



GUIDELINE

FOR

In-bound Exchange Students



HANSEI UNIVERSITY

FALL 2025, SPRING 2026

As a Global Citizen, Take Your First Step at HANSEI

Application Process for In-bound Exchange Students

● **FALL 2025 (Class opens in Sep. / Closes in Dec, 2025)**

Schedule	Date
Application Submission	Early Apr – Mid-May, 2025
Nomination Deadline	May 3th, 2025
Application Deadline	May 17th, 2025
Notification of Acceptance	June 5th, 2025
Enrollment	Mid-Aug, 2025

● **SPRING 2026 (Class opens in Mar. / Closes in June., 2025)**

Schedule	Date
Application Submission	Early Oct– Mid-Nov, 2025
Nomination Deadline	Nov 7th, 2025
Application Deadline	Nov 21th, 2025
Notification of Acceptance	Dec 8th, 2025
Enrollment	Mid-Feb, 2026

The above schedule can be changed based on the school status

In-bound Exchange Students Information

		Student with TOPIK level 4 or higher	Student with TOPIK level 1-3 or no TOPIK score
IN-BOUND EXCHANGE STUDENTS CREDIT PROGRAM	Tuition fee	Waived	
	Major class	Possible	Impossible
	Liberal arts class	Possible	
KOREAN LANGUAGE PROGRAM	Korean language course	Optional	Obligational
	Admission fee	Waived	
	Class's fee	50% discount, which is KRW 625,000/per quarter	



How to Apply?

Step 1 :

- **Homepage: <http://hsiec.hansei.ac.kr>**

Please scan all of the required documents for exchange students & email them to: iec.hansei@gmail.com

**Title: Exchange Student “Name of College or University”
We’ll reply you when we receive your application email.**

Step 2 :

All of the required documents for exchange students or other supporting documents shall be sent by postal mail to the following address:

***Hansei University
International Exchange Center
Address: # 703, Graduate Building, 30, Hansei-ro,
Gunpo-city, Gyeonggi-do, 15852, Republic of Korea
Tel: +82-31-450-5140, +82-31-450-5216***

Guideline for In-bound Exchange Students

1. Korean language proficiency :

- 1) Applicants for the 2024 In-bound Exchange Student Program must meet the following conditions: passing the Test of Proficiency in Korean (TOPIK) level 2, completing the Social Integration Program level 2 or higher, obtaining a pre-assessment score of 41 point or higher, and completing Korean Beginner 2 course of the King Sejong Institute.**
- 2) If the specified Korean language proficiency is not met, the selection process for in-bound exchange students may be affected.**

2. Tuition:

- 1) The tuition for the degree program of the in-bound exchange student is waived under the mutual exchange agreement.**
- 2) Those who need to participate in the Korean Language Institute class among in-bound exchange students shall be charged with a 50% reduction in tuition fees for the Korean Language Institute. (50% discounted Korean language course tuition is KRW 625,000 including admission fee).**
- 3) In addition, cultural experience fee is KRW 50,000**

3. Curriculums:

- 1) Exchange students can study in Korean language course & degree curriculum depending on their Korean language ability.**
- 2) Most degree courses are taught in Korean & some conversational subjects taught in Chinese & English.**
- 3) Exchange students with Korean ability less than TOPIK 3 must study the Korean language course(www.hskli.com)**

- 4) The enrollment for curriculum for exchange students usually starts one week before the opening of each semester.
- 5) However, the application for course enrollment can be closed on the first served basis.
- 6) Hansei University can decline the students' course registration requests based on its curriculum regulations.
- 7) Korean language course - Class time: 09: 00 ~ 13: 00 (Mon to Fri). Total of 200 hours in 10 weeks (For 1 quarter).
- 8) Korean language course is offered by Hansei University; 5 courses in total. (Speaking, Listening, Reading, Writing)
- 9) Course credit recognition is the responsibility of the students' home university.

4. Dormitory

- 1) Dormitory fee: KRW 700,000 / 1 semester (4 persons per room)
KRW 750,000 / 1 semester (3 persons per room)
- 2) In-school & dormitory area, free wireless internet service is available.
- 3) Single Bed & desk furnishings are provided in the dorm room
(However, bed covers, pillow & blankets are not provided)
- 4) The Dormitory fee does not include the cost of meals.
- 5) Inbound exchange students can move into the school dormitory from the date announced by the dormitory administration office during the weekly period just before the start of the semester.
- 6) Curfew(Dorm closes at every 12:00 AM/Curfew can be changed at the dormitory administration office every semester)

5. Pick up Service (Airport to Hansei Univ.)

- 1) Pick-up service is available free of charge only for the first time in certain condition.

2) Condition: Students arriving at Incheon International Airport from 10:00 am to 1:00 pm on the scheduled date. (The scheduled pick-up service date will be notified separately)

3) For information about how to move personally from the airport to the school, visit the website(<http://hsiec.hansei.ac.kr>)

6. Additional cost

1) Cost of insurance for the In-bound exchange student's stay in Korea (not required if the student has insurance in their home country)

- Foreigners Insurance: KRW 42,000/6 months

2) Application for Alien Registration Card: KRW 30,000

3) Korean cultural experience fee: KRW 50,000

4) The cost of meals and class materials fluctuates depending on each student's situation.

7. VISA

1) During the screening process for applicants to the In-bound Student Program, successful applicants will receive a Certificate of Admissions. Those who have received a Certificate of Admissions should use it to visit a local Korean immigration agency to arrange for VISA approval and entry into Korea.

2) The status of VISA type for in-bound exchange students will be D-2-6.

3) In Korea, D-2-6 status holders are covered by the National Health Insurance and may be billed for related health insurance premiums.

Application & Required Documents

1. Application forms (Form No. No.1~3)

2. Copy of Passport

3. Three ID Pictures (3.5cm X 4.5cm, Color photo of face, front view, on white background taken within the past 6 months)

4. A JPG file of the ID picture

5. Scanned of Bank Statement

Over KRW 20,000,000 or USD 15,500.00/ 1 semester ~2 semesters

6. Proof of Korean language proficiency transcript

Type	Evidence
Korean Language Proficiency Test (TOPIK)	Test of Proficiency in Korean (TOPIK) transcript (include IBT)
Korean Language Course at King Sejong Institute	King Sejong Institute Certificate(Except for the certificate of completion of King Sejong Institute online)
Korean Immigration Integration Program (KIIP)	Submit one of the following documents ① KIIP training confirmation (must indicate the stage of completion) ② KIIP Certificate of Completion* (for Korean immigration permanent residency) ③ KIIP Certificate of Completion* (for Korean immigration and naturalization) ④ KIIP Korean Language and Culture Test Certificate* (KLCT) (※ Mid-term assessment pass certificate) ⑤ Certificate of passing the Korean Immigration Permanent Resident Qualification Test (KIPRAT) ⑥ Certificate of passing the Korean Immigration and Naturalization Aptitude Test (KINAT) ⑦ KIIP pre-assessment transcript (score must be shown)

* ② and ③ show completion of Step 5 or higher, and ④ shows completion of Step 4 (pass),
 ⑤ and ⑥ show completion of Step 5 or higher (unchecked is acceptable), but passing the assessment.

7. Family Certificate (Only when the bank account holder is one of students' parents.)

8. Recommendation Letter by Home University (free format)

9. Proof of Enrollment of Home University (1 semester or more)

① **For students from countries except China: Submission of certificate of enrollment after confirmation of apostille or consular confirmation**

International Exchange Center, Hansei University

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TEL: +82-31-450-5140, +82-31-450-5216, FAX: +82-31-450-5014

E-mail: iec.hansei@gmail.com www. <http://hsiec.hansei.ac.kr>

② For students from China, submit an accreditation report for bachelor's enrollment issued by the Educational Background & Degree Certification Center operated by the Chinese Ministry of Education. CHSI (From August 15, 2022, degree certification at domestic universities in China is only available through the Xuexin Network)

10. Copy of educational institution business registration certificate (or identification number)

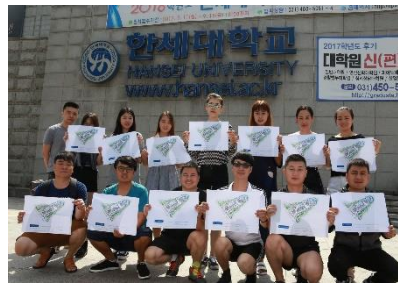
** Above documents may be subject to change.*

Activities for In-bound exchange students

Airport pick-up service



Tour to school facilities



Orientation for Exchange Students



Join the Extra Curriculum Program



Study Korean language course



Korean culture experience



Participation in foreigner job fair



Farewell party for Exchange Students



★The above activities can be changed based on the school status

How to communicate with IEC, Hansei Univ.

International Exchange Center Hansei Univ.		
E-mail	iec.hansei@gmail.com	
WeChat ID	wxid_du8awa8gxylf22	Shin
	Hesed1004	Grace Park
	dbwls352	Yujin Jeong
	gmdus6483	Casey Hong
Line ID	shinseryong	Shin
	blueybear	Grace Park
	dbwls352	Yujin Jeong
	hooyoo	Casey Hong
KakaoTalk ID	shinseryong	Shin
	blueybear	Grace Park
	happy352	Yujin Jeong
	gmdus1998	Casey Hong



Hansei University
International Exchange Center

International Exchange(Admissions) Team
Korean Language Education Team

15852, 30, Hansei-ro, Gunpo-city, Gyunggi-do, Korea
Tel 031-450-5140 Fax 031-450-5014

E-mail iec.hansei@gmail.com
URL www.hansei.ac.kr, <http://hsiec.hansei.ac.kr>
SNS <https://www.facebook.com/hansei.OIA>





韩世大学 国际交流中心
国际交流组、韩国语教育组

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SNS <https://www.facebook.com/hansei.OIA>

