**1. WHEN TO APPLY**

Application deadline:

**November 30th (Fri)**

**2. HOW TO APPLY**

Submit all the required documents via e-mail

(**exchange.gu@gmail.com)**

Please make sure that all of documents are to be scanned very clearly.

**3. Required Documents**

(a) Check List

(b) Application Form

(c) Housing Application Form

(d) Official Transcript (English)

(e) Certificate of Enrollment(English)

(f) Recommendation Letter(English or Korean)

(g) Copy of Passport

(h) Copy of Travel Insurance

(i) Language Test Certificate(if applicable)

**4. On-campus HOUSING**

GU guarantees a room for exchange students so the students must submit the on-campus housing application form.

Students have to stay in the on-campus housing during the period of study. The assistance in finding off-campus

housing is NOT provided.

**5. VISA**

Upon receiving the CERTIFICATE OF ADMISSION, the exchange students must apply for a student **VISA (D-2-6)** by contacting the nearest Korean embassy or local consulate.

Immigration Office Info: [www.hikorea.go.kr](http://www.hikorea.go.kr)

**6. CONTACT**

Office of International Affairs

Mr. Jeongwang, Joo (Manager)

Tel: +82-31-750-5672

Fax: +82-31-750-5666

E-mail: **exchange.gu@gmail.com**