

REQUIREMENTS

Application form

Go to website: <https://visawebapp.boca.gov.tw>.

Fill out the application form with your complete name (Surname, First name Middle Name) together with your signature on the second page. Please make sure that the bar-code located on the lower right hand side of the application form is readable.

Two colored passport- size photos

(1) Place two (2) glossy, 2"x1.5", white background photos that were taken within the last six (6) months on the application form.

(2) Composite photos, selfies and altered photos will not be accepted.

Passport

The passport must be valid for at least six (6) months from the date of the entry and have blank pages. One photocopy of the passport bio page with the applicant's photo is required.

Letter of invitation

The letter of invitation should be written by the inviting religious organization, bear the seal of the institution and the signature of the person in authority, and include the following information:

(1) proof that the inviting organization is a duly registered, nonprofit, and functional entity;

(2) the reason for inviting the visa applicant;

(3) the applicant's name, nationality, date of birth, religion, intended period of stay, and dates of religious activities in the R.O.C. (Taiwan);

(4) a list of foreign religious workers invited by the same organization who are still residing in Taiwan and the types of visas they hold;

(5) an affidavit describing the letter of invitation's content.

[Letter of Guarantee by the the inviting religious organization in Taiwan](#). Cable fees will be charged (the front page is PHP 210 and each extra attached will be charged PHP 130 page).

One photocopy of the certificate of registration issued by R.O.C. (Taiwan) Government of the inviting religious organization or institution

Temples, churches, and other institutions with legal registration in the R.O.C. (Taiwan) as religious organizations.

□ Certificate of Identity of religious personnel

- (1) Applicants must be in an official capacity as religious personnel (missionary) more than two (2) years, such as a pastor, father, brother, sister, monk, nun, imam, etc. In the event that, per a religion's administrative practice, no certificate is issued to its personnel, verification from the highest administration where the applicant serves or by the organization to which the applicant belongs is required.
- (2) The certificate should attest to the applicant's status as a religious personnel (missionary) at the time of visa application and should include the applicant's name, nationality, religion, and date of induction.
- (3) Buddhist monks and nuns must present the original certificate of vow (ordination certificate).
- (4) The documents issued in the Philippines must be apostilled by the Philippine Department of Foreign Affairs (DFA) and then authenticated by the Taipei Economic and Cultural Office in the Philippines (TECO). The documents issued outside the Philippines should be authenticated by the R.O.C. (Taiwan) overseas mission with consular district over the country where the school documents were issued. If the documents are written in a language other than English, the accompanying Chinese- or English-translation of these documents is required and the translation must also be authenticated by the corresponding R.O.C. (Taiwan) overseas mission.

□ Credentials (can be combined with Certificate of Identity of religious personnel as one document)

- (1) Credentials must be issued by the applicant's affiliated religious institution, bear the person-in-charge's signature, and include the following information:
 - the applicant's name, nationality, and religion;
 - record of more than two years of religious service prior to the time of visa application
- (2) The documents issued in the Philippines must be apostilled by the Philippine Department of Foreign Affairs (DFA) and then authenticated by the Taipei Economic and Cultural Office in the Philippines (TECO). The documents issued outside the Philippines should be authenticated by the R.O.C. (Taiwan) overseas mission with consular district over the country where the school documents were issued. If the documents are written in a language other than English, the accompanying Chinese- or English-translation of these documents is required and the translation must also be authenticated by the corresponding R.O.C. (Taiwan) overseas mission.

□ Highest education diploma and transcripts

- (1) For diplomas and transcripts issued in the Philippines, the original documents must be apostilled by the Philippine Department of Foreign Affairs (DFA) and then authenticated by the Taipei Economic and Cultural Office in the Philippines (TECO).
- (2) For diplomas and transcripts issued outside the Philippines, all school documents should be authenticated by the R.O.C. (Taiwan) overseas mission with consular district over the country where the school documents were issued. If the documents are written in a language other than English, the accompanying Chinese- or English-translation of these documents is required and the translation must also be authenticated by the corresponding R.O.C. (Taiwan) overseas mission.

□ Health certificate

- (1) The health certificate should be issued within three (3) months by one of the overseas hospitals in the Philippines authorized by Taiwan Centers for Disease Control of the Ministry of Health and Welfare of the R.O.C. (Taiwan). Please review the list of accredited hospitals and clinics at: <https://www.cdc.gov.tw/En/Category/ListContent/C4w0xUaCBCKzdd6BxDGWcA?uaid=hyLQahxQbQVM1NEt-Bbe1Q>
- (2) Visit the website of Taiwan Centers for Disease Control (CDC) for health checkup items and download the form for Health Certificate: https://www.cdc.gov.tw/En/Category/ListContent/C4w0xUaCBCKzdd6BxDGWcA?uaid=y9n9sbUrcg_Pj6IGIPVDCA

□ Proof of no criminal record issued by competent authorities of the applicant's country

- (1) Documents should be issued within one (1) year prior to the application for a Resident Visa. If the document has an expiration date, the resident visa application must be submitted before that date.
- (2) For applicants with Philippine passports, valid Philippine National Bureau of Investigation (NBI) Clearance is required, and must be apostilled by the Philippine Department of Foreign Affairs (DFA) and then authenticated by the Taipei Economic and Cultural Office in the Philippines (TECO).
- (3) Documents of no criminal records issued outside the Philippines should be authenticated by the R.O.C. (Taiwan) overseas mission with consular district over the country where the documents were issued. If the documents are written in a language other than English, the accompanying Chinese- or English translation of these documents is required and the translation must also be authenticated by the corresponding R.O.C. (Taiwan) overseas mission.

- PSA Birth Certificate (Only for those with Philippine passports)

- PSA Marriage Certificate (if a female applicant is married; only for those with Philippine passports)

- Other supporting documents
Other additional documents may be required during processing. The applicant may be scheduled for an interview if required.

NOTICES

1. Please make sure that all original documents are photocopied on A4 sized papers and arranged accordingly by the order of the requirement list above.
2. All required documents mentioned-above must be submitted with the original and one copy. Original documents are to be returned after review.
3. Visas are issued as stipulated by Article 12 of the Statute governing the issuance of ROC visas for foreign passports. As a sovereign nation, the ROC has the right to refuse visa applications without providing any explanation for such decisions; the visa application fee is not refundable.
4. Documents issued outside of the R.O.C. (Taiwan) must be authenticated by the R.O.C. (Taiwan) overseas mission with consular district over the country where the documents were issued. If the documents are in languages other than Chinese or English, the accompanying Chinese- or English-translation version is also required and must be authenticated by an R.O.C. (Taiwan) overseas mission.
5. Those who enter the R.O.C. (Taiwan) without a visa or with a landing visa and those who enter the R.O.C. (Taiwan) on a Visitor Visa not for the purpose of doing religious work may not apply for a Resident Visa or an extension of duration of stay on the ground of religious work.
6. Those who enter the R.O.C. (Taiwan) on a Resident Visa or get a Resident Visa after having arrived in the R.O.C. (Taiwan) must apply for an Alien Resident Certificate and Re-entry Permit at [local service centers of the National Immigration Agency](#). The former must apply within 30 days from the next day of arrival, and the latter must apply within 30 days from the Resident Visa issuance date. Duration of stay is noted on the Alien Resident Certificate.
7. In the event that this office requests additional supporting documents, asks for corrections to documents or cases require further evaluation based on each case, the processing days will be recalculated (based on regular or expedited cases) from the date when satisfactory documents are provided.

8. In accordance with World Health Organization recommendations, applicants for Republic of China (Taiwan) visas must submit proof of having been administered the oral poliovirus vaccine (OPV) or the inactivated poliovirus vaccine (IPV) from 4 weeks to 1 year before applying if they have resided in or visited countries at high risk for poliovirus transmission (namely Afghanistan, Mozambique, Pakistan, Madagascar, and the Democratic Republic of the Congo) for 4 weeks or longer within the past year.