

**Dongguk University**  
**Student Exchange Program Information Sheet (2022/2023)**

University website	<a href="http://www.dongguk.edu/mbs/kr/index.jsp">http://www.dongguk.edu/mbs/kr/index.jsp</a>
--------------------	---

**Contact person(s)**

Name	Yoojung Yang
E-mail	Incoming2@dongguk.edu
Office Address	Office of International Relations, Dongguk University 30, Pildong-ro 1gil, Jung-gu, Seoul, 04620, Korea
Tel	+82-2-2260-3466
Fax	+82-2-2260-3878

**Application:**

Application Deadline(s)	Fall Semester : May 30 Spring Semester : November 30
Language Requirement(s)	A proof of language proficiency is not required. However, it could be better if basic communication in Korean is possible.
Application Requirement(s):	<ol style="list-style-type: none"> <li>1. Application Form</li> <li>2. Official Academic Transcript</li> <li>3. Proof of Enrollment</li> <li>4. Letter of Recommendation (Form International Office)</li> <li>5. Copy of Passport</li> <li>6. Certificate of Health Insurance (Must cover all periods of stay in Korea)</li> <li>7. Head Photo (It should be in JPEG file).</li> </ol> <p>※ All the required documents should be sent to via email before the application deadline. Hard copy is no needed.</p>

**Academic Calendar:**

<b>Spring Semester 2022</b>	
Feb 7-11	Course registration (Online)
Feb 25	Orientation (TBA)
Mar 2	Beginning of Semester (Spring)
Jun 14	End of Semester
Jun 22-Aug 31	Summer Vacation Begins
Sep 1	Beginning of Semester (Fall)

\*Subject to change

### Academic Information:

Course Selection	<p>Please refer to this website: <a href="http://www.dongguk.edu/mbs/en/subview.jsp?id=en_020300000000">http://www.dongguk.edu/mbs/en/subview.jsp?id=en_020300000000</a></p> <p>*Exchange students can take major except for 'college of Life science and Biotechnology, College of Pharmacy, College of applied Convergency.'</p> <p>*The information of course registration will be sending via email to student directly.</p>
Course Load per Semester	We have maximum credits ( <u>18</u> ) requirements for exchange students.
Dongguk Buddy	We will arrange the buddy for help the exchange student's campus life. The buddy info will be sending via email later. Please note that all students may not be assigned a one-on-one buddy depending on the situation of application.
Apply for Student Visa	<p>We process student visa (D-2-6) for exchange student. The original copy of the admission notice will be sent to university directly. Students can get the original admission letter to the Korean consulate for a visa.</p> <p>* Before applying for a student visa, Please visit the Korea embassy or consulate Website to confirm that required documents.</p>
Airport Pick-up service	Pick-up service is not provided.

### Korean Language Program:

Apply for Korean Language Program	Exchange Students can apply who want to take Korean Language Class.
Program details	<ul style="list-style-type: none"><li>- Class time:10:00-14:00 , Mon-Fri(10 weeks) (Lv.1-Lv6, all levels have the same class time)</li><li>- Level Test method: Online</li><li>- Tuition Fee: KRW1,155,000/quarter</li><li>- Tuition payment method: Students take cash (KRW) to the bank and pay OR transfers it through ATM.</li></ul> <p>* Regarding payment information will be informing via email to student after the semester get started.</p>
Transcript	This program is not a credit bearing program, So <b>the transcript is not provided.</b>

## Accommodation Information

Apply for Campus dormitory	<p>Due to the limited capacity of Campus dormitory, it may not be able to assign to all exchange students who have applied for it. There will be two types of dormitories for exchange students. The results of the dormitory assignment will be informing via email later.</p> <p>If the students are not assigned a room, they need to find a place to stay.</p>
Campus dormitories	<ol style="list-style-type: none"> <li>1. Namsan Residence Hall (남산학사)</li> <li>2. Chungmuro Residence Hall (충무학사)</li> </ol> <ul style="list-style-type: none"> <li>- Payment: Lump sum payment system</li> <li>- Fee: KRW 1,200,000~1,500,000/per semester</li> <li>- TB test certificate have to be submitted upon check-in</li> </ul> <p>* The certification is valid only within 1 month from the scheduled check-in date. * Further details will be announced via email later.</p>
Remarks	<ul style="list-style-type: none"> <li>- No deposit refund</li> <li>- No kitchen</li> <li>- A utility bill and WIFI are Free</li> </ul> <p>★ Campus dormitories can only be applied for up to one semester including vacation, and students who applied as one year exchanges, need to find other accommodations in the second semester.</p>

## Medical Information:

Required Health Insurance	<ol style="list-style-type: none"> <li>1. Exchange students are MUST required to have insurance from Home country, which includes an Accidental Injury Medical Treatment Insurance &amp; Hospitalization Medical Insurance when they arrived.</li> <li>2. As of Mar 1 2021, All international Students (Including exchange students) staying in Korea are subject to a mandatory subscription to National Health Insurance. (NHIS)</li> </ol> <p>The residence card(외국인등록증) has been issued, payment notice will be sending to you(registered address) directly.</p> <p>Monthly contributions for exchange students are around KRW45,000. Details will be sending via email later.</p>
---------------------------	--

\* The Korean government's policy, such as quarantine after entering Korea, will be announced after the admission documents get issued.

