

申請提前辦理外僑居留證延期說明書

Early application for extension of Alien Resident Certificate

本人_____（中文姓名：_____）為國立嘉義大學_____籍國際學生，目前持有 貴署核發之中華民國外僑居留證，居留有效期至_____年_____月_____日，依 貴署規定應於居留效期屆滿前 30 日內申請延期居留。惟本人已訂妥_____年_____月_____日出境之機票（如附件：機位證明），因出境期間適逢學校寒暑假，本人預定再次入境臺灣日期將逾原居留效期。爰請 貴單位能夠給予通融與協助，准予本人提前辦理外僑居留證延期事宜。

My name is _____(Chinese name: _____). I am currently a student from the National Chiayi University from _____ (Nationality). I hold an Alien Resident Certificate issued by the National Immigration Agency which will valid until _____(y) _____(m) _____(d). Applicant shall do extension 30 days in advance according to the regulations. Unfortunately, I had already booked my flight on _____(y) _____(m) _____(d) (attached prove document required) for this coming school summer/winter break. My A.R.C. will be expired by the time I enter Taiwan, therefore, I request help from the National Immigration Agency in purpose of extending my A.R.C.

此致

內政部入出國及移民署服務事務大隊嘉義市服務站

To National Immigration Agency Chiayi City Service Center

申請人 Applicant : _____

居留證號 A.R.C. Number : _____

日期 Date : _____年(y) _____月(m) _____日(d)