

**Republic of the Philippines**  
**Department of Justice**  
BUREAU OF IMMIGRATION – Manila  
菲律賓司法部移民局 - 馬尼拉

**就學特殊許可所需文件 Special Study Permit (SSP) Requirements**

- 一) 十八歲以上就讀一年以下非學位課程 **for non-degree courses of less than one (1) year:**
1. letter request 申請函
  2. certificate of acceptance from the school, which must have been accredited by this Bureau to accept foreign students 學校入學通知, (該學校准予接受外籍學生必須由本局認可)
  3. copy of passport reflecting applicant's valid stay 護照影本, 須註明申請人之有效停留期間
  4. affidavit of support and the proof thereof 經濟支助宣誓書及財力證明
  5. birth certificate 出生證明
- 二) 十八歲以下, 已歸化他國國籍之子女 **dependents of former Filipino citizens:**
1. letter request 申請函
  2. certificate of acceptance from the school, which must have been accredited by this Bureau to accept foreign students 學校入學通知, (該學校准予接受外籍學生必須由本局認可)
  3. copy of passport reflecting applicant's valid stay 護照影本, 須註明申請人之有效停留期間
  4. copy of parents' passport 父母護照影本
  5. affidavit of support and the proof thereof 經濟支助宣誓書及財力證明
  6. birth certificate 出生證明
- 三) 二十一歲以上, 爲了完成學業, 因 PIA-1940 之規定(不包含第 9(a)項之下者)持有簽證者之子女 **dependents of a visa holder under PIA of 1940, as amended, except under Section 9(a) of the same act, after reaching the age of 21 years old for purposes of completing the course:**
1. letter request 申請函
  2. certificate of acceptance from the school, which must have been accredited by this Bureau to accept foreign students 學校入學通知, (該學校准予接受外籍學生必須由本局認可)
  3. copy of passport reflecting applicant's valid stay 護照影本, 須註明申請人之有效停留期間
  4. affidavit of support and the proof thereof 經濟支助宣誓書及財力證明
  5. birth certificate 出生證明
  6. photocopy of parents' passport reflecting stamped visa 父母護照影本, 並蓋上簽證章
- 四) 入境身分申請更正者之未達法定年齡子女(該申請案若遭拒者, 核發給其子女之就學特別許可將自動取消) **minor dependents of those principal who has pending application for the change of admission status. In the event that the same application be denied, SSP granted to the said minor dependent will be automatically cancelled:**
1. letter request 申請函
  2. certificate of acceptance from the school, which must have been accredited by this Bureau to accept foreign students 學校入學通知, (該學校准予接受外籍學生必須由本局認可)
  3. copy of passport reflecting applicant's valid stay 護照影本, 須註明申請人之有效停留期間
  4. affidavit of support and the proof thereof 經濟支助宣誓書及財力證明
  5. birth certificate 出生證明
  6. proof of filing of the principal's application for change of status 申請入境身分更正之證明
  7. photocopy of parents' passport reflecting valid stay 父母護照影本, 註明有效停留時間
- 五) 受監護之未達法定年齡者 **minor under guardianship:**
1. letter request from the duly appointed guardian 指定監護人之申請函
  2. certificate of acceptance from the school, which must have been accredited by this Bureau to accept foreign students 學校入學通知, (該學校准予接受外籍學生必須由本局認可)
  3. copy of passport reflecting applicant's valid stay 護照影本, 須註明申請人之有效停留期間
  4. affidavit of support and the proof thereof 經濟支助宣誓書及財力證明
  5. birth certificate 出生證明
  6. affidavit executed by the parents appointing said guardian to take custody and care over the minor-applicant (if executed outside the Philippines, the same must be duly authenticated to be admitted as foreign documents; if executed in the Philippines, parents' passport must be presented) 父母親指派監護人監護照顧未成年子女所簽宣誓書(若在國外宣誓則應由當地最近之駐外機構公證; 若在國內宣誓則應出示父母親之護照)
  7. copy of the guardian's passport reflecting authorized stay, if guardian is an alien and he must not be a mere 9(a) visa holder 監護人護照影本, 若監護人爲外籍人士, 其護照應註明核准之停留期間並不應只持 9(a) 簽證.