



◆ GENERAL INFORMATION

Office	Office of International Affairs
Websites	University http://www.inje.ac.kr/english/ OIA http://oia.inje.ac.kr/eng/
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◆ ACADEMIC CALENDER 2020

2020 Spring Semester	Date
Arrival Date (Dormitory Available)	27 February – 1 March
Orientation (Course/Class Registration, TB Test)	2 March
Alien Registration	TBD (The second week of March 2020)
Semester Dates	16 weeks (The first week of March 2020 – The third week of March 2020)

2020 Fall Semester	Date
Arrival Date (Dormitory Available)	27 August – 30 August
Orientation (Course/Class Registration, TB Test)	31 August
Alien Registration	TBD (The second week of September 2019)
Semester Dates	16 weeks (The first week of September 2020 – The third week of December 2020)



◆ **NOMINATION & APPLICATION DEADLINES**

Spring Semester	Fall Semester
Nomination Deadline : 1th November Application Deadline : 15th November	Nomination Deadline : 1th May Application Deadline : 15th May

◆ **ELIGIBILITY**

GPA Requirement	There is no minimum GPA requirement to participate in the exchange program. However, students must meet the standards set by their home institution to study abroad.
Language Requirement	Students do not have to submit proof of Korean or English Language proficiency. ※ FYI, although it has not been finalized yet, as far as we know, the Korean government is preparing a policy to require TOPIK level of foreign students who will take part in exchange student program in Korea.

◆ **NOMINATION & APPLICATION PROCESS**

Nomination	When officially nominated by their home institution, students have to be ready for application documents.
Application	Applicants must submit soft copies of the required documents by email. All soft copies must be scanned (PDF file) from the original documents. The complete application documents must include the following: ① Completed Application Form ② Self Introduction and Study plan ③ Letter of recommendation from the sending institution. ④ Official Academic Transcript in English ⑤ Certificate of Enrollment in English ⑥ Photocopy of Passport (valid until at least 6 months after the end of exchange term) ⑦ ID Photos (JPG/JPEG format, color photo taken within the last 6 months, full face without hat, front view against white or off-white background) ⑧ Health Insurance Certificate (must cover all medical costs and possible accidents during student's study period at Inje. Insurance Certificate must state coverage period and destination/territorial scope)



Acceptance	<p>Acceptance packages will be sent to student’s home institution. Students coming for the Fall / Spring semester will receive acceptance packages around June / December. Acceptance package will include the following documents that students will need for visa application.</p> <ul style="list-style-type: none"> • Acceptance Letter • Certificate of Admission • Certificate of Business Registration of Inje University • Exchange Student Korean Visa Guide
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◆ **ACADEMIC INFORMATION**

Level of Study	Undergraduate depending on exchange agreement
Course Load per Semester	<p>Undergraduate: 15 – 21 credits</p> <ul style="list-style-type: none"> • In general, courses at Inje are three-credit courses. 1 Credit hour indicates 16 classroom contact hours in a semester.
Courses taught in English	<ul style="list-style-type: none"> • Please check attached file “COURSE FOR EXCHANGE STUDENTS” • If proficient in Korean, students can take courses taught in Korean • Finalized course lists for each semester will be available about two weeks prior to the beginning of the semester.
Course Registration	Course registration is done offline during the orientation with exchange students’ Korean buddies.
Transcript	<p>Transcripts will be issued about a month and a half after the end of the semester. Transcripts will be sent to student’s home university.</p> <ul style="list-style-type: none"> • Fall semester : early February • Spring semester : early August



◆ GRADING SYSTEM

Score	Grade
100-95	A+
94-90	A
89-85	B+
84-80	B
79-75	C+
74-70	C
69-65	D+
64-60	D (The Lowest Passing Grade)
59-50	E
49-0	F
P	Pass

◆ FEES AND CHARGES

Content		Cost (KRW)
Alien Registration	<ul style="list-style-type: none"> • Upon arrival, all exchange students must apply for Alien Registration. All foreigners intending to stay in Korea for more than 90 days are subject to Alien Registration. Inje OIA will assist students with Alien Registration when the semester begins. • Prepare 2 color photos color taken within the last 6 months, full face without hat, front view against white or off-white background (3.5cm x 4.5cm) 	30,000 KRW
TB Test	<ul style="list-style-type: none"> • Exchange students must do a TB Test to do Alien Registration after they arrive at Inje. 	6,000 KRW
Insurance	<ul style="list-style-type: none"> • Exchange students must buy a policy from an insurance company arranged by Inje after their arrival unless they have their own insurance from home country that covers all medical costs, emergencies, and accidents during the period of their study at Inje. 	100,000 KRW
On-Campus Housing	• Semester	641,000 KRW
	• Vacation	8,000 KRW (per a day)



◆ ON-CAMPUS HOUSING (INTERNATIONAL HOUSE, 양현재)

On-Campus Housing	<ul style="list-style-type: none"> • Exchange students should be staying at International House only for international students. Rooms would be randomly assigned by dormitory staff and each room in the dormitory has no an en suite bathroom. There is a shared bathroom/shower room on every floor, which has compartment that the students can protect their privacy. • Room Type : Double room, 2 students in 1 room • Room Facilities : Single bed, wardrobe, desk, chair, air conditioner, heater, wifi access, 220 volt outlets, bedding (blankets, sheets, and pillows) • Dormitory Facilities : Conference room, studying room, discussion room, laundry room, communal kitchen <p>※ We have a single room with an en suite bathroom, but only a few. So if you want to use it, you must contact us in advance. Please note that it may close early.</p> <p>(Semester : 956,000 KRW / Vacation : 8,000 KRW per a day)</p> <p>※ When you enter the dormitory, you have to pay a deposit of 30,000 KRW for bedding set / dormitory pass. This deposit will be returned when returning them back.</p>
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◆ VISA / IMMIGRATION

Visa to Korea	<ul style="list-style-type: none"> • Required Documents <ol style="list-style-type: none"> ① Visa Application Form (Form No. 17), passport, a photo in a standard format, fee ② A copy of Business Registration Certificate (or Registration Number Certificate) of a respective education institute ③ Standard Acceptance Letter (issued by the dean/president of the university) ④ Original copy of documents proving your financial ability to support yourself <ul style="list-style-type: none"> - When submitting a parent's bank statement, family relation certificate is required to submit. ⑤ Recommendation letter issued by the head of your university ⑥ Documents proving that you are an exchange student (official documents of the host university, exchange student agreement between universities)
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	<p>⑦ Documents proving that you have completed at least one semester (Proof of enrollment from a university)</p> <p>※ If all the documents above prepared, you can get started with your visa issuing process at Embassy of the Republic of Korea in your country.</p> <p>※ The head of Korean diplomatic missions abroad may request for additional documents depending on the condition of the country of residence/jurisdiction if it is deemed necessary for visa evaluation. It is strongly recommended that students plan ahead and apply for their visa as soon as they receive their acceptance packages. Without a valid visa, students may have to cancel their exchange semester at Inje.</p> <p>https://www.visa.go.kr/ http://overseas.mofa.go.kr/de-de/index.do www.hikorea.go.kr</p>
<p>Alien Registration</p>	<ul style="list-style-type: none"> • Upon arrival, all exchange students must apply for Alien Registration. All foreigners intending to stay in Korea for more than 90 days are subject to Alien Registration. Inje OIA will assist students with Alien Registration when the semester begins. • Prepare 2 color photos color taken within the last 6 months, full face without hat, front view against white or off-white background (3.5cm x 4.5cm)

◆ **ADDITIONAL INFORMATION**

<p>Insurance</p>	<p>All exchange students are required to submit a copy of insurance certificate that covers all medical costs, emergencies, and accidents during the period of their study at Inje. Without a valid insurance certificate, student's enrollment at Inje can be cancelled. It is important that students are covered by their insurance from their arrival date to departure date. If not, students must buy a policy from an insurance company arranged by Inje after their arrival.</p>
<p>Buddy Program</p>	<p>There are Inje students who help international students adjust smoothly into the life and culture of Korea. OIA organizes different field trips, parties, Korean language tutoring, and many cultural activities. Once exchange students confirm their arrival dates, make sure that they have to let OIA know in advance. Then one of OIA staff or Korean buddy students will be at the Gimhae airport or the Busan/Gupo train station to take them to Inje.</p>