

POSTECH INTERNATIONAL STUDENT EXCHANGE PROGRAM 2018 Fall FACT SHEET

Contact Information

University Website	www.postech.ac.kr
Name of Office Dealing with the Exchange Program	International Relations
Website of International Relations	http://international.postech.ac.kr
Contact (Address)	POSTECH International Relations 77 Cheongam-Ro Nam-Gu, Pohang, Gyeongbuk Korea (Zip code: 37673)
Contact (Email & Phone No.)	Email: iao@postech.ac.kr Phone No.: +82-54-279-3682~5
Director's Contact	Ms. Hyeoun Park hyoeun@postech.ac.kr
Exchange Coordinator	Inbound: Mr. Kiljong Yoo kiljongyoo@postech.ac.kr ☎ +82-54-279-3685 Outbound: Mrs. Hyobin Choi hyochoi@postech.ac.kr ☎ +82-54-279-3686
International Student and Scholar Services (ISSS) Coordinator	Ms. Dabin Jeong dabinjeong@postech.ac.kr ☎ +82-54-279-3689 Ms. Ji Yoon Ryu jiyryu@postech.ac.kr ☎ +82-54-279-8706
Emergency Contact	Security Control Office ☎ +82-54-279-2222

Semester Information: 2018 Fall

Semester Date	2018 Fall Semester: September 3 ~ December 21, 2018
Midterm Examinations	October 22 ~ 26, 2018
Final Examinations	December 17 ~ 21, 2018

Academic Information

Academic Program (Link)	Undergraduate Programs: http://www.postech.ac.kr/eng/academics/undergraduate/ Graduate Programs: http://www.postech.ac.kr/eng/academics/graduate/
Course List (Link)	1. Go to http://lms.postech.ac.kr 2. Click on 'English' 3. Click on 'Learning Guide' 4. Click on 'Courses'
Credit (Lec-Lab-Crt)	Example: A-B-C A: Lecture hour per week B: Laboratory hour per week C: Credit for course
Minimum & Maximum Credits (Full Time Load)	Minimum: 10 credits Standard Full time: 15 credits Maximum: 22 credits
Course Registration Period for Incoming Exchange Students	2018 Fall Semester: September 8 ~ 13, 2018
How to Register Courses	Incoming exchange students will register courses through <i>POVIS</i> (POSTECH Vision Information System) during the course registration period above after arrival at POSTECH, if spaces permit.
How to View Grades after Final Examination	Only students who have completed course evaluation after final examination can view grades before receiving an official academic transcript.
Official Academic Transcript	Official academic transcripts will be issued and sent to an outbound exchange coordinator of partner institutions at the following period; 2018 Fall Semester: By the end of January, 2019
Can undergraduate exchange students take graduate program courses?	Yes.

Can graduate exchange students take undergraduate program courses?	Graduate exchange students are allowed to take 4 th year undergraduate courses (Course No. 4XX) and above, but they are not allowed to enroll courses for 3 rd year undergraduate (Course No. 3XX) and below without a legitimate reason and approval from home university. Approval letter must be submitted to Educational Affairs and Records to receive official grades for undergraduate courses. Otherwise, only SA (Special Audit) will be marked on the academic transcript.
Is it possible to take cross-faculty courses?	Yes, subject to completion of pre-requisite courses, available spaces, and approval from lecturers.
Grading System* (Link to Academic Policy Chapter 10 – Examination & Academic Record)	http://www.postech.ac.kr/eng/chapter-10-examination-academic-record/?pageds=2&k=&c=

Application Information

Type of Exchange	1. Course-taking (C): Credit earning 2. Course-taking & Research* (C+R) 3. Research* (R) * Students will not receive a credit for research.
Maximum Period of Exchange	1 year (2 semesters) * Research exchange students may set their own periods of research after consultation with their advisors-to-be at POSTECH.
Eligibility	Undergraduate or graduate students nominated by the international office of partner institutions.
CGPA Requirement	Average of 'B' or above
English Proficiency Requirement (for Non-native English Speakers Only)	TOEFL iBT 79, IELTS (Ac) 6.0, or above* * It may be substituted with equivalent proof documents approved by an exchange coordinator at home university (ex. certificate, letter, or score sheet)
Nomination Period	March 1 ~ 15, 2018
Nomination to POSTECH International Relations	Outbound exchange coordinators at partner universities will complete a listing of nominated students and send it to the inbound exchange coordinator (kiljongyoo@postech.ac.kr) of POSTECH International Relations.

Online Application Submission Period	<p>March 1 ~ April 1, 2018</p> <p>Nominated students are required to submit an online application before the deadline.</p>
Link to Online Application	<p>http://international.postech.ac.kr/inbound-programs/apply-inbound-programs/</p>
Supporting Documents to Prepare (in PDF < 5MB each)	<ol style="list-style-type: none"> 1. Academic Transcript in English 2. Official Score of English Proficiency (for non-native English speakers only) 3. One Recommendation Letter from Home University Supervisor 4. Copy of Passport 5. Letter of Approval (for research exchange students only)
How to Submit the Supporting Documents	<p>All supporting documents (in PDF < 5MB each) will be uploaded on the online application system. Submission of original documents is not required.</p>
How to Submit the Application Form	<p>After completing the online application process, nominees should print out the completed application form, sign on it and submit the signed application form to the designated outbound exchange coordinator at home university. Then, the application form (PDF) will be sent to POSTECH by the outbound exchange coordinator no later than April 1, 2018.</p>
Advising Professor	<p>All exchange students (C or C+R type) are required to identify 3 (three) advising professor-to-be from a host Department at POSTECH. Each Department will assign one available professor for each admitted student. The advising professors will determine the applicants' admissions and approve course registrations.</p>
Application Outcome Announcement	<p>2018 Fall: by the end of May, 2018</p>
Admission Packet	<p>Admitted students will receive an admission packet including the following documents:</p> <ol style="list-style-type: none"> 1. Certificate of Admission 2. Admission Letter 3. Housing and Health Insurance Information Sheet 4. Guidebook for International Exchange Students (in PDF only)

Visa Requirements

Student's Visa Application Process	Once students receive the admission packet from POSTECH, they are required to apply for their visas individually at the nearest Korean Embassy in their home country prior to entering Korea.
Type of Visa	Overseas Exchange Study (D-2-6)
Link to Visa Guideline (Ministry of Justice)	https://www.hikorea.go.kr/pt/InfoDetailR_en.pt?categoryId=2 https://www.visa.go.kr/

Medical Insurance & Tuberculosis Check-up

Medical Insurance Requirement (NEW)	<p>All exchange students are required to purchase the compulsory insurance plan even though they have already had a similar travel insurance from home country.</p> <p>The period of the compulsory insurance is August 18, 2018 (Sat) to January 18, 2019 (Fri) [FIXED], and it will cover medical expenses caused by accident or illness and other benefits including liability, loss of properties, and more. For more coverage details, please refer to http://www.goodinsurance.co.kr/db/</p> <p>Exchange students will pay the insurance fee to POSTECH by the end of September after completing alien registrations and opening bank accounts.</p>
Tuberculosis Check-up for check-in at on-campus accommodation	All exchange students living at on-campus dormitories are required to submit a tuberculosis check-up report to ISSS before arriving at POSTECH.

Housing

On-Campus Dormitory	On-campus dormitory is guaranteed for all incoming exchange students.
Cost	KRW 100,000 ~ 139,000 per month * Meals are excluded. * Housing fee must be paid in lump sum within 2 weeks upon their arrival.

	* Subject to be changed
Check-in Period	August 25-26, 2018
How to Check-in	A POSTECH Student Ambassador Student (PSA) will be assigned to each international student at least a week prior to their arrival. The student and the assigned PSA will contact each other before their arrival, and set up a meeting point on campus and meeting time. Upon the student's arrival, the assigned PSA will meet the student on campus and guide him or her to their assigned dormitory. Beddings can be rented at the laundry shop at POSTECH.
Check-out Period	Check-out date will be the next day from the final exam period (December 22, 2018). If an exchange student has to extend their stay at POSTECH due to participating in lab research or examinations, he or she may do so upon receiving approvals from home university and advising professor at POSTECH.

Estimated Living Expenses

Accommodation	KRW 400,000/semester ~ (KRW 100,000/month at least)
Food	KRW 350,000/month ※ Monthly Meal Plan (as of February 2018) - 60 meals/month: KRW 138,000 - 45 meals/month: KRW 112,500
Transportation	KRW 50,000/month
Others	KRW 100,000/month (Travelling, shopping, etc.)
Estimated Cost per Month	Approx. KRW 600,000/month* * Actual expenses may vary depending on the student's lifestyle.
Are exchange students allowed to work?	On-campus: No (research stipend may be available) Off-campus: International students are allowed to work part time after they report and receive an official approval from the immigration office. They must first obtain the POSTECH work permission from the academic advisor. Then, ISSS will assist them to report the part time work to the immigration office.

	<p>*Required documents for the permission of part time work: Passport, Alien Registration Card, Application Form, Academic Advisor Confirmation Form (POSTECH Form), Academic Transcript or Certificate of Attendance.</p> <p>For the POSTECH Academic Advisor Confirmation Form and other inquiries regarding work-permit, please contact Ms. Ji Yoon Ryu (jiyryu@postech.ac.kr) at ISSS.</p> <p>※ Maximum weekly working hours Undergraduate students: up to 20 hours / week Postgraduate students: up to 30 hours / week</p> <p>※ Private tutoring is strictly prohibited by the immigration law.</p> <p>For detailed information about part-time work, please refer to the Immigration Guide at https://www.hikorea.go.kr/pt/InfoDetailR_en.pt?categoryId=2</p>
--	--

Arrival / Orientation

<p>Arrival Information Collection Date & Contents</p>	<p><u>Period</u> By the end of July, 2018</p> <p><u>Contents</u> International Student and Scholar Services (ISSS) will request the following documents: - Arrival/Departure Information Form - Passport sized photo in JPEG format - Tuberculosis check-up report for dormitory - Copy of passport and visa</p> <p>All new international students are required to submit the documents indicated above before the deadline prior to their arrival at POSTECH.</p>
<p>POSTECH Student Ambassador (PSA) Program</p>	<p>PSAs will be assigned to exchange students to help them check in to the dormitory on the day of their arrival at POSTECH. Incoming exchange</p>

	students will be accompanied by PSAs during the orientation program.
Orientation Session Date	Orientation is compulsory and starts a few days before the semester begins. <u>2018 Fall: August 27 (Mon) ~ 31 (Fri), 2018</u>
Orientation Program	Course registration, alien registration, housing, on-campus facilities, transportation & mobile phones, issuing a student ID card, opening a bank account, security & health, sexual harassment prevention education, library tour, POSCO & Pohang city tour, etc.

Alien Registration & Immigration Issue

Alien Registration Process	Group visit to Pohang Immigration Office for the issuance of Alien Registration Card during the Orientation Program.
Medical Check-up Requirement	Tuberculosis check-up is required for all international students from the high-risk countries* upon their arrival in Korea prior to applying for the Alien Registration Card. * China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, Indonesia, Pakistan, Mongolia, Bangladesh, Philippines, Myanmar, Cambodia, Malaysia (As of January 2018)
Staying in Korea after the admission period	Exchange students should leave POSTECH on the check-out date unless they extend study period at POSTECH. All exchange students will be required to leave Korea within 30 days after the semester ends regardless of the expiration date on the alien registration card.

Other Useful Links

Hi Korea (e-Government for Foreigners)	http://www.hikorea.go.kr/pt/main_en.pt
Korea Visa Portal	https://www.visa.go.kr/
Study in Korea	http://www.studyinkorea.go.kr/en/main.do
Pohang City Hall	http://eng.ipohang.org/site/eng/
POSTECH Language Education Center (POSLEC)	http://poslec.postech.ac.kr/