect the work permit from this online system within 8 days. If you do NOT collect before deadline, Labor agency office will send your work permit to school’ s OIA office. If you choose “disagree” , the work permit will be sent to school’ s OIA office directly

約定同意收受電子公文

Agreement on Electronic Service

本部依電子簽章法規定，於取得您「同意」後，就您於本申辦網所辦理之工作許可申請案件，經本部核准後，將以電子公文方式送達許可函，並自發自行至本申辦網領取電子公文，並以本申辦網所記錄您登入系統後按下「領取電子公文」按鈕之系統時間為電子公文之送達時間，並自次日起算法定系統將關閉「領取電子公文」功能，本部將改以紙本公文寄發許可函。

如您「不同意」以電子公文方式送達許可函，則您於本申辦網所辦理之工作許可申請案件，經本部核准後，將以郵寄方式寄發紙本公文許可函。

According to Electronic Signatures Act, through online application, the work permit issued will be sent in electronic official document with your consent. An email and you have to collect the permit online within eight days. The time of the electronic service shall be deemed as the time recorded by system when you log in the therefor shall begin to run from the date following the day on which such electronic documents are downloaded. Nevertheless, in the case where the application is download the electronic documents within eight days, the Ministry will take down the electronic documents and deliver the official documents in hard copy by re If you do not agree to the electronic service, the work permit will then be sent in hard copy by registered mail.

同意agree

不同意disagree

步驟9：填寫申請資料

Step 9: Please fill application information

Step9-1個人基本資料personal information page

填寫完此頁面後，請點『下一步』 After fill the information, please click “next step” .



個人基本資料 personal information

申請人姓名(中文) Name of applicant(Chinese)	Lin	修改個人基本資料 Edit personal profile
申請人姓名(英文) Name of applicant(English)	KU	修改個人基本資料 Edit personal profile
性別 Gender	(F) 女	修改個人基本資料 Edit personal profile
國籍(地區) Nationality (or region)	(033)越南 VIETNAM / 印尼/馬來西亞/韓/菲律賓..等	
護照號碼 Passport number	A269	
居留證統一編號 ARC ID number	:	
出生年月日 Date of birth	19930226	修改個人基本資料 Edit personal profile
聯絡電話 Phone number	0932349273	修改個人基本資料 Edit personal profile

案件暫存 save application

離開(不儲存) Discard and leave the page.

下一步 next step

Step9-2就讀學校資料school information page

填寫完此頁面後，請點『下一步』 After fill the information, please click “next step” .

※ 學校地址請依同學所屬校區填寫

※ 請確認申請類別是否正確，應是『外國留學生-就讀學制』、『僑生-就讀學制』

※ School address please fill your campus address.

※ Please check that you choose the correct identity: “foreign students-The degree you studying now”

“overseas chinese students-The degree you studying now”

案件管理 Application Management > LX011200E 學生案件管理 Student Application Management

Step1. 個人基本資料 personal information

Step2. 就讀學校資料 school information

Step3. 工作許可申請資料 application form of work permit information

Step4. 應徵文件上傳 upload file

Step5. 審查費資料 examination fee information

Step6. 申請案檢核送審 Application review

學校就讀資料 school information

[*] 標記者為必須填寫的欄位 mark: must not be empty

就讀學校 School attended 樹德科技大學 修改個人基本資料 Edit personal profile

*日夜別 Day/Night 日間部 Day School

*系別 Faculty 例如: 視覺傳達設計系

身分別 identity 外國留學生 or 僑生 international students overseas chinese students 修改個人基本資料 Edit personal profile

*年級 year 3 年級 year 下學期 Second semester 預定修

業年限 expected study years 4 年 year

預定修業年限欄位填寫說明: 請依您所就讀系所學制詳實填列本欄位, 例如學士4年制者, 本欄位請填寫4, 特殊學制如醫學系6年制者, 則請填寫6。

*學校校區所在地址 School Address 807 高雄市 燕巢區 橫山路59號

上一步 previous 案件暫存 save application 離開(不儲存) Discard and leave the page. 下一步 next step

Step9-3 工作許可申請資料application form of work permit information page

填寫完此頁面後，請點『下一步』 After fill the information, please click “next step” .

※請確認申請類別是否正確，『外國留學生』、『僑生』

※申請許可期間：一年(目前申請可到114年9月30日)

※領取方式可選擇『電子公文』或『郵寄學校』(若選擇『電子公文』，同學屆時需在核可日後八天內登入此系統領取電子工作證，超過期限將以紙本寄送到學校。若選擇『郵寄』，勞動部則以郵寄方式寄送至學校。)

※ Please check that you choose the correct application category: “foreign student” 、 “ overseas Chinese students”

※ The application time for the first (fall) semester will be not over 31st March. The second (spring) semester will be not over 30th September. Also, the validity is not over 6 months of each work permit application. (delay graduation or new graduation 31st January 、 30th June)

※ The collection method can be chosen as "e-document" or "mail to school", students who can log in to the system within 8 days after approval date to receive your work permit, if not the work permit will be sent to school after deadline.

▶ 案件管理 Application Management > LX011500E 學生案件管理 Student Application Management

Step1 個人基本資料 personal information Step2 繳納學校資料 school information Step3 工作許可申請資料 application form of work permit information Step4 應備文件上傳 upload file Step5 審查費資料 examination fee information Step6 申請案檢視表書 Application review

工作許可申請資料 application form of work permit information

【*】標記者為必須填寫的欄位 mark must not be empty

申請類別 application category 外國留學生 foreign students 僑生 overseas chinese students
若申請類別錯誤請於[學生個人資料維護]身分別做更正
 If the application category is mistaken, please go to Student Personal Information Maintenance to change the Identity. [修改個人資料 Edit personal profile](#)

申請類別適用對象 applicable object of application category

*申請項目 application type 請選擇 Please select
 工作許可 work permit
 補發許可 permit re-issue (西元yyyy/MM/dd) 至 to (西元yyyy/MM/dd)
 (許可期間最長6個月) (valid for six months maximum)

*申請許可期間 Application time

*工作許可函公文領取方式 Way of receiving the official document
 電子公文 Electronic official document 郵寄學校 Delivery (to the school) 親自領取 Pick up in person

備註 Memo

若為親自領件者，約定取件人應列印親自領件回條(申請書頁面下方處)並黏貼約定取件人身分證(護照或居留證)正、反面影本，於系統指定日期內至本部領件櫃台(臺北市中正區中華路一段39號10樓)取件。倘於指定期限內未親自領取者，本部將以掛號寄出。
 To those who intend to collect the document in person, the designated pick-up person shall pick up the document at the Ministry's pick-up desk (10F., No.39, Sec. 1, Zhonghua Rd., Zhongzheng Dist., Taipei City) with the pick-up receipt printed out from the online application system (at the bottom of application webpage) and attached with photocopies of the front and back sides of the pick-up person's identification card (or passport or resident card). The pick-up procedure shall be completed within the date designated by the system or the document will be sent by registered mail."

上一步 previous 案件暫存 save application 離開(不儲存) Discard and leave the page. 下一步 next step

Step9-4 應備文件上傳 Upload file page

上傳所有應備文件後點擊『下一步』

- (1)護照照片 (有變更護照者，新舊護照要一起上傳)
- (2)學生證照片
- (3)最新居留證照片 (正、反面)
- (4)在學證明
- (5)外國學生要上傳『外國學生工作證申請切結書』

***只要少其中一張，我們就會退件**

Please upload all the required documents (PDF) and click "next step" :

- (1) Passport
- (2) Student ID card
- (3) ARC (front and back)

*Please upload above documents. If any lack of documents, your application will be returned.

▶ 案件管理 Application Management > LX011700E 學生案件管理 Student Application Management

Step1. 個人基本資料 personal information Step2. 就讀學校資料 school information Step3. 工作許可申請資料 application form of work permit information **Step4. 應備文件上傳 upload file** Step5. 審查費資料 examination fee information Step6. 申請案檢視送審 Application review

應備文件上傳 upload file

檔案格式 file format : PDF (檔案名稱之命名，請勿含空格、標點符號及特殊符號 File name should not contain any blank spaces, punctuation or special characters.)

應備文件 documents for application	檔案 file	
護照影本(此為應備文件) Photocopy of Passport(Documents required)	請選擇檔案 please select file  !.pdf(刪除)	上傳“護照影本” upload “photocopy of passport”
學生證影本 Photocopy of student ID card	請選擇檔案 please select file	上傳“學生證影本” upload “photocopy of student ID card”
居留證正反面影本 Front and back photocopy of the resident certificate	請選擇檔案 please select file	上傳“居留證正反面影本” upload “front and back photocopy of the resident certificate(ARC)”
其他(含學校要求文件) Others (including school required documents)	請選擇檔案 please select file	上傳“在學證明書” upload “enrollment certificate” 若勞動部有要求,請務必上傳

上一步 previous 案件暫存 save application 離開(不儲存) Discard and leave the page. **下一步 next step**

Step9-5 審查費資料examination fee information page

審查費的部分請選擇『郵局繳費』或『ATM繳費』或『台灣Pay』；若是選擇郵局繳費需填寫交易日期、交易局號、收據編號和審查費金額後點擊『下一步』（『ATM繳費』或『台灣Pay』繳費步驟，請參考外國專業人員工作許可申辦網網站操作手冊）

<https://ezwp.wda.gov.tw/wcfoonline/wSite/download/student.pdf>

Please choose whether you want to pay by post office or ATM or Taiwan Pay, then fill remittance date, post office of remittance, receipt number of postal remittance, and amount of examination fee. After filling the above information, please click “next step”. (About ATM or Taiwan Pay payment step, please read EZ Work Permit website’s user manual.)

<https://ezwp.wda.gov.tw/wcfoonline/wSite/download/student.pdf>

案件管理 Application Management > LX011900E 學生案件管理 Student Application Management



審查費資料 examination fee

* 標記者為必須填寫的欄位 mark must not be empty

* 繳費方式 Payment: 郵局繳費 payment by post office ATM繳費 payment by ATM 台灣Pay繳費 payment by Taiwan Pay

郵局繳費 payment by post office: 案件一經本部收件後即不退費，若有相關問題請洽系統客服人員。
Application fees are non-refundable once the case is received by the Ministry of Labor. Please contact the customer service if you have any further questions.
劃撥戶名：勞動部勞動力發展署聘僱許可收費專戶，劃撥帳號：19058848
Remittance account: Special Account for Employment Approval of Workforce Development Agency, Ministry of Labor. Account number: 19058848

交易日期 remittance date: 請輸入民國年月日，例1070101。
Please enter the date in ROC era, for example 1070101.

交易局號 post office of remittance:

輸入郵政劃撥收據編號 enter receipt number of postal remittance:
請注意：郵政劃撥收據編號請填後七碼，並請詳細看完圖示說明，才能方便您順利作業！Attention: Please fill out the last 7 digits of the postal remittance receipt and read the diagram carefully to facilitate the operation!

審查費金額 amount of examination fee:

上一步 previous 案件暫存 save application 離開(不儲存) Discard and leave the page. 下一步 next step

郵政劃撥儲金存款收據
19058848
勞動部勞動力發展署聘僱許可收費專戶

收款帳號戶名: 19058848

金額: \$100.00

存款金額: 105/11/10

劃撥帳號: 0000067

交易日期: 105/11/10

交易局號: 004186

郵局戳章: 高雄鳳守大學郵局(806支) 郵局 004186-0 105.11.10

Form fields and annotations:
- remittance date: 1051110 (Note: Please type SEVEN numbers from the BACK (xxxxxxx))
- receipt number: 0000067 (Note: enter receipt number of postal remittance(7numbers:0000067))
- examination fee: 100
- post office of remittance: 004186

Step9-6 申請案檢視送審 Application review

確認審查費資料無誤及應備文件已上傳後，點擊『送學校審核』

After checking examination fee information are corrected and all required documents have been uploaded, please click 『Submit to school for examination』

審查費資料 examination fee	
繳費方式 Payment	郵局繳費 payment by post office
交易日期 remittance date	1070101
交易局號 post office of remittance	000000
郵政劃撥收據編號 receipt number of postal remittance	0001234
審查費金額 amount of examination fee	100

應備文件 documents for application	
護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反面影本 Front and back photocopy of the resident certificate	無
其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 送學校審核 submit to school for examination