

MYONGJI UNIVERSITY

GUIDELINE FOR 2023 FALL EXCHANGE PROGRAM



Important Notice due to COVID-19

- ✓ **Courses offered in 2023 fall are subject to change without prior notice**

Academic Information

① Spring Semester

- Dormitory Open Date : 26.02.2023
- Mandatory Orientation : 27.02.2023 ~ 28.02.2023
- Beginning of Term : 02.03.2023
- Mid-term Exam Period : 20.04.2023 ~ 26.04.2023
- Final Exam Period : 08.06.2023 ~ 14.06.2023
- End of Term : 14.06.2023
- Leave Date : Before 14.07.2023 (for one semester students)

② Fall Semester

- Dormitory Open Date : 27.08.2023 (*may change*)
- Mandatory Orientation : 29.08.2023 ~ 30.08.2023
- Beginning of Term : 01.09.2023
- Mid-term Exam Period : 20.10.2023 ~ 26.10.2023
- Final Exam Period : 08.12.2023 ~ 14.12.2023
- End of Term : 14.12.2023
- Leave Date : Before 14.01.2024 (for one semester students)

Qualifications

Students must:

- ① Be officially nominated by the home university and completed at least one academic year in the home university.
- ② Choose the program depending on their language proficiency:
 - **ENGLISH TRACK** : TOEFL IBT 70 or above (or IELTS 5.5, TOEFL ITP 527, TOEIC 750) OR proved by the home university for an excellent level of English language skills
 - **KOREAN TRACK** : TOPIK Level 3
 - **CHINESE TRACK** : Students whose mother tongue is Chinese

Application Procedure

| | |
|--|---|
| Contact Home University | Students should contact the international office of his/her home university to start the application procedure. |
| ▼ | |
| Receive Instruction from Home University | Home university's international office should instruct students who have chosen MJU as an exchange destination to start the online application process (international.mju.ac.kr) |
| ▼ | |
| Complete your Online Application | Students must complete the application form at http://international.mju.ac.kr . Check below for the required documents when applying. |
| ▼ | |
| Gets accepted by MJU | MJU will Issue the Certificate of Admission, Letter of Acceptance, and other related materials by late December-early January (for the Spring semester) and late June-early July (for the Fall semester). |
| ▼ | |
| Apply for visa | Students must apply for the visa as soon as they receive the Certificate of Admission, Letter of Acceptance, and Certificate of Business Registration. |
| ▼ | |
| Pay for the Dormitory (if applicable) | For students who checked the dormitory when submitting the application, the dormitory office will contact them separately for them to pay for the dormitory. |
| ▼ | |
| Purchase the Flight Ticket | Students should purchase the flight ticket after they receive the visa since it is not guaranteed that they will get a visa in time. |
| ▼ | |
| Purchase the Travel Insurance | Students must purchase and send us travel insurance that covers from the day of the departure to Mid-April (for the Spring semester) and to Mid-October (for the Fall semester). |
| ▼ | |
| Apply for KLEC (if applicable) | Students who wish to take additional intensive Korean courses must apply on their own and pay an additional fee for the courses. |

VISA

Once students receive the Letter of Acceptance, Certificate of Admission, and 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 a position to offer any support in this regard. 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).

Required Documents

All documents should be uploaded as a PDF, except for the ID photo, which should be a JPG.

| No. | Document | Information |
|-----|---|---|
| 1 | Online Application (international.mju.ac.kr) | |
| 2 | Passport copy | -A copy of the first page of the passport -Passport must be valid at least until March, 2025 |
| 3 | Identification copy (valid in your home country) | |
| 4 | Guardian (Parental) Consent Form | |
| 5 | Rector Confirmation Form | By President/Rector only (New regulation by the MOE applicable for international exchange students) |
| 6 | Health Report | |
| 7 | Certificate of Enrollment in English | Must be certified by Korean Embassy for Consular Confirmation or be attached by Apostille, issued by the competent authority |
| | 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 |
| 8 | Official Transcript in English (with total average GPA) | |
| 9 | TOPIK, TOEFL, IELTS test report | if applicable |
| 10 | Bank balance statement of minimum \$20,000(for 2 semester exchange students) (\$10,000 for 1-semester exchange students) | The certificate of bank balance can be of either the applicant himself/herself or his/her legal guardians. In the case of the latter, please submit the document to prove the parent-child relationship. |
| 11 | 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. |
| 12 | 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 November 1, 2023. (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 private insurance until your registration in Korea, which will be around mid-late September. |

Course Registration

There are two campuses; Seoul and Yongin (divided by faculty). Students will first choose the program track (English, Korean, or Chinese) depending on their language proficiency, and depending on the chosen track, they will choose the faculty:

| KOREAN TRACK | |
|---|---------------------------------------|
| Eligibility | TOPIK 3 or higher |
| Major | Students can choose any |
| Campus | Depending on chosen major |
| Courses | Any courses (all delivered in Korean) |
| Colleges and Majors in Seoul/Yongin campus can be found at: international.mju.ac.kr | |

| ENGLISH TRACK | | | | |
|---------------|-------------------------------|---|--|---|
| Eligibility | | TOEFL 70, IELTS 5.5, TOEIC 750 | | |
| Major | | Required Courses | Major Courses | Electives |
| Seoul Campus | Korean Language & Literature | (Minimum 2) | None | <ul style="list-style-type: none"> - Understanding International Politics - Globalization and Social Change - Asian History and Culture - Asian International Relations - Asian Culture and Tourism Management - Understanding of International Development Cooperation - Global manner for Global leader - Global Culture - Integrative Approach to Global Diversity: Society and Culture - Introduction to Global Corporate Strategy - Business and management (2) |
| | Political Science & Diplomacy | | <ul style="list-style-type: none"> - International Organizations - Political Process - Understanding International Politics | |
| | Digital Media | | <ul style="list-style-type: none"> - Media Literacy in Digital Age - Research Method in Media | |
| | Public Administration | | <ul style="list-style-type: none"> - Leadership and Organizational Behavior - Emotional Government - Intro. to Public Administration | |
| | English Language & Literature | | <ul style="list-style-type: none"> - British and American Fiction - Intensive Course for English Composition - British and American Novels | |
| | Economics | | <ul style="list-style-type: none"> - Mathematics in Economics - Principle of Microeconomics | |
| Yongin Campus | Architecture | 1. Korean Language Conversation 2. Korean Language Grammar 3. Korean Language Application | <ul style="list-style-type: none"> - Marketing Research - Principles of Financial Management - Organization Theory - Seminar on International Business - Strategic Management - International Business - Financial Analysis - Case Study of Global Mgmt Strategies | None |
| | | | <ul style="list-style-type: none"> - Architectural Design (5) - Space Element Design (5) - Zero Energy Design (5) - Construction Practice of the - Traditional Korean Architecture (5) | |

CHINESE TRACK

| | | | |
|---|--|--|---|
| Eligibility | Native language is Chinese | | |
| Major | Global Business | | Baduk Studies |
| Campus | Yongin | | |
| Courses | (Mandatory) | | |
| | Korean Language Conversation | | |
| | Korean Language Grammar | | |
| | Korean Language Application | | |
| | Major Courses (All Courses are provided in Chinese) | Management Statistics | ** Contact the OIA for the course list |
| | | Principles in Management | |
| | | Marketing Management | |
| | | Creative Computing Management Strategy | |
| | | Human Resource Management | |
| | | Organizational Behavior | |
| | | International Business | |
| | | Financial Management | |
| | | Principles of Accounting | |
| | | Business Statistics Applications | |
| Competitive Strategy | | | |
| Business Ethics and Sustainability Management | | | |
| Consumer Behavior Theory | | | |
| Operations Management | | | |

KLEC Registration for Exchange Students

- Korean Language Education Center (KLEC) is available on both campuses. Composed of 4 semesters, each semester lasts for 12 weeks. Exchange students have the option to take:
 - For the 1-semester student: 2023 Fall KLEC
 - For the 2-semester student: 2023 Fall KLEC or [2023 Fall KLEC+2023 Winter KLEC]
- 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 Case 1]
 - If you take 1 semester of KLEC, which is 6 credits, the maximum number of credits you can register for undergraduate (major or elective) courses are 11, therefore.
 [Example Case 2]
 - If you take 2 semesters of KLEC, which are 12 credits, the maximum number of 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 at: 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 the below links for detailed information :

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

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

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

Promotional leaflet download :

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