

# 8. Re-application

NOTE 1: Re-applying after the gold card expires is referred to as "re-application".

This tutorial explains the steps to re-apply for a Gold Card. If your Gold Card has not expired yet, applying for a Gold Card again within four months before the expiration is called an "extension application". Please operate according to the "extension application" tutorial.

NOTE 2: When re-applying for your Gold Card, you will need to fill in the basic information again. The system will automatically transfer the documents from your previous application if the regulation remains the same (although you won't be able to view or download them), your qualifications, and the necessary preparations for the extension. Please refer to "New application" on [this document](#). If you are not able to view your previously uploaded documents, please contact the Gold Card Office at [help@taiwangoldcard.tw](mailto:help@taiwangoldcard.tw).

NOTE 3: You are not required to meet all the regulations for Gold Card applications and extensions in every field except for the field of Architecture. If you have switched to a new field or the regulations you previously applied for have changed, the platform cannot retrieve the documents from your previous application. Please ensure that the uploaded information is correct and updated if necessary (e.g., a new tax statement). Additionally, since the platform does not have a storage function, please click "Next" and send continuously during operation.

16 Steps

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Created by	Creation Date	Last Updated
Taiwan Gold Card Office	Jun 03, 2024	Aug 01, 2024

## STEP 1

### Log in to the Foreign Professionals Online Application Website

Here is the link:

<https://coa.immigration.gov.tw/coa-frontend/four-in-one/entry/main?lang=en>

NOTE 1: Please use Google Chrome or Firefox as your browser. Do not use Safari. Make sure not to use a VPN.

NOTE 2: If you have further questions about the application, please check the FAQ section on the official Gold Card website:

<https://goldcard.nat.gov.tw/en/tags/application/>

## STEP 2

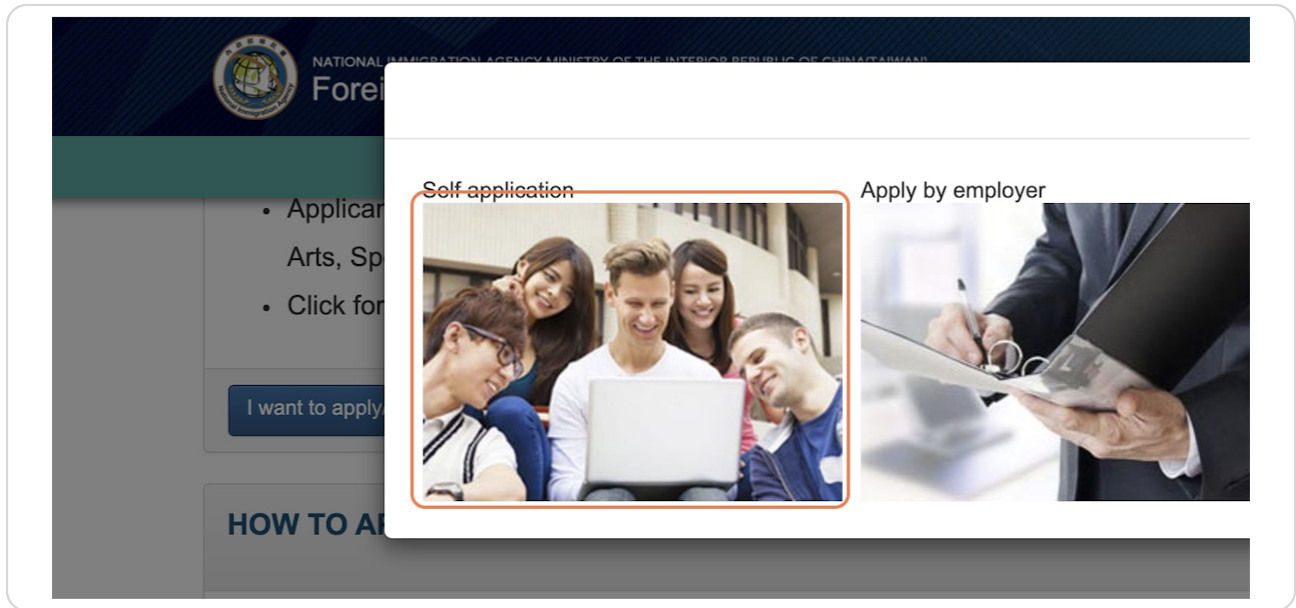
### Click on the "I want to apply/Login" button at the bottom right of the portal

NOTE: The Employment Gold Card button may contain important updates relevant to your Gold Card application. Please be sure to read through the information posted there.



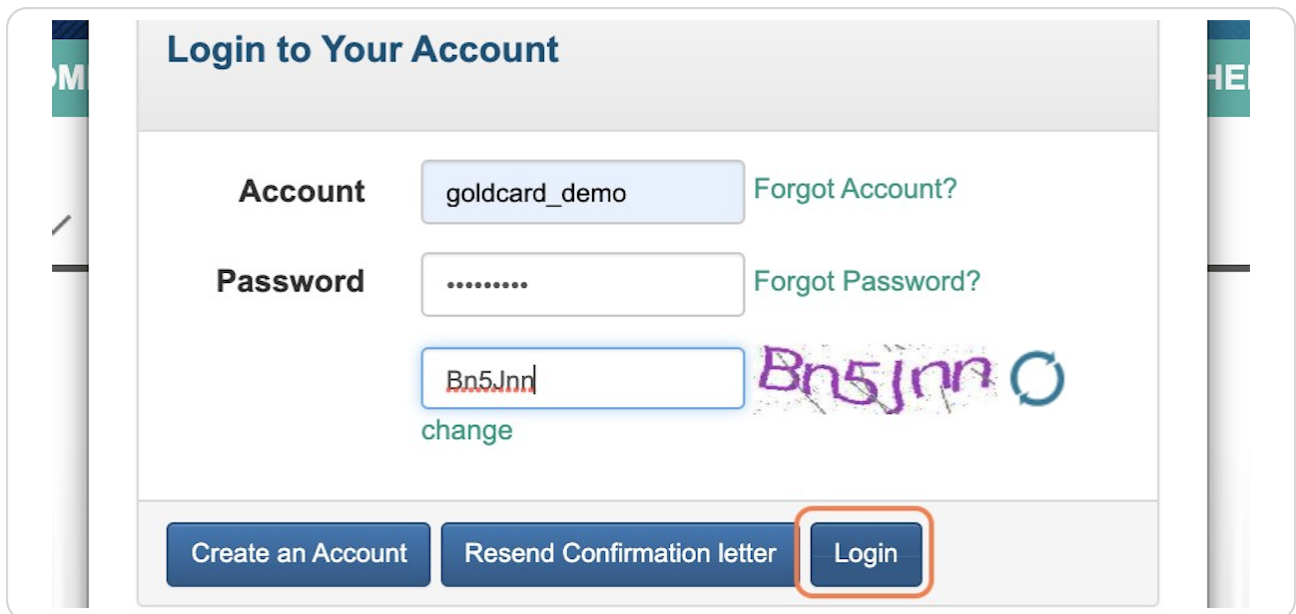
STEP 3

Click the "Self application" icon



STEP 4

Log in to your account



STEP 5

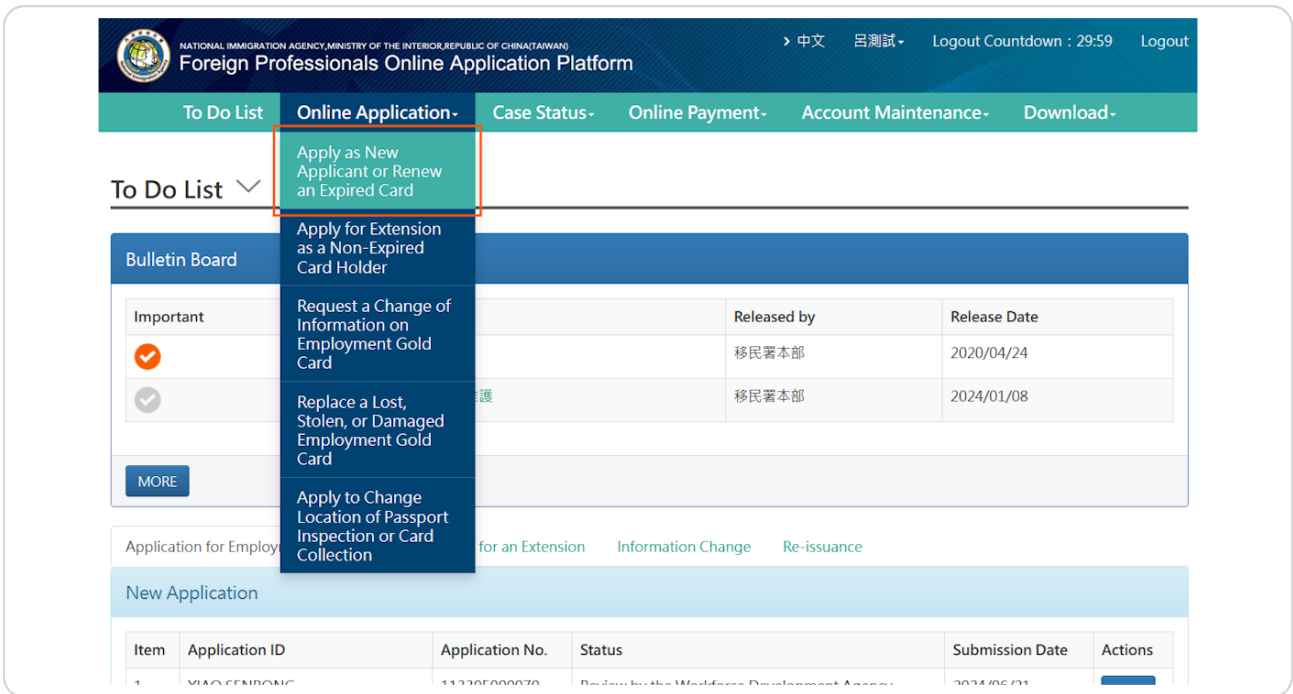
**NOTE: The portal "Logout countdown" is set to 30 minutes.**

Please click "Save" at the bottom left at any time while filling out the form to prevent losing any data.



STEP 6

**Under the "Application" tab, select "Apply as New Applicant and Renew an Expired Card"**



## STEP 7

### Employment Gold Card Temporary - List

The page shows the Employment Gold Card Temporary Storage List page, listing the application forms that have been filled out but not yet sent out and are temporarily stored in the system.

1. If you have never filled out an application and need a new application form, please click the "New Application" button.
2. If your application form has been filled out before and is temporarily stored in the system, please find the relevant application below and click the "Edit" button next to it.

The screenshot displays the 'Foreign Professionals Online Application Platform' interface. At the top, there is a header with the agency's name and a navigation bar with options like 'To Do List', 'Online Application', 'Case Status', 'Online Payment', 'Account Maintenance', and 'Download'. Below the header, the page title 'Employment Gold Card Temporary - List' is shown. A 'New Application' button is highlighted with a red box and a '1' next to it. Below this is a table with three columns: 'Item', 'Application ID', and 'Actions'. The table contains three rows of application data. Each row has 'View', 'Edit', and 'Delete' buttons. The 'Edit' button in the first row is highlighted with a red box. Below the table, there is a red 'Description' box stating: 'Temporarily saved data and files will be deleted after 30 days, please submit your application as soon as possible.'

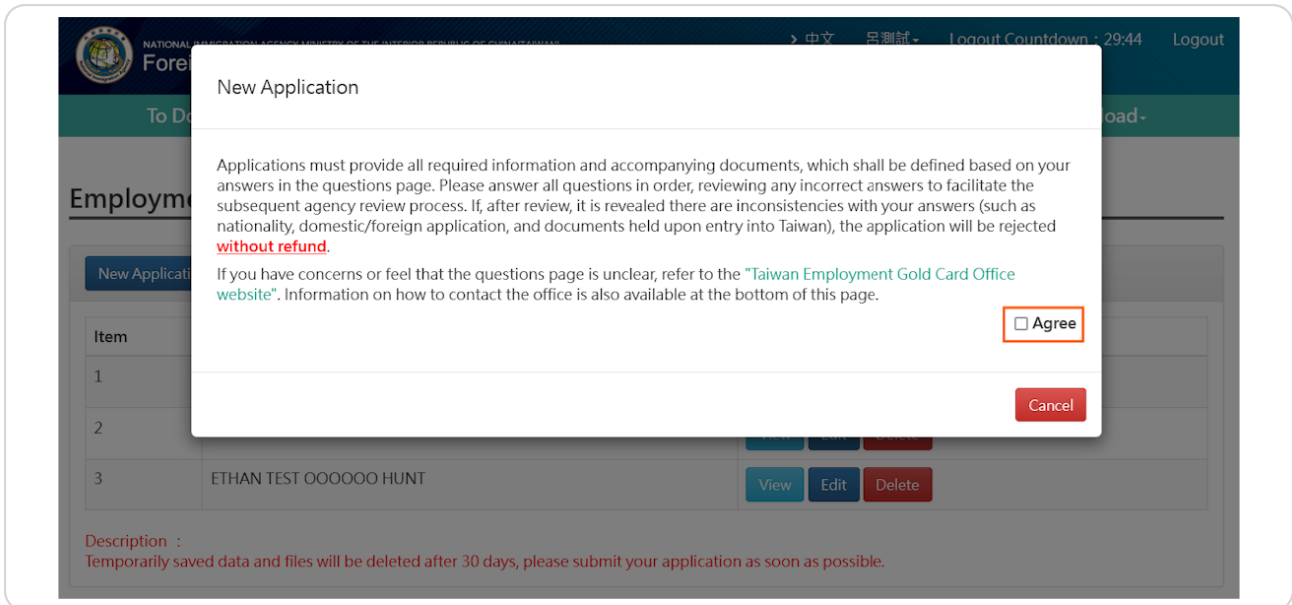
Item	Application ID	Actions
1	NOVISA TEST	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
2	STAYVISA TEST	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
3	ETHAN TEST OOOOOO HUNT	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>

Description :  
Temporarily saved data and files will be deleted after 30 days, please submit your application as soon as possible.

## STEP 8

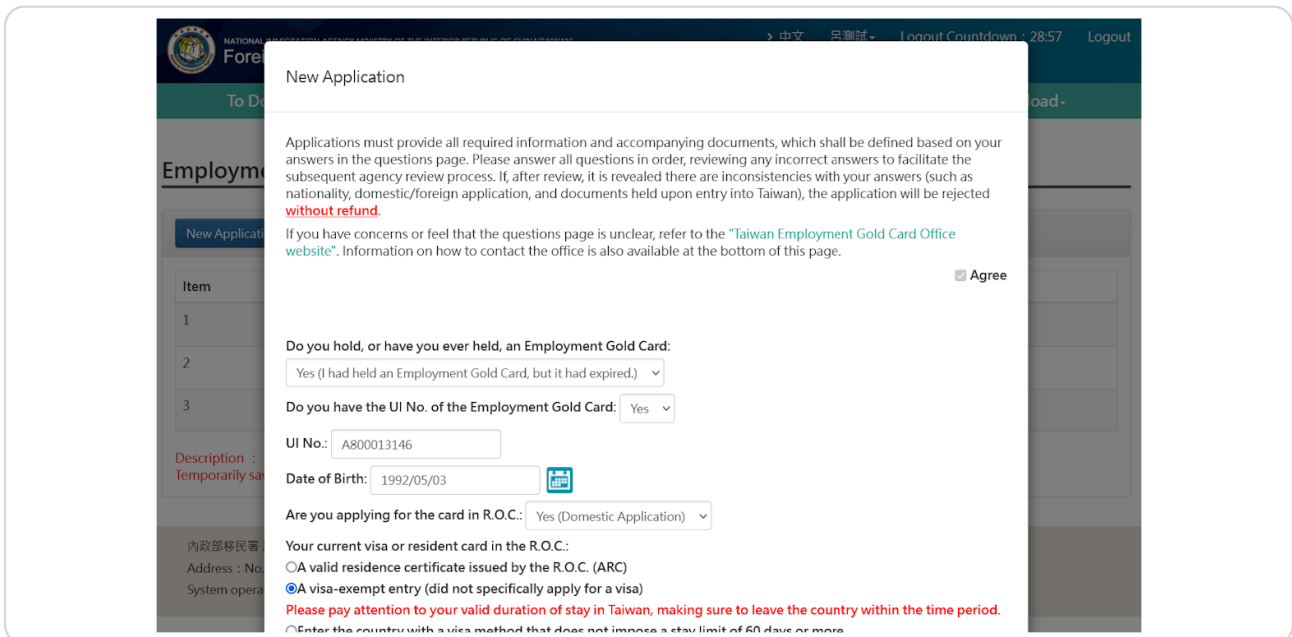
### Popped-out notification

Once you've read and agreed to the application instructions, please check the box labeled "Agree"



## STEP 9

### Please answer the question below about holding the Employment Gold Card



## STEP 10

If you are eligible to reapply, the questions will continue to appear. Once the applicant has answered all the questions on the page, they need to click the "OK" button and move to the next page.

The screenshot shows a web application interface for an Employment Gold Card. The form is titled "Employment Gold Card" and includes the following fields and options:

- Do you hold, or have you ever held, an Employment Gold Card:** Yes (I had held an Employment Gold Card, but it had expired.)
- Do you have the UI No. of the Employment Gold Card:** Yes
- UI No.:** A800013146
- Date of Birth:** 1992/05/03
- Are you applying for the card in R.O.C.:** Yes (Domestic Application)
- Your current visa or resident card in the R.O.C.:**
  - A valid residence certificate issued by the R.O.C. (ARC)
  - A visa-exempt entry (did not specifically apply for a visa)

**Please pay attention to your valid duration of stay in Taiwan, making sure to leave the country within the time period.**

  - Enter the country with a visa method that does not impose a stay limit of 60 days or more.
  - Enter the country with a visa method that imposes a stay limit of 60 days or more.
  - Enter the country with a visa method that allows a stay of less than 60 days.
- Do you have R.O.C. nationality:** Yes
- Do you have household registration in Taiwan:** Yes
- Whether to process the registration for changing residence registration:** Yes

At the bottom right of the form, there are two buttons: "OK" (highlighted with a red box) and "Cancel".

## STEP 11

### Notice of the system (Regarding Employment Gold Card)

Once you reach the page, you will see the "Notice of the system (Regarding Employment Gold Card)" window. Simply check "Agree" and click the OK button to proceed to the Employment Gold Card re-application application page.

29:37 Logout

load-

**Employment**

Basic Data

\*English s  
JAMES

\*Gender  
MALE

\*Marital s  
DIVORCED

\*Place of  
JAPAN

\*Place of Birth (City/State or Province)  
test

4. The information provided to the application system must be correct, authentic and complete. The Agency shall fail to proceed on inspection and may rule against your application. If you are applying as a non-applicant, it is regarded that the applicant's authorization has been obtained for this application. The Agency shall not be responsible for any dispute between you and the applicant.

5. As per the preceding paragraph, if the application is not personally submitted by the applicant, please fill out the application form on behalf of the employment gold card applicant using their information.

6. The holder of Employment Gold Card must possess at least 6-month effective passport or traveling document, and Employment Gold Card (or "Proof of Employment Gold Card Oversea Approval") upon arrival at ports of Taiwan and follow procedure of examination according to competent regulations.

7. The Information provided by applicants is collected, processed and used based on the "Personal Information Protection Act" and its Enforcement Rule. Proper security measures are adopted according to the Law to prevent stealth, disclosure, alteration or infringement in other ways due to the violation of this Law. However based on Article 28 of the Law, it does not apply to damages caused by natural disaster, incident or other force majeure, 3rd party illegal collection of information, and the Government of Taiwan will not be responsible for compensation of loss or damage.

8. We hereby certify that the Agency has the right to reject or refuse to issue any relevant application permit.

9. For applications to replace an Employment Gold Card due to defacement, loss, mislaying, or change of information, the fee is NT\$500 per card, except that the fee for residents of Hong Kong or Macau is NT\$2,600 per card. If you apply for the re-issuance of a residence permit due to change in residence address or passport number, you are exempted from charges and fees arising therefrom in accordance with Article 7 of the Charges and Fees Act.

10. If you include your dependent family members' information in advance, this system only provides applicants with the opportunity to fill in an unofficial application. The official application for dependent family members should wait until the applicant of the Employment Gold Card, Employment Pass Card, or Entrepreneur Visa and Alien Resident Certificate, receives the resident qualification, before preparing the required documents and submitting the application to the overseas R.O.C.(Taiwan) embassy in person.

11. If holders of a household registration in Taiwan are not eligible to apply.

12. Please verify whether you have had any criminal records within the territory of the R.O.C. If you have violated the law, you may be expelled from the country in accordance with relevant laws and regulations.

13. By using the service, you have read above terms of service and agree to terms stated above.

Agree

OK Cancel

Qualification

EE

ality (If

Please select



## STEP 12

### Employment Gold Card Application - Adding

The picture below shows the "Basic Data" tab. Applicants can select different tabs to change the items that need to be updated.

NOTE: Please fill in the necessary information in the tabs sequentially. The required fields are indicated by a red \*.

The screenshot displays the 'Foreign Professionals Online Application Platform' interface. At the top, there is a navigation bar with the following links: 'To Do List', 'Online Application', 'Case Status', 'Online Payment', 'Account Maintenance', and 'Download'. The main heading is 'Employment Gold Card Application - Adding'. Below this, there are five tabs: 'Basic Data', 'Passport Data', 'Resident', 'Profession', and 'Upload Document'. The 'Basic Data' tab is active and contains the following fields:

*English surname JAMES	*English given name HUNT	Name in Chinese 呂測試	*Date of Birth 1992/05/03
*Gender MALE	*Nationality AFGHANISTAN	*Current position TEACHER OF A PRIVATE SCHOC	*Highest Academic Qualification 2-YEAR JUNIOR COLLEGE
*Marital status DIVORCE	*Email test123@yahoo.com.tw <small>Due to cyber security policy, it is suggested that applicants refrain from using email addresses from a mainland China provider, in case of missing NIA notification emails.</small>		
*Place of Birth (Country) JAPAN	*Address in Home Country test	*Telephone Number in Home Country test	Former or Other Nationality (If any) Please select
*Place of Birth (City/State or Province) test			

At the bottom of the form, there are two buttons: 'Save' and 'Next Step'.

## STEP 13

### "Upload Document" Tab

Upload the necessary documents in the "File Upload" section. Once you have completed the required fields and uploaded the necessary documents, click the "Save" button located at the bottom left.

The screenshot displays the 'Foreign Professionals Online Application Platform' interface. The user is logged in as 'Courtroom: 2745'. The navigation menu includes 'To Do List', 'Online Application', 'Case Status', 'Online Payment', 'Account Maintenance', and 'Download'. The current page is titled 'Employment Gold Card Application - Adding'. The 'Upload Document' tab is active, showing a profile picture of a woman and a list of required documents. The 'Required Docs' section includes instructions for photo uploads, passport validity, and other supporting documents. The 'Save' button is located at the bottom left of the form.

Foreign Professionals Online Application Platform

中文 繁體中文 Logout Courtroom: 2745 Logout

To Do List Online Application Case Status Online Payment Account Maintenance Download

Employment Gold Card Application - Adding

Basic Data Passport Data Resident Profession Upload Document

**\*Upload Photo** 傳真照.jpg Clear

Applicants should submit color head shot, front, without hat, with facial features, white background photographs taken with six months. The chin to crown (crest) is the position of the top of the head if there were no hair must be between 75 to 80% out of the vertical height of the picture. \*Width \* Height: \* photo within the range of \*413 pixels \*531 pixels \* (+10%).

Uploading photo automatically

Profession  
Finance

Qualifications of A Certified Applicant  
Previously or currently holding a position in a foreign state or in the R.O.C. with a most recent monthly salary of at least NT\$160,000.

Required Docs

1. File should be in JPG/PNG/JPEG/JFIF format. Uploaded documents must be clear. No words or graphics should be added on the ID card or passport, e.g., Photocopy/COPIE.  
2. File size should be smaller than 500K.  
3. Please scan the required documents in original size and then upload.  
4. All documents are required to scan and upload both sides unless those blank sides.  
5. Documents for the review by the Ministry of Labor Based on the qualifications and conditions for foreign special professionals, and the matters indicated by the Ministry of Labor for employment gold card applicants.  
Documents not made in Mandarin or English shall be attached with translations. Documents issued in the Mainland area have to be attested and examined by the institutions instituted or appointed by the Executive Yuan or non-governmental organizations endorsed by the Executive Yuan (Strait Exchange Foundation) in accordance with the rule in Article 7 of "Act Governing Relations between Peoples of the Taiwan Area and the Mainland Area". Documents from the following countries/regions must be verified by an overseas ROC representative office: Afghanistan, Algeria, Brazil, Brunei, Myanmar, Cambodia, Cameroon, Cuba, Ghana, Iran, Iraq, Laos, Nepal, Niger, Nigeria, Pakistan, Senegal, Somalia, Sri Lanka, Syria, Philippines, Thailand, Vietnam, Malaysia, and Indonesia.  
6. Processing time may be longer for Hong Kong/Macau applicants who have previously worked in Mainland China or applicants who were born in Mainland China. We apologize for any inconveniences.

\* Passport with at least 6-month validity remaining  
傳真照.jpg Clear

Other relevant supporting documents. (If there is no information then do not attach)(Maximum 5 documents)  
中華民國護照  
傳真照.jpg Clear

\* Based on proof of applicant's salary in the financial industry  
傳真照.jpg Clear

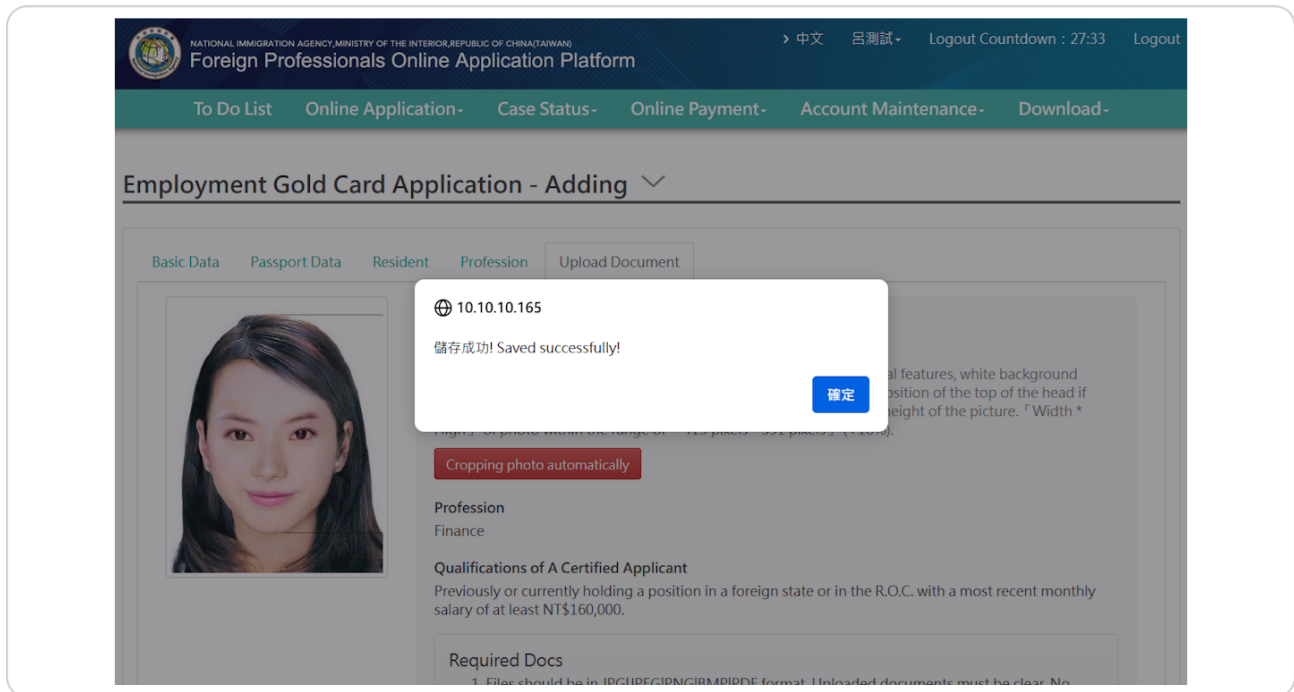
Back Save

## STEP 14

### Your application has been successfully saved!

After the system passes the initial check, the "Save Function" prompt message will be displayed. Click "OK" to proceed to the next step.

To proceed to the next step, please simply click "OK"



## STEP 15

### Employment Gold Card Application - Preview

Please review all your application's information to ensure its accuracy before clicking the "Send" button to submit the application.

The screenshot shows the 'Preview' page for an Employment Gold Card Application. The page is titled 'Employment Gold Card Application - Preview' and includes a navigation bar with options like 'To Do List', 'Online Application', 'Case Status', 'Online Payment', 'Account Maintenance', and 'Download'. The main content area is divided into several sections:

- Basic Data:** Includes fields for English name (SMES), English given name (HUN), Name in Chinese (HUJIE), Date of Birth (1982/05/03), Gender (MALE), Nationality (AMERICAN), Current position (READER OF A SENIOR SCHOOL), Highest Academic Qualification (2 YEAR BACHELOR DEGREE), and Marital status (SINGLE).
- Passport Data:** Includes Passport No. (A12345678), Passport of Issue Date (2022/03/01), Passport Expiry Date (2028/03/01), Passport of Issue Place (USA), and Original Passport No. (8021).
- Resident:** Includes Service location/unit (CHANGI AIRPORT CENTER, Centre for Innovation of Service Station of National Immigration Agency, Ministry of Interior), Method of Collection (in person (in Taiwan)), Location of Collection (203 臺灣移民服務中心), Service Company Address (203 臺灣移民服務中心), Telephone No. in Taiwan (88622104), Mobile No. in Taiwan (891222033), Name of Your Relatives or Friends in Taiwan (USA), and Applicant Relationship with Your Relatives or Friends in Taiwan (no).
- Profession:** Includes Profession (Finance), Qualifications of a Certified Applicant (Proficiency in currently holding a position in a foreign state or in the R.O.C. with a most recent monthly salary of at least NT\$38000), and Jobfield (Bank).

At the bottom of the page, there are 'Back' and 'Send' buttons.

## STEP 16

### Completed!

Once you submit the application, you will find the application case number for your reference. Afterward, please proceed to the online payment area to submit the payment.

The screenshot shows the 'Completing the application' page. The page is titled 'Employment Gold Card Application - Completing the application' and includes a navigation bar with options like 'To Do List', 'Online Application', 'Case Status', 'Online Payment', 'Account Maintenance', and 'Download'. The main content area is divided into several sections:

- Application No.:** 113551035180
- Congratulations:** Congratulations for completing the application process. Please move to the online payment area for payment. After the payment is completed, your application will be submitted for further review.
- Confirmation:** We hereby certify that the Agency has the right to reject or refuse to issue any relevant application permit.
- Online Payment:** A button labeled 'Online Payment' is located at the bottom of the page.