POSTECH INTERNATIONAL STUDENT

EXCHANGE PROGRAM 2019 Spring

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. Hyoeun Park hyoeun@postech.ac.kr
Exchange Coordinator	Inbound: Mr. Kiljong Yoo kiljongyoo@postech.ac.kr ☎ +82-54-279-3685 Outbound: Ms. Yun-Mee Jung ymjung@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. Jinah Hong christy724@postech.ac.kr ☎ +82-54-279-8706
Emergency Contact	Security Control Office

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Semester Information: 2019 Spring

Semester Date	2019 Spring Semester: February 18 ~ June 7, 2019
Midterm Examinations	April 8 ~ 12, 2019
Final Examinations	June 3 ~ 7, 2019

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 (UPDATED)	2019 Spring Semester: In the mid of January, 2019 (To be confirmed) Details for the course registration will be announced to the admitted exchange students in November.
How to Create POVIS Account	Exchange students will be given a POSTECH student ID number (ex. 4900XXXX), and they will be informed how to make a POVIS account on the university website in November, 2018.
How to Register Courses	Incoming exchange students will register courses through *POVIS* (POSTECH Vision Information System) during the course registration period for domestic and international exchange students (Jan, 2019), if spaces permit.
How to View Grades	Only students who have completed course

after Final Examination	evaluation after the final examination can view grades before receiving an official academic transcript.
Official Academic Transcript	Official academic transcripts will be issued and sent to the outbound exchange coordinator of partner institutions at the following period; 2019 Spring Semester: By the end of July, 2019
Can undergraduate exchange students take graduate program courses?	Yes.
Can graduate exchange students take undergraduate program courses? **(UPDATED)**	Yes.
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 (3.0 out of 4.3 scale)
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	September 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	September 1 ~ October 1, 2018 Nominated students are required to submit an online application by the deadline.
Link to Online Application	http://international.postech.ac.kr/inbound-programs/apply-inbound-programs/

Supporting Documents to Prepare (in PDF < 5MB each)	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	All supporting documents (in PDF < 5MB each) will be uploaded on the online application system. Submission of original documents is not required.
How to Submit the Application Form	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 endorsed application form (PDF) will be sent to POSTECH by the outbound exchange coordinator no later than October 1, 2018.
Advising Professor (for research exchange students only) (UPDATED)	Research exchange students **(Type: C+R & R)** are required to contact a POSTECH professor and get approval for research projects before applying. Letter of approval from the advising professor must be attached on the online application form.
Application Outcome Announcement	2019 Spring: by the end of October, 2018

Admission Packet	Admitted students will receive an admission packet including the following documents:
	
	1. Certificate of Admission
	2. Admission Letter
	3. Certificate of Business Registration
	4. Guidebook for International Exchange
	   Students (by email)
	5. Housing & Health Insurance Information
	   (by email)

Visa Requirements

Student's Visa Application Process	Once students receive the original admission documents, 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	https://www.hikorea.go.kr/pt/InfoDetailR_en.pt?categoryId=2 (Hi Korea) https://www.visa.go.kr/ (Korea Visa Portal) http://www.mofa.go.kr/eng/wpge/m_5756/contents.do (Websites for Diplomatic Missions)

Medical Insurance & Tuberculosis Check-up

Medical Insurance Requirement	All exchange students are required to purchase the compulsory insurance plan <u>even though they have already had a similar travel insurance from home country</u>. The period of the compulsory insurance is February 4 to July 3, 2019 (5 months), 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/ Exchange students will pay the insurance fee to POSTECH by the end of March, 2019 after completing alien registrations and opening bank accounts at Wooribank.
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, and they will be assigned to DICE (Dormitory for International

	Cultural Exchange).
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. * The housing fee may vary depending on the room type and whether or not the room was renovated * Subject to be changed
Check-in Period	February 11-12, 2019
How to Check-in	A POSTECH Student Ambassador (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 or can be purchased at the POSTECH convenient store or at local markets/shops.
Check-out Period	Check-out date will be the next day from the final exam period (**June 8, 2019**). 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 after receiving approvals from home university and professor in charge at POSTECH.

Estimated Living Expenses

Accommodation	KRW 100,000 ~ 139,000/month
Food	KRW 350,000/month ※ Monthly Meal Plan (as of August2018) - 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 650,000/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 host department. Then, ISSS will assist them to report the part time work to the immigration office. For inquiries regarding work-permit, please contact Ms. Jinah Hong (christy724@postech.ac.kr) at ISSS. ※ Maximum weekly working hours Undergraduate students: up to 20 hours / week Postgraduate students: up to 30 hours / week **※ Private tutoring is strictly prohibited by the immigration law.** 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

Arrival / Orientation

Arrival Information Collection Date & Contents	Period **By the Mid of January, 2019** Contents 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 All new international students are required to submit the documents indicated above before the deadline prior to their arrival at POSTECH.
POSTECH Student Ambassador (PSA) Program	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

	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. **2019 Spring: February 13 (Wed) ~ 15 (Fri), 2019**
Orientation Program	Course registration, alien registration, housing, on-campus facilities, transportation & mobile phones, issuing a student ID card, opening a bank account, insurance, security & health, sexual harassment prevention education, library tour, etc.

Alien Registration & Immigration Issue

Alien Registration Process	Group visit to Pohang Immigration Office for the issuance of Alien Registration Card after the semester starts.
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, East Timor, Kyrgyzstan, Laos (As of March 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://www.pohang.go.kr/eng/index.do
POSTECH Language Education Center (POSLEC)	http://poslec.postech.ac.kr/