KU Fact sheet for Spring Semester 2014

General Information	
Address:	Office of International Affairs Korea University Dongwon Global Leadership Hall 145 Anam-Ro, Seongbuk-gu, Seoul, Korea 136-701
Telephone& Fax:	Tel: (82-2)3290-5151~3 Fax:(82-2)922-5820

Web addresses	
Korea University	http://www.korea.edu
Information for incoming students	http://oia.korea.ac.kr

Outbound Exchange& VisitingStudents and Incoming Students' Admission		
Coordinator for: US, Canada, & South America	Mr Albert Wonsuk Choi	E-mail: won7301@korea.ac.kr Tel : +82 2 3290 2962
Coordinator for: Europe	Ms JJ Park	E-mail: jypark1219@korea.ac.kr Tel : +82 2 3290 2963
Coordinator for: Oceania & Asia	Ms Hyunjoo Cho	E-mail: joojoo@korea.ac.kr Tel : +82 2 3290 2961
Coordinator for: China	Ms Myung-Hua Jeon (田明花)	E-mail: mhjeon77@korea.ac.kr Tel : +82 2 3290 1158
Coordinator for: Japan	Ms Sari Lee	E-mail: srlee@korea.ac.kr Tel : +82 2 3290 2954

Inbound Exchange& Visiting Students		
Incoming Students Advisor	Mr Donghoon Park	E-mail: donghoon@korea.ac.kr Tel : +82 2 3290 5154
International One-stop Service Center	Ms Eunhwa Shin	E-mail: shineh@korea.ac.kr Tel : +82 2 3290 5151~3

International Summer Campus (ISC)		
ISC Manager	Mr Jeff Jang	E-mail: muscle73@korea.ac.kr Tel : +82 3290 1154
ISC Manager	Mr Yuseong Kim	E-mail: meteor@korea.ac.kr Tel : +82 3290 1598
ISC Manager (pre-college)	Ms Wonmi Jang	E-mail: fly2mika@korea.ac.kr Tel : +82 3290 1156

Deadlines	
Application deadlines:	Semester 1 (Spring) : **November 30** Semester 2 (Fall) : **May 30**

Nomination and application procedures	
Entry Requirements	• A minimum GPA of 2.5 on a 4.0 scale • Must be a currently enrolled student • Must have completed a minimum of 2 semesters at home institution before the enrollment at KU • Fluency in either Korean or English language

Nomination procedure for Student Exchange Program (SEP):	1. Before the official nomination, exchange coordinators **MUST** consult with the KU exchange program manager for your region concerning the number of Student Exchange Program (SEP) nominees.
	2. Once the number of nominees has been confirmed, you may fill in the KU NOMINATION SHEET and return it to the relevant regional manager. You will then receive a confirmation email with updated KU information sheet as well as a link to KU's new online application.
	3. Students must submit the online application by the deadline indicated.
	4. Once the student's application is approved, the 'Admission Package' will be sent to the exchange coordinator of the student's home university, not to the individual student, and it will include:
	   • Letter of admission that includes further information regarding:
	     - D-2 Student visa
	     - Accommodation
	     - Course registration
	     - International students' orientation
	     - Private health insurance
	   • Certificate of acceptance (for visa issuance)
	5. Students can submit **Private Health Insurance** and **Certificate of Health** at the time of online application submission. If they need more time, they can also submit them within 4 weeks of receiving the admission package.
	6. **Exchange coordinators at partner universities are responsible** for making sure all students have international private health insurance that will be valid during their exchange period at KU. **Those who do not submit the copy of private health insurance will NOT be allowed to enroll at KU even if they have submitted the offer acceptance form**.
	7. Only when KU receives the copy of the private health insurance, the students will fully be admitted to KU.
	
	NOTE: We request that home institutions send confirmation to us upon receipt of the admission package.

Application procedure for Visiting Student Program (VSP):	1. Visiting Student Program (VSP) applicants must submit the online application. (*Academic reference letter accepted by email only)
	2. There is a non-refundable USD50 or KRW50,000 application fee which has to be wire-transferred to KU's account. The account details are as follows:
	   Name of Bank: Hana Bank , Godae Branch
	          (Swift Code: HNBNKRSE)
	   Address: Anam-Dong, Seongbuk-Gu, Seoul, Korea 136-075
	   Account Number: 391-810002-08504
	   Account Holder: Office of International Affairs, Korea University
	   Sender: Student′s full name
	3. Once the online application has been submitted, the internal procedure for approval of the applications by the KU International Committee

	will commence, and this may take up to one month.
	4. When your application has been accepted, KU will send you a copy of the letter of admission, KU fact sheets and a tuition invoice by email.
	5. When your tuition payment has been completed, your admission package will then be sent directly to you. The admission package will include:
	  ● Letter of admission that includes further information regarding:
	    - D-2 Student visa
	    - Accommodation
	    - Course registration
	    - International students' orientation
	    - Private health insurance
	  ● Certificate of acceptance (for visa issuance)
	Please return the **copy of your private health insurance and the certificate of health** **by email to studyabroad@korea.ac.kr**. **Those who failed to provide the copy proof of insurance will NOT be allowed to enroll at KU, even if they have submitted the offer acceptance form.**

Required documents for online application ***All supporting documents MUST be prepared to upload the online application in English or with English translation prior to applying for online application.**	● Statement of purpose and goals (what you hope to achieve) ● One official academic transcript ● One passport-sized photograph ● Copy of a valid passport (under 50kb) ● One letter of academic reference (VSP only) - Must be sent directly to the Office of International Affairs by the relevant referee via email (kuoia@korea.ac.kr) ● Application Fee of non-refundable USD50 (VSP only) ● Certificate of Health ● Copy of proof of private health insurance (must be valid throughout your study abroad period) – this can be submitted after the student is admitted to KU.
Incoming information materials	**http://oia.korea.ac.kr** > **Campus Life** > **Additional Info**
Online Application	**http://oia.korea.ac.kr** > **International Students** > **SEP/VSP** > **How to Apply** > **Click on APPLY NOW**

Arrival Guide	
International students' orientation	Orientation is **MANDATORY** for all SEP & VSP students Spring semester: 24-26 February, 2014
Recommended arrival dates	Between the opening dates of the university halls and before the start of the international students' orientation: 22-23 February for spring semester**.**
Accommodation moving-in dates	Semester 1 (Spring): 22 February, 2014
Accommodation moving-out dates	Semester 1 (Spring): 22 June, 2014
Accommodation payment due date	14 February, 2014
Relevant website	https://reslife.korea.ac.kr:5008/v1/src/main/page.php?code=intro
Airport pick-up service	On **22-23 February**, there will be a **FREE** meet-and-greet service

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	for students who will be living in KU residence halls, and who are attending the international orientation program. If students wish to be met at **Incheon international airport** and taken to their hall of residence, they **MUST** submit the **ONLINE Airport pick-up service form** (*http://oia.korea.ac.kr -> International Students -> Other Applications*) by **no later than 9 February.** **Please note** that the airport meeting service operates at **Incheon international airport only** and is available only for flights that arrive before **9pm**. The bus to Korea University will depart **every two hours** from **8am until 10pm** during the two days. Students may have to wait at the airport until other incoming students arrive. The approximate travelling time from the airport to halls is normally 1.5 to 2 hours.
What if I do not apply or miss the application deadline for the airport pick-up?	If students do not apply or miss the deadline for the airport pick-up, they will needto find their own transportation to Korea University. Useful website: *http://www.airport.kr/eng/airport/* *http://www.airhelp.co.kr* *http://oia.korea.ac.kr> Campus Life >Additional Info*

Academic offerings	
Course Registration	Incoming advisors will contact students by email about the guidelines for online course registration process. * Online Preferred Course List Submission: end of January (TBC) → allows students to expedite course registration when the official registration period begins * Online Course Registration: 3 February (Mon) ~ 7 February (Fri), 2014 **More detailed information will be sent to students in January via email with complete guidelines and student MUST read the guideline very carefully.
IMPORTANT NOTICE	We are experiencing a high demand for several of our courses, **especially in business and management**. This means student must be aware that it will be very difficult to register for business courses and that there will be no guarantee for their preferred choices. *If one must take certain courses for graduation purposes, such case must **be discussed with the relevant KU's regional manager by exchange coordinators at partner institution BEFORE the official nomination is made.**
Non- available subjects to students	Medicine, Nursing, Law, All graduate programs at the business school
List of courses taught in Korean and English	*http://www.korea.edu >Academics > Curriculum* Then select the appropriate Year, Term, and Department > Click on the Course no. for more detailed course information. ***Courses conducted in English will indicate in brackets, English.*** *** Please move the scroll bar so that you can see what courses are open to students. Courses marked under 'X' are open to exchange students.**
Scheduled updates of the English course list	Undergraduates: Beginning of January for Semester 1 (Spring) Beginning of July for Semester 2 (Fall) Postgraduates: Beginning of February for Semester 1 (Spring) Beginning of August for Semester 2 (Fall)

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How do I know what courses will be offered before?	Please refer to the courses list a year ago. For example, if you are coming in Spring 2014, then you may refer to the list offered in Spring 2013. There may be little changes between the years but the list is likely to remain similar. *The list offered in Fall and Spring may differ so please check carefully.
Can students choose courses offered in different schools?	Yes, students coming to KU through the university-wide agreement can choose courses offered in different schools as long as there is no overlap of the class time.

Student services	
● Free airport pick-up*	● KUBA (Korea University Buddy Assistance)*
● International orientation	● Free Korean language classes during the semester breaks
● Course registration	● Sports Day
● Student/bank card	● General counseling
	● Seoul city tour

*Online application for **KUBA**: http://oia.korea.ac.kr > International Students > KUBA
Airport pick-up: http://oia.korea.ac.kr > International Students > Other application

Workload	
Course load	Major related course: 3 credits Elective: 2 credits
Undergraduates	Min. 12 and max. 19 credits per semester. Please note: Undergraduate students who have earned more than 12 credits during the first semester with a minimum GPA of 4.0 are eligible for a [*Merit scholarship*] for the second semester. Please note: Undergraduate students are NOT allowed to take postgraduate courses.
Postgraduates	Min. 6 and max.12 credits per semester

Language of instruction & Language courses	
Language of instruction	Approximately 40% of courses are conducted in English and 60% in Korean.
Korean language courses	Credit-bearing Korean language courses are offered during the regular semesters. There are 6 different levels from beginner to advanced. For those who wish to take Korean language classes, no prior knowledge of the Korean language is required but the placement test is mandatory. It will be held on the first day of the class. **Free Korean language classes (4 weeks) are offered to students who completed a regular semester at KU during the winter/summer break.**

Accommodation	
On-campus accommodation	On-campus accommodation is available but very limited. Students are **advised to apply as soon as the online application is open** as rooms are allocated on first come first serve basis. Room assignments will be made once students transfer the deposit of KRW200,000 The residence office will contact the students later via email for full payment.

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	Most of the rooms are shared room. All on-campus accommodation is located within about 20 minutes of walking distance from the main campus.
Off-campus accommodation	There is a wide range of off-campus housing available near campus, reachable by 5-10 minutes' walk. Most of the rooms are small but en-suite so many students prefer to stay off-campus. The list of off-campus accommodations will be printed in the student handbook and the incoming advisors will provide information and assistance where needed. If you have any queries about the off-campus housing options, please email studyabroad@korea.ac.kr
Applying for on-campus accommodation	**Online Application submission: <u>9 December, 2013 ~ 10 January, 2014</u>** Prior to applying for accommodations, students will have received the KU admission letter with the KU ID number necessary for the online housing application. **Application result: <u>29 January, 2014</u>** To apply for housing, please visit the direct link http://reslife.korea.ac.kr
What if I was not given a room or failed to apply for on-campus accommodation?	Those who have not found on-campus accommodation, the Office of International Affairs will provide information and assistance in finding off-campus accommodation nearby the campus at reasonable rates. Off-campus accommodation information can be found on our website ***http://oia.korea.ac.kr> Campus Life >Accommodation*** or you can also download the student handbook of which includes both on and off-campus housing information from ***http://oia.korea.ac.kr> Campus Life >Additional Info***
Semester breaks	Accommodation is available during the breaks between the semesters. If you wish to stay on during the break, you will be required to fill in the application form for extension in advance. http://reslife.korea.ac.kr

Estimated living expenses in Seoul	
On-campus Accommodation	CJ I-House: KRW 1,600,000 per semester (4 months) Anam Hall 2: KRW 800,000 per semester (4 months) http://reslife.korea.ac.kr/src/main/page.php?code=rate#
Private accommodation	Approx. KRW 300,000 ~ 500,000 per month
Food/Meals	Approx. KRW 400,000 per month
Local transportation	Approx. KRW 60,000 per month
Academic expenses	Approx. KRW 150,000 per semester (mainly textbooks)
Personal expenses	Approx. KRW 250,000 per month but may vary

Insurance	
Private health insurance	All SEP & VSP students coming to study at KU **<u>MUST provide a copy of their private health insurance that is valid from the moment they leave their home country to the time when they depart from Korea</u>**. Those who fail to provide the copy of their health insurance that is valid in Korea **<u>will NOT be allowed to enroll at KU even if they have sent in the offer acceptance form.</u>**

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Visa requirements	
Student visa	All international incoming students coming to study at KU must apply for a D-2 student visa. When you receive the admission package, the CoA (Certificate of Admission) will be included together with the Letter of Admission. You can apply for the student visa at the Korean Embassy or a Korean consulates in your home country (or for those who have Chinese nationality in the country where their home institution is located) by submitting the CoA. For information about any immigration issues, please go to *http://oia.korea.ac.kr > Campus Life > Immigration Issues*
Working in Korea	The revised part-time job permission for foreign students holding D-2 visa was enacted on March 1, 2003. The Ministry of Justice is implementing a more flexible program in order to meet foreign students' expectations. A D-2 holding foreign student may apply for an exception to their visa. *All jobs that students find must be provided by an official employer.
Number of hours allowed to work	Undergraduates: maximum 20 hours per week Graduates: maximum 40 hours per week
Mandatory job reporting	Those who have jobs with an official employer must report to the immigration office. Please visit http://www.hikorea.go.kr> E application> File an application

Scholarships	
Global KU Scholarship	Students may choose to apply for either an Admission or Travel Scholarship. • Admission/Travel Scholarship: up to KRW3,000,000 for the first semester (4 months) • *Merit Scholarship: awarded on the basis of academic merit from the first semester, KRW300,000 per month for the second semester (4 months), applicable to undergraduate SEP & VSP students participating in **one-year** program only. For detailed information on how to apply, please check the website on *http://oia.korea.ac.kr > International Students > SEP/VSP > Global KU Scholarship*
Deadline	30 January, 2014
Result	Scholarship results will be announced by the International One-Stop Service Centre in April. The Awards Committee considers several factors when making its decision, including not only academic factors, but also geographic and strategic factors. All decisions are final and cannot be overturned.
Universitas 21 (U21) & Association of Pacific Rim Universities (APRU) PartnershipScholarship	To celebrate the entry to U21 and APRU Universities membership and to promote active student mobility and cooperation, KU introduced artnership scholarships for every student from all member institutions of U21 and APRU. For regular semesters, USD250* will be provided per semester for participants from Asian member institutions, and USD500 for those from non-Asian member institutions. For the KU International Summer Campus, USD200 for Asian member institution participants and USD400 for non-Asian member institution participants will be granted. Applicants may also apply for the Global KU Scholarships. *USD 1 = KRW1,000

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International Summer Campus (ISC)	
Duration (6 weeks)	June 30th – August 7th
Application deadline (all students)	May 22nd
Arrival date	June 28-29th
Program start	June 30th
Classes start	July 1st
Exam week	3rd and last week of the program
Departure	August 8th and 9th
Web address	http://isc.korea.ac.kr
ISC courses	http:/isc.korea.ac.kr > programs > courses
ISC faculty	60 faculty members from overseas institutions
Workload	4 classes a week, 100 minutes per class, total 48 class hours
Coordinators	Mr. Jeff Jang (muscle73@korea.ac.kr)

Academic Calendar 2014			
Month	**Date**	**Day**	**Events**
December ~ January	9 Dec (Mon) ~ 11Jan (Fri)		Application registration for accommodation
February	22~23	Sat~Sun	Airport pick-up / Accommodation moving-in
	24~26	Mon~Wed	Orientation for International Students (Mandatory)
March	1	Fri	Independence Declaration Day (National Holiday)
	3	Mon	Spring Semester Begins
April	21~25	Mon~Fri	Mid-term examination
May	5	Mon	KU Foundation Day / Children's Day (National Holiday)
	6	Tue	Buddha's Birthday (National Holiday)
June	6	Fri	Memorial Day (National Holiday)
	16~20	Mon~Fri	Final examination
	23	Mon	Summer vacation begins
	30	Mon	International Summer Campus begins
August	7	Thu	International Summer Campus ends
	15	Fri	Liberation Day (National Holiday)
September	1	Mon	Fall semester begins
	7~9	Sun~Tue	Harvest Festival (Chuseok, National Holiday)

	19~20	Fri~Sat	Annual Korea-Yonsei Games (TBC)
October	3	Fri	National Foundation Day (National Holiday)
	9	Thu	Hangeul Proclamation Day (National Holiday)
	20~24	Mon~Fri	Fall Semester Midterm Examination Period
December	15~19	Mon~Fri	Fall Semester Final Examination Period
	22	Mon	Winter Vacation / Winter Session Begins
	25	Thu	Christmas (National Holiday)