

NATIONAL TAIWAN UNIVERSITY

Application for Faculty Members Suspending or Remaining Enrolled in National Health Insurance during Paid Leave

Form filled out on YYYY/MM/DD

Name		Job title		Unit	
Paid leave	From _____ (YYYY/MM/DD) to _____ (YYYY/MM/DD)				
Applicant	<input type="checkbox"/> Wishes to remain enrolled in the National Health Insurance: premiums to be deducted from monthly salary If the applicant has received medical treatment while they are abroad, they shall fill out the Application for Self-Paid Medical Expenses Refunds Covered by the National Health Insurance and submit it to the National Health Insurance Administration for a refund. Please submit the application within six months upon receipt of the medical treatment, and attach the following documents: <ol style="list-style-type: none"> <li>1. An original copy of the receipt and a list of the fees paid</li> <li>2. A certificate of diagnosis and treatment or medical records (if the certificate or records are not in Chinese or English, please attach a translated copy)</li> <li>3. A photocopy of the Certificate of Entry and Exit Dates (or a photocopy of the passport page showing the applicant's passport photo and the page showing the stamps of exit from and entry to Taiwan).</li> <li>4. If the applicant is still abroad, please provide an authorization letter.</li> </ol>				
	<input type="checkbox"/> Wishes to suspend the National Health Insurance: <ol style="list-style-type: none"> <li>1. Please fill out the Application for Suspending or Re-enrolling in the National Health Insurance.</li> <li>2. Please attach a photocopy of the travel visa or the airline ticket(s).</li> </ol> <p><b>Important matters regarding the suspension of the National Health Insurance:</b></p> <p>(1) The applicant must <b>be abroad for more than six months per departure to qualify for suspension</b>. For those who apply to suspend the National Health Insurance prior to departure, the insurance suspension start date shall be their departure date. For those who apply to suspend the National Health Insurance after departure, the insurance suspension start date shall be the application date and may not be retroactive to the departure date. No insurance premiums will be collected when the applicant is abroad, and the healthcare coverage will be temporarily suspended.</p> <p>(2) <b>The applicant shall re-enroll in the National Health Insurance upon their return to Taiwan</b>. The insurance re-enrollment start date shall be the return date, after which the applicant shall resume paying the National Health Insurance premiums; their medical benefits will likewise resume on the same date. <b>If the applicant has previously suspended their National Health Insurance, they may only apply for suspension again if they have been re-enrolled in the National Health Insurance for over three months since their return to</b></p>				

	<p><b>Taiwan.</b></p> <p>(3) If the applicant returns to Taiwan in less than six months, their National Health Insurance suspension shall be rescinded and the applicant shall resume paying the insurance premiums, retroactive to the start date of their insurance suspension. Their medical benefits shall likewise resume.</p> <p>(4) If the applicant chooses to suspend their National Health Insurance, they may not re-enroll in the National Health Insurance or apply for medical expense refunds during their time abroad. The applicant's medical benefits shall only resume after they return to Taiwan and re-enroll in the National Health Insurance.</p> <p>(5) <b>When applying to re-enroll in the National Health Insurance</b>, please fill out the <b>Application for Suspending or Re-enrolling in the National Health Insurance</b> and attach a <b>photocopy of the Certificate of Entry and Exit Dates or the passport page</b> showing the applicant's passport photo and the page showing the stamps of exit from and entry to Taiwan.</p>		
Applicant's dependents	<input type="checkbox"/> None of the applicant's dependents is enrolled in the National Health Insurance through NTU.		
	<input type="checkbox"/> The applicant's dependent(s), _____, will remain enrolled in the National Health Insurance through NTU. The dependent(s)'s insurance premiums shall be deducted from the applicant's monthly salary.		
	<input type="checkbox"/> The applicant's dependent(s), _____, will accompany the applicant abroad and wish to suspend their National Health Insurance. Please initiate the procedures for suspending/re-enrolling in the National Health Insurance in accordance with applicable regulations.		
Notes	<p>Please submit the application to the responsible personnel unit for processing:</p> <ol style="list-style-type: none"> <li>1. For the main campus, please submit the application to the Retirement, Pension, and Insurance Division of the Personnel Office.</li> <li>2. For the College of Social Sciences, please submit the application to its affiliated personnel division.</li> <li>3. For the College of Medicine and the College of Public Health, please submit the application to the Personnel Division of College of Medicine.</li> </ol>		
Applicant's signature		Applicant's phone number	
Contact person		Contact person's phone number	