

List of Documents as Required for Application for Nationality Alteration	
Application item	VI. ROC nationality certificate
Application reason	To prove necessity for having ROC nationality
Governing law	1 ∙ Directions for issuance of ROC nationality certificates 2 ∙ Charge Standards for Nationality Fees
Competent authorities	1 ∙ For domestic applicants, the applicant (or the legal representative if the applicant is a minor) of the minor) shall apply to MOI in person for issuance, or apply to any household registration office for transferring to MOI for issuance. 2 ∙ For overseas applicants, the applicant (or the legal representative if the applicant is a minor) shall file an application in person with a nearby ROC embassy, Mission Abroad, representative office or branch office, or the agency or private group set up, designated or commissioned by the Executive Yuan in Hong Kong and Macao. The application shall then be transferred through MOFA to the MOI for issuance.
Documents required	The applicant shall submit the following documents 1 ∙ Application form for certificate of ROC nationality (form 9) (1) Local applicants shall confirm correctness of the application printed by the household registration office, followed by signing and affixing their seal on the application. (2) Overseas applicants shall fill out the application on their own and sign and affixing their seal in person on the application. (3) If the applicant is a minor, their parents shall sign and affix their seal on the application. In the event that the minor's rights and obligations are individually exercised and assumed by either father or mother, the certificate for individual exercise of the custodial rights shall be submitted, in which the father or mother exercising the custodial rights of the minor shall sign and affix their seal on the application. If there is any guardian, the custody certificate shall be submitted, in which the guardian shall sign on the application. If the number of the guardians is more than one, all of the guardians shall sign and affix their seals on the application. 2 ∙ To prove holding of ROC nationality, the applicant shall attach any of the following documents (after the household registration office copies the original, the original will be returned to the applicant): (1) National ID card (2) Household registration record (3) ROC passport (4) Nationality certificate (5) Overseas compatriot identity certificate (the certificate issued by the Overseas Community Affairs Commission after the applicant submits a certificate of Chinese descent not included)

	<p>(6) The ROC nationality certificate of one of the applicant's parents and the applicant's birth certificate.</p> <p>(7) Resident certificate for the Taiwan area (Hong Kong and Macao residents with the purpose of residence not included)</p> <p>(8) Certificate of naturalization</p> <p>3、One full-face bareheaded color photo taken within the last two years (same specification applied to National ID cards and with the applicant's name in hand writing on the back)).</p> <p>4、Certificate fee is NT\$1,000 per piece (payment must be remitted via a postal money order, on which the recipient is indicated as the Ministry of the Interior). The fee for the overseas application is US\$45 per piece (the fees may be charged by converting them to the local currency according to the provisions of currency conversion for the charge of consular fees).</p> <p>5. Agreement of Legal representative.</p>
	<p>The documents checked by the Household registration office for the applicant</p> <p>1. The current or final household registration record checked by the household registration office for the applicant who has (or had) household registration in Taiwan.</p> <p>2. To check if the nationality is lost for the applicant.</p>
<p>備註 Remarks</p>	<p>※ROC overseas nationals may apply for their ROC nationality certificate on the website of the Dept. of Household Registration, MOI at https://www.ris.gov.tw/, followed by picking up the certificate at the Mission Abroad. Please refer to the “Flowchart for ROC Overseas Nationals to Apply Online for ROC Nationality Certificates” (form 15) and the “Directions and Precautions for ROC Overseas Nationals to Apply Online for ROC Nationality Certificates” (form 16)</p> <p>※The identities of the resident certificate for the Taiwan area issued by the National Immigration Agency of MOI include the “no-household nationals in the Taiwan area” and the “residents of Hong Kong or Macao”. The resident certificate for the Taiwan area held by those who are under the identity of the residents of Hong Kong or Macao shall not be used as the nationality certificate, instead, MOI will examine it according to the reasons for issuance of the resident certificate for the Taiwan area.</p> <p>※To reinforce the anti-money laundering operation, currently, banks shall open a dedicated account to purchase or collect clean bills. However, it will take one month to clear the account's check with a foreign bank before account entry of the amount, which does not meet the stipulated deadline for putting the amount in treasury. Thus, as of June 11, 2018, the receipt of the payment for the nationality certificate fee by the clean bill has been suspended.</p>



1B00000000

Application for ROC Nationality Certificate



SB00000000

Certificate cat.: Chinese / English version (Hanyu Pinyin)

Chinese / English version (Tongyong Pinyin)

Chinese name:

English name:

Date of birth: _____

Sex:

National ID card No.:

Passport No.:

Birth place : (Chinese)

(English)

Domestic household address: (Chinese)

(English)



Please paste photo here
(same specification applied to
national ID cards)

Foreign residence address:

Application reason: spouse of a foreign national

apply for foreign patent rights

study abroad or employed abroad

other reasons

Counterparts: _____ copies

Attached certificates / documents:

- National ID card Household registration record Valid ROC passport
- Nationality certificate Overseas compatriot identity certificate Valid resident certificate for the Taiwan area
- Permit certificate of naturalization Birth certificate
- ROC nationality certificate of one of the applicant's parents and the applicant's birth certificate.
- Other certificates recognized by MOI.
- Letter of consent from the legal representative
- Certificate fee: (domestic delivery: NT\$1,000 paid by postal money order; foreign delivery: US\$45)
- Those who have the national ID card and the IC ATM card issued by a local card issuance bank may pay NT\$ _____ online; do you need the receipt for the payment?: yes no (in principle, no receipt is issued for online payment); account name: _____ (for refund in case of element non-conformity); Bank (for money transfer): _____ Bank _____ branch, account No. _____ (please refer to the flowchart and guidelines for online payment of nationality fee below)

Applicant:

(sign and seal)

legal representative :

(sign and

seal)

Application date: _____

Applicant's contact tel. No.:

Applicant's contact address:

Name and tel. No. of domestic contact person:

Scanning person:

Image checking person:

Agreement

I hereby agree to the following:

- | | | |
|--|-----------|--|
| <input type="checkbox"/> Son _____ date of birth: | Apply for | <input type="checkbox"/> naturalization |
| <input type="checkbox"/> Daughter _____ date of birth: | | <input type="checkbox"/> restoration |
| <input type="checkbox"/> ward _____ date of birth | | <input type="checkbox"/> loss of ROC nationality |
| | | <input type="checkbox"/> revocation of the loss |
| | | <input type="checkbox"/> others |

Agreed by (father): **(sign or seal)**

National ID card No.:
 Nationality / passport No.:
 Address (domestic / abroad):
 Tel. No.:

Agreed by (mother) **(sign or seal)**

National ID No.:
 Nationality / passport No.:
 Address (domestic / abroad):
 Tel. No.:

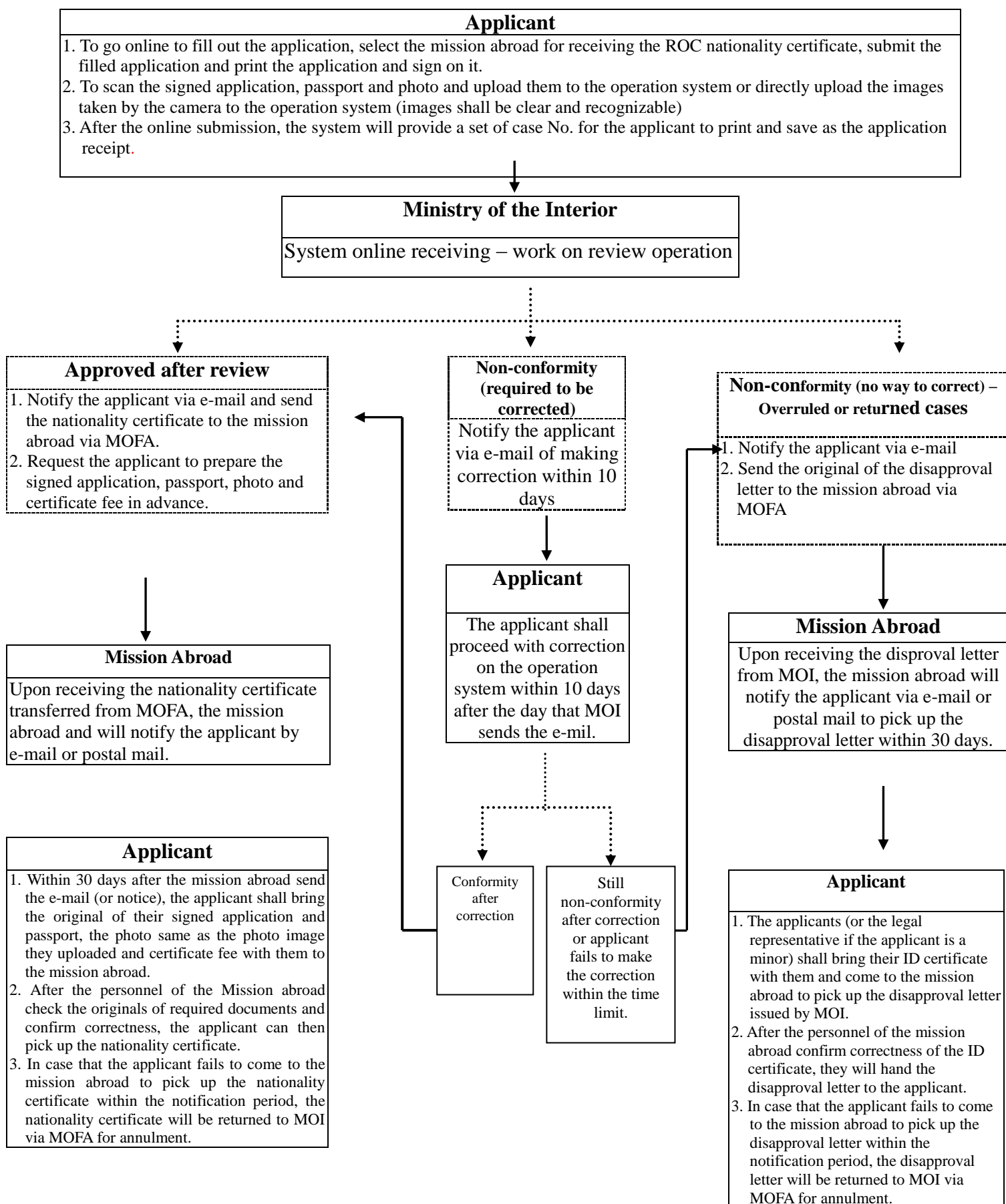
Agreed by (guardian): **(sign or seal)**

National ID No.:
 Nationality / passport No.:
 Address (domestic / abroad):
 Tel. No.

Date: _____

Note: The Agreement shall be filled out by the legal representative(s) when representing their minor children to apply for alteration of nationality. If both parents are all the legal representatives, both of them shall fill out the Agreement. In case of more than one guardian, all of the guardians shall fill out the Agreement.

Flowchart for ROC Overseas Nationals to Apply Online for ROC Nationality Certificates



Directions and Precautions for ROC Overseas Nationals to Apply Online for ROC Nationality Certificates

1. Governing law for nationality certificate application (law inquiry website: <https://www.ris.gov.tw/app/portal/96>)
 - (1) Directions for issuance of ROC nationality certificate
 - (2) Charge Standards for Nationality Fees
2. Applicant
 - (1) Online nationality certificate application is only applicable to ROC overseas nationals, in which the applicant shall be the concerned person.
 - (2) For minors, the application shall be filed by their legal representative.
3. Attached certificates
 - (1) For online applications, image files shall be uploaded
 - i. The signed application
 - ii. Valid ROC passport
 - iii. The applicant's full-face half-length color photo taken within the last two years. The photo specification shall be consistent with that of the photo on the national ID card (<https://www.ris.gov.tw/app/portal/187>).
 - iv. For minors, their legal representative's ID certificate, agreement of Legal representative and the parent-child relationship certificate shall be additionally uploaded.
 - (2) Certificates required to be submitted to the Mission Abroad by the applicant in order to pick up the ROC nationality certificate:
 - i. The original of the signed application.
 - ii. The original of the valid ROC passport
 - iii. The photo same as the updated photo image. The photo specification shall be consistent with that of the photo on the national ID card.
 - iv. Certificate fee (US\$45) (the fees may be charged by converting them to the local currency according to the provisions of currency conversion for the charge of consular fees).
 - v. If the application is filed by the legal representative, the legal representative shall submit their ID certificate and the parent-child relationship certificate.
4. Steps to apply for ROC nationality certificate on the website of Dept. of Household Registration:
 - (1) On line application
 - i. The applicant shall go online to fill out the application and submit the filled application, followed by printing the application and signing on it.
 - ii. To scan the signed application, passport and photo and upload them to the operation system or directly upload the images taken by the camera to the operation system (images shall be clear and recognizable).
 - iii. After the online submission, the system will provide a set of case No. for the applicant to print as the application receipt for future reference. The applicant can still correct the data and upload the required certificates and documents within 24 hours. However, the National ID No., the name of Mission Abroad where the certificate will be picked up, password and the 1st set of e-mail information are not allowed to revise. Thus, please be careful when filling in the details. .
 - iv. The review operation will be initiated 24 hours after the application is submitted. By then, if the filled information are required to revise or there is any doubt about the information, the applicant shall indicate the case No. and

applicant's basic information and notify MOI (MOI's e-mail address is moi5490@moi.gov.tw) by e-mail. Upon receiving notification from the applicant, MOI will respond to the applicant about their handling results.

v. After MOI's review, if the application is required to correct, MOI will notify the applicant by e-mail, whereas the applicant shall make the correction online.

vi. Prior to MOI completing the review of the application (i.e. before MOI notifies any permit, rejection or overruling of the application by e-mail), applicants may withdraw their nationality certificate application online, for which MOI will respond to the applicant about the handling results by e-mail after receiving the applicant's withdrawal application.

(2) The applicant picks up their ROC nationality certificate at the Mission Abroad:

i. After MOI approves the online application for the ROC nationality certificate, it will send the ROC nationality certificate to the Mission Abroad designated by the applicant via MOFA. After receiving the notice from the Mission Abroad, the applicant (or the legal representative if the applicant is a minor) shall come to the Mission Abroad to pick up the ROC nationality certificate within 30 days.

ii. The applicant picks up the ROC nationality certificate after the personnel of the Mission Abroad check the originals of related documents and confirm correctness.

5. Precautions:

(1) Please be sure to keep receiving your emails, so as to keep abreast of the application progress notified by MOI and the Mission Abroad.

(2) If you do not apply for the nationality certificate online, you (or the legal representative if the applicant is a minor) may still follow point 3 of the Directions for Issuance of the ROC Nationality Certificate to apply to the Mission Abroad in person, with which the Mission Abroad will send your application to MOI through MOFA for issuance.

(3) The software "**Adobe Reader**" is required when downloading the application.

(4) The formats of the certificate files to be uploaded are limited to jpg, gif, bmp, png and pdf (file must not exceed 20MB).

(5) Prior to filing an online application for the nationality certificate, please peruse the "Flowchart for ROC Overseas Nationals to Apply Online for ROC Nationality Certificates", and the "Directions for ROC Overseas Nationals to fill out the Form for Online Application for ROC Nationality Certificates"

Directions for ROC overseas Nationals to Fill out the Form for Online Application for ROC Nationality Certificates

1. Basic information column

(1) Chinese name

1. Those who have household registration in Taiwan shall fill in the name according to the household registration.
2. Those who have never had household registration in Taiwan shall fill in the name according to the basic information page of the ROC passport.

(2) English name

Please fill in the English name according to the basic information page of the ROC passport (please write in block capitals)

(3) Birth place

1. Those who have household registration in Taiwan shall click the birth place indicated in their household registration.
2. For those who do not have household registration in Taiwan or do not have birth place in their household registration record:
 - i. Those who were born in Taiwan shall follow the Household Registration Act to click the province (city) and county (city) where they were born.
 - ii. Those who were born abroad shall click the country or region where they were born, e.g. the U.S., Japan, etc.
3. If the drop-down menu does not have your birth place, you may fill your birth place in the column on your own.

(4) National ID number

Those who have (or had) household registration in Taiwan and have the national ID number shall fill in their national ID number in accordance with their national ID card, household certificate or household certificate transcription. This information cannot be revised after being filled in.

(5) Passport number

Please fill in the passport number according to the basic information page of the ROC passport.

(6) Domestic household address (in Chinese)

Those who have (had) household registration in Taiwan shall fill in their latest registered household address according to their National ID card, household certificate or household certificate transcription.

(7) Foreign residence address (in English)

Please fill in block capitals. The country of the applicant's residence is required to fill in.

(8) The reason for ROC nationality certificate application (please select from the menu)

1. spouse of a foreign national
2. apply for foreign patent rights
3. study abroad or being employed abroad
4. other reasons (please state the reason)

(9) Legal representative(s) (This column is for minors or wards only):

1. Both parents of the minor.
2. The father or mother who exercises the rights and assumes the obligations of the minor child (the certificate to prove the father or mother's exercise and assumption of the rights and obligations of the

- minor child shall be concurrently submitted).
3. Guardian(s) (they shall concurrently attach the certificate to prove their guardianship)
- (10) Applicant's foreign contact tel. number
Please fill in your foreign contact tel. number, so the Mission Abroad can reach you if required.
 - (11) Applicant's foreign correspondence address:
Please fill in your foreign correspondence address, so the Mission Abroad can contact you if required.
 - (12) Name and telephone number of the domestic contact
If any domestic relative, friend or family member of the applicant is available for contact, please leave their contact information. In case of any questions about your application, they will be able to help MOI contact you, so the application can be processed smoothly.
 - (13) Number of the applied pieces
Please fill in the number of applied pieces according to your requirement. The fee for the nationality certificate is US\$45.
 - (14) E-mail address for contact
 1. Please literally fill in more than one e-mail address, and keep an eye on the inbox, so MOI and the Mission Abroad can inform you of the application progress.
 2. After submitting the application, the first e-mail address cannot be revised.
 - (15) The Mission Abroad for receiving the nationality certificate
 1. Please carefully choose the Mission Abroad. Once the Mission Abroad is clicked and submitted, it cannot be revised in order to facilitate the process of the case.
 2. For the details of the Mission Abroad, please refer to the website of MOFA at <https://www.mofa.gov.tw/Default.html>.
 - (16) Password setup:
 1. Please make your password with 8 characters combining letters and numbers. Please be sure to remember your password. The password is required whenever you revise the data, do the correction and revoke the application case.
 2. The data cannot be revised after the application being submitted.
- 2. Certificates required to be submitted**
- (1) The signed ROC nationality certificate application
The applicant shall first fill out the application online, followed by printing the application, signing on it and uploading it
 - (2) Valid ROC passport
Please upload the image of the valid ROC passport (the cover page and the basic information page)
 - (3) Photo
Please upload your photo image, so MOI can smoothly produce and issue the ROC nationality certificate for you. The photo specification shall be same as that of the photo applied to your national ID card.
 - (4) Certificate fee
No uploading is required. Instead, the fee at US\$45 (the fees may be charged by converting them to the local currency according to the provisions of currency conversion for the charge of consular fees).
 - (5) Other household or ID certificate documents.

1. If the applicant has their national ID card, household certificate, household certificate transcription, they shall upload the image of them as the evidence data.
2. For minors, the application shall be filed by their parents as the legal representative and the parents' ID certificates as well as the agreement of Legal representative and the certificate of the parent-child relationship shall be attached. If the application is filed by a minor father or mother who exercises the minor's rights and assumes the minor's obligations, other than attaching the parent ID certificate and the certificate of the parent-child relationship, the certificate proving the father or mother's exercise of the minor's rights and assumption of the minor's obligations shall also be concurrently attached. If the legal representative is a guardian, the guardian shall concurrently attach their custody certificate.

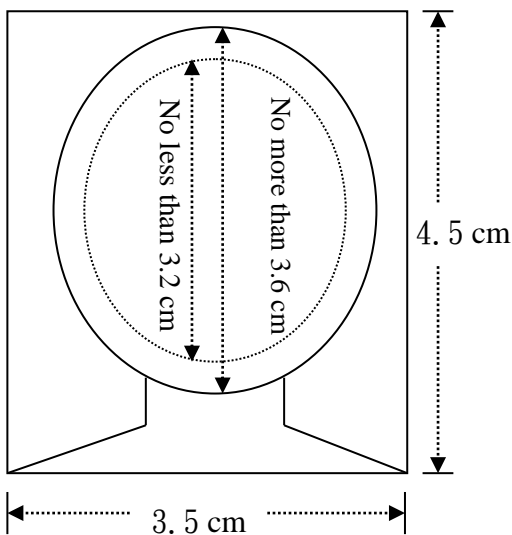
Photo Specification Required for 2005 Nationwide Replacement of National ID Cards

The applicant shall submit one full-face, half-length, bareheaded and thin glossy color photo with white background taken in the last two years, in which the applicant shall not wear colored glasses and their eyes, nose, mouth, face, ear contours, special moles, birthmarks, scars, etc. shall be clear without obscuration. The photo shall not be altered and shall be in the size of 4.5 cm in length and 3.5 cm in width making the applicant recognizable. The length of the portrait from the top of head to the lower jaw shall not be smaller than 3.2 cm and over 3.6 cm. Any composite photo is not allowed. Please indicate the applicant's name, national ID number and the date that the photo was taken on the back of the photo. The details required for the photo are as follows: (the photo sample is posted on the website of MOI at <https://www.ris.gov.tw>)

1. The photo shall be taken in the last two years.
2. The size of the photo shall be 4.5 cm in length and 3.5 cm in width and a close-up shot shall be taken on the head and top of the shoulders to make the face taking up 70 – 80% of the photo space.
3. The focus shall be clear and distinct and the photo shall be with high quality and without ink smear or creases.
4. When taking the photo, the eyes shall directly look to the shot of the camera, the skin tone shall naturally appear, and the brightness and contrast shall be appropriate.
5. The image shall be developed (printed) on the high quality photo paper with high resolution.
6. If the photo is taken by a digital camera, the image shall be with high color saturation and developed (printed) on photo paper.
7. The photo shall be with the neutral color.
8. The eyes shall be open and can be clearly seen. They shall not be covered by hair. The contour of the face shall be clearly presented without leaning or facing right/left side (similar to the portrait form). Both sides of the face, the contours of two ears, special moles, birthmarks and scars shall be clearly presented, and the photo shall not be altered. Microtia patients may cover their ear contours with their hair, but the both sides of their face shall still clearly appear without any obscuration.
9. The photo shall be taken with white background.
10. The light source shall be even without reflection of any shadow or flashlight on the face. Nor shall red eyes are allowed.
11. If the applicant wears glasses:
 - (1) The eyes shall be clearly presented without reflection of any flashlight on the glasses. No colored glasses are allowed (however, visually impaired applicants may wear colored glasses).

- (2) To make sure that the frame of the glasses does not cover any part of the eyes (please avoid big and heavy eye glasses frames, instead, please wear light and handy glasses).
12. For those who are required to wear turbans/scarfs due to religious reason, the five facial features from the bottom of the jaw to the forehead and the contours of both sides of the face shall be clearly presented.
13. The photo shall show the image of the applicant only (the images of chair back, toys or other people shall not appear in the photo). When taking the photo, the eyes shall directly look to the shot of the camera without any special facial expression and the mouth shall be closed.

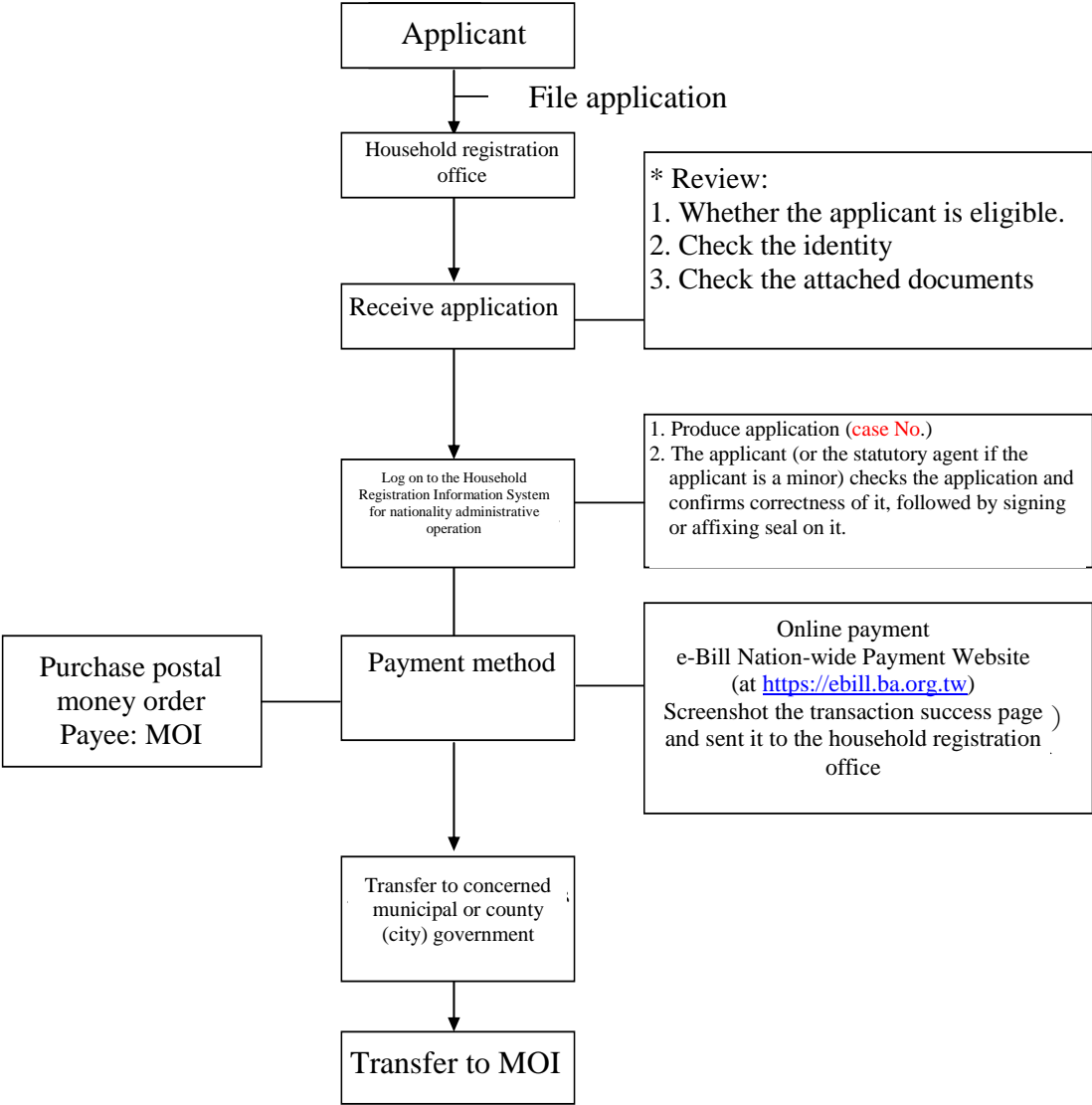
Attachment : size of the photos



Notes:

1. To avoid affecting photo effects and beauty of the new certificate, it is recommended that the public wear dark color clothes and avoid light color clothes for photo taking.
2. Hair tying and dyeing are not restricted. There is no restriction for those who are under chemotherapy or have thin hair due to their personal physical constitution to wear a wig.
3. For those who wear long hair, in principle, the bangs shall not cover their eyebrows and any of their five facial features. The hair on the temples shall be part of the hair. If it is too long and apparently covers the ears, it shall be properly trimmed. Nevertheless, the hair shall not deliberately cover the ears. There is no restriction for wearing a beard.
4. Earrings and nose rings are not restricted, but the facial features or contours of eyes, nose, mouth, face and two ears shall not be deliberately obscured.
5. "No special facial expressions with closing mouth" refer to natural facial expressions without exaggeration, but smile is not restricted.

Flowchart and Directions for the Operation of Online Payment for Domestic Nationality Certificate Fee



Description:
Those who have the IC ATM card issued by a local card issuance bank may pay the fee of NT\$_____ online. For overruled or rejected cases, the refund account name is _____, the account-transfer bank is _____ bank, _____ branch and the account No. is _____

Those who have the IC ATM card issued by a local card issuance bank may go on Internet with computer and enter the financial information service company “e-Bill Nation-wide Payment Website” at <https://ebill.ba.org.tw> or download the “e-Bill Nation-wide Payment Website APP” with the mobile device having the “mobile financial card” and select the “Treasury Proceeds / Expenses” under the item of the

“Government Agency Related Expenses”

Treasury payment account No.: 05080101023006

Payment receipt No.:

Domestic application cases: 3 + 1 + letters in alphabet converting into numbers (2 digits) + last 8 digits of the case No. for a total of 12 digits. Example: If the nationality certificate case No. is 1C00123456, the payment receipt No. shall be 310300123456.

National ID No. (or business registration No.): National ID No. or alien resident certificate No. (including letter(s)); example: A123456789 or AD00123456.

Letter corresponding operation for the numbering of nationality alteration cases is as follows:

B: with nationality acquisition

E: with naturalization candidacy

T: with nationality naturalization

S: with loss of naturalization

L: with revocation of loss of nationality

R: with restoration of nationality

C: with nationality certificate

CA: with online application for nationality certificate

D: Revocation procedure

G/N: Replacement / reissuance procedure

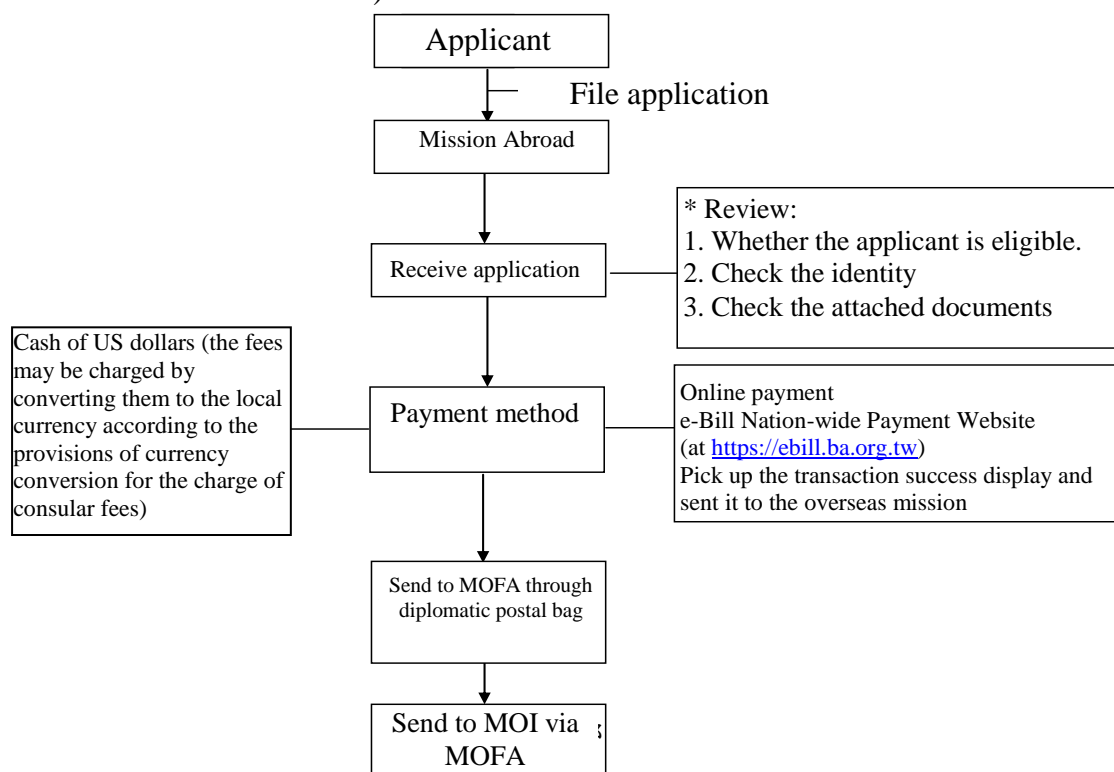
M: Naturalization test

H: Replacement/reissuance of naturalization test transcript.

Cross reference list of letters and numerals

Letter	Numeral	Letter	Numeral	Letter	Numeral
A	01	J	10	S	19
B	02	K	11	T	20
C	03	L	12	U	21
D	04	M	13	V	22
E	05	N	14	W	23
F	06	O	15	X	24
G	07	P	16	Y	25
H	08	Q	17	Z	26
I	09	R	18		

Flowchart and Directions for the Operation of Online Payment for Overseas Nationality Certificate Fee
(For those who have national ID number and IC ATM card issued by a domestic card issuance bank)



Description:

Those who have the IC ATM card issued by a domestic card issuance bank may pay the fee of NT\$_____ online. For overruled or rejected cases, the refund account name is _____, the account-transfer bank is _____ bank, _____ branch and the account No. is _____

Those who have the IC ATM card issued by a domestic card issuance bank may go on Internet with computer and enter the financial information service company “e-Bill Nation-wide Payment Website” at <https://ebill.ba.org.tw> or download the “e-Bill Nation-wide Payment Website APP” with the mobile device having the “mobile financial card” and select the “Treasury Proceeds / Expenses” under the item of the “Government Agency Related Expenses”

Treasury payment account No.: 05080101023006

Payment receipt No.:

Those who apply abroad for loss of nationality, replacement / reissuance of the nationality permit certificate or the ROC nationality certificate

(shall have their national ID certificate number and IC ATM card issued by a domestic card issuance bank): 3 + 1 + the last nine digits of the national ID No. for a total of 11 digits. Example: If the national ID No. is A123456789, the payment receipt No. shall be 31123456789.

National ID No. (or business registration No.): National ID No. (containing a letter); example: A123456789