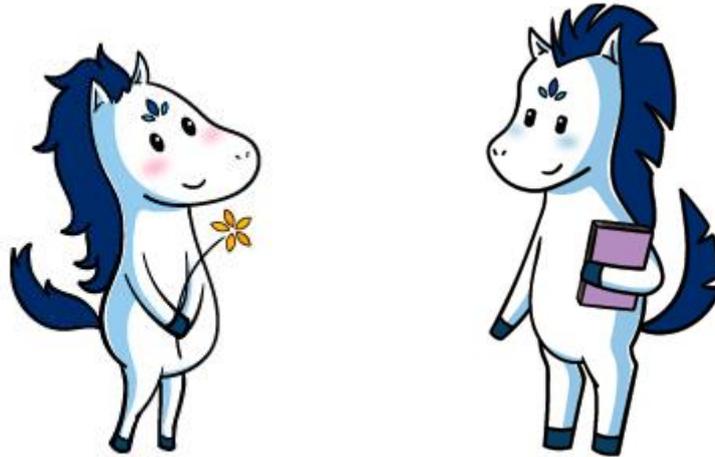


MYONGJI UNIVERSITY

GUIDELINE FOR 2023 SPRING EXCHANGE PROGRAM



Important Notice due to COVID-19

- ✓ Information contained here is subject to change as COVID-19 continues to present us with significant uncertainty.

✘ *All in-person activities, such as Orientation and Check-in, may be replaced with alternative methods (i.e. emails, online materials, or virtual meetings) depending on the future situation with COVID-19.*

Qualifications

Students must:

- ① Be officially nominated by the home university and completed at least 1 academic year in the home university.
- ② Meet at least 1 of the followings:
 - Already obtained at least TOPIK Level 3
 - TOEFL IBT 70 or above (or IELTS 5.5, TOEFL ITP 527, TOEIC 750) OR proved by the home university for excellent level of English language skills
 - Students who have not taken TOPIK but can prove their Korean language proficiency (prior to their arrival in Korea, special examination will be available online to these students).

Application Procedure

- ① Student contacts the international office of his/her home university to start the application procedure.
- ② The home university's international office nominates applicants to MJU via email by end of April.
- ③ MJU issues the Certificate of Admission, Letter of Acceptance and other related materials by mid-June. (Post mailed to the international office of the student's home university).
- ④ Students apply for a visa in his/her home country, purchase a flight ticket and insurance.

Required Documents

All documents should be uploaded either as a PDF or JPG.

No.	Document	제출가능언어
1	Online Application (enter.mju.ac.kr)	
2	Passport copy	-A copy of the first page of the passport -Passport must be valid at least until Sept., 2024
3	Identification copy (valid in your home country)	
4	Guardian (Parental) Consent Form	
5	Recommendation Form	By President/Rector only (New regulation by the MOE applicable for international exchange students)
6	Health Report	
7	Certificate of Enrollment in English	Official Certificate of Graduation must be certified by Korean Embassy for Consular Confirmation or be attached by Apostille, issued by the competent authority.
8	Official Transcript in English (with total average GPA)	Official Certificate of Graduation must be certified by Korean Embassy for Consular Confirmation or be attached by Apostille, issued by the competent authority.
9	TOPIK, TOEFL, IELTS test report	if applicable
10	For Chinese students only (Submit ENGLISH version)	In accordance with the new regulation of the Ministry of Education in Korea, required for students holding Chinese citizenship to submit 在线验证报告 Can be issued from http://www.chsi.com.cn
11	Bank balance statement of minimum \$20,000	
12	Colored ID Photo(JPG)	-An ID photo taken at a photo studio ONLY *Photos taken with mobile phones are not accepted. -MUST be white background (3.5cm×4.5cm) -Bring 2 photos with you to Korea.
13	Copy of Certificate of Travel Insurance purchased in your home country	- The certificate of insurance which is effective from the day of your departure from your home country to approximately May 1, 2022. (Once you register for an official ID card, you will be automatically subscribed to the Korean National Health Service. You are required to be covered under a private insurance until your registration in Korea, which will be around late April.

1. OECD (Organization for Economic Co-operation and Development) Member countries (38)

Austria, Australia, Belgium, Canada, Chile, Colombia, Costa Rica, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Japan, Korea, Latvia, Lithuania, Luxembourg, Mexico, the Netherlands, New Zealand, Norway, Poland, Portugal, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey, the United Kingdom and the United States.

2. Information about Apostile / Consular Confirmation

Official Certificate of Graduation must be certified by Korean Embassy for Consular Confirmation or be attached by Apostille, issued by the competent authority.

1. Students applying from a country which is a party to the Apostille Convention: Must request the competent authority to issue the Apostille, which is then to be attached to your document.

※Please contact the Ministry of Foreign Affairs and Trade for related inquiries: 02)2100-7600 or 02)3210-0404

2. Students applying from a country which is not a party to the Apostille Convention: Must have their high school diploma certified by the Korean embassy in your city/country of residence or the respective embassy/consular in Korea for Consular confirmation.

VISA

Once students receive the Letter of Acceptance, Certificate of Admission, Certificate of Business Registration, they must visit - at the earliest date possible - the nearest Korean embassy/consulate to apply for a student visa. Make sure you contact the embassy/consulate in advance to find out the required documents for a visa. Respective Korean embassy/consulates have sole discretion on the issuance of a visa, and Myongji University is not in the position to offer any support in this regards. It may take over three months in certain countries or different documents may be required depending on the country. Please DO NOT purchase your plane ticket until you obtain a visa (since there is no 100% guarantee that your visa will be issued in time).

Course Registration

① Campus

- There are two campuses; Seoul and Yongin (divided by faculty). Students can only choose one campus. Depending on the student's Korean proficiency, students can take following courses:

Korean or English language proficiency	
TOPIK Level 3 or higher	① Any undergraduate course (language of instruction: Korean) *some require prerequisite OR/AND ② KLEC intensive Korean language courses (Fee-paying)

Students who have not taken TOPIK but can prove their Korean language proficiency	<table border="1"> <thead> <tr> <th>교과목</th> <th>학점</th> <th>조건</th> </tr> </thead> <tbody> <tr> <td>한국어연습1</td> <td>1</td> <td>토픽 3급 이상</td> </tr> <tr> <td>한국어연습2</td> <td>1</td> <td>토픽 4급 이상</td> </tr> <tr> <td>한국어1</td> <td>2</td> <td>토픽 3급 이상</td> </tr> <tr> <td>한국어2</td> <td>2</td> <td>토픽 4급 이상</td> </tr> <tr> <td>중급한국어1</td> <td>3</td> <td>토픽 3급 이상</td> </tr> <tr> <td>고급한국어1</td> <td>3</td> <td>토픽 4급 이상</td> </tr> </tbody> </table>	교과목	학점	조건	한국어연습1	1	토픽 3급 이상	한국어연습2	1	토픽 4급 이상	한국어1	2	토픽 3급 이상	한국어2	2	토픽 4급 이상	중급한국어1	3	토픽 3급 이상	고급한국어1	3	토픽 4급 이상
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	중급한국어1	3	토픽 3급 이상																			
고급한국어1	3	토픽 4급 이상																				
*Tuition waived for these courses *Students may take the Korean Language Test administered by Myongji University. The testing fee is about USD 50, and further information about the payment process will be provided later. (Test date: December, 2022)																						
TOEFL IBT 70 or above (or IELTS 5.5, TOEFL ITP 527, TOEIC 750)	① Any English-taught undergraduate course (some require prerequisite) OR/AND ② KLEC intensive Korean language courses (Fee-paying)																					
Does not meet language requirement	KLEC intensive Korean language courses (Fee-paying)																					

※ Exchange(Visiting) students must maintain a minimum of 12 credits per semester. The course registration for the first semester will be done by office of international affairs of MJU. You will be able to change [add/drop] your courses once the semester starts.

② KLEC Registration for Exchange Student

- Korean Language Education Center (KLEC) is available in both campuses. Composed of 4 semesters, each semester lasts for 12 weeks. Exchange students have an option to take either [KLEC 2023 spring course] or [KLEC 2023 spring course + KLEC 2023 summer course].
- Each KLEC semester is 6 credits. Depending on your period of enrollment in KLEC, the number of credits you can register will change because the total cannot exceed 17 (total = KLI + Regular undergraduate). For example,
 - [Example]
 - If you take 1 semester of KLEC, which is 6 credits, the maximum credits you can register for undergraduate (major or elective) courses are 11, therefore.
 - [Case2]
 - If you take 2 semesters of KLEC, which are 12 credits, the maximum credits you can register for undergraduate (major or elective) courses are 5, therefore.
- Tuition : 20% tuition reduction for exchange students per KLEC semester.
- Detailed information can be found: klec.mju.ac.kr

NHIS

Mandatory National Health Insurance Service(NHIS).

The Korean Government's new health insurance policy requires all foreigners enrolled in programs offered by Korean institutions of higher education, which include Korean Language programs, undergraduate and graduate programs, to be subscribed to the National Health Insurance.

Enrollment Time

※ Any international student staying in Korea without health insurance is subject to the mandatory subscription to the National health insurance of Korea from March 1, 2021.

Visa Type	Enrollment Time
Overseas study (D-2), Elementary/Middle/High school students (D-4-3)	First entry ➔ Alien registration date Reentry ➔ Reentry date
General training (D-4)	Six months after the entry date
Overseas Korean students and foreign nationality Korean students	On the date of admission into a school (if a copy of the proof of enrollment is submitted)

Click below links for the detailed information :

<ENG> <https://youtu.be/cUC3B0BnJ5U>

<VNM> https://youtu.be/cuNm9_hqGIM

<CHN> https://youtu.be/cLK7_IPAUR8

Promotional leaflet download :

<https://www.nhis.or.kr/nhis/together/wbhaea01000m01.do?mode=view&articleNo=10804491&article.offset=0&articleLimit=10>