

Invitation of Exchange Students for Spring Semester, 2018

(Chung-Ang University, South Korea)



Centennial Building (Bldg. 310)

Dear partners,

Warm Greetings from Chung-Ang University, South Korea!

I am pleased to inform you of our nomination and application procedures for incoming exchange students to Chung-Ang University. The number of students, conditions of the exchange, and important dates are described below.

1. Available Number of Exchange Student(s): Agreed number per semester based on mutual exchange student agreement.

☞ Please, contact our office in advance if you would like to send more students beyond the agreed exchange student quota per semester.

2. Condition: Tuition Fee Waiver (or tuition fee-paying if agreed upon)

3. Campus: Designated campus depends on your students' desired major. Please refer to the last part of the attached fact sheet.

* Exchange Students are responsible for airfare, alien registration fee, and monthly living expenses which includes meals, textbooks, insurance, and other personal expenses.

4. Study Period:

☞ One Semester(Spring semester, 2018 only): March 2nd, 2018 ~ June 16th, 2018

☞ Two Semesters(Spring semester, 2018 and Fall semester, 2018 - a year): March 2nd, 2018 ~ December 15th,



2018

5. Nomination Deadline: October 31st, 2018 (Please, use our official nomination form)

* I have attached the nomination format for your students, so please complete the form and send it back to us by **October 31st, 2018**, before your students apply through the online application system. *All exchange students need to be nominated by office of international affairs at their home university.*

* After reviewing the nomination form from you, we will provide ID and PW of approved student to the University coordinator's e-mail before November 7th.

6. Online Application Deadline: November 16th, 2018

7. Online Application: November 7th ~ 16th, 2018

8. Application Procedures

1) Submit the Online Application

http://neweng.cau.ac.kr/04_international/exprogram08.php

ⓧ Please, note that the above online application web page should be available only during online application period. (November 7th ~ 16th)

2) Receive the offer letter and **Visa application number** from CAU (estimated early-June)

3) The certificate of admission **will not be necessary** for your visa application according to the new policy by Korean government.

(CAU has been awarded special grants related to immigration processes, as we're included in the top 1% of Korean Universities that have been following the strict Korean Immigration regulations. A grant included in that is that students coming as exchange students are not required to provide the original copy of the letter of admission. But in the case that they do need the documents, we tend to send them to your home university. If possible, please make a call to the Embassy and double check on this matter. If you need them, we'll send them out as soon as possible.)

9. Required Documents **online submission only (All documents should be written in English)**

1) Completed Online Application Form for the Exchange Program

2) Official Academic Transcript from Home University

3) **Valid** Copy of Passport: Your personal information should be shown on the scanned page, and **the expiry date should cover the whole study period.**

4) Financial Statement (**Official document provided by bank, the other documents are not available**)

- a. For exchange student, more than 12,000 USD in balance for one year / 6,000 USD in balance for one semester
- b. For fee-paying student, more than 20,000 USD in balance for one year / 10,000 USD in balance for one semester

5) Signed Dormitory Agreement (if applying for on-campus housing) - found on the online application; print, sign and upload a scanned copy of it.

6) Attach Digital Passport-size Photo (Image File) with the following Specifications

- a. Size: 3.5cm x 4.5cm
- b. Color photograph of face, front view, on white background, taken within the past six months

※ Admission letter will not be issued in any absent of above documents.

7) Signed Privacy Policy: found on the online application; print, sign and upload a scanned copy of it

- **Those two documents below should be sent to us at email (inbound@cau.ac.kr)**

8) **TB test result:** Those who are living in the dormitory should submit a scanned copy of TB test result in English to inbound@cau.ac.kr. TB test date should be from 3month before the day of entrance to the dormitory. (For Fall semester – after June 2, for Spring semester – after December 2)

9) **Insurance :** Exchange students will be able to purchase an insurance plan after their arrival in Korea at CAU.

But in case that you want to purchase it in your home country, please send a scanned copy of the certificate to us at inbound@cau.ac.kr.

It should be valid until the end of your study period, and has to guarantee enough amount of coverage.

The online application system for the Spring2018 international program will open **November 7th**. Please request

your student to submit an online application.

The online application system has been designed for Google Chrome, although it should be compatible with other browsers. If your student is not able to complete the online application using a different browser, we recommend that they complete the application using Internet Explorer.

**** When uploading files, the file name can only contain basic Roman alphabet or numeric characters (no accents or any other marks) and without spaces. If the files contain other characters, there will be an error and your application will not be successful.**

10. Required Documents in **hardcopy (All documents should be written in **English**)**

- None

11. Courses Offered

Attached please find a list of all courses offered in English. These are the course offerings from the Academic year 2017.

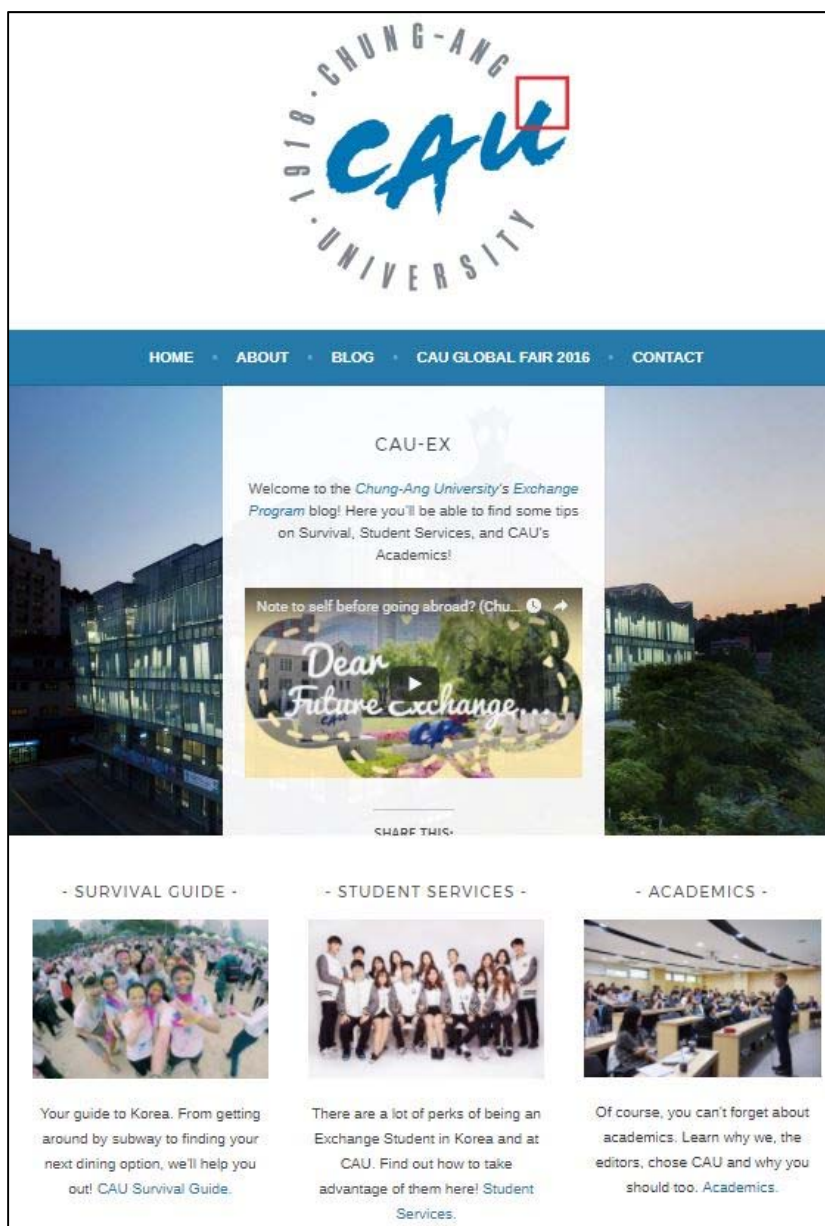
Please note this is only to be used as a reference. The final, official list of courses will be available through the online course registration system (Portal system) approximately 1 month before the beginning of lectures.

12. CAU Korea Exploration Program (CKEP)

Every semester, CAU hosts 3 to 4 cultural activities for exchange students to participate in, called “CAU Korea Exploration Program (CKEP)”. It cost approximately 300USD for each students per semester, however, we are happy to mention that we offer 100% discount on CKEP program to your students. These events can vary from baseball game outings to harvesting strawberries or making kimchi, Korea’s national side dish.



13. CAU-EX blog service



<http://cauexchange.wordpress.com>

We provide a service exclusively for our exchange students. It includes very useful information such as: must have applications in Korea, Enjoyable places in Korea, How to use the service of the library, Clubs at CAU, etc.



If you need further information, feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ainsworth Lee', is enclosed within a light blue rectangular border.

Ainsworth Lee
Program Coordinator for Regional Cooperation and Program for Asia
Office of International Affairs
Chung-Ang University

Contacts

Inbound Matters (From Partner to CAU): inbound@cau.ac.kr

Outbound Matters (From CAU to Partner): outbound@cau.ac.kr

Other Matters including Partnership and Protocols: international@cau.ac.kr

Mailing address: International Office, bldg. no. 201, 84 Heukseok-ro, Dongjak-gu, Seoul, 06974, Korea