Dongguk University Exchange/Visiting Program Factsheet

A. GENERAL INFORMATION		
Name of Institution	Dongguk University	
Country	South Korea	
Incoming and Summer School	Name of Unit	International Relations
	Name of Coordinator	Sejin Kwon
	Address	30, 1 gil, Pildong-ro, Jung-gu, Seoul, 100-715, Korea
	Telephone	(+82)2-2260-3465
	Fax	(+82)2-2260-3878
	Email	incoming@dongguk.edu / sjkwon@dongguk.edu
Outgoing and Summer School	Name of Unit	International Relations
	Name of Coordinator	Minji Kim
	Address	30, 1 gil, Pildong-ro, Jung-gu, Seoul, 100-715, Korea
	Telephone	(+82)2-2260-3463
	Fax	(+82)2-2260-3878
	Email	outbound@dongguk.edu / mjclaire@dongguk.edu
Relevant Website	Institute	http://www.dongguk.edu/mbs/en/index.jsp
	Exchange program	http://www.dongguk.edu/mbs/en/subview.jsp?id=en_040301010000
General background	Dongguk University Seoul Campus Founded in 1906 13 Colleges 66 Undergraduate Programs 136 Graduate Programs	
Type of Institution	Private / Comprehensive University	
Location and Campus Map	http://www.dongguk.edu/mbs/en/subview.jsp?id=en_010600000000	
Campus	Main Campus: Seoul Campus Bio-Medi Campus: Ilsan Campus (College of Life Science and Biotechnology)	
Student Enrollment (As of 2017 Spring)	Total no. of students	Undergraduate: 12,774
		Graduate: 3,580
	No. of international/ exchange students	Around 1,600 / 180

B. ACADEMIC INFORMATION			
		Fall 2018	Spring 2019
Academic Calendar (Subject to change)	Pick Up Service	8/26/2018	TBA
	Residence Hall Check In	8/26/2018	TBA
	Residence Hall Check Out	12/21/2018	TBA
	Expected Orientation Date	8/29/2018	TBA
	Semester starts	9/3/2018	3/4/2019
	Semester ends (Vacation starts)	12/21/2018	3rd week of June
Language of Instruction	English and Korean (Overall, 20% of courses is taught in English. Business School & English department provides about 30% of lectures in English)		
Course Information	Please see sheet 4, 5 ※ Please note that the courses on the list are taught in English, but opened last semesters. Since the fixed course list opened in coming semester is usually released a month before the semester starts, student must get approval with the previous course list first. ※ If student needs course description, please have them contact us via email(incoming@dongguk.edu) with course code and title.		
Exchange/Visiting Duration	One semester / One academic year (Students can choose)		
Study Load for exchange students per Semester		No. of credits / Courses per semester	
	Minimum study load	3 credits / 1 course	
	Maximum study load	18 credits / 6 courses	
	※ Kindly guide your students with study load on your standard **※ In Dongguk University, graduate students are allowed to take less than 15 credits**		

C. APPLICATION

English Proficiency Requirements	Students are not required to provide proof of English Test Result, but they have to have English skills to take courses taught in English	
Online Application	http://diss.dongguk.edu/applyex/apply.html	
Required documents to be uploaded	Official academic transcript A copy of passport Passport-sized photo	
Exchange(visiting) student Nomination/Application Deadline	Fall Semester	May 20 / June 1
	Spring Semester	November 1 / November 15
D. ACCOMODATION		
Type of accommodation	On-campus / Off-campus (Please find more details from sheet 2)	
Estimated Accommodation Fee per semester	varied by room type	
Application	Students can apply via online application above	
E. MISCELLANEOUS		
ESTIMATED Living Expenses (for reference only)	Books	KRW 150,000 (per month)
	Meal	KRW 350,000 (per month)
	Local Public Transportation	KRW 40,000 (per month) (KRW1,200-KRW1,800 for one way trip by metro per times)
Fees	International Exchange/Visiting Student Fee	KRW100,000/semester * Dongguk requires all exchange/visiting students to pay mandatory International Exchange Student Fee upon their arrival * For year-long students, KRW100,000 will be charged for the first semester and KRW50,000 for the second semester * This fee also applies to all international exchange students from bileteral agreement partner university
Visa Application Procedures	An immigration office head can issue a **Certificate for Recognition of VISA Issuance** after examining the applicant's documents upon the request of a sponsor in Korea.(Sponsor in this context: Host University. The host university will request of issuing this certificate to the immigration office) When the certificate is issued and sent to the applicant, then the applicant can get a visa by submitting the certificate to the nearest Korean consulate overseas. Then, the Korean consulate overseas will issue a visa based on the certificate. The certificate is effective for three months and valid for a single visa application. ※ **Students are advised to contact Korean consulate in their home country for more detailed information**	
Student support service	Student Buddy Program (Dongguk BUD)	
Korean Language Program	Dongguk University Korean Language and Education Center offers Korean Language Classes for foreign students. The course is pretty intensive which is held for 10 weeks (4hours every day). The tuition fees are originally KRW1,550,000 per quarter, but we give a 90% discount for exchange students. Korean Language Program is very intensive course having very heavy work load so, it is not recommendable for the students who are non-major. If student wish to learn Basic Korean as an elective, we stronly recommend to take courses from General Education sector.(3 credit course, 3 hours/week)	

Health Insurance	It is required for exchange student to register health insurance in their home country and send a copy of the policy showing his/her name before their arrival. The documents must be accompanied with an English translation if it is not in English. The insurance plan should cover the medical expenses of death occurrences or getting handicapped. Please be advised that insurance should cover followings: -Accident Death/Permanent Handicap/Medical Expenses -Sickness Medical Expenses -Special Expenses (Medical Evacuation and Repatriation) If coverage doesn't fit the standard of Dongguk, students are required to purchase it upon arrival in Korea suggested insurance company by Dongguk University. (Estimated cost/semester: KRW60,000)