KONKUK UNIVERSITY
EXCHANGE/VISITING STUDENT PROGRAM
APPLICATION GUIDELINES
SPRING 2022

I. PROGRAM OUTLINE

CATEGORY	NOTES
HOST INSTITUTION	Konkuk University in Seoul, Republic of Korea
NAME OF PROGRAM	KU Exchange/Visiting Student Program
LENGTH OF PROGRAM	One or two semesters
ELIGIBILITY	Exchange students: Nomination by KU Partners Visiting students: Foreign students enrolled in foreign colleges/universities
PARTICIPANT BENEFITS	Acquisition of up to 17 academic credits per semester Free 2 credit hour Korean language and culture classes('Korean Elementary', 'Korean Intermediate' and 'Understanding Korean Culture') Korean cultural programs & KU Buddy support 100% KU tuition waiver (for exchange students only)
PROGRAM FORMAT	Classes are expected to be offered in hybrid format (in-person + online) *Susceptible to change according to COVID-19 progression* Our program will not be offered virtually and students are required to be physically present at KU in order to participate.
PROGRAM MANAGEMENT	Mr. Dae-Hee BAHK Office of International Affairs (International Programs) Email: ku_exchange@konkuk.ac.kr / TEL: +82-2-2049-6210

II. PROGRAM SCHEDULE

DATE	SCHEDULE
October 1 ~ 18, 2021	Nominate student(s) by filling out Google form (Link to the Google form will be sent to partner schools approved to send students to Konkuk University)
October 18 ~ November 10, 2021	Nominated student(s) complete online application form
November 10 ~ 30, 2021	Application screening
December 1, 2021	Admissions announcement 『Program Acceptance Email』
December 1 ~ 15, 2021	『Certificate of Admission』 issued by the Immigration Office
December 15 ~ 31, 2021	『Certificate of Admission』 sent to student for study visa application
January 15 ~ 24, 2022	Payment of 『**Dormitory Fee**』 by wire-transfer
December 15, 2021 ~ January 1, 2022	D-2-6 or D-2-8 visa application at the Korean Embassy or Consulate General in student's home country and arrangement for flights *** Some Korean Embassies or Consulate Generals may require a longer period for visa screening. Students are strongly advised to apply for their visas as soon as they receive the visa application email with 'Certificate of Admission' document.**
February 3, 2022	First round of online course registration
February 5 ~ 7, 2022	Recommended arrival dates for fulfilling conditions necessary for 14-day mandatory self-quarantine and beginning planned activities on February 22
February 22, 2022	Welcome orientation
February 22 ~ 24, 2022	Main round of online course registration
March 2 ~ June 21, 2022	Spring 2022 (16 weeks)
June 21 ~ 22, 2022	Dormitory check-out

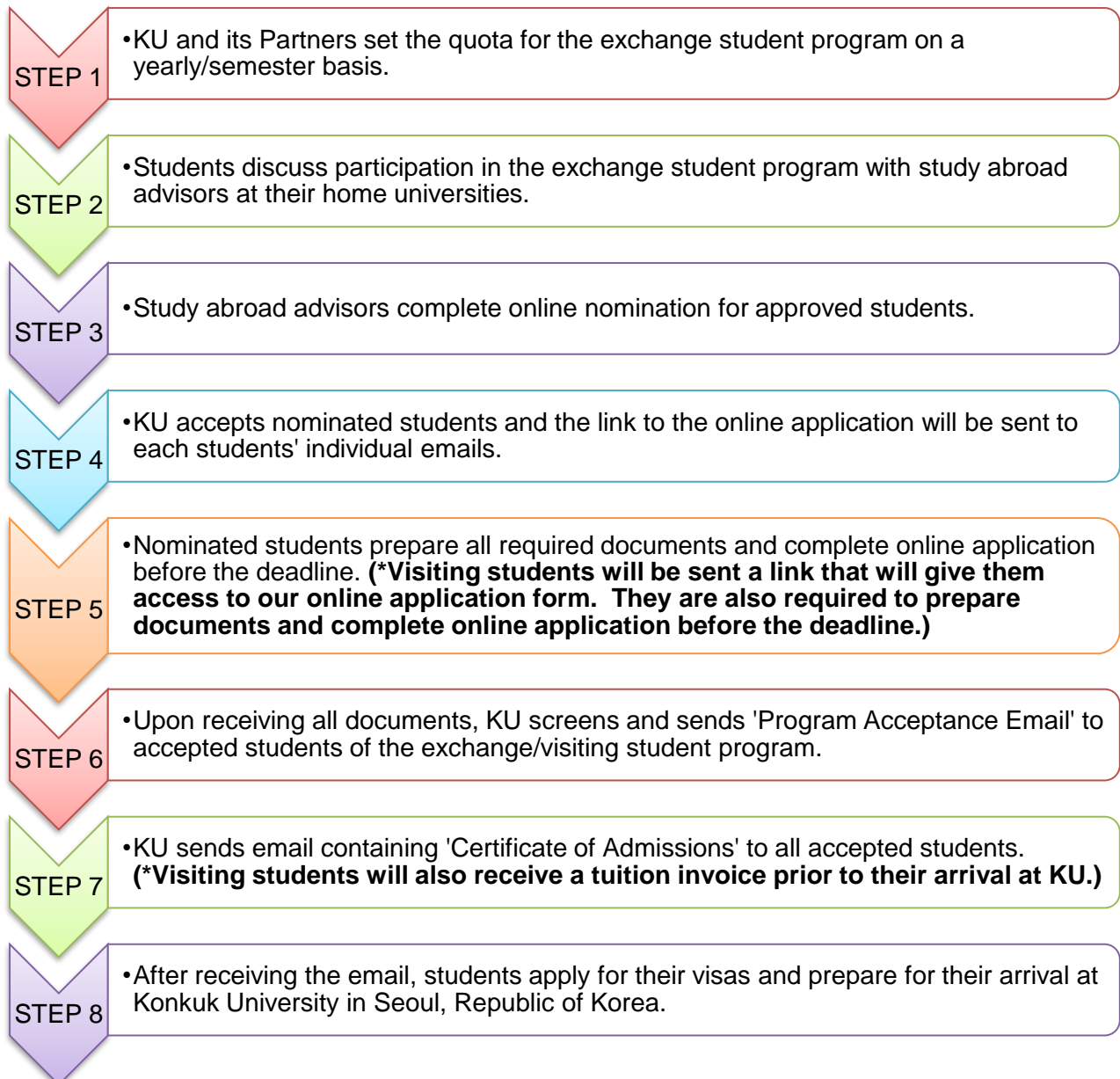*The above schedule is subject to change without prior notice.

III. QUALIFICATIONS

KU Exchange/Visiting Student Program participants must meet all of the following qualifications:

A. Exchange: Full-time undergraduate student officially nominated by a KU Partner
   Visiting: Full-time undergraduate student enrolled in a foreign college/university
B. Successful completion of at least one semester at a foreign college/university
C. Minimum level of **English or Korean language proficiency** to successfully complete the program
D. Passport holder who can obtain a Korean visa
E. Physically healthy with no serious illnesses or injuries

IV. APPLICATION PROCEDURES FOR EXCHANGE/VISITING STUDENTS

Steps 1-8 apply to exchange students, and Steps 5-8 apply to visiting students.

STEP 1
- KU and its Partners set the quota for the exchange student program on a yearly/semester basis.

STEP 2
- Students discuss participation in the exchange student program with study abroad advisors at their home universities.

STEP 3
- Study abroad advisors complete online nomination for approved students.

STEP 4
- KU accepts nominated students and the link to the online application will be sent to each students' individual emails.

STEP 5
- Nominated students prepare all required documents and complete online application before the deadline. **(*Visiting students will be sent a link that will give them access to our online application form. They are also required to prepare documents and complete online application before the deadline.)**

STEP 6
- Upon receiving all documents, KU screens and sends 'Program Acceptance Email' to accepted students of the exchange/visiting student program.

STEP 7
- KU sends email containing 'Certificate of Admissions' to all accepted students. **(*Visiting students will also receive a tuition invoice prior to their arrival at KU.)**

STEP 8
- After receiving the email, students apply for their visas and prepare for their arrival at Konkuk University in Seoul, Republic of Korea.

V. REQUIRED DOCUMENTS

* Important: Nominated students will receive an email from us with a link to the online application form which must be completed by **November 10, 2021**. If you did not receive this email from us, it means: 1) you have not been nominated by your university to participate in our program; 2) we have been given the wrong email address by your university; or 3) our email has been sorted into your SPAM/JUNK folder. If you don't find any traces of our email in your email account, please contact your home university's international office for further information.

NO.	NAME OF DOCUMENT	FORMAT
1	Online Application Form (accessible by link in email)	Must be completed online
2	Official academic transcript in English issued by home university	Make high resolution **PDF** file and upload to online application
3	Personal profile page of passport	
4	Recent color photo (3.5cm x 4.5cm) [for visa application document & student ID card issuance] Go to link for size & specification details: https://www.koreaonlinevisa.com/visa-photo-requirements/	Make high resolution **jpg** file and upload to online application

VI. FURTHER PREPARATION GUIDANCE

NO.	DIRECTIONS AND IMPORTANT NOTES
1	• Complete all required sections in the online application form. • Student Name should be written in the same way as written in the bottom section of your passport. • Fill in the 'Desired List of Courses' section by referring to the KU English Course List for Spring 2021. The List is subject to change for Spring 2022 and the finalized list will be available in early February.
2	Prepare one photocopy of your personal profile page of your passport. Your passport must have **at least 18 months** remaining before the expiration date. If not, you have to apply for a new passport.
3	Prepare a 3.5 cm x 4.5 cm color photo of your face on a white background taken within 6 months. All students must take passport photos after their arrival at Konkuk for their Alien Registration Cards, and further information will be provided at the orientation.

VII. ACCEPTED STUDENTS

All accepted students for KU Exchange / Visiting Student Program:

A. Will receive an email containing information necessary to apply for their study visas and arrive at KU.

B. Must apply for a D-2-6 or D-2-8 visa at the nearest Korean Embassy or Korean Consulate General in your home country. Exchange students must apply for a D-2-6 visa, and visiting students must apply for a D-2-8 visa. **You cannot apply for your visa after arriving in Korea!**

[IMPORTANT]
- The D-2 visa is for students seeking higher education in Korea. The visa is further categorized by type: D-2-2 for undergraduate programs, D-2-3 for master's programs, D-2-4 for doctoral programs, D-2-6 for exchange student programs, and D-2-8 for short-term programs.
- It is extremely important to prepare all relevant documents for the specific type of visa you are applying for.
- The application process and issuance may take **several weeks to a month**. Students are strongly advised to proceed with their application as early as possible.
- KU does not guarantee visa issuance for program participants. Korean embassies or consulate generals overseas have the final authority to issue a visa.
- **Please contact the nearest Korean embassy or consulate general in advance to avoid any confusion before applying for your visa.**

C. Have to arrange flights to Seoul, Republic of Korea.

[NOTES]
- Students should book their flights after receiving the acceptance email from KU. They should pay for the flights upon receiving the visa.
- Starting from 1 April 2020, the Korean government has implemented mandatory self-quarantine to all entrants to Korea. Several quarantining options exist (government-designated quarantine hotels, Airbnb, etc.) and the cost can range from USD 1,000~2,000 for the 14-day self-quarantine including meals.
- In order to be able to attend the welcome orientation planned for February 22, you must enter Korea **before February 7** in order to fulfill the conditions for mandatory quarantine and be able to start your activities beginning on February 22.
- **Due to the uncertainty resulting from the COVID-19, please purchase flight tickets which can be canceled or easily changed.**
- **All dormitory applicants must arrange their arrival according to the check-in period. They should arrive during daytime.**

D. Have to submit the Arrival Information Form before departing their home country.

[NOTES]
- All students will receive the 'Arrival Information Form' by email and must submit the form with their confirmed flight schedule by **January 31, 2022**.
- The form will be used for the welcome orientation, dormitory check-in, and other programs offering assistance on the first day of arrival.
- KU does not offer airport pick-up. Students must arrange their transportation from the airport to Konkuk by themselves. KU will send out transportation-related information in January.

E. Have to purchase health insurance which covers the duration of the program.

[NOTES]
- Students must purchase overseas health insurance in their home country prior to departure.
- Starting from March 1, 2021, incoming D-2 visa holders are required to subscribe to the National Health Insurance (approximately KRW 62,000 a month). The subscription will be processed uniformly by the National Health Insurance Service (NHIS) on your foreign registration date without any separate reporting procedure.

VIII. MANDATORY WELCOME ORIENTATION SESSION

DATE AND TIME	VENUE	CONTENTS
February 22, 2022 9:00AM(Tentative)	TBA	• Introduction to Konkuk University and Office of International Affairs • KU Exchange/Visiting Student Program overview • Life on campus and living in Korea • Banking • Campus tour

IX. RESOURCES

	WEBSITE
Konkuk University	http://www.konkuk.ac.kr/do/Eng/Index.do
Exchange Program	http://www.konkuk.ac.kr/eng/jsp/International/exchange_student_program_overview.jsp
Visiting Program	http://www.konkuk.ac.kr/eng/jsp/International/visiting_student_program_overview.jsp
Office of Intl. Affairs	http://www.konkuk.ac.kr/eng/jsp/International/inter_3_1.jsp
KU:L House (Dorm)	https://kulhouse.konkuk.ac.kr/home/lan/eng/e_index_01.asp

X. CONTACT

	NOTES
GENERAL INQUIRIES	ku_exchange@konkuk.ac.kr
OFFICE OF INTERNATIONAL AFFAIRS	Office of International Affairs (International Programs) Konkuk University 120 Neungdong-ro, Gwangjin-gu Seoul 05029, Republic of Korea TEL: +82-2-2049-6210 FAX: +82-2-2049-6226

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