

KONKUK UNIVERSITY VISITING STUDENT APPLICATION FORM

Please be reminded that the Visiting Student Program is only available at the undergraduate level. If you are a graduate (Master's level) student, you will also be registered as undergraduate student and will only be able to take undergraduate level courses.

APPLICANT INFORMATION PART 1

Name of Home University

Country of Home University

Name of Applicant- *surname(s) and given name(s) as they appear on the bottom portion of the passport. See 'sample' below (yellow)*



Gender of Applicant

- Male
- Female

Nationality of Applicant

Applicant's Major at Home University (study area)

Duration of Program

- One semester: Fall 20_____ (Aug-Dec)
- Two semesters: Fall 20_____ & Spring 20_____ (Aug-June)

- One semester: Spring 20_____ (Mar-Jun)
- Two semesters: Spring 20_____ and Fall 20_____ (Mar-Dec)

Any comments or additional information we might need before you really start your application?

DISCLOSURE

In accordance with the Personal Information Protection Act, your consent is required to collect, use, and disclose your personal information. You have the right to object to the collection, use, and disclosure of your personal information but will not be able to apply if you do not agree to the following:

1. Collection and Use of Personal Information

Personal information collected and used: Name, gender, date of birth, date of admission, nationality, passport information, student ID#, grades, home university name, major at home & host university, etc.

Purpose of collecting and using personal information: Administrative procedures pertaining to exchange & visiting students such as admissions, alien registration, student registration, academic records, etc.

Period of using and maintaining personal information: Indefinite

Disadvantages for objecting collection and use of your personal information: The Office of International Affairs and the Registrar at Konkuk University may not be able to provide you with certain academic and/or administrative services. For example, Konkuk University cannot issue a Certificate of Admission for you to obtain a Korean visa, nor will you be able to register for classes.

- I agree

2. Disclosure of Personal Information

Disclosing Institution: Immigration Office

Personal information disclosed: Name, date of birth, date of admission, year of study, major at host university, etc.

Purpose of disclosing personal information: Immigration affairs

Period of disclosure: 1 year

Name of home university, name, gender, date of birth, date of admission, student ID#, grades, major at host university, etc., administrative procedures pertaining to transfer of academic credits: 1 year

Disadvantages for objecting disclosure of your personal information: The Office of International Affairs and the Registrar at Konkuk University may not be able to provide you with certain academic and/or administrative services. For example, the Registrar will not be able to send your transcript to your home university. You will be able to obtain your transcript only by appearing at the Registrar in person with proper identification.

I agree.

General agreement

I have read and understood the “Consent Form to Collect, Use, and Disclose Personal Information”.

I hereby authorize Konkuk University to collect, use, and disclose my personal information for the above-mentioned purposes.

APPLICANT INFORMATION PART 2

Passport Number

Passport Issuance Date MM/DD/YYYY

Passport Expiration Date MM/DD/YYYY

Country of Passport Issuance

Country of Birth

Date of Birth MM/DD/YYYY

Nationality of Applicant

Home Address

Street + Nr.

Postal Code and City

State

Country

Phone Number (country code!)

Mobile Phone Number (country code!)

Email Address of Applicant - *Make sure it is an email account that is ACTIVELY USED*

Emergency Contact

Name (Surname(s) and Given Name(s) as on passport)

Phone Number (country code!)

Email Address

HOME UNIVERSITY INFORMATION

Name of Home University

Year at Home University

- | | |
|---|--|
| <input type="checkbox"/> Freshman (1 st year) | <input type="checkbox"/> Junior (3 rd year) |
| <input type="checkbox"/> Sophomore (2 nd year) | <input type="checkbox"/> Senior (4 th year) |

Major at Home University (study focus/study area)

PROGRAM DETAILS

⊗ Visiting Students Program (fee-paying freemover)

Length of Studies

- One semester
- Two semesters

DORMITORY DETAILS

Im ersten Semester können Bewerber*innen von der Garantie eines Wohnheimplatzes profitieren, wenn sie dies möchten.

Unterhalb finden Sie beispielhafte Informationen aus vergangenen Semestern zur Orientierung (bis die neuen veröffentlicht werden).

- A. This application form must be submitted to KU by **Nov. 10, 2020**, in order to reserve on-campus housing.
- B. Dormitory (referred to as 'KU:L House') fee must be wire-transferred by **Jan. 24, 2021**, to secure your room. Payment details will be emailed.
- C. On-campus housing is guaranteed only for the first semester. Full-year students must arrange their own off-campus housing for the second semester.

Spring 2021

NAME OF HOUSING	SEMESTER	DATE	ROOM RATE	ROOM TYPE
KU:L House	Spring 2021	February 22 – June 18, 2021	KRW 2,050,000 (Include KRW 200,000 deposit)	Double Room

*The rate, which is subject to change, is for students staying in double rooms and includes a refundable deposit of KRW 200,000. The exact amount will be notified by e-mail.

*Meal plan is optional and is not included in the rate. Please note that cooking facilities are not available in the dormitory.

*Check-in dates: February 22, 2021

*Check-out dates: June 18-19, 2021

- A. All KU:L House residents are asked to check-in and check-out during the announced period.
- B. If a KU:L House applicant is expected to arrive later than the check-in period, he/she must notify the Office of International Affairs by e-mail. Otherwise, housing assignment will be cancelled.
- C. The KRW 200,000 deposit is required from all KU:L House residents. It will be refunded in full after check-out provided that there is no damage and further cleaning is not required.
- D. Dormitory fee is non-refundable if you cancel your reservation after January 24, 2021.
- E. If the full dormitory fee is not wired by January 24, then the KU:L House applicant must pay the remaining dormitory fee upon arrival at KU.
- F. Failing to make a timely payment may result in termination of this contract.
- G. KU:L House does not accept any requests for monthly payments.
- H. If you choose to move out of KU:L House during the semester, the dormitory fees will be refunded in accordance with the rules and schedules described in the KU:L House Regulations.
- I. All KU:L House residents may be required to complete a medical check-up, such as a TB test, soon after they check-in.
- J. All KU:L House residents should abide by KU:L House rules.
- K. This contract can be terminated only by writing to the Office of International Affairs.

Fall 2021

NAME OF HOUSING	SEMESTER	DATE	ROOM RATE	ROOM TYPE
KU:L House	FALL 2021	August 23, 2021 – December 18, 2021	KRW 2,050,000 (Includes KRW 200,000 deposit)	Double Room

*The rate, which is subject to change, is for students staying in double rooms and includes a refundable deposit of KRW 200,000. The exact amount will be notified by e-mail.

*Meal plan is optional and is not included in the rate. Please note that cooking facilities are not available in the dormitory.

*Check-in dates: August 23, 2021

*Check-out dates: December 18, 2021

A. All KU:L House residents are asked to check-in and check-out during the announced period.

B. If a KU:L House applicant is expected to arrive later than the check-in period, he/she must notify the Office of International Affairs by e-mail. Otherwise, housing assignment will be cancelled.

C. The KRW 200,000 deposit is required from all KU:L House residents. It will be refunded in full after check-out provided that there is no damage and further cleaning is not required.

D. Dormitory fee is non-refundable if you cancel your reservation after July 26, 2021.

E. If the full dormitory fee is not wired by July 26, 2021, then the KU:L House applicant must pay the remaining dormitory fee upon arrival at KU.

F. Failing to make a timely payment may result in termination of this contract.

G. KU:L House does not accept any requests for monthly payments.

H. If you choose to move out of KU:L House during the semester, the dormitory fees will be refunded in accordance with the rules and schedules described in the KU:L House Regulations.

I. All KU:L House residents may be required to complete a medical check-up, such as a TB test, soon after they check-in.

J. All KU:L House residents should abide by KU:L House rules.

K. This contract can be terminated only by writing to the Office of International Affairs.

Smoking is prohibited in the dorms!

Do you wish to stay in KU:L?

- Yes*
- No

Health Statement and Special Requests

*Health conditions or disabilities:

- Yes**
- No

**If yes: please provide brief overview:

*Other special requests: *(If you would like to be assigned a specific roommate, write their name here)*

- I hereby declare that I have read and understood the above-mentioned terms.
- I understand that KU and KU:L House have the rights to cancel this contract if I do not abide by the terms.

PRELIMINARY COURSE LIST

- This list is to survey students' academic interests prior to their arrival at Konkuk University.
- Students must take 3-17 credits per semester at Konkuk University.
- The list of courses taught in English will be finalized in early August (for Fall).
- Official course registration will take place during second or third week of August (for Fall).
- If you are proficient in Korean and plan to take courses taught primarily in Korean, please indicate the college/department where you want to concentrate your studies.

Die Konkuk stellt vor Bewerbungsschluss für ein Auslandssemester in der Regel nur eine vorläufige Kursliste zur Verfügung (zumeist die Kurse aus dem Jahr zuvor), aus der Bewerber*innen ihre Wunschkurse herausuchen, die bei der Bewerbung eingereicht werden. Bewerber*innen orientiert sich generell am selben Studienzeitraum des vorigen Jahres, denn ca. 85% der Kurse werden ähnlich oder gleich angeboten. Im [IEC Kurzprofil der Konkuk](#) finden Sie unter 'Formulare' diese Listen. Die finalen Kurslisten eines Semesters werden ca. 1 Monat vor Studienstart veröffentlicht.

Select courses in the following departments if you do not have Korean proficiency, where English taught courses are more widely available: Business Administration, International Trade, English Language and Literature, Economics. Students who are proficient in Korean can search for courses offered in Korean here:

<https://kupis.konkuk.ac.kr/sugang/acd/cour/time/SeoulTimetableInfo.jsp>

Kurswunschliste Schreiben Sie bitte leserlich!

Department	Course Number	Course Title (English)	Credits	Schedule (Location) <i>[bei mehr als einem Kurs!]</i>

DECLARATION

All applicants must check the boxes and sign below!

- I certify that the information I provide with this application is complete and accurate.
- I understand that failure to disclose correct information may result in the cancellation of my application or admission.

Important Reminder: Only complete applications will be reviewed.

Authorization for IEC to process the application

- I hereby permit International Education Centre (IEC Online GmbH) to submit the information which I have provided on the application form for Konkuk University (KU) via an electronic online application form created and maintained by KU.

Signature of Applicant: (by hand, not digital)

Date and Place of Signature:

Please submit your application with all required documents to IEC:

IEC Online GmbH
Bewerbungsbetreuung
Marienstrasse 19/20
10117 Berlin
Germany