

1. General Information

Office of International Affairs, Hanyang University ERICA	
Website	http://www.hanyang.ac.kr (main) http://global.hanyang.ac.kr (Office of Int'l Affairs, ERICA Campus) http://ericaexchange.hanyang.ac.kr/ (exchange & visiting program)
Mailing Address	Office of International Affairs, 55 Hanyangdaehak-ro, Sangnok Ansan, Gyeonggi-do 15588, Korea Email: ericaincoming@hanyang.ac.kr Fax: +82 31 400 5090
Coordination of Student Mobility	
Inbound Program	Ms. Yejin Park (Universities from European Countries) Email: yejin6543@hanyang.ac.kr Tel: +82 31 400 4912
	Ms. Migyeong (Mia) Kim (Universities from Non-European countries) Email: miakim@hanyang.ac.kr Tel: +82 31 400 4927
Outbound Program	Ms. Minju (Julia) Jung Email: skybluezone@hanyang.ac.kr Tel: +82 31 400 4915

2. Important Notices

Visa Application (**MOST IMPORTANT**)

All student visas **must be applied for at** a Korean Embassy or Consulate in the student's country of residence **before arriving in Korea**. Our office will send all prospective students an Acceptance Package, which will include copies of all necessary documents for applying for a student visa. However, visa requirements may vary by country, so students are strongly advised to contact the Korean Embassy or Consulate in their area to confirm the specific requirements.

Exchange students **MUST** apply for and obtain a D-2-6 student visa **BEFORE** arriving in Korea. Students **SHOULD NOT** arrive in Korea on a tourist visa or under visa-free tourist conditions, as they will not be granted a student visa while in Korea. Please note that the student visa is a single-entry visa, valid for 90 days from the date of issuance. Once in Korea, students must apply for a Residence Card (RC), which serves as both an identification card and an entry/exit permit.

If a student enters Korea using a single-entry visa and leaves the country before receiving their Residence Card (RC), the visa will be automatically invalidated. This means the student will need to apply for a new Certificate of Admission and obtain a new visa, which can be time-consuming. **Additionally, if student do not apply for foreign registration and subsequently leave the country, their D-2-6 visa will be invalidated, necessitating a new visa application.**

Cumulative GPA Confirmation

To consider and respect as much as our partners' diverse grading system and to meet the qualification of the Hanyang University exchange program, we would like to request a confirmation from the student's home university for the cumulative GPA. There will be a part on the nomination form to confirm that the student's cumulative GPA is over 60% based on home university grading system, and it should be confirmed by the home university coordinator in order for the student to be qualified to apply for the Hanyang exchange program.

National Health Insurance

The Korean government is mandating all long-term sojourn foreigners to be registered for the National Health Insurance (NHI) since March 2021. Exchange students will be subject to the registration after applying for the Foreign Registration Card. The monthly amount of the NHI will be **approximately 76,000 KRW** from January 2024. Please be aware that the fees may increase in 2025. Please note that the individual health insurance will be still required, as the NHI will not be valid until the foreign registration card is issued, and it may not cover some unexpected matters related to international students, such as hospitalization and etc. Note those eligible for NHI Registration Exemption can apply for exemption on their own, and further information will be shared later.

Korean Language Course

There are two types of Korean Language Courses available for exchange/visiting students at Hanyang University ERICA. The Survival Korean course is provided by the Institute of International Education (IIE) exclusively for exchange/visiting students, with the tuition fee fully covered by the Office of International Affairs (OIA). The Intensive Korean course is open to all students, not just exchange/visiting students, and requires payment of the tuition fee. Please refer to the table below for more details.

		Survival Korean	Intensive Korean
Period	1 semester	Max. 1 session (during semester)	Max. 1 session (during semester)
	2 semesters	Max. 2 sessions (during semester)	Max. 3 sessions (during semester & vacation)
Credit		3 Credits	13 Credits
Time		Monday & Wednesday or Tuesday & Thursday (6:00PM-10:00PM)	Monday - Friday (9:00AM-1:00PM or 2:00PM-6:00PM upon level)
Fee		Free	1,260,000 KRW
Note		- The Korean Language course is not mandatory . - We do not permit exchange students to enroll solely in Korean Language Courses. Students must also take at least two regular courses during their exchange period, even if they choose to take Korean language courses.	

3. Important Dates

	2025 Spring	2025 Fall (Tentative)
Online Nomination Begins (by Home University Coordinator)	October 1, 2024	April 1, 2025
Online Nomination Deadline (by Home University Coordinator)	October 15, 2024	April 15, 2025
Online Application Deadline (by Students)	October 31, 2024	April 30, 2025
Issue of Certificate of Admission (COA)	Early December *COA issuance depends on error-free document submission; delays possible otherwise.	Early June *COA issuance depends on error-free document submission; delays possible otherwise.
Semester Dates	March 3 – June 21, 2025 (TBD)	September 1 – December 20, 2025 (TBD)
On-campus Dormitory	Check-in: 2-3 days before the Semester Starts Check-out: Depends on the number of months students choose to live	
Orientation	1-2 working days before the Semester Starts	
Exam Period	Midterm exam: <u>Mostly</u> 7 th ~ 8 th week of Semester Final exam: <u>Mostly</u> the last week of Semester * Each course can have a different exam period	

- ※ Nomination will be accepted only through Hanyang’s form and email nomination will **NOT** be accepted.
- ※ Application instruction will be sent to the nominated students directly from Hanyang’s International office.

4. Nomination & Application Process

IMPORTANT NOTICE	Course registration system in Hanyang University works on “first-come, first-served” basis. Students must be aware that it may be very difficult to register for some courses and their preferred choices of courses are NOT GUARANTEED . We ask exchange students to be flexible with their course preferences. If students have any essential courses required for graduation, <u>we suggest them to take it at their home university.</u>
Colleges/ Dept./ Division	<p>Please refer to available colleges and departments for Spring 2025 in the following link (https://bit.ly/3ZBVPjm).</p> <div style="border: 1px solid black; padding: 5px;"> <p>※ As the Office of Graduate School is only in Seoul campus, all exchange & visiting students (regardless of your level of study in your home university) coming to ERICA are enrolled on <u>the 4th grade at undergraduate level</u>. But Graduate students will have no problem in registering and taking either undergraduate or graduate courses at ERICA. You will be informed regarding this later.</p> </div>

Qualification

- 1) **Must be officially nominated by home institution through Hanyang’s online system**
- 2) **Must completed at least one (1) semester by the time of nomination**
- 3) **Minimum Cumulative GPA must be over 60% in home university grading system**
Please refer to below examples.

Grading Scale		Minimum Requirement
Lowest	Highest	
0	4.5	2.7
0	4.0	2.4
0	100	60
0	20	12
0	10	6
5	1	2.6
6	1	3

4) Language Proficiency (Korean or English)

Language	Required Minimum Level
Korean	TOPIK Level 3
English	CEFR B2 (IELTS 5.5, TOEIC 785, IBT 72, ITP 543, Duolingo 90 etc.)

* Exception: Korean Citizenship holders **or** Students studying at a university in following Countries:
US, Canada (except Quebec), UK, Australia, Ireland, New Zealand

※ Student who cannot meet above requirements can alternatively participate in the **Visiting Student Program** (tuition-paying program). Visiting Students are not counted towards the mobility balance. Detailed information can be found at our [webpage \(Click\)](#).

**Required Documents
(For students with OECD nationalities)**

Only officially nominated students will receive the application instructions directly from the Hanyang International Office. The documents below must be uploaded **in English or with an English translation.**

****Please use Microsoft Edge or Chrome only. Other browsers such as Firefox, Safari, or Opera may not be compatible. ****

1) Color ID Photo	✓ Colored copy, Face only, JPEG format, 20KB or less
2) Passport	✓ Valid for at least 6 months beyond the end date of the program. (e.g., Spring 2025 applicants should submit a passport that is valid until December 20, 2025).
3) Official Academic Transcript	✓ English Version with University logo and stamp ✓ Must show all semesters completed by the applicant
4) Language Proficiency Form	https://url.kr/utn4rc
5) Financial Affidavit	https://bit.ly/4e3RABC * Proof of funds is not required
6) Health Insurance Certificate	✓ Written in English ✓ Indicate applicant as a beneficiary ✓ Valid during the entire trip in Korea ✓ Cover int'l travel and medical expenses in Korea ✓ Indicate coverage and insure amount

Only officially nominated students will receive the application instructions directly from Hanyang International Office. Among the mandatory documents listed below, please note that **documents #6, #7 MUST be submitted in hard copies by courier(post) to the address below**. Documents #1 ~ #5 must be **uploaded in English or with English translation**.

****Please use Microsoft Edge or Chrome only. Other browsers such as Firefox, Safari, or Opera may not be compatible. ****

**Required Documents
(For students with Non-OECD nationalities)**

1) Color ID Photo	✓ Colored copy, Face only, JPEG format, 20KB or less
2) Passport	✓ Valid for at least 6 months beyond the end date of the program. (e.g., Spring 2025 applicants should submit a passport that is valid until December 20, 2025).
3) Official Academic Transcript	✓ English Version with University logo and stamp ✓ Must show all semesters completed by the applicant
4) Language Proficiency Form	https://url.kr/utn4rc
5) Health Insurance Certificate	✓ Written in English ✓ Indicate applicant as a beneficiary ✓ Valid during the entire trip in Korea ✓ Cover int'l travel and medical expenses in Korea Indicate coverage and insure amount
6) Financial Affidavit	https://bit.ly/4e3RABC *Proof of funds is required
7) Certificate of Enrollment	✓ (Students of Non-Chinese University) Verified through <u>Apostille certification</u> or <u>Consular authentication from the Embassy of Korea</u> ✓ (Students of Chinese University) Verified through <u>China Higher Education Student Information (CHSI)</u>

※ Submission Instructions (Documents #6, #7)

- The **Original copy of verified certificate of enrollment** and **Financial Affidavit form with the proof documents** need to be submitted by post to the address below by November 15th, 23:59 KST (Friday):

Office of International Affairs, Student Welfare Building 3F, 55, Hanyangdaehak-ro, Sangnok, Ansan 15588, Gyeonggi-do, Korea

- **Electronic (scanned) copies of the documents** need to be uploaded in the Online application system. (Document #6 in the Financial affidavit box, #7 in the Home University Certificate of Enrollment box)

5. Academic Information

English Courses

We offer around 500~600 courses in English (Major: 70%, Elective: 30%) per year over various departments. Exchange students are allowed to take courses from different departments **upon availability**. The most up-to-date course list becomes available a month prior to the beginning of semester. Until then, students should refer to the previous year's course list. (e.g. **2025 Spring semester** applicant should refer to **2024 Spring semester** course list). But note course list may differ every year. The previous English-taught course list (<https://bit.ly/4e2WuP3>) can be found as linked.

**We accept graduate students, but they are highly required to take undergraduate level (3rd – 4th year) courses, and the number of graduate courses to take can be highly limited.*

Credits and Study Load

1 Hanyang University (HYU) credit consists of 15 contact hours. In most cases, the conversion to ECTS (European Credit Transfer and Accumulation System) is "1 Hanyang credit equals 2 ECTS." A regular student's study load at Hanyang typically ranges from 15 to 18 credits per semester, with a maximum of 20 credits. Exchange students **must enroll in at least two regular courses to maintain their visa status**.

Course Registration

Before coming to Korea, students will have a chance to register courses online. There are different phases for course registration categorized by their major & year and it works on "first-come, first-served" basis. The specific dates will be sent to students directly through email and uploaded to our website: [Academic Calendar](#) (as of 2024)

Evaluation and Grade

Although the evaluation method may differ based on professor's policy, attendance is always an essential part of the evaluation process. Hanyang does not have re-sit examinations so the final grade inputted into the system cannot be changed. Students can take only one P/F course in one semester and most courses will be in letter grade. Please refer to the below chart for the grade system at Hanyang.

Letter Grade	Numerical Value	Grade Point
A+	95-100	4.5
A0	90-94	4.0
B+	85-89	3.5
B0	80-84	3.0
C+	75-79	2.5
C0	70-74	2.0
D+	65-69	1.5
D0	60-64	1.0
F	0-59	0.0

Transcript

To reduce paperwork and be more eco-friendly, we're now sending transcripts only electronically. Both students and home university coordinators will receive the e-transcript by the end of July. If you need the hard copy, please contact ericaincoming@hanyang.ac.kr.

**Please note that the home universities are responsible for covering the postal service fee for hard copy transcripts.*

**Transcripts for students who study at Hanyang for two (2) semesters will be sent to the students and their home university coordinators only after the end of 2nd semester via email.*

6. Campus Life

Housing

Students can apply for on-campus dormitories approximately two months before the semester begins. Please note that dormitory placement is not automatically guaranteed for all applying students. To secure accommodation in the on-campus dormitories, students must apply during the designated dormitory application period. Housing information is available on the [website](#) (only in Korean).

On-campus dormitory placement **will NOT be guaranteed** if students **fail** to complete the housing application or submit the housing fee payment by the deadline.

Buddy Program

Buddies are current Hanyang students who volunteer to support new students for their smooth settlement and adjustment into the life and culture in Korea. Representing Korea as a cultural delegation, buddies will interact with new exchange/visiting students throughout the semester and provide them assistance in various areas.

** Application instructions will be shared before the semester starts.*

Cost of Living (estimate) per month

Housing	Food	Personal Expenses	Total
Dorm: 300,000 KRW Off-campus: Above 450,000 KRW	400,000 KRW	250,000 KRW	950,000~1,100,000 KRW