

Tipps and Tricks to get a VISA in Taiwan

Hints from the Program Coordinator:

- The official **Program** acceptance letter you get via post does not differ from the one we send you via e-mail (there is no additional stamp on it or something alike. You can print the e-mail version for your appointment in the embassy)

Steps to take (which requirements do you need to fulfill in your country?)

- Make an appointment with the embassy once you received the Program acceptance letter and/or the LMU acceptance letter from the International Office
- Below is a list of the required documents for VISA application:
 1. Passport + x2 copies (needs to be valid for at least 3 months after obtaining the visa)
 2. Application forms for (a) long term VISA application, and (b) VISA application statement
 3. x3 2" photos taken within the past 3 months
 4. Acceptance letter, official letter + x2 copies (from the program and/or LMU)
 5. The latest graduation certificate, official certificate + x2 copies (English version)
*if still studying, provide all college transcripts and school attendance certificate, official transcript/certificate + x2 copies (English version)
 6. Proof of having taken German courses, official certificate + x2 copies
 7. Proof of financial resource, official statement + x2 copies (4 ways):
 - (a) at least 7908 euro saved in your bank for a minimum of 3 months before the submission of application)
 - (b) "Verpflichtungserklärung" = find a guarantor to state that he or she is willing to provide financial support during the study period (such as parents).
 - (c) Proof of scholarship
 - (d) Proof of having opened a "Sperrkonto"
 8. Cost of application: 60 euros, in TWD (not refundable if your application got rejected)
- After submitting your application, the processing time can take as long as 2 -3 months.
- Once it is ready, the embassy will notify you via email to get your VISA. You can also ask the VISA to be mailed to you (express). In this case you will have to sign a document for the potential risk of losing the document.

**For complete information, visit "<http://www.taipei.diplo.de/Vertretung/taipei/zh-tw/Startseite.html>"

Peculiarities of your country (e.g. meetings at the embassy cost money, missing documents lead to rejection or only put your VISA process "on hold", ...)

- If you miss one or some of the required documents, your application will be put on hold, and you are required to submit the missing document(s) shortly.

- The embassy is located inside Taipei 101, to access the office, you'll have to call the office and get the guest's card using the machines at the first floor. The office is located at the 33rd floor of Taipei 101.

Tips and Tricks (what helped you to get your VISA in time?)

- The date of the appointment needs to be **2 months** before departure, the latest. Thus, make sure to make the appointment as soon as you get the acceptance letter. In case of bad luck, people do drop off their appointments quite frequently, so that you can take their spots). To make an appointment, go to "www.taipei.diplo.de"