

2024-Spring Coming-back Application Guide for International Students

The following is a guide to undergraduate international students regarding the process, documents, and visa for coming-back applications.

1. Application guide-line

A. Application period

| Round | Application and documents | Tuition fee payment period | Issuance of admission |
|-------|---------------------------|----------------------------|----------------------------------------------|
| 2nd | 2024.2.1(Thu)~2.13(Thu) | 2024.2.14(Web)~2.20(Tue) | 3 days after confirmation of tuition payment |

B. Required documents

Fill out the Google application form (<https://forms.gle/tUhj9DqHSvAAUajm7>)

- 1) Application form
- 2) Passport copy
- 3) Agreement
- 4) balance certificate (20,000,000won) under the name of the person or parent (Copy)

*A copy of the family relationship proof document (if parental balance certificate is submitted)

(You have to send the original balance certificate by international mail to this address 서울특별시 노원구 광운로 20 화도관 국제교류팀 103 호 02-940-5014)

C. Tuition fee payment method: Check your tuition bill at KLAS and pay it

D. Issuance of admission letter: After confirming the tuition fee payment and documents, an admission letter and a copy of the university business registration card will be issued and **sent to the email address written in the Google form** (Please enter the correct address)

E. Notes

- 1) Please apply for reinstatement after considering that the entry period will be delayed by more than one month due to the longer visa issuance period.
- 2) Please note that your visa will be rejected if you submit a counterfeit bankbook to the embassy.
- 3) Since 8.17 document submissions are not allowed

2. D-2 Visa issuance guide

A. Required documents (common)

- Visa application, passport, one photo (taken within 6 months), fee
- A copy business registration of the institution
- Standard admission letter
- Tuberculosis certificate (Only in the country concerned)
- Proof of final academic background (Original submission)
- Proof of financial competence (20,000,000won)
- Family relationship card (Only if you have submitted your parent's balance proof)

※ When applying for a visa, the required documents could be changed according to the national and competent officials, so be sure to submit after viewing the D-2 application method on the Embassy of the Republic of Korea website.

※ Additional documents due to Corona 19 (such as a medical certificate issued within 48 hours) could be required, so be sure to check in advance.