



The List of Application Documents

(for self-check Incoming Exchange Students Admission Application)

1. Application Number : _____ (Applicant's number is issued when applying online)

2. Applicant's full name : _____

(*) is optional

No	Document	Note	Self-check
1	Application form	Print out after on-line application Put your signature	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Autobiography and Study Plan	Print out after on-line application	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Photo	1 photo (3cm X 4cm, color)	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Official transcripts	Original certificate in English or Korean	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Certificate of enrollment	Original certificate in English or Korean	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Recommendation letters by a professor	Designated form (attached file)	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Copy of passport		<input type="checkbox"/> Yes <input type="checkbox"/> No
8	Certificate of bank balance	More than USD 7,500 deposited more than 1 month (Check the owner)	<input type="checkbox"/> Yes <input type="checkbox"/> No
9	Certificates of degree/graduation (Bachelor's degree)	Copy / only for graduate students	<input type="checkbox"/> Yes <input type="checkbox"/> No
10	Certificate of Language Proficiency (TOEIC/TOEFL/TEPS/IELTS/TOPIK) (*)	Only if applicable Compulsory for Master level	<input type="checkbox"/> Yes <input type="checkbox"/> No
11	Housing Application Form	Designated form (attached file)	<input type="checkbox"/> Yes <input type="checkbox"/> No
12	Tuberculosis Examination Result	Designated form (attached file)	<input type="checkbox"/> Yes <input type="checkbox"/> No
13	Alternative Health Insurance Approval Request(*)	Designated form (attached file)	<input type="checkbox"/> Yes <input type="checkbox"/> No
14	The Copy of Insurance Policy(*)	Only for private Insurance Provider	<input type="checkbox"/> Yes <input type="checkbox"/> No
➤ Additional documents required for Chinese applicants			
15	居民戶口簿(*)	Applicant, parents, brothers and sisters	<input type="checkbox"/> Yes <input type="checkbox"/> No