

# Preparing for SNU

## 📌 Visa

### /// Visa Issuance

If you are planning to study in Korea, you must apply for relevant visa at an overseas Korean embassy or consulate. The application procedure may vary according to the embassy or consulate, so it is advised to check with your local Korean consular officer, and the expiration date on your visa may not match the end date of your degree program or employment contract. If your visa expires before you complete your program, you will need to apply for a visa extension at the Korean Immigration Office.

### /// Visa Types

- Student Visa (D-2): for general students seeking degree at SNU or exchange / visiting students
- Training Visa (D-4): for students who will attend Korean language programs only
- Research Visa (E-3): for researchers who will conduct research activities in a laboratory or research institute
- Professorship Visa (E-1): for professors seeking to give lectures in an educational facility
- *If you are a Korean citizen who got an admission under foreign students' admission category, you do not need to apply for a visa.*
- *If student possesses other type of visa, he/she is required to visit the Immigration Office for confirmation of study abroad eligibility with their current visa.  
(Other types of visa eligible for study in Korea: F-2, F-4, F-5 etc.)*
- *If the student does not have study abroad eligibility, he/she must obtain an appropriate visa for study abroad or obtain an approval on their current visa for allowance of study abroad.*
- *Even if you possess a valid visa for study abroad, you must apply for an update before the start of the semester to reflect the affiliated school information on your visa at Korean Immigration Office.*
- *If the student fails to obtain an approval for study abroad on their visa but continues to pursue their studies as an international student in Universities in Korea, he/she will be imposed a fine.*



## // Information on D-2 Visa

### / Basic Required Document for D-2 Visa Application

- Passport
- Visa Issuance Application Form
- Certificate of Admission  
(Issuance from the president or chief dean of a university)
- A color photo
- A copy of certificate of business administration
- Certificate of the latest scholastic achievement
- Documented proof of your financial ability (amount of money equivalent to the tuition fee and living expenses for a year, \$13,000)

- *The Korean Embassy or Consulate abroad may ask you to submit additional documents.*
- *Should a visa applicant enter Korea prior to the actual issuance of the visa, it will be assumed that the applicant is withdrawing their application, and the issuance will be canceled.*

\* For Chinese applicants ONLY (Documents must be submitted to Office of International Affairs in SNU for receiving 'Certificate No. of Visa Issuance' required for their visa application.)

- A color photo (3.5 X 4.5 cm)
- A copy of valid passport
- A copy of ID card (including whole family's ID copies)
- A copy of census report listing all members of family with notarial certificate in Korean/English
- Original bank statement (minimum of 13,000 USD valid for two semesters ahead)
- **For Bachelor**, Gaokao(高考) transcript and certificate of graduation OR Huikao(会考) certificate/ Huikao(会考) transcript and certificate of graduation, original credential report of graduation/transcript from China Academic Degree and Graduate education Development official confirmation of graduation/transcript certificate from the Korean embassy or consular office in China
- **For Master & Doctor**, original credentials report of graduation/degree (final education completed) from China Academic Degree & Graduate education Development Center (Website: <http://www.cdgd.edu.cn> / Contact: 010-8237-9480) OR Original certificate of graduation/degree certificate from the Korean embassy or consular office in China

※ Scholarship certificate can replace an original bank statement

If you have any further enquiries on Visa, please contact International Office (I-Office) in Office of International Affairs.

**I-Office (Email: [i-office@snu.ac.kr](mailto:i-office@snu.ac.kr) / Tel. 02) 880-4447)**



## / Visa Extension

For an extension of your D-2 visa, your application should be submitted 30 days in advance of the visa expiration date. You must also submit the followings to the Immigration Office in person:

- Passport
- Alien Registration Card
- Visa Extension Application Form
- Certificate of Enrollment
- Proof of bank account and necessary funds  
(including tuition fee statement and proof of living expenses)
- Transcript
- Proof for current residence (confirmation for dormitory residence, mails, lease contract, or bills for public utility charge)
- Confirmation form for faculty advisor on a student thesis schedule (if any)
- Service charge

\* Visa extension will be restricted according to students' academic schedule. Especially for students who completed course, they will be permitted extension of stay only 1.5 years (master course), 3 years (Ph.D. course). Students MUST graduate within the period no matter what. Also, please note that visa will be automatically canceled within 30 days according to the school registration change such as dis-enrollment, dropout, leave of absence, expulsion, graduation or Korean Nationality acquisition.

## / Change of Visa to D-2 Visa

To change from another visa type to D-2 visa while staying in Korea, submit the following to Korean Immigration Office:

- Passport
- Alien Registration Card & 2 recent color photos
- Application Form
- Certificate of Admission and/or Certificate of Enrollment
- Proof of bank account and necessary funds or a notarized letter from guarantor
- Certificate of the latest scholastic achievement
- Service charge



### Notice

- Visa applicant must claim their visa within 3 months after:
  - the date of application or
  - the notification date of Minister of Justice's approval  
(Applicable only if one is needed)
- Otherwise, the applicant must apply for a new visa  
(Required documents can be added or changed depending on individual circumstances.)

## // Information on E-1 Visa

Maximum Length of Stay: up to 5 years

### / Basic Required Document for E-1 Visa Application

Should a visa applicant enter Korea prior to the actual issuance of the visa, it will be assumed that the applicant is withdrawing their application, and the issuance will be canceled.

- Visa Application Form
- The application for the visa issuance confirmation letter from SNU
- Passport
- One standard size photograph
- A certificate of your experiences and your degree
- An employment contract or a confirmation of the professor appointment
- SNU Registration Certificate

*\* The head of an immigration office may request additional documents if it is deemed necessary to examine the purpose of the invitation, the qualifications of the inviter and the invitee and others.*

*\* If you are hiring a representative, you must submit the power of attorney, proof of employment of your representative and your representative IDs.*

### / Visa Extension

Here is the list of required documents to get a visa extension.

- An application form, passport, a standardized photo, fee
- An employment contract (Original and Copy)  
(If you are hiring a representative, you must submit the power of attorney, proof of employment of your representative and your representative IDs.)



## **/ Re-entry Permit (Implementation of re-entry permits exemption)**

- If you are a registered foreigner and plan to return to the Korea within a year from the departure date, you are exempted from re-entry permit.
- If your period of sojourn remains less than a year, you are exempted from re-entry permit for the remaining period.
- If you need the permission due to the entry restrictions, you may apply for the permission from the competent immigration office free of charge.

Here is the list of required documents to get re-entry permit.

- An application form
- Passport
- Alien registration card

## **📄 Certificate of Admission**

The certificate of admission is an official document which is approved by Ministry of Justice and issued by Seoul National University. It is only required for international student during visa application and the document which approves admission to regular degree programs of individual foreign students at SNU. If any modification/re-issuance is required on the document, students should contact directly with staff in I-Office in charge.

## **📄 Vaccinations**

International students are advised to receive vaccinations for hepatitis B, diphtheria-pertussis-tetanus (DPT), measles-mumps-rubella (MMR), and influenza before leaving their country.

## **📄 Overseas Health Insurance**

While most international students arrange for insurance coverage from their country prior to leaving, international students can also register for the Korean National Health Insurance System. For further information, regarding the National Health insurance system, refer to the next chapter, "Getting Started"



For more information on visa, contact the Korean Immigration Office

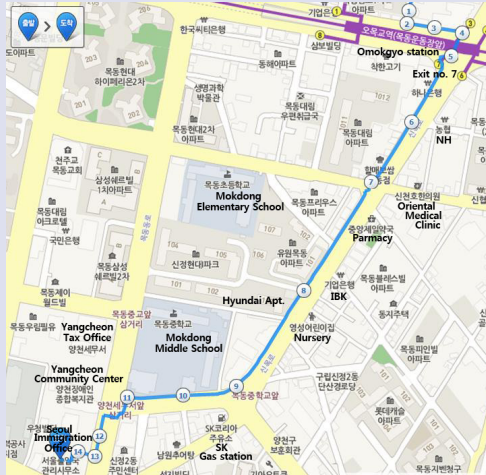
1) Seoul Immigration Office

Location: 319-2, Shinjeong 6 dong, Yangcheon-gu, Seoul

Subway line no. 5, Omokgyo Station, Exit no.7

Website: <http://www.immigration.go.kr>

Tel. 1345 (without area code)



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2) Seoul Immigration Office Jongno Branch Office

Location: 64-1 Seorin-dong, Jongno-gu, Seoul

Subway line no. 1, Jonggak Station, Exit no. 6

Website: <http://www.immigration.go.kr>

Tel. 02) 731-1799



## At the Airport

### /// Leaving the Airport

Using limousine buses is a convenient way of getting to various areas in Seoul from the Incheon International Airport. The bus stops are located in front of exits of the arrival section of the airport, with all of their destinations listed both in Korean and English. However, we recommend that you first check with the information desk inside the airport to make sure which bus will take you closest to your destination. You can purchase bus tickets at the bus ticketing/information booths located next to the bus stops or you can just pay cash to the driver.

### /// Directions to Seoul National University

The most convenient way to get to SNU is to take the Airport Limousine Bus. There are two Limousine buses that directly go to SNU (No. 6003 & 6017). You can take the Limousine bus by paying cash to the driver or purchasing a ticket in advance.

	Bus Number 6017	Bus Number 6003
Bus Route	Incheon International Airport ~ Hoam Faculty House	Incheon International Airport ~ Gimpo Airport ~ SNU Main Gate
Running hours	4:20~22:45	4:30~22:45
Interval	40 minutes	20 minutes
Travelling time	1 hour 10 minutes	1 hour 50 minutes
Station	Hoam Faculty House	SNU Main Gate
Fee	15,000 KRW	9,000 KRW

While it will take around 10 minutes to get to the dormitory complex from Hoam Faculty House, the dormitories are quite a distance from the main gate. If you have a lot of luggage, you will need to take a taxi, a school shuttle bus or a green public bus No. 5511 to get to the bus stop for 6003 at the SNU main gate. You can pay bus fare by cash or a public transportation card which you can purchase at the convenience store at the SNU main gate.

Other Airport Limousine Bus information is available at <http://www.airportlimousine.co.kr>



## // Map on Bus Stops



Passengers can get information about Limousines, Premium Buses, and ticketing at the following ticket booths : Exit 4 and 9 (indoors) & Exit 4, 6, 7, 8, 11, 13, and 9C (outdoors).

