

Gachon University Fact sheet for Student Exchange Program

A. University Profile:

Name of University	Gachon Univeristy
University Website	www.gachon.ac.kr
Student Populations	<ul style="list-style-type: none"> ◆ 20,000 Total students ◆ 1,000 international students ◆ 150 exchange students from our partner universities, China, Japan, Taiwan, Malaysia, Singapore, Mongolia etc
Office Responsible for Int'l Exchange Students	Office of International Affairs
Mailing Address	Office of International Affairs, Global Center Room 613, Gachon University, 1342 Seongnam-daero, Sujeong-gu, Seongnam-si, Gyeonggi-do, Korea(Postal code : 13120)
Contact Information	Mr. Joo Jeong Wang, Program Manager <ul style="list-style-type: none"> • Email: exchange.gu@gmail.com • Tel: 82-31-750-5672 • Fax: 82-31-750-5666

B. Language:

Official Language	Korean
Language of Instruction	Korean or English
Language Certificate Requirements AND Programs for Exchange Students	<ul style="list-style-type: none"> ◆ No language requirement: Students can only apply for Korean Language Class in Korean Language Center (for none-native speakers) plus one or two elective classes in Gachon University <ol style="list-style-type: none"> 1) Students have to take Korean Level Test upon arrival 2) Students are assigned into the Korean Language class according to the result of Korean Level Test 3) Students can only take the limited elective courses and the list of an elective courses will be provided upon arrival ◆ Programs in Korean: <ol style="list-style-type: none"> 1) Over TOPIK Level 3 score is required 2) Students can take any major courses except for nursing, medicine, pharmacy, and medical related courses in medical campus(Incheon campus) 3) Students can only take the limited elective courses. The list of an elective courses will be provided upon arrival

	<ul style="list-style-type: none"> ◆ Programs in English: <ol style="list-style-type: none"> 1) Over TOEFL IBT 70 or IELTS 5.5 or TOEIC 600 score is required 2) Students can take English-taught major courses except for nursing, medicine, pharmacy, and medical related courses in medical campus(Incheon campus) <ul style="list-style-type: none"> * Global Business Administration, English language & literature are the only majors taught in English 3) Students can only take the limited elective courses. The list of an elective courses will be provided upon arrival
Korean Language Class(KLC)	Gachon University provides Korean Language Class free of charge to exchange students. KLC offers two hundred (200) class hours for ten week / Every Monday to Friday / Four hours a day. Students can take the transcript of KLC with twelve (12) credits and grades.

C. Admissions:

Period of Exchange	One semester or one academic year (according to the student exchange agreement between two universities) * It is not allowed to extend a period of exchange upon arrival		
Period of Semester	Spring semester (the first semester): Beginning of March to end of June Fall semester (the second semester): Beginning of September to end of December		
Application Time Table	Semester	Application Deadline	Notification of Acceptance
	Spring	Before Nov 30 th	Before Dec 31 st
	Fall	Before May 31 st	Before June 30 th
Nomination Procedure	<ol style="list-style-type: none"> 1. Before the Official nomination, exchange coordinators MUST consult with Gachon exchange program manager about the number of Student Exchange Program nominees. 2. Once the number of nominees has been confirmed, you may send the scanned copy of all the Required Documents for Application to Gachon University by the deadline via an email. 		
Required Documents for Application	<ol style="list-style-type: none"> 1. Check list 2. Application form 3. Housing Application form 4. Official Transcript(English) 5. Certificate of Enrollment(English) 6. A letter of recommendation from the office responsible for exchange students at home university(English or Korean) 7. A copy of passport 8. A copy of travel insurance(English) 9. Language Test Certificate(if applicable) 		

D. Academic Calendar:

	Spring Semester	Fall Semester
Orientation	End of February	End of August
Beginning of Classes	March 2 nd	September 2 nd
End of Classes	End of June	December 20 th
Exam Period	Mid-term : end April Final : end June	Mid-term : Oct 21 st to 25 th Final : Dec 9 th to 13 th

E. Academic Information:

Course or Credits Load per Semester	Exchange students have to enroll at least 1 course at minimum and 18 credits at maximum per semester.		
Contact hours per Course	3 credit course = 3 class hours per week (approximately)		
Methods of Examination	Attendance, Examinations, Report, Assignment & Performance on Classes		
Grading System	Letter	Grade	Percentage
	A+	4.5	95~100
	A	4.0	90~94
	B+	3.5	85~89
	B	3.0	80~84
	C+	2.5	75~79
	C	2.0	70~74
	D+	1.5	65~69
	D	1.0	60~64
	F	0.0	0~59
Subjects Open to Exchange Students	<ul style="list-style-type: none">◆ Korean Language Class◆ For other subjects, please refer to the following instruction.<ol style="list-style-type: none">1. get an access to http://www.gachon.ac.kr2. find out “Quick Menu” and click on “Timetable”		

F. Upon Arrival:

Pick-up Service	Free of charge for exchange students at Incheon International Airport. Gachon will provide the airport pick-up date and pick-up request form to the coordinator of sister universities and the coordinator should send the form no later than before 31 st January for spring semester; 31 st July for fall semester.
Mentoring Program	All the exchange students can match with Gachon University Mentor students. Usually one(1) Gachon University mentor assists for two(2) to three(3) exchange students

G. Other Information:

Visa Requirement	All the exchange students need to obtain the D-2 VISA with the Certificate of admission and invitation letter which are provided by GU. Students are advised to contact Korean embassy in their home country for more detailed information to get the VISA.
Residence Permit (Alien Registration Card)	All the exchange students must apply for the alien registration card within 90 days of entry. It usually takes 3 to 4 weeks to be issued.
Insurance	It is required for all the exchange students to purchase the travel insurance in their home country and submit a copy of the insurance presenting his/her name with other documents. The copy of an insurance must be accompanied with an English translation if it is not written in English.
On-campus Housing	Gachon University provides on-campus housing for all the exchange students. All rooms are double/triple/quad occupancy in principle. Students have to submit the on-campus housing form with selecting the room type. Gachon University do not offer the off-campus housing for the exchange students. You may refer to the information on the on-campus housing as below. http://ace.gachon.ac.kr/dormitory
TB Test	All the exchange students who stays in the on-campus housing MUST go the local public health center to take TB test upon arrival in Korea. Exchange students have to submit the result of TB test to the on-campus housing.
living Expenses	The living expenses will be approximately 400,000 KRW per month. Following is a rough estimate of expenses for a single person. <ul style="list-style-type: none"> ◆ Lunch or dinner at a restaurant in the campus : 7,000 KRW ◆ Public Bus/Subway ticket (one way) : 2,000 KRW ◆ Taxi : 3,000 KRW+
Scholarship	Not available for exchange students
Work Permit	All the exchange students are not allowed to work.