

♠ Documents for Visa ♠

TO DO		Alien Registration Card Re-issuance(D2)		Alien Registration Card Extension(D2)		Alien Registration Card Extension(D2)		Changing to Job-Seeking Visa(D10)	
WHO	New Students, Returning Students, Readmitted Students	Students who lost it	Enrolled Students, Students with extended semesters	Undergraduate who complete credits & prepare other graduation conditions		Graduated Students			
				Graduate Students who complete prog. & prepare thesis					
WHEN	Within 90 days after arrival in Korea	Right Away	Within one month before visa expires	Within one month before visa expires		Within 2 weeks after graduation ceremony			
REQUIRED DOCUMENTS	1. Application Form 2. Passport & Coy of Passport 3. Color Photo(3.5cm x 4.5cm) 4. Certificate of Enrollment 5. Proof of Residence 6. Application Fee: KRW30,000		1. Application Form 2. Passport & Copy of Passport 3. Alien Registration Card 4. Tuition Payment Receipt 5. Certificate of Enrollment 6. Transcript 7. Confirmation Form for Faculty Advisor -only for students with extended sem. 8. Certificate of Bank Balance ① Mandatory to submit -GPA below than 2.0 (in previous sem. or in total) -Students with extended semesters ② Required amounts to show		1. Application Form 2. Passport & Copy of Passport 3. Alien Registration Card 4. Payment Receipt for Thesis Defense -only for graduate students who paid the fee for thesis defense 5. Certificate of Prog. Completion 6. Transcript 7. Confirmation Form for Faculty Advisor 8. Certificate of Bank Balance: KRW980,000*extension month 9. Proof of Residence 10. Application Fee: KRW60,000		1. Application Form 2. Passport & Copy of Passport 3. Alien Registration Card 4. Diploma 5. Transcript 6. Plan for Seeking Employment 7. TOPIK(valid) or KIIP Certificate 8. Proof of Residence 9. Application Fee: KRW130,000		
			Required Study Period		below than 1 year	more than 1 year			
		KRW980,000 *extension month	KRW 13,000,000						
		9. Proof of Residence 10. Application Fee: KRW60,000							

■ How to apply: ① Visit Immigration Office(required to make a reservation at www.hikorea.go.kr)

② Online application at www.hikorea.go.kr ③ Submit to School(in Mar.&Sept.)

■ Application Form, Confirmation Form for Faculty Advisor, Plan for Seeking Employment, Confirmation for Residence :
CISS(Center for International Student Services) @ Global Center #105

■ Certificate of Enrollment, Transcript, Certificate of Prog. Completion, Certificate of Graduation : One-Stop Student Service Center @ Administration Hall 1st floor

■ Tuition Payment Receipt, Research Student Fee Payment Receipt : @ ONKookmin Portal

■ Certificate of Bank Balance : from a bank, valid period within 30 days

■ Proof of Residence : If you are not the contractor for housing, a copy of the contractor's alien registration card and confirmation for residence are required.