

# 勞動部勞動力發展署

## Workforce Development Agency, Ministry of Labor

外國專業人員工作許可申辦網

Website of EZ Work Permit

第六章

僑外生

繳費方式介紹與案件送審

Introduction to payment methods and  
case submission

網站操作手冊


Website User Manual\_

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## 1. 審查費資料-繳費方式 Review of fee information - payment method

### 1.1. 繳費方式-選擇【郵局繳費】 Payment by post office

<p>功能名稱 Function</p>	<p>審查費郵局繳費資料 Payment by post office</p>
<p>功能說明 Description</p>	<p>選擇郵局繳費與填寫 Post office payment process</p>
<p>操作步驟 Step</p>	<p>操作畫面 Operation Screen</p>
<p>依「第五章_案件建檔流程教學」 »導至「Step5. 審查費資料」頁面， 點選<b>繳費方式【郵局繳費】</b>，預先 至郵局繳費後，將「交易日期」、「交 易局號」及「郵政劃撥收據編號」 輸入審查費相關欄位 ，完成請點選【<b>下一步</b>】。</p> <p>According to "Chapter 5_Case Filing Process"-"Step5. Application Fee Information" page, click the payment method [Post Office Payment], after paying the bill at the post office in advance, enter the " payment date", "branch code" and "receipt number" into the Examination Fee field, please click [Next]</p>	 <p>The screenshot shows the 'Examination Fee' form with the following details:</p> <ul style="list-style-type: none"> <li>Navigation: Step 1 (Personal Information), Step 2 (School Information), Step 3 (Application Form), Step 4 (Upload File), <b>Step 5 (Examination Fee Information)</b>, Step 6 (Application Review).</li> <li>Form Title: 審查費資料 examination fee</li> <li>Payment Method: <input checked="" type="radio"/> 郵局繳費 payment by post office</li> <li>Remittance Date: [Field with help icon]</li> <li>Post Office Remittance: [Field with help icon]</li> <li>Postal Remittance Receipt Number: [Field with help icon]</li> <li>Amount: 100</li> <li>Buttons: 上一步 previous, 案件暫存 save application, 離開(不儲存) Discard and leave the page., <b>下一步 next step</b></li> </ul>

系統出現：您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

郵政劃撥：繳費後經系統對帳成功才能成功送出申請案。

(系統將於繳費後隔日中午對帳)

請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用：新台幣 100 元。

諮詢電話：02-2380-1720。

點選【OK】按鈕。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

Postal remittance: application will be sent out if the system reconciles successfully

(system will reconcile on the next day after remittance).

Please confirm your payment method. If you change the payment method, duplicated payment might happen.

Payment amount: NTD\$100.

Information hotline:

02-2380-1720.

Click "OK" .

#### 系統訊息

您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

郵政劃撥：繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳)

請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用：新台幣100元。

諮詢電話：02-2380-1720。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

Postal remittance: application will be sent out if the system reconciles successfully (system will reconcile on the next day

OK

» 導至「Step6. 申請案檢視送審」頁面，檢視確認資料是否正確

Leads to "Step6. Application for Review and Submission" page, check whether the information is correct

案件管理 Application Management > LN019100E 學生案件管理 Student Application Management

申請進度檢視

個人基本資料 personal information

申請人姓名(中文) Name of applicant(Chinese)	林 達
申請人姓名(英文) Name of applicant(English)	LI DA
性別 Gender	(F) 女
國籍(地區) Nationality (or region)	(095) 澳門 MACAU
護照號碼 Passport number	31
統一編號 UID number	XU
出生年月日 Date of birth	19990226
聯絡電話 Phone number	091 11

學校就讀資料 school information

就讀學校 School attended	線上申請培訓社大學 UNCF UNIVERSITY
日夜班 Day/Night	日班制 Day School
系別 Faculty	多媒體
身分別 Identity	外國留學生-學士(四年制) foreign students
年級 year	大學(四年制) 4-year universities 1 年級 1 year 下學期 Second semester
學年 year	預定修業年限 expected study years 4 年 year
學校地址 School Address	(242) 新加坡新加坡中平路 嘉匯4樓(3樓)

工作許可申請資料 application form of work permit information

申請類別 application category	外國留學生 foreign students
申請項目 application type	工作許可 work permit
申請許可期間 Application time	2023/04/01 至 2023/09/30
工作許可遞交方式 Way of receiving the official document	電子公文 Electronic official document
工作許可可進行裝置拍攝 View your work permit on the mobile devices.	是 YES
行動裝置聯絡電話 mobile phone number	091 11
備註 Memo	

審查費資料 examination fee

繳費方式 Payment	郵局繳費 payment by post office
交易日期 remittance date	1120301
交易帳號 post office of remittance	0
郵政劃撥收據編號 receipt number of postal remittance	0 15
審查費金額 amount of examination fee	100
對帳結果	未入帳

繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳)  
Postal remittance: application will be sent out if the system reconciles successfully (system will reconcile on the next day after remittance).

準備文件 documents for application

護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反兩面影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses' grades	無
教育部專業核准證明 Ratinified certification of Ministry of Education	無
其他(依學校要求文件) Others (including school required documents)	無

審查費入帳後才能送出申請案

上一步 previous 離開 Leave

，審查費入帳後才能送出申請案，請等待入帳完成。

(系統將於繳費後隔日中午對帳)

Only if the application fee has been paid then you can send the application. (system will reconcile on the next day after remittance)

審查費資料 examination fee

繳費方式 Payment	郵局繳費 payment by post office
交易日期 remittance date	1120301
交易帳號 post office of remittance	0 0
郵政劃撥收據編號 receipt number of postal remittance	0 5
審查費金額 amount of examination fee	100
對帳結果	未入帳

繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳)  
Postal remittance: application will be sent out if the system reconciles successfully (system will reconcile on the next day after remittance).

準備文件 documents for application

護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反兩面影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses' grades	無
教育部專業核准證明 Ratinified certification of Ministry of Education	無
其他(依學校要求文件) Others (including school required documents)	無

審查費入帳後才能送出申請案

上一步 previous 離開 Leave

☺ 貼心小提醒

繳費後經系統對帳成功才能成功送出申請案。Postal remittance: application will be sent out if the system reconciles successfully.

對帳結果欄位系統顯示**已入帳**，請點選

**【下一步-送學校審核】**。

The application fee result field shows that the application fee has been paid, click here

**【Next step - send to school for review】**.

審查費資料 examination fee	
繳費方式 Payment	郵局繳費 payment by post office
交易日期 remittance date	1120301
交易局號 post office of remittance	0 0
郵政劃撥收據編號 receipt number of postal remittance	0 45
審查費金額 amount of examination fee	100
對帳結果	<b>已入帳</b>
郵局繳費 payment by post office	繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳) Postal remittance: application will be sent out if the system reconciles successfully (system will reconcile after remittance).
應備文件 documents for application	
護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反面影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses' grades	無
教育部專業核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	無

系統出現：**是否確定送學校審核?**，點選**【確認】**按鈕。

Are you sure to send the application to school for review?  
, click [Yes]

確認視窗 Window c... ✕

是否確定送學校審核 Are you sure to send the application to school for review?

確認Yes

取消Cancel

## 1.2. 繳費方式-選擇【ATM 繳費】 Payment by ATM

### 1.2.1. 繳費方式-選擇【ATM 繳費】 Payment by ATM

功能名稱 Function	審查費郵局繳費資料	
功能說明 Description	選擇郵局繳費與填寫	
	操作步驟 Step	操作畫面 Operation Screen
	<p>依「第五章_案件建檔流程教學」 »導至「Step5. 審查費資料」頁面， 選擇繳費方式【ATM 繳費】， 請點選【下一步】。</p>	

系統出現：您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

ATM 繳費：繳費後經系統對帳成功才能成功送出申請案。

(系統將於繳費後隔日中午對帳)

請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用：新台幣 100 元。

諮詢電話：02-2380-1720。

點選【OK】按鈕。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

ATM payment: application will be sent out if the system reconciles successfully (system will reconcile on the next day after payment).

Please confirm your payment method. If you change the payment method, duplicated payment might happen.

Payment amount: NTD\$100.

Information hotline:

02-2380-1720.

Click "OK" .

### 系統訊息

您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

ATM繳費：繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳)

請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用：新台幣100元。

諮詢電話：02-2380-1720。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

ATM payment: application will be sent out if the system reconciles successfully (system will reconcile on the next day after payment).

Please confirm your payment method. If you change the payment method, duplicated payment might happen.

Payment amount: NTD\$100.

Information hotline: 02-2380-1720.

OK



» 導至「Step6. 申請案檢視送審」頁面，檢視確認資料是否正確

Leads to "Step6. Application for Review and Submission" page, check whether the information is correct

案件管理 Application Management > LX019100E 學生案件管理 Student Application Management

申請進度檢視

個人基本資料 personal information	姓名	林 達
申請人姓名(中文) Name of applicant(Chinese)	姓 名	Li da
申請人姓名(英文) Name of applicant(English)	姓 名	LI DA
性別 Gender	(F) 女	
屬地(地區) Nationality (or region)	(09) 澳門 MACAU	
護照號碼 Passport number	3L	
統一編號 UI number	XU	
出生年月日 Date of birth	19990226	
聯絡電話 Phone number	091 111	
學校就讀資料 school information	就讀學校 School attended	線上申請培訓社大學 INCF UNIVERSITY
日夜班 Day/Night	日班制 Day School	
系別 Faculty	多媒體	
身分別 Identity	外國留學生-學士(四年制) foreign students	
年級 year	大學(四年制) 4-year universities 1 年級 year 下學期 Second semester	
學年 year	預定修業年項 expected study years 4 年 year	
學校(區)地址(School Address)	(242) 新九龍新社區中環路 廣匯4樓(3樓)	
工作許可申請資料 application form of work permit information	申請類別 application category	外國留學生 foreign students
申請類別 application type	申請許可種類 Application type	工作許可 work permit
申請許可日期 Application time	申請許可日期 Application time	2023/04/01 至 2023/09/30
工作許可遞交方式 Way of receiving the official document	工作許可遞交方式 Way of receiving the official document	電子公文 Electronic official document
工作許可進行狀態查詢 View your work permit on the mobile devices.	工作許可進行狀態查詢 View your work permit on the mobile devices.	是 YES
行動裝置聯絡電話 mobile phone number	行動裝置聯絡電話 mobile phone number	091 111
備註 Memo		
審查費資料 examination fee	繳費方式 Payment	ATM繳費 payment by ATM
審查費金額 amount of examination fee	審查費金額 amount of examination fee	100
對帳結果	對帳結果	未入帳
ATM繳費 payment by ATM	ATM繳費 payment by ATM	繳費後經系統對帳成功才能成功送出申請費。(系統將於繳費後隔日中午對帳) ATM payment: application will be sent out if the system reconciles successfully (system will reconcile on the next day after payment).
應備文件 documents for application	護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	學生證影本 Photocopy of student ID card	無
居留證正反影本 Front and back photocopy of the resident certificate	居留證正反影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses' grades	學習語言課程成績證明 Documentation of language courses' grades	無
教育部專業核准證明 Ratified certification of Ministry of Education	教育部專業核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 繳費序號檢視列印

，審查費入帳後才能送出申請案，請先點選【繳費序號檢視列印】按鈕。

Only if the application fee has been paid then you can send the application.

審查費資料 examination fee

繳費方式 Payment	ATM繳費 payment by ATM	
審查費金額 amount of examination fee	100	
對帳結果	未入帳	
ATM繳費 payment by ATM	繳費後經系統對帳成功才能成功送出申請費。(系統將於繳費後隔日中午對帳) ATM payment: application will be sent out if the system reconciles successfully (system will reconcile on the next day after payment).	
應備文件 documents for application	護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	學生證影本 Photocopy of student ID card	無
居留證正反影本 Front and back photocopy of the resident certificate	居留證正反影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses' grades	學習語言課程成績證明 Documentation of language courses' grades	無
教育部專業核准證明 Ratified certification of Ministry of Education	教育部專業核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 繳費序號檢視列印

系統出現：**是否確定 ATM 繳費?**，點選【**確認**】按鈕。

Payment by ATM for review?  
, click [Yes]



» 導至「ATM 繳費序號資料」頁面，  
點選【**列印繳費序號**】。  
根據**銷帳編號**至實體ATM或是  
連接網路郵局進行繳費。

備註：

1. 需透過郵局網路繳費者，點選【**中華郵政 WebATM 繳費**】，請繼續參閱本手冊下一章節。
2. 若為其他銀行 ATM 使用者，請用轉帳方式付款。

**(系統將於繳費後隔日中午對帳)**

Lead to to the "ATM Payment Number Information" page and click [Print The Payment Number].  
Pay the application fee according to the number by ATM. Or connect the online post office to pay the application fee.



勞動部勞動力發展署  
申辦外國專業人員工作許可  
ATM繳納審查費繳費序號

列印時間：112-03-25

ATM繳費案件資料			
	申請日期	案件序號	申請工作類別
1	112-03-21	112000	新聘 New Hire
請於送件當日23:59前完成繳費，俾利辦理文件審查事宜； 倘有重複繳納或誤繳情事，請將繳費憑證向勞動部勞動力發展署申請退還。			
審查費金額			
繳款金融機構代碼	700(中華郵政股份有限公司)		
ATM繳費序號	6120320		

1. If you need to pay through the post office network, click [Chunghwa Post WebATM Payment], please continue to the next chapter of this manual.

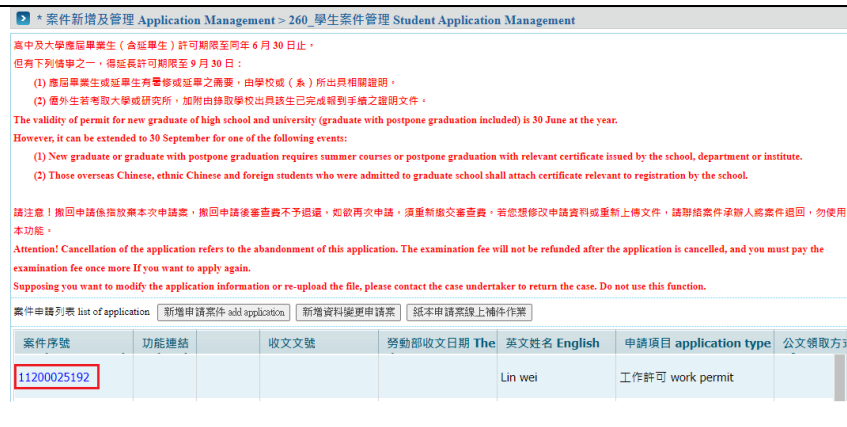
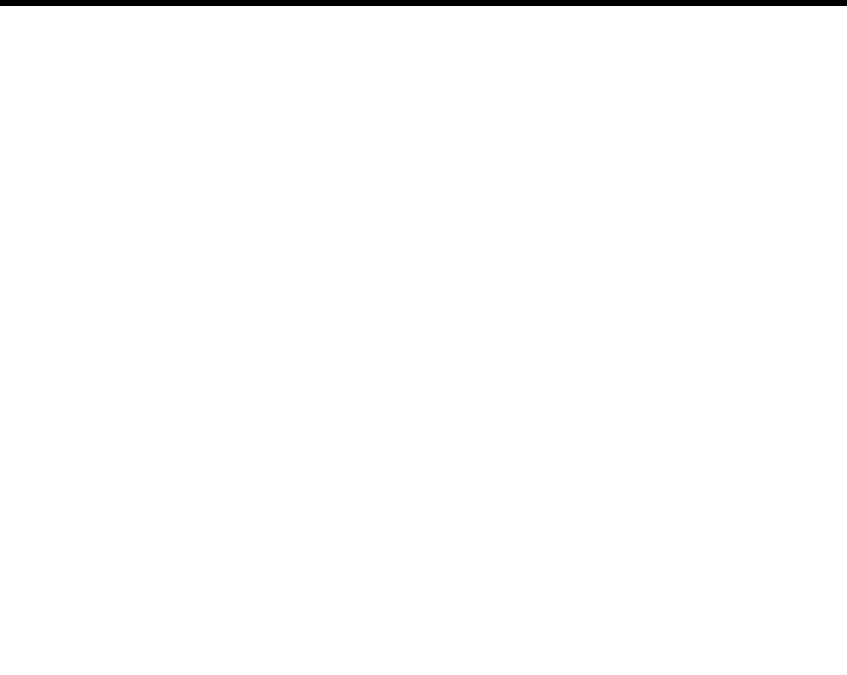
2. If you are an ATM user of bank, please pay the application fee by bank transfer  
**(system will reconcile on the next day after remittance)**

回到「案件管理 > 學生案件管理」頁面進行案件之維護，請點選**案件序號**。

Return to the "Case Management > Student Case Management" page for case maintenance, please click the case number.

» 導至「Step6. 申請案檢視送審」頁面，檢視確認資料是否正確，並確認**對帳結果欄位系統顯示已入帳**，請點選【**下一步-送學校審核**】。

Leads to "Step6. Application Review and Submission" page, check the information and confirm application fee has been paid. Please click [Next - Send to School for Review].



😊 **貼心小提醒**

繳費後經系統對帳成功才能成功送出申請案。Postal remittance: application will be sent out if the system reconciles successfully.

系統出現：**是否確定送學校審核?**，點選【**確認**】按鈕。

Are you sure to send the application to school for review?  
, click [Yes]

確認視窗 Window c...

是否確定送學校審核 Are you sure to send the application to school for review?

確認Yes

取消Cancel

## 1.2.2. 中華郵政 WebATM 繳費 Chungghwa Post WebATM Payment

功能名稱 Function	中華郵政 WebATM Chungghwa Post WebATM Payment
功能說明 Description	中華郵政 WebATM 繳費流程 Chungghwa Post WebATM Payment
操作步驟 Step	操作畫面 Operation Screen
<p><b>點選登入</b> (網路郵局操作如有異常請洽 0800-700365 或 04-23542030 詢問)。</p> <p>(Should you have any questions, please contact the system service: 0800-700365 or 04-23542030)</p>	
<p><b>點選登入</b> (網路郵局操作如有異常請洽 0800-700365 或 04-23542030 詢問)。</p> <p>(Should you have any questions, please contact the system service: 0800-700365 or 04-23542030)</p>	

### 輸入晶片卡密碼

(網路郵局操作如有異常請洽 0800-700365 或 04-23542030 詢問)。

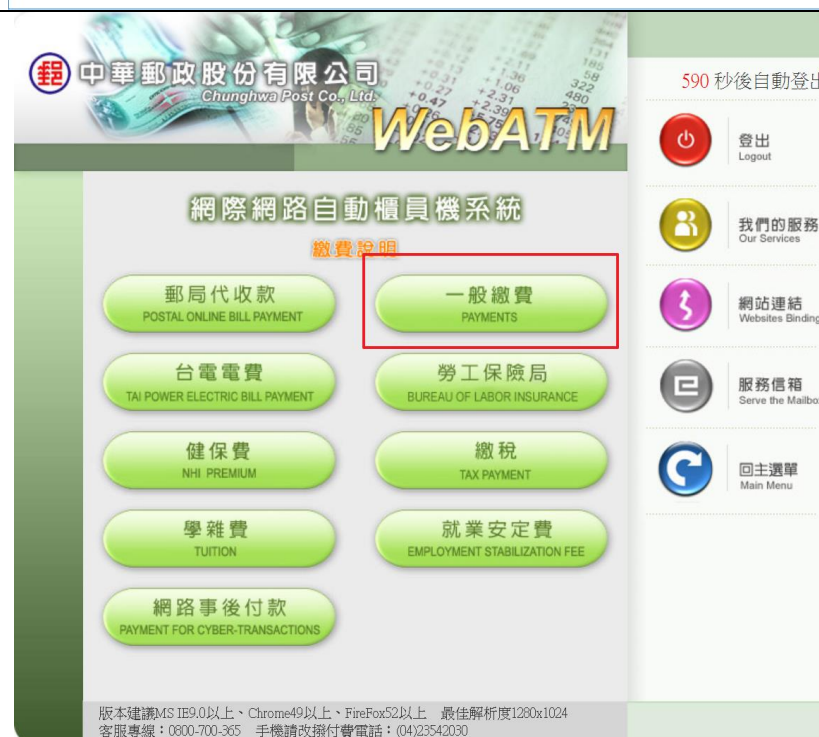
Enter the PIN CODE  
(Should you have any questions, please contact the system service: 0800-700365 or 04-23542030)



### 選擇一般繳費

(網路郵局操作如有異常請洽 0800-700365 或 04-23542030 詢問)。

Select "PAYMENTS"  
(Should you have any questions, please contact the system service: 0800-700365 or 04-23542030)



輸入**銷帳編號與繳款金額**  
後，點選**確定**按鈕，即完成繳  
費  
(網路郵局操作如有異常請  
洽 0800-700365 或  
04-23542030 詢問)。

After entering the payment  
number and the amount of the  
application fee.  
Click “Confirm”  
(Should you have any  
questions, please contact the  
system service: 0800-700365 or  
04-23542030)



中華郵政WebATM - Google Chrome  
webatm.post.gov.tw/postatm/portal

中華郵政股份有限公司  
Chungwa Post Co., Ltd.  
WebATM

594 秒後自動登出

登入  
Logout

我們的服務  
Our Services

網站連結  
Websites Binding

服務信箱  
Serve the Mailbox

回主選單  
Main Menu

僅供操作手冊用案例


一般繳費

請選擇扣款帳號 Transferor A/C	700-中華郵政股份有限公司 0002
請選擇轉入銀行 Transferee BankID	700-中華郵政
請輸入銷帳編號 Customer's Number	6120 (至多16位)
請輸入繳款金額 Payment Amount	100

確認 清除

版本建議MS IE9.0以上、Chrome49以上、Firefox52以上 最佳解析度1280x1024  
客服專線：0800-700-365 手機請改撥付費電話：(04)23542030

### 1.3. 繳費方式-選擇【台灣 PAY 繳費】 Payment by Taiwan Pay

功能名稱 Function	審查費台灣 PAY 繳費送審 Payment by Taiwan Pay
功能說明 Description	選擇台灣 PAY 繳費送審 Taiwan Pay payment process
操作步驟 Step	操作畫面 Operation Screen
<p>依「第五章_案件建檔流程教學」 » 導至「Step5. 審查費資料」頁面， 選擇繳費方式【台灣 Pay 繳費】， 點選【下一步】。</p> <p>According to "Chapter 5_Case Filing Process"-"Step5. Application Fee Information" page, click the payment method [Taiwan Pay]. Please click [Next]</p>	



系統出現：您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

臺灣 Pay:請您在必須在產製 QR-code 之 5 分鐘內完成繳費，經系統對帳成功才能成功送出申請案。(系統將於繳費後立即對帳)

請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用:新台幣 100 元。

諮詢電話:02-2380-1720。 ,

點選【OK】按鈕。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

Taiwan Pay: payment should be completed within 5 minutes after generating the QR code, and application will be sent out if the system reconciles successfully (system will reconcile immediately after the payment).

Please confirm your payment method. If you change the payment method, duplicated payment might happen.

Payment amount: NTD\$100.

Information hotline:

02-2380-1720.

Click “OK” 。

#### 系統訊息

您必須繳費且經系統對帳成功，才能送出申請案。

繳費方式如下：

郵政劃撥：繳費後經系統對帳成功才能成功送出申請案。(系統將於繳費後隔日中午對帳)  
請您確認繳費方式，若有修改或更換繳費方式，可能造成重複繳費之情形。

申請案費用:新台幣100元。

諮詢電話:02-2380-1720。

Your application will be sent out only if you have paid the fees and the system reconciles successfully.

Fee payment methods :

Postal remittance: application will be sent out if the system reconciles successfully (system will reconcile on the next day

OK

»導至「Step6. 申請案檢視送審」頁面，檢視確認資料是否正確

Leads to "Step6. Application for Review and Submission" page, check whether the information is correct

案件管理 Application Management > LX019100E 學生案件管理 Student Application Management

Step 1 個人基本資料 personal information  
Step 2 學校基本資料 school information  
Step 3 工作許可申請表 application form of work permit information  
Step 4 繳費及上傳 school fee  
Step 5 申請費收據 submission fee information  
Step 6 申請案檢視送審 Application review

申請案檢視送審

<b>個人基本資料 personal information</b>	
申請人姓名(中文) Name of applicant(Chinese)	林 進
申請人姓名(英文) Name of applicant(English)	LI JIN
性別 Gender	(F) 女
臺灣地區 Nationality (or region)	(09) 澳門 MACAU
護照號碼 Passport number	31
統一證號 UI number	XU
出生年月日 Date of birth	19990226
聯絡電話 Phone number	091 111
<b>學校基本資料 school information</b>	
申請學校 School attended	線上申請培訓社大學 ENCF UNIVERSITY
日夜班 Day/Night	日班制 Day School
系別 Faculty	多媒體
身分別 Identity	外國留學生-學士(四年制) foreign students
年級 year	大學(四年制) 4-year universities 1 年級 1 year 下學期 Second semester
學年 year	規定修業年限 expected study years 4 年 year
學校地址 School Address	(C42) 新北市新莊區中平路 國權大樓(3樓)
<b>工作許可申請資料 application form of work permit information</b>	
申請類別 application category	外國留學生 foreign students
申請項目 application type	工作許可 work permit
申請許可期間 Application time	2023-04-01 至 2023-09-30
工作許可遞交方式 Way of receiving the official document	電子公文 Electronic official document
工作許可進行狀態查詢 View your work permit on the mobile devices.	是 YES
行動裝置聯絡電話 mobile phone number	091 1
備註 Memo	
<b>審費資料 examination fee</b>	
繳費方式 Payment	台灣Pay 繳費 payment by Taiwan Pay
審費金額 amount of examination fee	100
對帳結果	未入帳
台灣Pay 繳費 payment by Taiwan Pay	請您在必須在產生QR-code之5分鐘內完成繳費。經系統對帳成功才能成功送出申請案。(系統將於繳費後立即對帳) Taiwan Pay: payment should be completed within 5 minutes after generating the QR code, and application will be sent out if the system reconciles successfully (system will reconcile immediately after the payment).
<b>應備文件 documents for application</b>	
護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反兩面影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses/ grades	無
教育部專案核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 進行台灣Pay繳費

(系統將於繳費後隔日中午對帳)  
(system will reconcile on the next day after remittance)

<b>審費資料 examination fee</b>	
繳費方式 Payment	台灣Pay 繳費 payment by Taiwan Pay
審費金額 amount of examination fee	100
對帳結果	未入帳
台灣Pay 繳費 payment by Taiwan Pay	請您在必須在產生QR-code之5分鐘內完成繳費。經系統對帳成功才能成功送出申請案。(系統將於繳費後立即對帳) Taiwan Pay: payment should be completed within 5 minutes after generating the QR code, and application will be sent out if the system reconciles successfully (system will reconcile immediately after the payment).
<b>應備文件 documents for application</b>	
護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反兩面影本 Front and back photocopy of the resident certificate	無
學習語言課程成績證明 Documentation of language courses/ grades	無
教育部專案核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 進行台灣Pay繳費

☺ 貼心小提醒

繳費後經系統對帳成功才能成功送出申請案。Postal remittance: application will be sent out if the system reconciles successfully.

，審查費入帳後才能送出申請案，請先點選【進行台灣Pay繳費】按鈕。

Only if the application fee has been paid then you can send the application.

Please click [Taiwan Pay]

審查費資料 examination fee	
繳費方式 Payment	台灣Pay繳費 payment by Taiwan Pay
審查費金額 amount of examination fee	100
對帳結果	未入帳
台灣Pay繳費 payment by Taiwan Pay	請您在必須在生成QR-code之5分鐘內完成繳費，經系統對帳成功才能成功送出申請案。(系統將於繳費後立即對帳) Taiwan Pay: payment should be completed within 5 minutes after generating the QR code, and application will be sent out if the system reconciles successfully (system will reconcile immediately after the payment).
應備文件 documents for application	
護照影本(此為應備文件) Photocopy of Passport/Documents required	已上傳 Uploaded
學生證影本 Photocopy of student ID card	無
居留證正反面影本 Front and back photocopy of the resident certificate	無
學習語言課程或檢證明 Documentation of language courses/ grades	無
教育部專業核准證明 Ratified certification of Ministry of Education	無
其他(含學校要求文件) Others (including school required documents)	無

上一步 previous 離開 Leave 進行台灣Pay繳費

系統出現：是否確定台灣Pay繳費？，點選【確認】按鈕。

Did you pay by Taiwan Pay for examination?  
， click [Yes]



導至台灣 Pay QRcod 頁面，開啟手機台灣 PayApp 掃描，在 5 分鐘內完成繳費。

Lead to the Taiwan Pay QRcod page, open the mobile Taiwan PayApp scan, and complete the payment within 5 minutes.

案件管理 Application Management > LX01XX0X1900SPQRcode.xmlIC 學生案件管理 Student Application Management

台灣 Pay 繳費 QR code

審查費金額 100 元  
請務必於 QR Code 有效時間內完成掃描及繳費，否則無法送件，QR Code 有效時間：04:59  
Scanning and payment must be completed within the valid time of QR Code, otherwise you cannot submit the application. The valid time of the QR Code : 04:59  
台灣Pay繳費請於QRCode有效時間內完成繳費，俾利辦理文件審查事宜；倘有重複繳費或請款情事，請將截具上交易明細截圖印出後，向勞動部勞動力發展署申請退還。  
Please complete the payment while the QR code is valid. If you overpay or pay incorrectly for the application, please keep the screenshot of the payment detail on your mobile device to apply for refund to the Workforce Development Agency.

掃描收付

掃描收付

交易成功

付款帳號 XXXX-0000000000000000  
交易時間 XXX/XX/XX XX:XX:XX  
交易金額 TWD 500  
手續費 TWD 15  
商店名稱 XXXX  
詳細資訊

(1) 如**確認已繳款成功**且系統有即時對帳，系統出現：**繳費成功!**，請點選【OK】按鈕，系統將直接送學校審核。

If the application fee has been paid successfully and the system shows Payment successful!, please click the [OK] button, and the system will directly send it to the school for review.

(1)



案件管理 > 260\_ 繳款繳費查詢資料 Information of Payment Procedure  
繳費 Pay QR code

繳費成功! System Message  
繳費成功!  
OK

繳款金額 900 元  
繳納 QR Code 有效時間內完成繳款繳費，QR Code 有效時間：08:54  
未顯示交易紀錄請與廠商聯繫!

繳款金額 900 元  
繳納 QR Code 有效時間內完成繳款繳費，QR Code 有效時間：18:28  
未顯示交易紀錄請與廠商聯繫!

案件新增及管理 Application Management > 260\_ 學生案件管理 Student Application Management

高中及大學應屆畢業生(含延畢生)許可期限至同年 6 月 30 日止。  
但有下列情事之一者，得延長許可期限至 9 月 30 日：  
(1) 應屆畢業生或延畢生有重修或延畢之需要，由學校或(系)所出具相關證明。  
(2) 應外生若考取大學或研究所，加附由錄取學校出具該生已完成報到手續之證明文件。  
The validity of permit for new graduate of high school and university (graduate with postpone graduation included) is 30 June at the year.  
However, it can be extended to 30 September for one of the following events:  
(1) New graduate or graduate with postpone graduation requires summer courses or postpone graduation with relevant certificate issued by the school, department or institute.  
(2) Those overseas Chinese, ethnic Chinese and foreign students who were admitted to graduate school shall attach certificate relevant to registration by the school.

請注意! 逾期申請係指放棄本次申請案，逾期申請後審查費不予退還，如欲再次申請，須重新繳交審查費，若您想修改申請資料或重新上傳文件，請聯絡案件承辦人將案件退回，勿使用本功能。  
Attention! Cancellation of the application refers to the abandonment of this application. The examination fee will not be refunded after the application is cancelled, and you must pay the examination fee once more if you want to apply again.  
Supposing you want to modify the application information or re-upload the file, please contact the case undertaker to return the case. Do not use this function.

案件序號	功能連結	收文文號	發動部收文日期	英文姓名 English	申請項目 application type	公文領取方式 Ways	申請狀態
11200025192	撤回申請			Lin wei	工作許可 work permit		學校審核中 The school applicatio under examinat

(2) 如**確認已繳款成功**，但系統未即時對帳，系統出現：**台灣 Pay 繳費逾時**，請點選「是」重新產製 QR Code 繼續以台灣 Pay 繳費方式繳交審查費，如**要重新選擇繳費方式請點選「否」**，請點**不要點選**按鈕，請等下個工作日中午前系統重新對帳，重新登入帳號後，260\_學生案件管理，請點選【**繳費結果查詢**】按鈕，系統出現：**繳費成功!**，請點選【OK】按鈕，系統將直接送學校審核。

(已繳款成功無法送審，請提供資料至線上系統客服電子信箱：[ezwp@wda.gov.tw](mailto:ezwp@wda.gov.tw)查詢)

(2)



案件管理 Application Management > LX01XX0X1900SPQRcodeView.xm1C 學生案件管理 Student Application Management  
繳費 Pay QR code

繳費確認視窗  
台灣Pay繳費逾時，請點選「是」重新產製QR Code繼續以台灣Pay繳費方式繳交審查費，如要重新選擇繳費方式請點選「否」  
是 Yes 否 No

繳款金額 180 元  
繳納 QR Code 有效時間內完成繳款繳費，否則無法繳件，QR Code 有效時間：08:00  
Scanning and payment must be completed within the valid time of QR Code, otherwise you cannot submit the application. The valid time of the QR Code is 08:00  
台灣Pay繳費逾時QRCode有效時間內完成繳費，俾利辦理文件審查事宜，倘有重新繳費或請換傳單，請或親至上交易服務櫃檯面詢或：向發動部發動力發展署申請退還。  
Please complete the payment while the QR code is valid. If you overpay or pay incorrectly for the application, please keep the screenshot of the payment detail on your mobile device to apply for refund to the Workforce Development Agency.

案件新增及管理 Application Management > 260\_ 學生案件管理 Student Application Management

高中及大學應屆畢業生(含延畢生)許可期限至同年 6 月 30 日止。  
但有下列情事之一者，得延長許可期限至 9 月 30 日：  
(1) 應屆畢業生或延畢生有重修或延畢之需要，由學校或(系)所出具相關證明。  
(2) 應外生若考取大學或研究所，加附由錄取學校出具該生已完成報到手續之證明文件。  
The validity of permit for new graduate of high school and university (graduate with postpone graduation included) is 30 June at the year.  
However, it can be extended to 30 September for one of the following events:  
(1) New graduate or graduate with postpone graduation requires summer courses or postpone graduation with relevant certificate issued by the school, department or institute.  
(2) Those overseas Chinese, ethnic Chinese and foreign students who were admitted to graduate school shall attach certificate relevant to registration by the school.

請注意! 逾期申請係指放棄本次申請案，逾期申請後審查費不予退還，如欲再次申請，須重新繳交審查費，若您想修改申請資料或重新上傳文件，請聯絡案件承辦人將案件退回，勿使用本功能。  
Attention! Cancellation of the application refers to the abandonment of this application. The examination fee will not be refunded after the application is cancelled, and you must pay the examination fee once more if you want to apply again.  
Supposing you want to modify the application information or re-upload the file, please contact the case undertaker to return the case. Do not use this function.

案件序號	功能連結	收文文號	英文姓名 English	申請項目 application type	公文領取方式 Ways	申請狀態
11200025205	繳費結果查詢 查詢 transaction result		ENG NAME	工作許可 work permit		非費中 Payment is under transaction

If the application fee has been paid successfully but the system does not receive the payment immediately, the system shows: Taiwan Pay payment timeout, please click "Yes" to reproduce the QR Code to continue to pay the reviewing fee in the Taiwan Pay payment method, if you want to re-select the payment method, please click "No" button.

Please wait for the system to re-reconcile the payment on the next working day. After re-logging in to the account, 260\_Student Case Management, please click the [Payment Result Query] button, the system appears: Payment successful!, please click the [OK] button, the system will directly send it to the school for review.

**(If the application fee has been paid successfully, but you cannot send it for reviewing, please contact the online system service email: ezwp@wda.gov.tw )for enquiry**

