



# 2023 Spring Exchange Student

Warmest greetings from Myongji University (MJU), Korea.  
We are pleased to offer you admission to our student  
exchange program for 2023 spring semester.  
Please read carefully the following information.

## Office of International Affairs

Seoul : Administration building 4th floor

Yongin : Engineering Building 2, #8214

09:00 ~ 11:45

13:00 ~ 16:45





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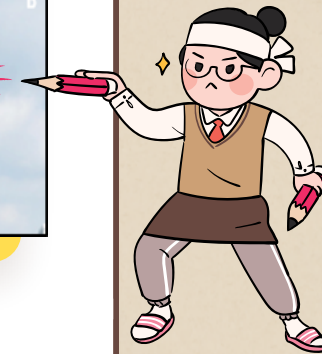
## 1. How to contact OIA

Website in Korean : [enter.mju.ac.kr](http://enter.mju.ac.kr)

명지대학교 MYONGJI UNIVERSITY | 국제교류처

국제교류처소개 ▾ 국제교류프로그램 ▾ 외국인학부입학 ▾

파견 프로그램 소개  
교환학생 프로그램  
방문학생 프로그램  
단기연수 프로그램  
파견 프로그램 참가수기  
국제교류처 선발 공지  
기타 프로그램 공지  
**News and Notes for Exchange Students**  
INBOUND 교환학생  
INBOUND 단기 프로그램



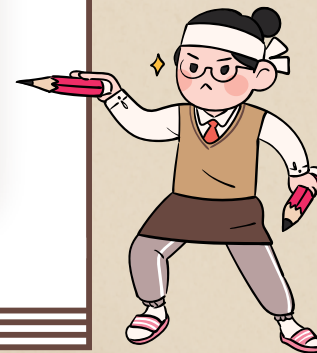




## 1. How to contact OIA

# Naver Band

1. Download the "Naver Band" application on your mobile.
2. Click this link to join :  
The link will be available in late January.
3. Change your name in English as shown on your PASSPORT in the order of [surname, given name]
4. All important information will be posted here during your exchange period.







### 1. How to contact OIA

Website in English : [enter.mju.ac.kr/en](http://enter.mju.ac.kr/en)





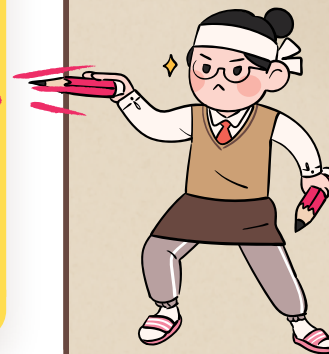
## 2. Arrival and Orientation

### Arrival Date

- At the latest by February 25
- Dormitory check-in date :  
Only February 26, 2023
- Other housing :  
Check with the landlord/housing  
office in advance

### Mandatory Orientation

- February 27, 2023 (Monday) 10am





### 3. Insurance

① Please send us the proof of your insurance (from the date of your departure ~ mid April) (Official foreigner registration in Korea will take about 1 month once you submit your application in early March. Once you are registered, you will be covered under the Korean National Health Insurance Service by law.) The private or your country's national health insurance with an international coverage is required until you are officially registered in Korea in case you become ill or required visit to medical centers/hospitals for medical needs.

\* Submit the document via email by Jan. 31, 2023  
(mju\_inbound@mju.ac.kr)

\* No late submission permitted.



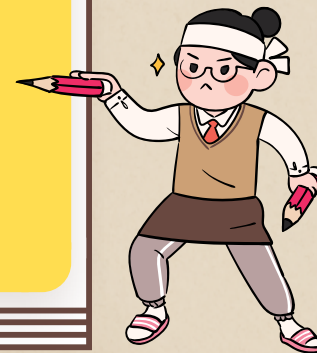




### 3. Insurance

#### ② Mandatory National Health Insurance Services (NHIS) subscription

- Students who hold Japanese or French Japanese citizenship, please bring your national insurance card with you to Korea.
- Students who hold domestic insurance with international coverage, please bring your insurance card with you to Korea. The details of your coverage must be translated into Korean language in order to apply for the exemption. (More information will be provided during orientation.)
- Yes, this is **REQUIRED** by Korean law for all International exchange students.
- The monthly fee is about USD 50.





#### **4. Dormitory / Housing**

- 1. Applicants will be chosen based on GPA and class standing, and the selection will be made among more than 2,000 applicants (maximum occupancy of 860 students).**
- 2. You may not be assigned a room, therefore, as your application will be considered along with both Korean and International students.**
- 3. We strongly recommend you to consider other housing options informed on 'News and Notes for Exchange Students'.**
- 4. If you have received an email that your application for on-campus housing has been accepted, please make sure to pay the due amount by the date requested by the housing office. (you will receive an email from the housing office shortly)**





## 5. Admission Letter

### 1. Visa :

With the official admission letter which we will send to your International Office in early January, you will be able to apply for a visa in the Korean embassy located in your city of residence.

### 2. Required documents to apply for a visa :

Contact the Korean consulate/embassy in your city/country of residence







## **6. Course Registration**

### **1. Course list for 2023 spring semester :**

**Will be posted on [international.mju.ac.kr](http://international.mju.ac.kr) in late January, 2023**

### **2. How to register for courses :**

**The OIA will do the pre-registration for new exchange students, based on students' Korean and English language proficiency as well as their majors in home institution. Students will have a chance to drop/add courses once the semester starts.**





## 7. Academic calendar / Credits

### Academic Calendar (2023 Spring)

Dates	Schedule	Dates	Schedule
Mid-February	Course registration	April 20 ~ April 26	Midterm Exam period
March 2	Semester starts	June 8 ~ June 14	Final Exam period
March 2 ~ March 8	Course drop/add	June 15 ~ August 31	Summer break
March 20 ~ March 23	Final period to drop courses (drop only)		

### Academic Calendar (2023 Fall)

Dates	Schedule	Dates	Schedule
August 17 ~ August 25	Course registration	October 20 ~ October 26	Midterm Exam period
September 1	Semester starts	December 8 ~ December 14	Final Exam period
September 1 ~ September 6	Course drop/add	December 15 ~ February 28	Winter break
September 18 ~ September 21	Final period to drop courses (drop only)		





## 7. Academic calendar / Credits

**Myongji University is on a 4,5 point grading system that includes plus (+) grade.**

**\*\*1 semester = 16 weeks**

**\*\*1 credit = 1 hour weekly for 16 weeks**

**Grade points are assigned as follows:**

**A+ = 4.5**

**A0 = 4.0**

**B+ = 3.5**

**B0 = 3.0**

**C+ = 2.5**

**C0 = 2.0**

**D+ = 1.5**

**D0 = 1.0**

**F = 0.0**







## 8. Departure

- 1. Students who stay for one semester (2023 spring semester only), your visa will expire on July 14, 2023, regardless of the date written on the back of your resident card.**
  
- 2. Students who stay for two semesters (2023 spring+fall semester), your visa will expire on January, 2024, regardless of the date written on the back of your resident card.**





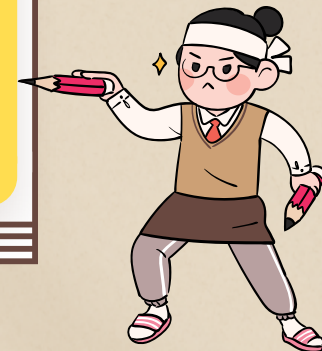
## 9. What to bring

### 1. Photo (to be used in the resident card)

- Taken after January 1, 2023
- Size: 3.5cm x 4.5cm
- White background
- Ears must be visible
- No home printed photo
- Must be different from the passport

### 2. Documents required for the NHIS exemption :

After arrival in Korea and receipt of your resident card, if you wish to apply for exemption of National Health Insurance Service that you will be automatically registered in, you will need various documents, including translation of your insurance plan (translate the only main coverage into Korean)  
\*an online translator may be used





## 9. What to bring

### Eligibility

- If you receive medical guarantees based on foreign laws (France, Japan, USA, UN)
- If you have a private health insurance plan from their home country and the plan has equivalent coverage as the Korean national health insurance
  - \*\*In such case,
  - 1) Must be a health insurance from outside of Korea
  - 2) There should be no limit to the amount of medical coverage (minimim 1 billion KRW coverage)
  - 3) For female students, your insurance must cover a pregnancy







## 10. Vaccinations

**Myongji University requires all new students living in University Housing to be vaccinated and provide vaccination records to the Office of University Housing. Vaccination records include TB, Hepatitis A and B vaccinations.**

### **Tuberculosis (TB)**

**Students who reside in on-campus housing will be asked to undergo another TB test upon arrival, depending on your last testing date. The cost is about USD 10~20, and you will receive detailed information upon arrival.**

