POSTECH INTERNATIONAL STUDENT

EXCHANGE PROGRAM 2019 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. 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	Campus Security ☎ +82-54-279-2222

Semester Information: 2019 Fall

Semester Date	**2019 Fall Semester:** September 2 ~ December 20, 2019
Midterm Examinations	October 21 ~ 25, 2019
Final Examinations	December 16 ~ 20, 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' ※ Course list for the 2019 Fall will be available from April 22, 2019.
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: Undergraduate)	Minimum: 10 credits **Standard Full time: 15 credits** Maximum: 22 credits
Minimum & Maximum Credits (Full Time Load: Graduate)	Minimum: 3 credits Maximum: 18 credits
Course Registration Period for Incoming Exchange Students	2019 Fall Semester: In the beginning of August, 2019 (To be confirmed) Details for the course registration will be announced to the admitted exchange students by the mid of July, 2019.
How to Create POVIS Account	Exchange students will be given a POSTECH student ID number (ex. 4900XXXX), and they will be informed on how to make a POVIS account on the university website in May, 2019.
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, if spaces permit. If you would like to register classes with prerequisites, you will need to consult with the instructor and submit the "Change of Course Registration Form" to the host department office during the add/drop period (SEP 4~16).
How to View Grades after Final Examination	Only students who have completed course 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 Fall Semester: By the end of January, 2020
Can undergraduate exchange students take graduate program courses?	Yes.
Can graduate exchange students take undergraduate program courses?	Yes.
Grading System (Link to Undergraduate 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	**March 1 ~ 15, 2019**
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	**March 1 ~ April 1, 2019** 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. Certified 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) should 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 by **April 1, 2019**.
Advising Professor (for research exchange students only)	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 Fall: by the end of April, 2019
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 ISSS) 5. Housing & Health Insurance Information (by ISSS)

Visa Requirements

Student's Visa Application Process	Once students receive the 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	- Course-taking & C+R: Exchange Student (D-2-6) - Research: Research Study (D-2-5) or Short-Term Study Abroad (D-2-8)
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 pay for and carry the compulsory insurance plan arranged by POSTECH even though they have already had a similar travel insurance from home country. The period of the compulsory insurance is from August 19, 2019 to January 18, 2020 (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 September 26, 2019 after completing alien registrations and opening bank accounts at Woori Bank.

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) if spaces permit.
Cost	KRW 100,000 ~ 147,000 per month * Meals are excluded. * Housing fee must be paid in a lump sum within 2 weeks of arrival. * The housing fee may vary depending on the room type and whether or not the room was renovated. * The housing fee regulation is subject to change by the Housing Services.
Check-in Period	August 26-27, 2019 (to be confirmed)
Check-out Period	Check-out date will be the next day from the final exam period (December 21, 2019). If an exchange student has to extend the stay at POSTECH due to 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 ~ 147,000/month (on-campus)
Food	KRW 350,000/month ※ Monthly Meal Plan (as of February 2019) - 60 meals/month: KRW 138,000 - 45 meals/month: KRW 112,500
Transportation	KRW 50,000/month
Others	KRW 150,000/month (Travelling, shopping, etc.)
Estimated Cost per Month	Approx. KRW 700,000/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 Pohang 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
	※ Student visa holders will not be allowed to work in the manufacturing or construction industries. 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 beginning of August, 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.
Orientation Session Date	Orientation is compulsory and starts a few days

	before the semester begins. 2019 Fall: August 28 (Wed) ~ 30 (Fri), 2019 (TBC)
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 October 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/