

Change of the valid period of the Individual Number Card along with the extension of the period of stay

Regarding foreign residents whose period of stay is limited, the period of validity of one's Individual Number Card is the same as that of their residence card. If you extend your period of stay and obtained a new residence card, the period of validity of your Individual Number Card can also be extended.

*The period of validity of your Individual Number Card is not automatically extended when you renew your residence card.

*The maximum period of validity of an Individual Number Card is up to the 10th birthday from the day of issuance (or up to 5th birthday from the day of issuance if the card holder is a minor at the time of issuance).

*If you fail to renew your Individual Number Card within its period of validity, the card will be voided. In that case, you will be charged for reissuance of the card.

*Application for the Individual Number Card cannot be submitted on the same day as when you receive a renewed residence card. Therefore, please visit the ward office/general branch onwards from the day after the day when you received your renewed residence card.

●Where to complete the procedure

Your ward office or general branch

*You cannot complete the procedure at the special service counter for Individual Number Card located on the 24 floor of AER.

●Necessary items to bring

○Procedure completed by the applicant themselves.

1. Residence Card (which has been renewed)
2. Individual Number Card

*The four-digit passcode (for Basic Resident Registration) is required.

○Procedure completed by a member of the same household

1. Individual Number Card of the applicant
2. Residence card of the applicant (which has been renewed)
3. The ID of the proxy, the household member who is completing the procedure at the counter (residence card, special permanent resident certificate, Individual Number Card, basic resident registration card, driver's license, passport, etc.)

*The procedure can only be completed if the four-digit passcode of the applicant's Individual Number Card is entered.

●If your new residence card has yet to be issued as you are amidst the extension procedure

If the change in your status of residence or the extension of your period of stay cannot be processed before the expiration of the period of validity of your Individual Number Card, an exemption can be made which will allow you to extend the validity of your Individual Number Card by two months. Please bring any document stated below that verifies the ongoing procedure of your extension of period of stay application.

▪ A residence card with an Applying for Renewal of Status of Residence stamp in the Application for Extension of Period of Stay column on the back side of the card

▪ The email confirmation message that you received after submitting the online application

*Other documents such as safekeeping receipt of application through a certified administrative specialist cannot be used as proof.