

Spring 2025 Orientation for Exchange/Visiting Students

Date: February 26(Wed), 10:00-12:00

Venue: Conference Hall 4F, Hanyang ERICA

Information Session I Contents

1. Immigration Guideline for International Students

2. Academic Affairs

3. Insurance

4. Campus Facilities

5. Support Programs for International Students

6. Other Information

I. Immigration Guideline for International Students

What is Foreign Resident Registration?

1. According to Korean immigration law, foreigners staying in Korea for more than **90 days MUST** register at a local immigration office **within 90 days** of entry date.
2. All exchange/visiting students must receive a “Residence Card” (formerly known as Alien Registration Card) to finalize their sojourn documentation.
3. Leaving Korea before receiving a Residence Card will result in the **automatic cancellation of your D-2 visa status and Residence Card application. Do not leave Korea before receiving your Residence Card.**
4. After completing the online application, students will be required to visit the Ansan Immigration Office for fingerprint registration. The relevant information will be shared later. **If you do not complete your fingerprint registration on time, the issuance of your Residence Card will be delayed, so please do not miss the deadline.**
5. Hanyang University will organize a **Group Foreign Resident Registration** for international students at the request of the immigration office. The Residence Card (RC) will be issued within **approximately 10 weeks**, though delays may occur depending on the immigration office’s schedule.

1. Group Foreign Resident Registration (Online)

1. Date: Mar 4(Tue) – Mar 7(Fri)
2. Application: <https://stay.enkor.kr/arc>

3. Required Documents (to be prepared as an electronic file)

- 1) Copy of Passport
- 2) Visa Grant Notice (사증발급확인서)
- 3) A Color Photograph (ID Photo)*
- 4) Certificate of Enrollment(재학증명서) from Hanyang University ERICA, issued after arrival**
- 5) A Copy of Lease Contract***: <https://bit.ly/4cHtYkw>
- 6) Administration Fee: KRW 55,000

Kakao Talk
Channel QR Code



Available Languages
Korean / English / Chinese

If you have any inquiries, please contact the group registration agency via KakaoTalk channel or email.

(**KakaoTalk Channel QR code: above image / Email: gensgroupvisa@gmail.com**)

Please refer to the sample application form: <https://bit.ly/42ORqt3>

* The photo should be 3.5×4.5cm sized, with white background (**photos that are smaller or larger than 3.5 X 4.5cm or have a sky blue/gray background are not allowed**) Both eyebrows and ears must be clearly visible. Excessive accessories and colored contact lenses are not allowed. Photoshopped or blurry images are strictly prohibited.

** One copy of your Certificate of Enrollment (재학증명서) will be provided for free at OIA **from March 4th**. You can also print it using the self-service machine on the 2nd floor of the Student Welfare building.

*** (1) If living in a property under a friend's name, prepare a copy of lease contract, a signed residence confirmation from your friend, and a copy of your friend's ID card. (2) If living in on-campus dormitory, request the dorm admin team staff for a Residence Confirmation(거주확인서) (3) If living in an off-campus accommodation via Airbnb, receive a 'Residence Confirmation' contracted for at least 3 months, not a 'Reservation Receipt'.

1. Group Foreign Resident Registration (Online)



1. ARC page

- 1) Access the ARC menu URL of EnkorStay (<https://stay.enkor.kr/ko/arc>)
- 2) Select the school you want to apply to

The screenshot displays the ENKORSTAY website's ARC application page. At the top, there is a navigation bar with the ENKORSTAY logo, a search bar labeled "Find Stay", and a "RC" button highlighted with a red box. Other menu items include "Bedding rental", "Blog", and "Activity". On the far right of the header are "Log in & Sign up" buttons and a user profile icon.

1

Experience easy RC application with trusted experts

New residence card (RC) group application service.

The issuance of RC is exclusively managed by Global ENS

GENS visa-help@enkor.kr 02-6217-3782

2

Choose your university

Chung-Ang University Seoul campus  중앙대학교	Hanyang university ERICA campus  한양대학교	Sogang university  서강대학교
--	--	---

A large illustration of two people sitting at a desk in a modern office environment is positioned to the right of the main content area.

1. Group Foreign Resident Registration (Online)

2. Guide page

1) Review the application steps and deadlines

- Please note that the application deadlines vary by school, so be sure to check the deadlines carefully.
- If you apply late, you will have less time to supplement your documents, so **it is recommended to complete your application as soon as your documents are ready.**

2) Read the document guidelines carefully and prepare your documents in advance.

3) Click the "Apply now" button.

The screenshot shows the ENKORSTAY website interface for applying for an RC residence card. At the top right, there are links for 'Log in & Sign up' and the GENS logo. The main content area has a header '(RC) Residence card application documents requirement'. Below it, a note says 'Please carefully read the guidelines below.' A numbered list follows:

- Eligible to register (RC) residence card.
 1. Visa D-2 & D-4 holders can apply (excluding D-2-5).
 2. Applications must be made within 90 days of entry into Korea.

A large green box labeled '1' contains a table titled 'Application process - Hanyang university ERICA campus' with the following rows:

Step	Contents
1. Prepare documents	Check required documents
2. Application period	Nov 20, 2024, 12:00 AM ~ Apr 20, 2025, 11:59 PM
3. Submit supplementary documents	Nov 27, 2024, 12:00 AM ~ Dec 27, 2025, 12:00 AM
4. Fingerprint registration	To be announced
5. Additional submission	Required only when requested by immigration
6. Residence card pick-up	To be announced

A blue box labeled '2' contains a section titled 'Precautions' with the following points:

1. When uploading documents:
 - All documents must be submitted as scanned files.
 - Ensure that the scanned documents are clearly visible.
 - The scanning application should produce clear results similar to those from a standard scanner.

A blue box labeled '3' contains a yellow 'Apply now' button.

1. Group Foreign Resident Registration (Online)



3. Signup & Login

- You can sign up using your SNS account, such as Google, or an email address that you use frequently.

The screenshot shows a web page for 'ENKORSTAY' with a navigation bar at the top: 'Find Stay', 'RC' (which is highlighted in yellow), 'Bedding rental', 'Blog', and 'Activity'. Below this, there's a section titled '(RC) Residence card application process' with some text and a note about reading guidelines. To the right of this section is a large, semi-transparent overlay for 'Log in & Sign up'. The overlay features the 'ENKORSTAY' logo and three sign-in options: 'Start with Google' (blue button), 'Start with Kakao' (yellow button, currently selected), and 'Start with Apple' (black button). Below these options is a separator line with the text 'OR'. Underneath the 'OR' text is a text input field labeled 'Email'. At the bottom of the overlay is a grey 'Next' button. To the right of the overlay, there's a sidebar with a list of links related to the application process, such as 'Eligible to register (RC) residence card.', 'Application process', 'Precautions', etc., followed by a 'Apply now' button.

1. Group Foreign Resident Registration (Online)



4. Add your information

1) Please input your information.

- The information provided here will be used for the Alien Registration Card application. **Please ensure that all details are entered accurately.**

2) Contact information

- Please input accurate contact information.
- If you do not have Korean number yet, please input your cell number back home.

3) Please agree (check) all consent for using our service.

Please provide additional information to enjoy all the services Enkostay has to offer.

Passport name

First name

Last name

Make sure this matches the name on your passport.

Emergency contact list

+82 (South Korea)

Phone number

Communication will primarily be through email, but please provide a phone number we can contact in case of emergency if we are unable to reach you.

I consent to all of below terms and privacy policy

(Required) I agree to [Enkorstay Terms](#), [Privacy policy](#)

Confirm

1. Group Foreign Resident Registration (Online)

5. Choose your Visa type

1) Upon sign in, please click "Apply Now"

2) Please select your visa type.

- If you are not sure about your visa type, please check your visa grant notice.

3) Please click "Start New" to proceed with your application.

The image consists of two screenshots of the ENKORSTAY website. The top screenshot shows a modal window titled 'Course to register' with the heading 'Apply for a new RC'. It instructs the user to select their visa type, noting that previous application data will be reset. A dropdown menu labeled 'Select visa type' contains options: D-2-2(Bachelor's Degree), D-2-3(Master's Degree), D-2-4(Doctor's Degree), and 'To be announced'. A blue box labeled '2' points to the dropdown menu. To the right of the modal is a sidebar with the 'Index' section containing links to various application documents. The bottom screenshot shows a similar modal window with the same instructions and dropdown menu. A blue box labeled '1' points to the 'Apply now' button at the bottom of the first modal, and a blue box labeled '3' points to the 'Start new' button at the bottom of the second modal. A green box highlights the 'D-2-6(Exchange program)' option in the dropdown menu of the second modal.

Course to register

Apply for a new RC

Please select your visa type. Your previous application data will be reset.

Select visa type

D-2-2(Bachelor's Degree)
D-2-3(Master's Degree)
D-2-4(Doctor's Degree)
To be announced

Index

- Eligible to register (RC) residence card.
- Application process
- Precautions
- Required documents

1.Copied passport
2.Visa grant notice
3.ID photo
4.Residence documents
Download documents

Apply now

Course to register

Apply for a new RC

Please select your visa type. Your previous application data will be reset.

Select visa type

D-2-6(Exchange program)

Start new

1. Group Foreign Resident Registration (Online)



6-1. Submit Documents: Passport Copy

- 1) Review the documents guidance on the right.
- 2) Please upload the scanned copy of your passport.
- 3) Please input the required information
 - The information provided here will be used for the Alien Registration Card application.
 - Please ensure that all details are entered accurately.
- 4) Click "Previous" to go back to the previous step (if necessary), or click "Next" to proceed.

The screenshot shows the 'Submit Documents: Passport Copy' step of the ENKORSTAY application. At the top, there are 'RC FAQ' and 'Exit' buttons. On the left, a numbered list from 1 to 4 provides instructions. Step 1 is a 'Copied passport' section with a file upload field for PDF formats up to 15MB. Step 2 is a form for entering passport details: Surname, Given names, Passport number, Passport issue date (YYYYMMDD), Passport expiry date (YYYYMMDD), Gender as per passport (dropdown), Date of birth (YYYYMMDD), and Nationality (dropdown). Step 3 contains a 'Precautions' section with three items: 1. Ensure that the code below is not cut off. 2. The document should not be tilted or facing away from the front. 3. Avoid any shadows in the scanned document. It also includes two examples of acceptable and unacceptable passport scans. Step 4 at the bottom has 'Previous' and 'Next' buttons.

1. The passport code should be clearly visible.
2. Ensure no shadows or fingers are obstructing the view.
3. Photos taken with mobile phones are not acceptable.
4. The passport copy must be scanned at the actual size of the passport.

Precautions:

1. Ensure that the code below is not cut off.
2. The document should not be tilted or facing away from the front.
3. Avoid any shadows in the scanned document.

1. Group Foreign Resident Registration (Online)



6-2. Double check your information

- Please review the information carefully. If any changes are needed, click "**Edit Information**" and update the details accordingly. If everything is correct, click "**Next Step**" to proceed.

Notice X

Please double-check
Incorrect information may lead to issues. Please double-check your entries carefully before proceeding.

Surname TEST
Given names TEST
Passport number M1111111111
Passport issue date (YYYYMMDD) 20190323
Passport expiry date (YYYYMMDD) 20290322
Gender as per passport Female
Date of birth (YYYYMMDD) 19870419
Nationality Korea, Republic of

Next step

Edit information

1. Group Foreign Resident Registration (Online)



6-3. Submit your documents: Visa Grant Notice

- 1) Review the documents guidance on the right.
- 2) Please upload the scanned copy of your visa grant notice.
 - In case you have lost the document, please visit the site (visa.go.kr) to download the document as a PDF format and upload it.
- 3) If you have any questions at any stage, please click the "RC FAQ" button to find the relevant information.
 - You will find either a video explanation or a detailed written explanation. If you still have questions, please contact us via **Kakao Channel Talk** or email.

The screenshot shows a user interface for visa grant notice submission. At the top, there's a header with the ENKORSTAY logo and a GENS logo. On the right side, there are buttons for 'RC FAQ' (highlighted with a red dashed box) and 'Exit'. The main area has three numbered steps:

1. A text box with instructions: 'You should have received a visa grant notice certificate before entering Korea. If you do not have it, please visit the site ([click here](#)), download the document as a PDF file, and upload it to the system.' Below this is a placeholder image of a visa grant notice document.
2. A file upload section titled 'Visa grant notice' with a 'Choose a file here' button and a note 'PDF formats, up to 15MB.'
3. A 'Next' button at the bottom right.

1. Group Foreign Resident Registration (Online)



6-4. Upload your ID Photo

1) Review the documents guidance on the right.

- Please follow the guideline carefully.
- The photo you submit will be used as your ID photo on your RC card.

2) If you choose to submit the ID Photo

- Please visit the nearest photo studio to take a picture for RC purposes.
- **Obtain a digital copy of your photo and upload the file.**
- **Scanned photo are not allowed.**

3) If you choose to take ID photo on-site

- Shooting Date: March 13, 2025 (Thurs)
- Time and location will be informed via email.

The screenshot shows a step-by-step process for uploading an ID photo. Step 1 (left) contains general guidelines: 1. No smartphone photos, 2. 3.5cm x 4.5cm size, 3. Photo studio required, 4. Last 6 months, 5. White background, 6. Direct camera, 7. No sunglasses/hats, 8. No reused photos, 9. Religious attire standards. Step 2 (center) offers two options: 'Take ID photo on-site' (with a note about additional fees) or 'Submit ID photo file' (with a file upload field). Step 3 (right) shows a preview of the photo and a 'Next' button.

ENKORSTAY

How would you like to submit your ID photo?

1

2

3

ID photo

Take ID photo on-site
An additional fee will be charged.

Submit ID photo file
Upload an existing ID photo.

Choose a file here
JPEG, PNG formats, up to 15MB.

1. Please do not upload photos taken by smart phone!
2. The photo should measure 3.5cm x 4.5cm.
3. You can obtain digital photos of the required size (3.5cm x 4.5cm) at the photo studio.
4. Photos must have been taken within the last 6 months.
5. Photos must have a white background.
6. The applicant must be facing the camera directly.
7. No sunglasses, hats, or white-colored clothing should be worn.
8. Previous photos used for residence card applications cannot be reused.
9. Photo standards for religious attire:
Head coverings (such as Hijab, Veil, Turban, etc.) are allowed for religious purposes under the following conditions:
• Facial features should be visible from the bottom of the chin to the top of the forehead.
• The full face should be visible without any shadows.
• The full face, including eyebrows, eyes, nose, and mouth, must not be covered, although covering ears is permitted.

외국인등록용 사진규격 인증

Hijab, Veil, Beret, Chador, Islamic, Headscarf

Previous

Next

1. Group Foreign Resident Registration (Online)



6-4. Submit Residence Documents

1) Select your residence type.

2) Review the list of required documents.

- If you are live in university dormitory, please click the provided link for more information.

3) Upload your documents (Multiple documents can be uploaded)

- Click "View guide" in case you need explanation on the documents.

The screenshot shows a step-by-step online form for document submission. Step 1: Residence type is set to "A house with a rental contract in someone else's name". Step 2: Documents to submit include a rental contract, ID card, and confirmation of residence. Step 3: Four document upload fields are shown, each with a "View guide" link: 1. Rental contract (PDF up to 15MB), 2. Certified copy of the real estate register (PDF up to 15MB), 3. ID Card (PDF up to 15MB), and 4. Confirmation of residence/Rental (PDF up to 15MB). Step 4: A summary page with "Previous" and "Pay" buttons.

1 Residence type
A house with a rental contract in someone else's name

2 Documents to submit

1. Rental contract in the name of a residence provider or a certified copy of the real estate register (required)
2. Front & back of the residence provider's Id card (required)
3. Confirmation of residence/Rental (required)

3

1.Rental contract

Choose a file here
PDF formats, up to 15MB.

2.Certified copy of the real estate register

Choose a file here
PDF formats, up to 15MB.

3.ID Card

Choose a file here
PDF formats, up to 15MB.

4.Confirmation of residence/Rental

Choose a file here
PDF formats, up to 15MB.

4

Previous

Pay

1. Group Foreign Resident Registration (Online)



7. Draft Saved

- Even if you leave the site during the application process, your current progress will be saved.
- You can continue your application from the saved stage through a popup message on the ARC page.

A screenshot of the ENKORSTAY website. At the top, there is a navigation bar with links: "Find Stay", "RC" (which is highlighted in yellow), "Bedding rental", "Blog", and "Activity". Below the navigation bar, there is a main heading "Experience easy RC application with trusted experts" and a sub-heading "New residence card (RC) group application service". A callout box in the upper right corner contains the text "You have an ongoing application." and "Click to continue". In the bottom left corner, there is a logo for "GENS" with the text "The issuance of RC is exclusively managed by Global ENS" and contact information: "visa-help@enkor.kr" and "02-6217-3782". In the bottom right corner, there is an illustration of two people sitting at a table, one working on a laptop and the other looking on, with a potted plant nearby.

1. Group Foreign Resident Registration (Online)

8. Additional Information

- 1) If you want to edit your application, please click "Edit document".

- 2) Input your information

- Please input your HYU ERICA Student Number
- Please enter a frequently used email address that is **different from the one you used to sign up.**
- Please write your current address in Korea (in either Korean or English). If you live in a school dormitory, **do not include your room number.**

The screenshot shows the ENKORSTAY website interface for group foreign resident registration. At the top right, there are logos for ENKORSTAY and GENS, along with user icons for profile, notifications, and language selection. A navigation bar below the header includes links for 'New RC application', 'Check status', 'My applications', 'Logout', and 'English'.

Step 1: The first step is labeled 'Edit document'. It shows a red box around the 'Edit document' button, which is highlighted in yellow. The text 'New RC application (Hanyang University ERICA campus)' is displayed below it. To the right, a 'Notice' section informs users about the transition to integrated IC cards and the increased issuance fee from 30,000 KRW to 35,000 KRW. It also includes a 'View related link' button.

Step 2: The second step is labeled 'Enter contact information'. This section is enclosed in a green box. It contains fields for 'Student number' and 'Email address'. Below these, there is a section for 'Address in Korea' with a placeholder 'Address in Korea' and an 'Example' box containing sample address formats in English and Korean.

Right sidebar: A sidebar titled 'Your price summary' provides a breakdown of fees: Residence card application fee (35,000 KRW), Service fee (20,000 KRW), and Total (55,000 KRW). A large yellow 'Pay now' button is located at the bottom of this sidebar. Below the sidebar, a note states: 'By completing this application, you agree to our [Privacy policy](#) and [Terms of service](#) and [Cancellation & Refund policy](#)'.

1. Group Foreign Resident Registration (Online)

8. Additional Information (Continue)

1) Input your contact information

- The information provided here will be used for the Alien Registration Card application. **Please ensure that all details are entered accurately.**
- If you do not have Korean phone number, please input your cell-phone number back home.
- If you already have **Kakao ID**, please provide us. We will contact you via Kakao so that we can reach out to you on supplementary documents.

2) Click "Signature" to add your signature

3) Draw your signature on the filed.

- This signature will be used solely for the Alien Registration Card application.
- This signature must match the one on the passport.

The screenshot shows the ENKORSTAY online registration process. It consists of five numbered steps:

- Step 1: Enter contact information**
A form with fields for Country code (Korea, Repu...) and Phone number. A note below states: "The phone number will be used as an emergency contact not only for submission to the immigration office but also in case additional documentation is required. If available, also include your KakaoTalk ID. Note that incomplete documentation may delay the administrative process."
- Step 2: Add signature**
A yellow button labeled "Signature". To its right is a "Your price summary" table:

Residence card application fee	₩35,000
Service fee	₩20,000
Total	₩55,000
- Step 3: Draw signature**
A pop-up window titled "Add signature" with instructions: "Please draw your signature in the field below. This signature will be submitted to the immigration office, so please ensure it is written accurately. Any responsibility for incorrect entries lies solely with you." It includes a "Signature" text area and a "Reset" button.
- Step 4: Review**
A small step indicator.
- Step 5: Pay now**
A yellow button labeled "Pay now". Below it is a note: "By completing this application, you agree to our [Privacy policy](#) and [Terms of service](#) and [Cancellation & Refund policy](#)".

1. Group Foreign Resident Registration (Online)

9. Payment

- 1) Input your credit card number and proceed with the payment.
- 2) Alipay and WeChat pay will be supported for Chinese students.
- 3) If you do not have credit cards that can be used in foreign country, please make the bank transfer and fill out the google form and let us know via email or Kakao Channel Talk

The screenshot shows a payment interface for a new RC application at Hanyang University ERICA campus. The total amount is ₩55,000, consisting of a residence card application fee of ₩35,000 and a service fee of ₩20,000. Below the summary, there is a 'Payment details' section with a 'Card number' input field and an 'Autofill link' button. A note states that once paid, documents cannot be edited. An alternative payment method is provided for card payment failure, detailing an account number (061-108498-01-034), bank (INDUSTRIAL BANK OF KOREA), account holder (주식회사 엔코워더스(ENKORWITHUS)), and Swift code (IBKOKRSE). After the bank transfer, a link to fill out a form is provided. A large 'Pay' button is at the bottom.

New RC application (Hanyang University ERICA campus)

Residence card application fee	₩35,000
Service fee	₩20,000
Total	₩55,000

Payment details

Card number Autofill link

Once you've paid, you won't be able to edit your documents while they're reviewed.

If your card payment fails, please proceed with the bank transfer to the account below and complete the form.

Account Number: 061-108498-01-034
Bank: INDUSTRIAL BANK OF KOREA (기업은행)
Account Holder: 주식회사 엔코워더스(ENKORWITHUS)
Swift code (if applicable): IBKOKRSE
After the bank transfer, [please fill out the form](#)

Pay

1. Group Foreign Resident Registration (Online)



10. Confirmation

- 1) Review the guidelines**
- 2) You can check the detailed status updates in My Page**

The screenshot shows a confirmation message and a summary of the application details.

1 Application completed

We will send an invoice to [REDACTED] If there is an issue with the documents you submitted, you will be notified via email, so please check your inbox regularly. If there are no issues, the next step is fingerprint registration, and you will receive instructions via email.

New RC application (Hanyang University ERICA campus)

Residence card application fee	₩35,000
Service fee	₩20,000
Total	₩55,000

You can check the progress in 'My Account.' If the operations team finds that additional documents are needed, you will have to resubmit them.

2 Check the progress

1. Group Foreign Resident Registration (Online)



11. My Page

- 1) If you want to edit the information, please click "Edit information".
- 2) If you want to change ID Photo option, please click "Change option"
- 3) You can check your progress status and booking number here.
 - You can click the application to see application details.

The screenshot shows the ENKORSTAY My Page interface. At the top, there is a navigation bar with links for Find Stay, RC (highlighted in yellow), Bedding rental, Blog, and Activity. The main content area is divided into sections:

- My account**: Includes Personal info (My profile, Billing details, Coupons), My bookings (Stays, RC), Bedding rental, and SIM Card.
- ARC**: Basic RC Information (test@test.com, University: Hanyang University ERICA campus, Student number: 11111111, Address: test test test, Contact info: Phone number: +82 01053977657, KakaoTalk ID: testtest).
- ID card**: The option selected is Take ID photo on-site.
- Application**: A list of applications, with the first one highlighted:
 - 3** Operations - Under review
 - New RC Application (Hanyang University ERICA campus)
 - Nov 20, 2024 - Apr 21, 2025
 - Total ₩55,000
 - hanyangE_2501_1057

Red boxes with numbers 1, 2, and 3 indicate specific steps: 1 points to the "Edit information" button in the RC section; 2 points to the "Change option" link in the ID card section; and 3 points to the application status in the Application list.

1. Group Foreign Resident Registration (Online)



11. My Page

- 1) You can check your application status here.
 - Operation Team
 - Under Review / Update Required
 - Immigration Office
 - Pending / Under Review / Update Required
 - Other Status: Fail (incomplete / invalid) & Success

- 2) If supplementary document requires, operation team will leave message on the note and send you an email for more information.
 - Please check email regularly and amend the document as soon as possible.

- 3) You can click the "Update the documents" button to resubmit.

The screenshot shows a user interface for managing an application. It features a sidebar with names like Bas, test, Univ, Han, and Stud, followed by a list of numbers (111, 112, 113, 114). A central panel is divided into three sections:

- 1 Application details:
 - Progress status:
 - Application completed: Success (green checkmark)
 - Operation team: Under review (yellow circle)
 - Immigration office: - (grey circle)
- 2 Note: An empty text area.
- 3 Update the documents: A button labeled "Update the documents".

Below the main panel, there is a section titled "Application information" with the following details:

- Application code: hanyangE_2501_1057
- Immigration work: New RC Application
- Application period: Nov 20, 2024 - Apr 21, 2025
- Course to register (according to the visa grant notice): Exchange program D-2-6

1. Group Foreign Resident Registration (Online)

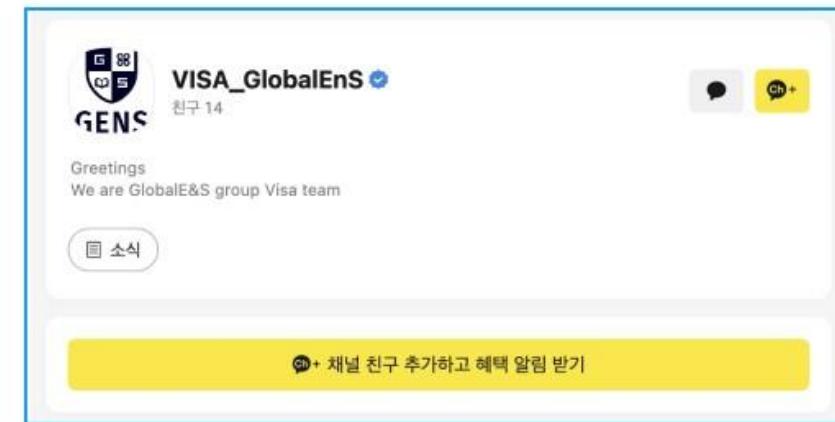


Please add our Kakao channel!
Send us a message or email if you have any questions!

http://pf.kakao.com/_zMZrG



Kakao Channel ID: visa_globalens
Email: gensgroupvisa@gmail.com



2. Individual Foreign Resident Registration

- ✓ The Residence Card (RC) is normally within 6 to 8 weeks after registration (working days only).
- ✓ If you miss the Group Foreign Resident Registration period, you have to apply for the Foreign Resident Registration individually.
- ✓ Refer to the following instructions: <https://bit.ly/3PgOzUx>

Taking ID photos

[On-Campus]

1. 홈즈 스튜디오 (Academic Information Center and Library 4F, HOLMZ Photo Studio)

- 1) Price: KRW 10,000
- 2) Cash payments are not accepted; only bank transfers are available on-site
- 3) Takes less than 30 min
- 4) Location: <https://goo.gl/maps/dAZuF727fqPcjQ7r6>
- 5) Reservation : Google form
(<https://docs.google.com/forms/d/e/1FAIpQLSfkHj3YwQURFVFRLOljRnQ7epb8Mfi3XUSLTR6RxLpSsPmMNw/viewform>)
- 6) Phone #: 031-400-4275

[Off-Campus]

2. 메아모 스튜디오 (Meamo Studio)

- 1) Price: KRW 30,000 for 8 photos
- 2) Takes less than 30 min
- 3) Location: <https://goo.gl/maps/MrgqqtKGpHJoLswg7>
- 4) Reservation: Required (Phone #: 031-437-4370)

3. 바나나 스튜디오 (Banana Studio)

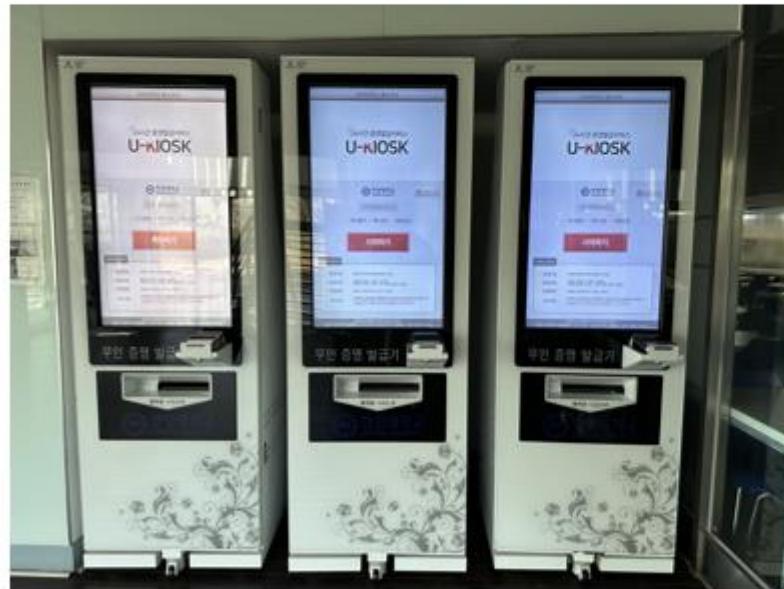
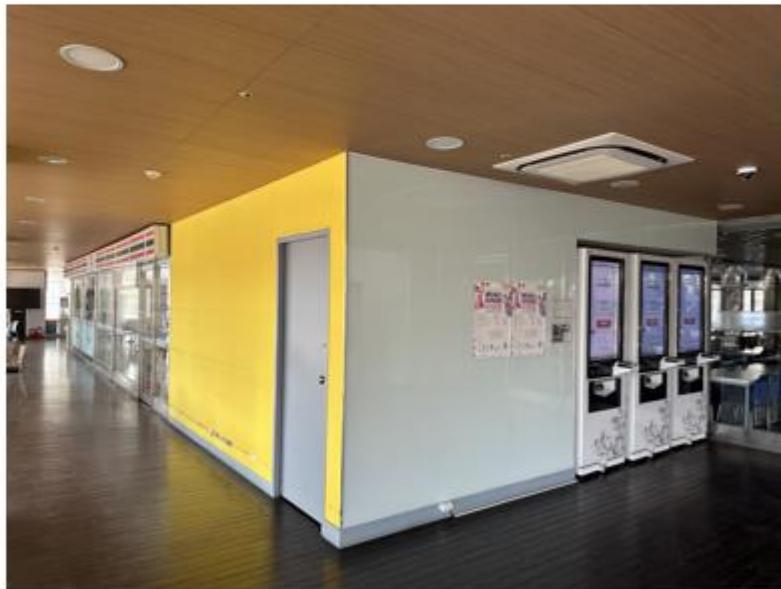
- 1) Price: KRW 20,000 for 6 photos
- 2) Takes less than 30 min
- 3) Location: <https://goo.gl/maps/pNTwqPeW59fHUKyMA>
- 4) Reservation: Required
- 5) Phone #: 031-418-0114

Printing Certificate of Enrollment (Offline)

a. Pick up one original copy of your certificate (**free**) at the Office of International Affairs starting from **March 4, 10 AM (Wed)**

b. Print a certificate of enrollment with the automatic printing machine starting from **March 4(Tue)**

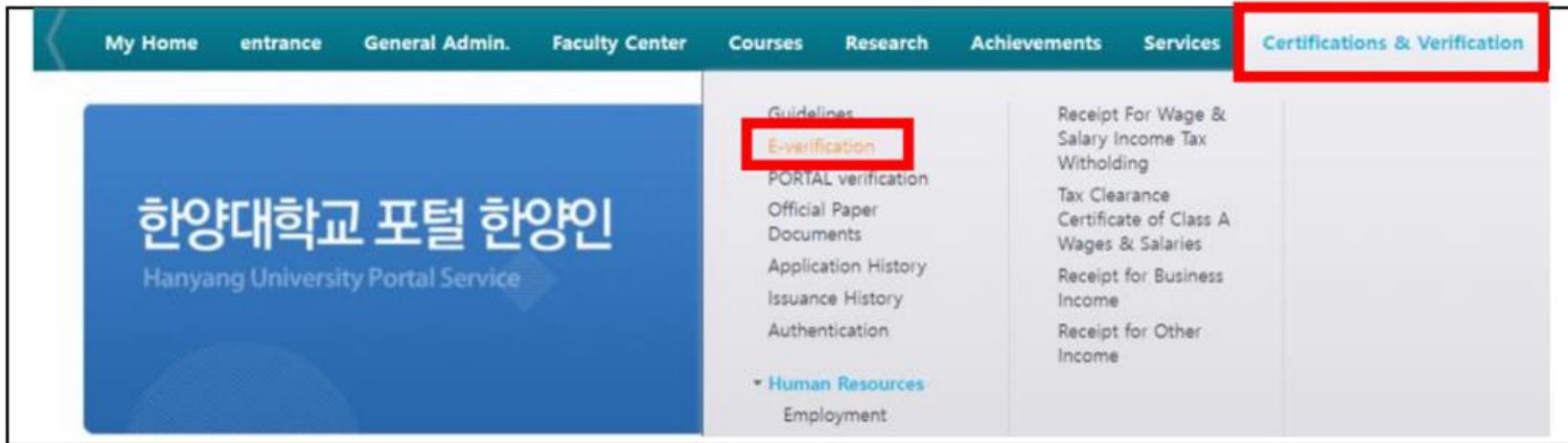
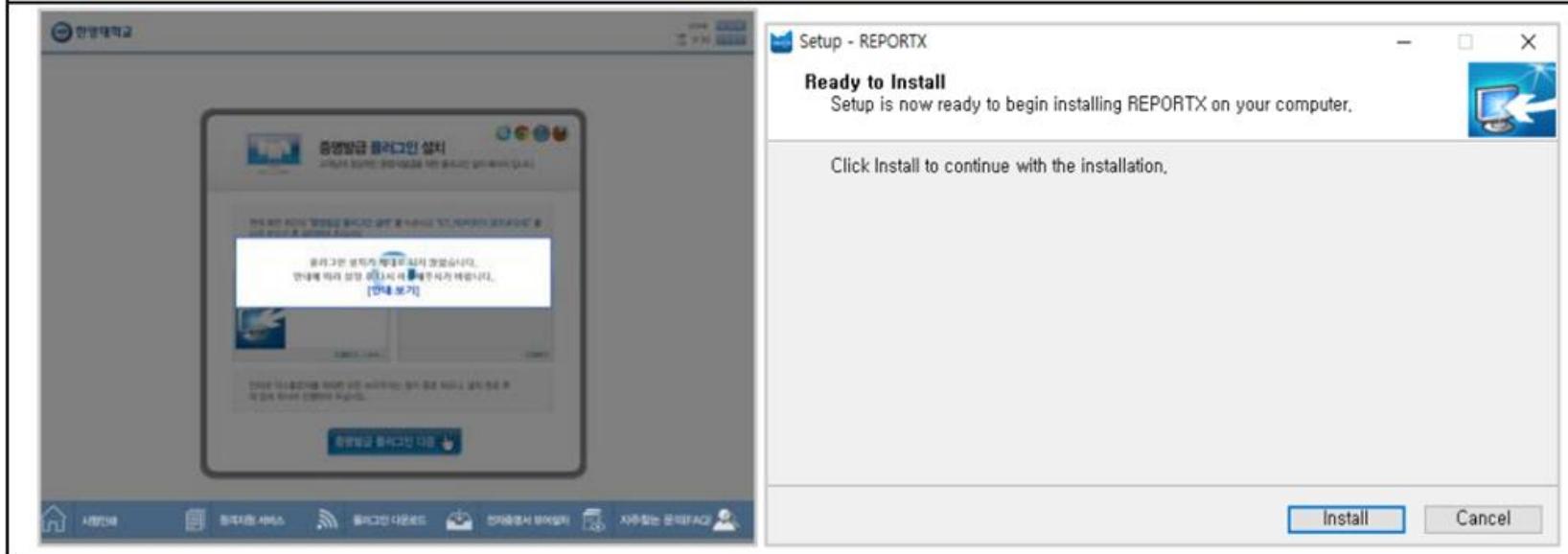
- ① Come to find the automatic printing machine in the Student Welfare building on the 2nd floor. You can find the machine next to Seven Eleven convenience store.



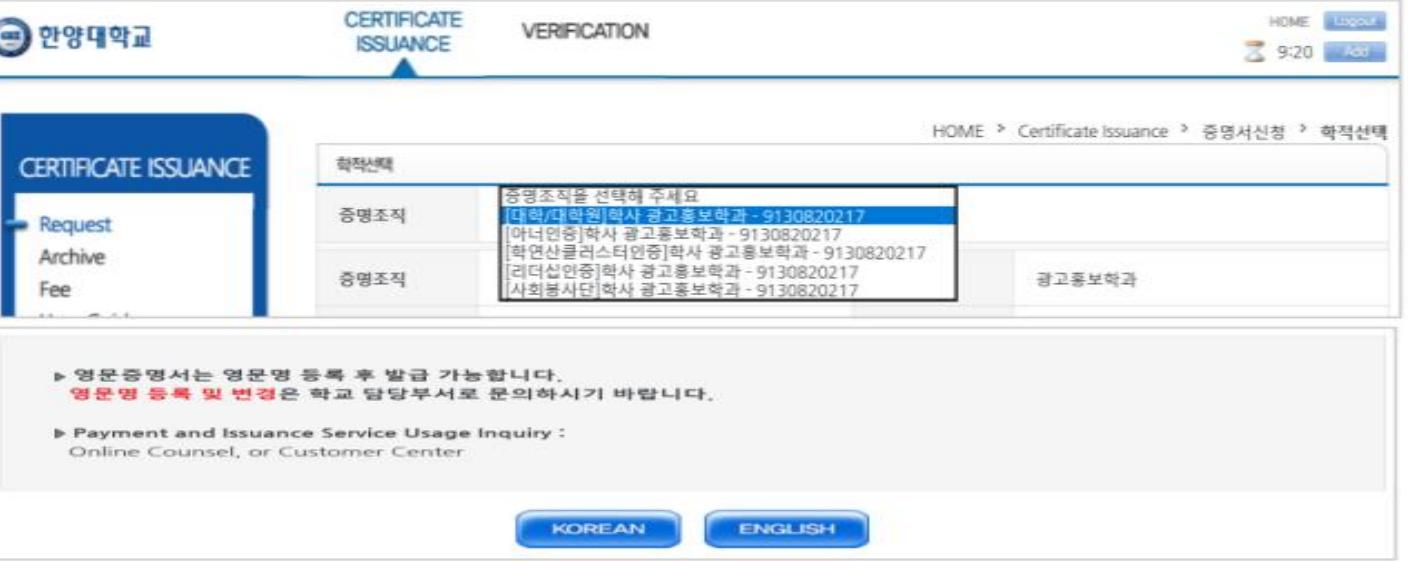
- ② The printing fee is **KRW 500**, and it can be paid by credit card.

Printing Certificate of Enrollment (Online)

c. Printing a certificate of enrolment online

 <p>The screenshot shows the Hanyang University Portal Service homepage. The top navigation bar includes links for 'My Home', 'entrance', 'General Admin.', 'Faculty Center', 'Courses', 'Research', 'Achievements', 'Services', and 'Certifications & Verification'. The 'Certifications & Verification' link is highlighted with a red box. On the left, there's a sidebar with 'Guidelines' and a 'E-verification' button, which is also highlighted with a red box. Other options in the sidebar include 'PORTAL verification', 'Official Paper Documents', 'Application History', 'Issuance History', 'Authentication', 'Human Resources', and 'Employment'. The main content area displays links for 'Receipt For Wage & Salary Income Tax Withholding', 'Tax Clearance', 'Certificate of Class A Wages & Salaries', 'Receipt for Business Income', and 'Receipt for Other Income'.</p>	<p>Login to HY-in portal, and click “Certifications and Verification” from the top menu → Click “E-verification” menu.</p>
 <p>The screenshot shows the 'Setup - REPORTX' window. It displays a message: 'Ready to Install' and 'Setup is now ready to begin installing REPORTX on your computer.' Below the message is a 'Click Install to continue with the installation.' button. At the bottom right are 'Install' and 'Cancel' buttons.</p>	<p>Download “REPORTX” program to print the certificate, and complete the installation.</p>

Printing Certificate of Enrollment (Online)

	<p>Change language setting (from KOR to ENG) right on the top → Click "Certificate Issuance"</p>
 <p>"Easier, easier" You can issue, print, or export the original certificate.</p> <p>Request Unprinted: 00 Case</p> <p>Before applying for a certificate, please verify that your printer is output normally through test printing. A printer that does not meet the network isolation etc. virtual pc, and certificate issuance authentication requirements cannot print certificates. View non-output printer list</p> <p>Certificate Fee: 0000원 per case Processing Fee: 0000원 1,000 per case Service Fee (Option): 0000원 1,000 per case Total Fees: 0000원</p>	<p>→ Click "Request" button</p>
 <p>CERTIFICATE ISSUANCE</p> <p>Request Archive Fee</p> <p>Verification</p> <p>학적선택</p> <p>증명조직을 선택해 주세요 대학/대학원 학사 광고홍보학과 - 9130820217 [아너인증] 학사 광고홍보학과 - 9130820217 [학연산클러스터인증] 학사 광고홍보학과 - 9130820217 [리더십인증] 학사 광고홍보학과 - 9130820217 [사회봉사단] 학사 광고홍보학과 - 9130820217</p> <p>▶ 영문증명서는 영문명 등록 후 발급 가능합니다. 영문명 등록 및 변경은 학교 담당부서로 문의하시기 바랍니다.</p> <p>▶ Payment and Issuance Service Usage Inquiry : Online Counsel, or Customer Center</p> <p>KOREAN ENGLISH</p>	<p>→ Choose the first row (starting as [대학/대학원] ~) from 증명조직(Verification Organization) → Scroll down and click "English" button</p>

Printing Certificate of Enrollment (Online)

The screenshot shows the 'CERTIFICATE ISSUANCE' section with a sidebar containing links for Request, Archive, Fee, User Guide, FAQ, and Customer Service. The main area displays a table for selecting certificates:

Certificates	QTY	Application
Academic records transcript(4.0)(English)	1	Request
Academic records transcript(English)	1	Request
Certificate-of-Enrollment(English)	1	Request

A note at the top states: "※ Cannot request for various types of certification at once. Please request certificates one at a time."

→ Click “Request” button in the Certificate of Enrollment section

The screenshot shows the 'Payment' section with a sidebar containing links for Request, Archive, Fee, User Guide, FAQ, and Customer Service. The main area displays payment details:

Certificate	Certificate-of-Enrollment(English)
QTY	1Case
Total Amount	2,000KRW <small>(7)</small>
Contact Number	123456789 <small>(Only a number) *For overseas users, please enter the country code.</small>

Below the table, there is a checkbox for agreeing to personal information collection and use, and a link to 'View Contents'. A note at the bottom states:

> You may check your payment records from [LG U+ Homepage](#).
> Bank transfer / bank transfer is not allowed.
> Payment can be made even if the payer is not himself.

A large blue 'Pay' button is located at the bottom.

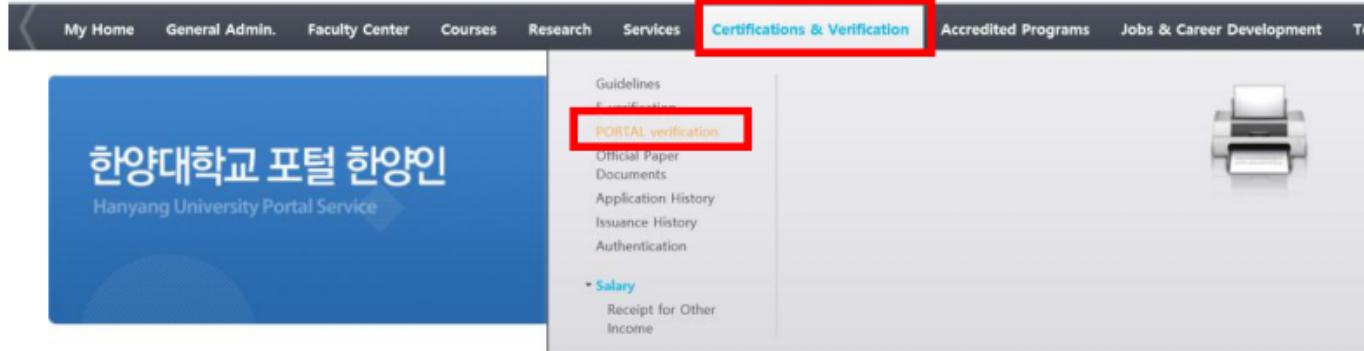
→ Fill in the cell phone no. and check “Personal Information”, and click “Pay” button



→ Choose payment method and complete the payment (**Fee: 2,000KRW**)

Printing Certificate of Residence (Dormitory Applicant ONLY)

- ① Login to HY-in portal, and click “Certifications and Verification” from the top menu → Click “PORTAL verification” menu.

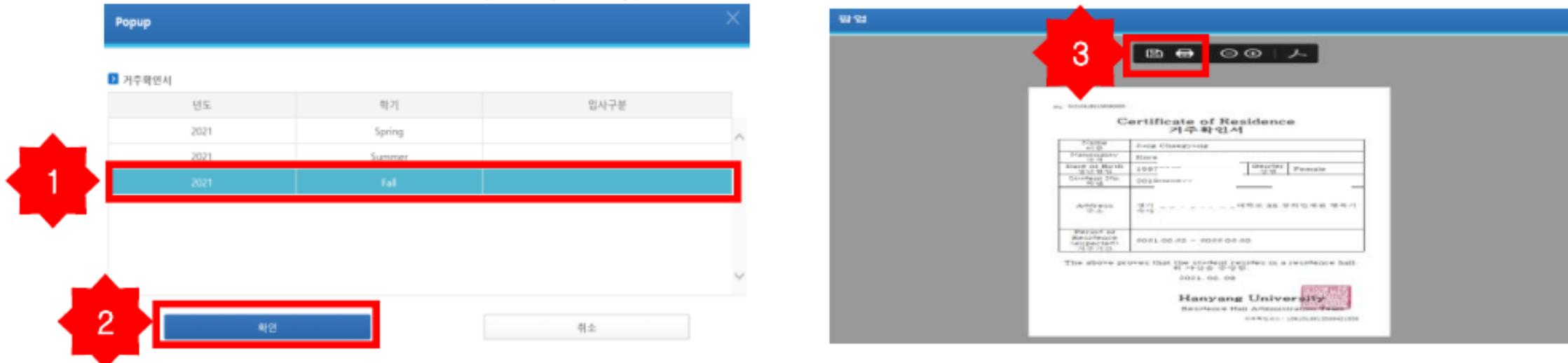


- ② Click the cell “대학/대학원(Undergraduate/Graduate)” → Change language from “국문(Korean)” to “영문(English)” → Lastly, click “거주확인서(Certificate of Residence)” → Click the blue button.

The screenshot shows the 'PORTAL verification' page under the 'Certifications & Verification' menu. On the left sidebar, the 'PORTAL verification' section is highlighted with a red box and has a red starburst labeled '1'. In the main content area, there is a table titled '신청자 정보' (Applicant Information). The first row of the table has a red box around the '대학/대학원' (Undergraduate/Graduate) column, which is highlighted with a yellow circle and a red starburst labeled '1'. The second row has a red box around the '증명서명' (Signature) column, which is highlighted with a yellow circle and a red starburst labeled '2'. The third row has a red box around the '증명서명' column, which is highlighted with a yellow circle and a red starburst labeled '3'. The fourth row has a red box around the '증명서명' column, which is highlighted with a yellow circle and a red starburst labeled '4'. The bottom right corner of the table has a blue button labeled '증명발급' (Issue Certificate).

Printing Certificate of Residence (Dormitory Applicant ONLY)

- ③ When the following message pops up, **choose** the year (2025) and semester (Spring), and **click** “확인(Confirmation)” button → You can either **save** or **print** the certificate. (Note you can print the document **from February 19(Wed)**)



*You can visit the dormitory admin team (Changui Hall on the 2nd floor) to receive the certificate, as well. For further inquire to the residence certificate, please directly inquire to the dormitory after arrival.

Part-time Work

1. Qualifications: Students with a D-2 visa

- D-2-6(Exchange Student) Visa: Those whose stay period is regardless of the length are eligible
- D-2-8(Visiting Student) Visa: Those whose stay period has passed over 6 months from arrival date are eligible

2. Eligible Work Fields: Translation, Interpretation, Restaurant Business, Office assistant, Restaurant assistant, Travel guide assistant, Duty Free Sales assistant

* *Manufacturing, Construction, Private tutoring, Delivery work, Insurance Sales, etc are not allowed*

3. Working Hours

Year (Grade)*	Korean Proficiency	Working Hours	
		Weekdays	Weekends, Holidays and Vacations
Undergrad. Year 1~2	No TOPIK 3	Up to 10 hours a week	
Undergrad. Year 1~2	TOPIK 3	Up to 30 hours a week	No limit
Undergrad. Year 3~4	No TOPIK 4	Up to 10 hours a week	
Undergrad. Year 3~4	TOPIK 4	Up to 30 hours a week	No limit

*'Undergrad. Year' refers to your academic year (grade) at Hanyang University ERICA

* Applicants from English-speaking countries are exempted from submitting language proficiency certificates

Part-time Work

4. Application

- 1) Complete Foreign Resident Registration
- 2) Prepare the following documents

※ Failure to report your part-time job may result in a fine of up to 20 million KRW.
※ Please note that your application may be declined if it does not meet the Immigration Office's requirements.

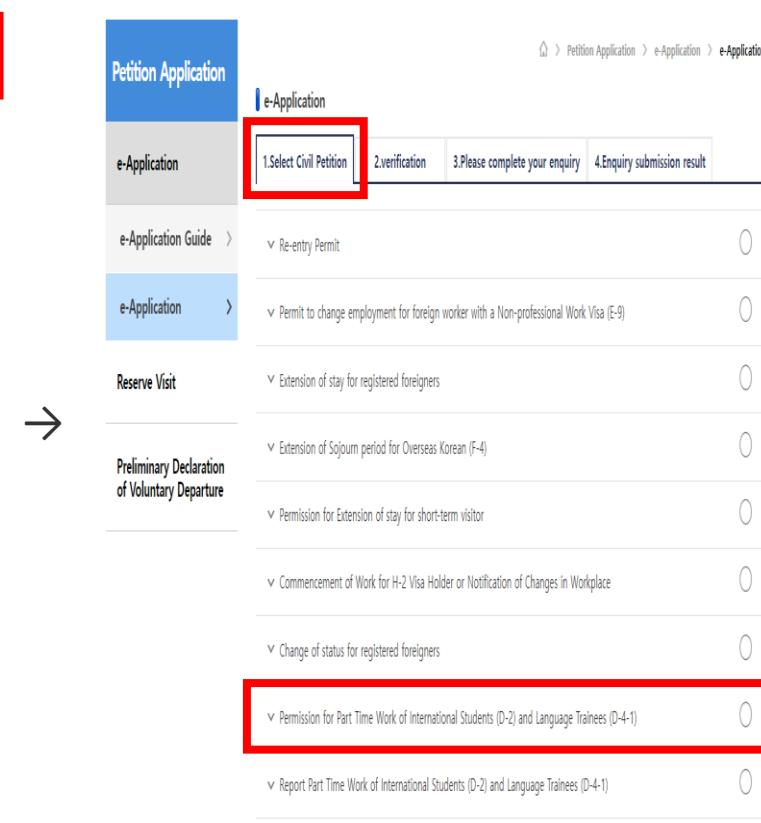
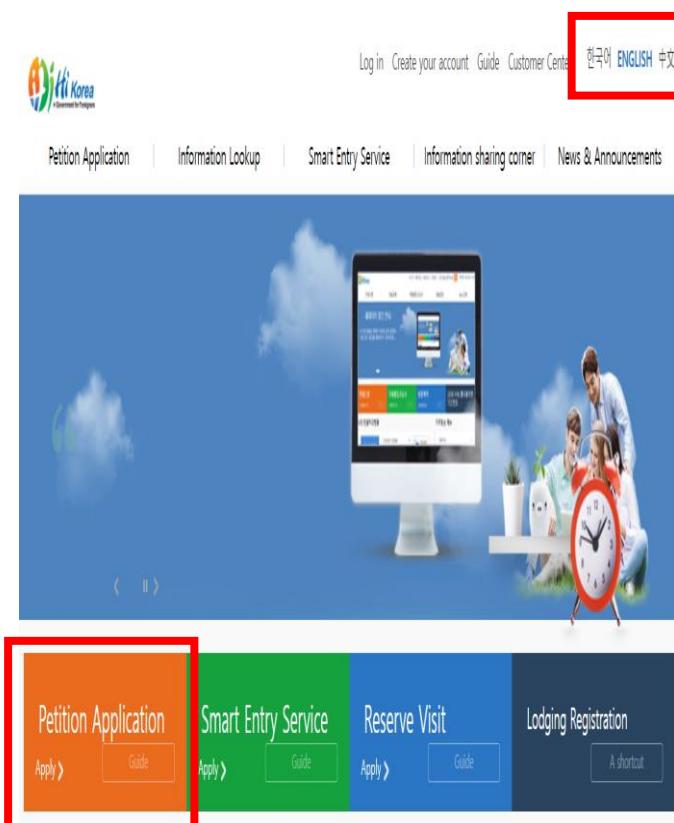
1	Application Form	<p>① Go to Hi Korea website (https://www.hikorea.go.kr) → News & Announcements menu → Application form(Part-time Work of Foreign Student Confirmation Form)</p> <p>② Fill in the information</p> <p>③ Visit OIA or email us (ericaincoming@hanyang.ac.kr) as OIA is in charge of signing the form*. Note that applications may be rejected if the job is deemed irrelevant to your field of study</p> <p>*The form must be approved and signed by the manager at Hanyang University ERICA OIA</p>
2	Identification Document	Passport and Residence Card (Former ARC)
3	Application Fee	Check on the website before visiting the immigration office
4	Other Documents	<p>① Certificate of Enrollment(You can print it from the automatic certificate machine next to Seven Eleven convenience store in Student Welfare Building) or Transcript (The transcript is based on the previous semester, and the CGPA must be C or higher)</p> <p>② Standard Employment Contract</p> <p>③ Copy of the Certificate of Business Registration (of the workplace)</p>

Part-time Work

3-1) Visit the nearest immigration office in person (Do **NOT** forget to bring all the required documents)

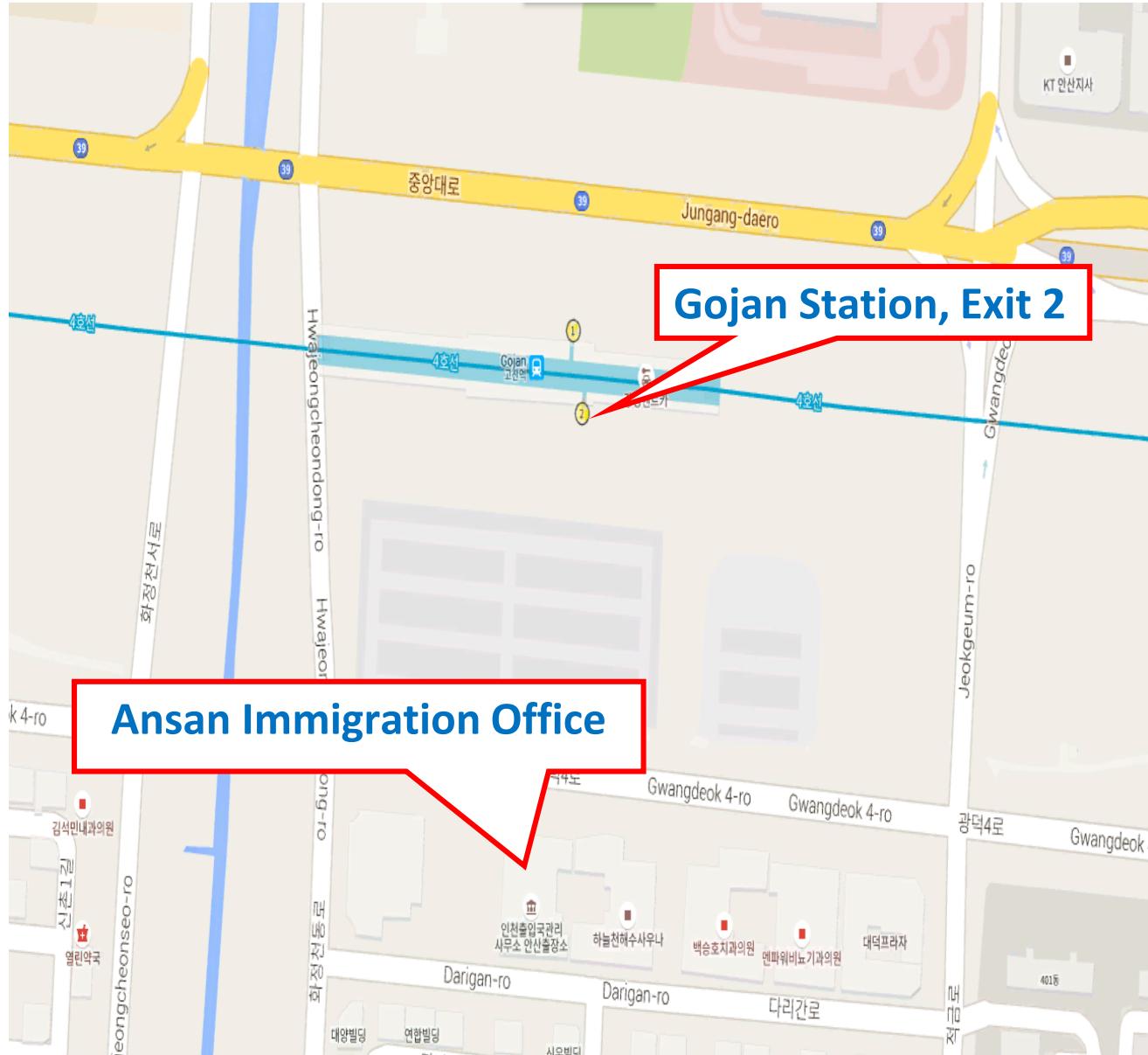
OR

3-2) Online application (<https://www.hikorea.go.kr>): Change language the language to English (top right corner). → Click “Apply” button on “Petition Application” box → Fill out an e-application online by uploading scanned required documents → Click “Permission for Part Time Work of International Students (D-2) and Language Trainees (D-4-1) on “1. Select Civil Petition” tab → Follow the instruction



Permission for Part Time Work of International Students (D-2) and Language Trainees (D-4-1)	
Permission to work part-time for International Student (D-2) and Language Trainee (D-4-1) These are applications filed by foreigners residing in the Republic of Korea to engage in activities allowed by other status of stay, along with the activities allowed by the original status of stay. International students intending to work part-time are required to obtain Permission to work part-time from a chief of a jurisdictional Immigration Branch Office, and are required to report on changes in part-time workplace if it changes. Permission to extend part-time employment can be denied if it is deemed difficult for an international student with below 70% attendance and a GWA of below C+ for their most recent semester to study and work at the same time. For more inquiries on Part-Time Employment, please contact the Immigration Contact Center (call 1345 without area code) or refer to Information at Hikorea website > Immigration/Sojourn > Foreigners' Stay > Permission to engage in activities beyond the current status of stay. For inquiries on system failures or failures of reporting when filing an e-Application, please contact the Immigration Contact Center (call 1345 without area code).	
Required documents	
▪ Labor contract ▪ Certificate of Part-Time Employment ▪ Transcript or Certificate of attendance (Exempted if entered into the FIMS in advance) ▪ Documents to prove Korean language ability	
Fees	
Not applicable	
Administrative process	
▪ e-Application ① Apply → ② Receive → ③ Process ▪ Reserving an appointment ① Visit and reserve an appointment → ② Apply → ④ Receive → ⑤ Process ⑥ Applications that were not processed on that day can be found under Status of e-application	
Time received (Time processed)	
▪ Reception time • e-Application : Available on weekdays from 07:00 to 22:00 (Not available on Saturdays, Sundays and holidays) • Reserving an appointment : Available 24 hours at the Hikorea website	
▪ Process time • Normal processing period : 10 days (approx.) • Processing period with investigation : 2 months (approx.)	
Administrative organization	
Local immigration office or branch office	
Competent department	
Visa & Residence Division Korea Immigration Service	
Related laws and regulations	
▪ Immigration Laws Article 20 ▪ Immigration Laws Enforcement Ordinance Article 25 ▪ Immigration Laws Enforcement Regulation Article 29	
Phone Number	
Immigration contact center (1345, without area code)	
Miscellaneous	

Ansan Immigration Office



✓ Directions

1. Gojan Station (Subway Line No. 4), **Exit 2**
2. Cross the street
3. Inside the 'Dio Convention Wedding Hall' Building
(디오컨벤션웨딩홀), 2F

✓ Address

- **In English:** 2F, 681-2 Gojan-dong, Danwon-gu, Ansan-si, Gyeonggi-do
- **In Korean:** 경기도 안산시 단원구 광덕4로 96 (고잔동 681-2 부일프라자 2층) (031-364-5703)
- **Location:** <https://goo.gl/maps/gV7yTn9YJ2kKLbh6A>

Creating Kakao Talk Account

● Creating a Kakao Talk ID

① Download the Kakao Talk App

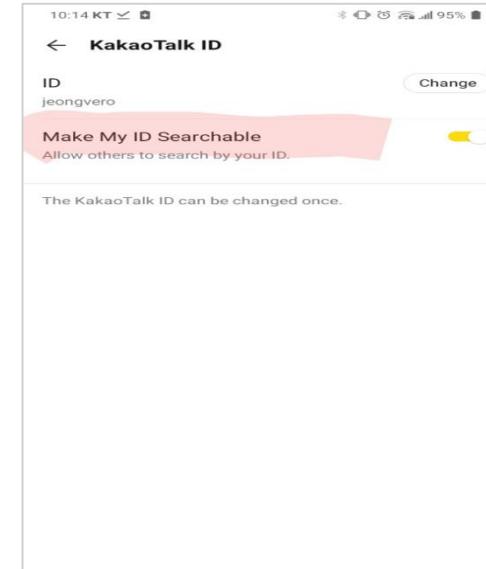
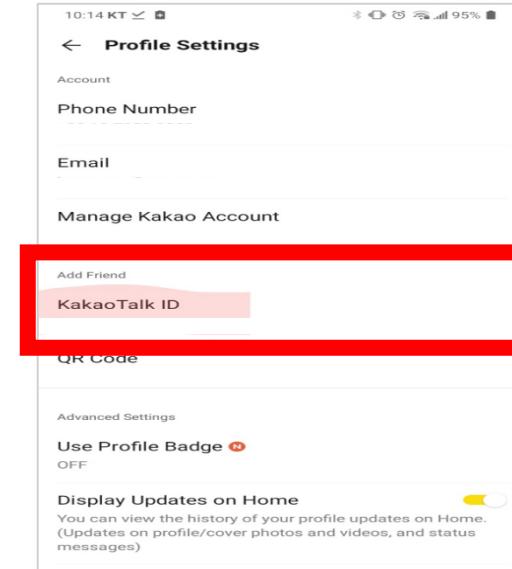
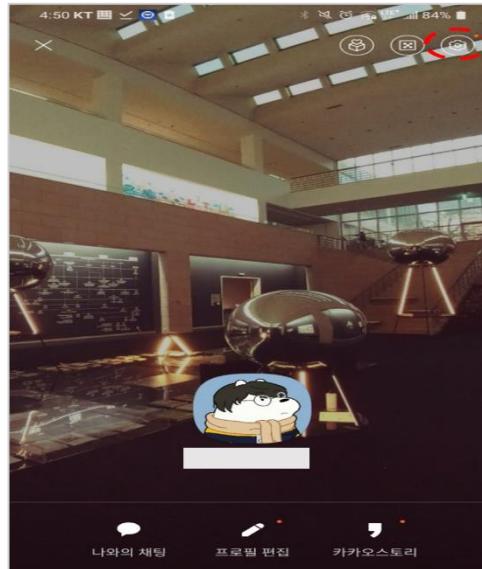
- **Android Users:** Download from the [Play Store](#)
- **iPhone Users:** Download from the [App Store](#)

② Create a Kakao Talk ID: Tap your profile at the top of the “Friends” menu → Select "Edit profile"

→ Choose "**Create Kakao ID**" and enter a combination of **4-15 alphabetic letters and numbers** to set your ID

③ Submit your Kakao Talk ID via the survey: <https://ko.surveymonkey.com/r/KakaoSpring2025>

④ Make your ID Searchable by setting “**Make my ID Searchable**”.



Hanyang ERICA OIA Kakao Channel

● Add Hanyang ERICA OIA Kakao Channel

- ✓ Add ERICA OIA Kakao Channel,
and receive most up-to-date information!
- ✓ Channel Link: http://pf.kakao.com/_QVvAK



II. Academic Affairs

- General Information
- Course Registration Guideline

2025 Spring Semester Academic Calendar

Date	Event
From Feb. 24(Mon), 10:00	On-campus Dormitory Check-in
Mar 4(Tue)	Start of Spring Semester
Mar 5(Wed), 11:00-24:00 Mar 6(Thu), 11:00-24:00 Mar 7(Fri), 11:00-24:00 Mar 10(Mon), 11:00-24:00	Online Add/Drop Period *You can add or drop courses from different grades and majors online.
Mar 10(Mon), 24:00	Course Cancellation Announcement *Course cancellation due to lack of registered students will be decided on this date.
Mar 7 (Fri), 10:00– Mar 11(Tue) 17:00	Additional Course Registration for Fully Booked Courses (by students in HY-in Portal) *The schedule varies depending on each college's schedule.
Mar 12(Wed), 09:00 – Mar 13(Thu), 17:00	Confirmation on Additional Course Registration for Fully Booked Courses (by College Admin Teams)
Mar 24 (Mon), 11:00 – Mar 25(Tue), 24:00	Final Course-Drop Period *You can drop maximum 2 courses, and no course-drop is available after this period
Mar 4(Tue) – May 16(Fri)	<u>Intensive</u> Korean Language Course Period
Mon.&Wed.: Mar 19(Wed) – May 14(Wed), 18:00-21:00 Tue.&Thu.: Mar 18(Tue) – May 20(Thu), 18:00-21:00	<u>Survival</u> Korean Language Course Period
Mid Apr.	Mid-term Exam
Mid Jun.	Final Exam
Jun 23(Mon)	End of Spring Semester

Additional Registration for Fully Booked Courses (College Level)

- ✓ Additional Course Registration for Fully Booked Courses (College Level) .
(Major Courses Only, Not for Elective Courses) (VERY VERY IMPORTANT) .

Step1: March 7(Fri) 10:00 – March 11(Tue) 17:00 (by Students)

** Strict Deadline. Afterwards, application for course registration for fully booked courses will not be accepted.*

- 1) If you were unable to register your desired courses during course registration, you need to get the professor's permission, first. You have to send a request email to the professor of your desired course to receive his/her confirmation to take the course (The sooner, the better). Note this assistance applies only to major courses. If your desired elective course is already full, you will NOT be able to register for it unless the other enrolled student drops the course during the final course registration period. .

**Additional Course Registration cannot be available if the size of the classroom is limited or if it exceeds the maximum number of seats set by the instructor.*

Additional Registration for Fully Booked Courses (College Level)

- 2) Upload the proof document (e.g., screenshot of the permission email from the instructor) on Quota Exceeding Course Registration menu.

[Log-in HY-in portal → Services → 수업 (Classes) → Quota Exceeding Course Registration Request]

The screenshot shows the Hanyang University Portal Service homepage. At the top, there is a navigation bar with links for 'My home', 'General admin.', 'Faculty center', 'Courses', 'Research', 'Services', 'Certifications & Verification', 'Accredited programs', 'Jobs & Career development', and 'Teaching & Learn'. The 'Services' tab is currently selected. Below the navigation bar, there is a large blue banner with the text '한양대학교 포털 한양인' and 'Hanyang University Portal Service'. On the left side of the main content area, there are links for 'Notice for Academic Affairs' (with a date of 08/02), 'MORE+' (with a date of 08/02), and 'Career Information' (with a date of 08/02). The main content area is divided into several sections: 'Qualification (exam waiver)', 'Application for car training', 'Application for personality test/attitude test', 'Facilities' (which includes 'Campus security system guide', 'Facility access', 'Application for facility rental', and 'Facility rental status'), 'IT services', 'Report network error', 'VPN request', 'transferring arra reserves' (with a link to 'Apply for transferring arra reserves'), 'Volunteer work' (which includes 'Guide to volunteering', 'Enter volunteer work', 'Apply to volunteer as a group', and 'List of personal volunteer work'), and 'Application for attendance' (which includes 'Application for official absence' and 'Quote Exceeding Course Registration Request'). The 'Quote Exceeding Course Registration Request' link is highlighted with a red box. At the bottom right of the content area, there is a red circle around a small arrow icon pointing to the right, with the text 'Please scroll to the end' above it.

Please ensure that your proof document includes the following items:

- Course name / Instructor's name / Student's name / Student's department / Student's ID number / Full email correspondence

Additional Registration for Fully Booked Courses (College Level)

Step2: March 12(Wed) 09:00 ~ March 13(Thu) 17:00 (by College Admin Team)

The respective college administration team will input the registration starting from March 12 (Wed) 10:00.

- * *Students can check their registrations on HY-in Course Registration History from March 12(Wed) to March 13(Thu).*
- * *If any discrepancies are found, students must contact their respective administration team before the deadline specified for their college.*
- * **Please refer to the table below for the exact deadline applicable to your college.**

College	Contact Deadline	Announcement Link
College of Engineering Science	March 13 (Thu) 14:00	https://bit.ly/3ES5IGB
College of Computing	March 13 (Thu) 17:00	https://bit.ly/4hxWHf3 (School of Computer Science)
		https://bit.ly/414DfiP (School of Media, Culture, and Design Technology)
		https://bit.ly/4hYLu72 (Department of Artificial Intelligence)
College of Advanced Technology and Convergence	March 13 (Thu) 17:00	https://bit.ly/4hGo9aC
College of Business and Economics	March 13 (Thu) 12:00	https://bit.ly/4hIn4yV
College of Global Culture and Commerce	March 13 (Thu) 15:00	https://bit.ly/3X1usql
College of Communication and Culture	March 13 (Thu) 17:00	https://bit.ly/3QjnnnU
College of Design	March 13 (Thu) 17:00	https://bit.ly/3EJ4GY7
College of Sports and Arts	March 13 (Thu) 15:00	https://bit.ly/3CRokRh

- * *If you fail to confirm your registration and do not contact your respective college administration team, **no assistance can be provided after March 13(Thu).***
- * *Attendance records for each course will be updated based on the confirmation of course registration. **If the attendance record is not updated, please request a new one from the professor.***
- * *Additionally, even if the attendance record is updated late, **please attend the first class if you have received permission to enroll.***
- * ***There may be additional notices or requirements specific to each college. Make sure to check the announcements regularly for any updates.***

Location of College Administration Team

College Name	Location
College of Engineering Sciences	204, 2 nd Floor, Engineering Building III
College of Computing	502, 5 th Floor, ERICA Support Center
College of Advanced Technology and Convergence	103, 1 st Floor, Science and Technology Building II
College of Business and Economics	408, 4 th Floor, Business and Economics Hall
College of Global Culture and Commerce	416, 4 th Floor, Language and Cultures Hall
College of Communication and Culture	204, 2 nd Floor, Communication and Social Sciences Hall
College of Design	307, 3 rd Floor, Design Research Hall
College of Sports and Arts	114, 1 st Floor, Gymnasium
College of Pharmacy	203, 2 nd Floor, Pharmacy Building

How to Find the Classroom

Course Catalog 관리자 모드

College/School ERICA COLLEGE Year 2017 Semester Fall Year All Course Type English

Course Classification All Course Code Course Title ▾ Detail

College /Grad School COLLEGE OF BUSINESS Dept./ Major All

Please click 'Course Code' for Course Description and 'Course no.' for Syllabus.

Year	Class	Course Classification	Area	Course no.	Course Code	Course Title	Course Info	ABEEK Accreditation	Degree Track	Instructor	Credits	Lecture	Fieldwork	Course Type	Enrolled/Max. no.	Meeting Times	Classroom	Restrictions	Detailed Info	Dept./ Major	Dept. Responsible
3	1	Core Major	영역 없음	22340	ECO3031	Game Theory		N	학사	yun, sungho	3	3	0	Lecture	57/60	Mon (16:00-17:30) Wed (15:00-16:30)	Y201-0205 ERICA, Y201-0205 ERICA	O	Lecture in English	DIVISION OF ECONOMICS	DIVISION OF ECONOMICS
3	2	Core Major	영역 없음	22340	ECO3031	Game Theory		N	학사	yun, sungho	3	3	0	Lecture	57/60	Mon (16:00-17:30) Wed (15:00-16:30)	Y201-0205 ERICA, Y201-0205 ERICA	O	Lecture in English	DIVISION OF ECONOMICS	DIVISION OF ECONOMICS

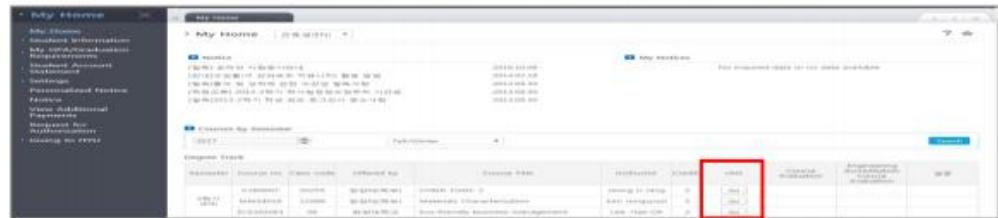
**Y201-0205
(Building #-Room#)**

Campus Map Website : https://www.hanyang.ac.kr/web/eng/map_erica

Course Types

1. Course Measure: DISTANCE/REMOTE

- Go to HY-in portal (www.portal.hanyang.ac.kr) and log in → Click “My Home” in the menu bar
- Click “Go” button on the Column “LMS” in “Courses by Semester” section.



2. Course Measure: OFFLINE

- Check the classroom (Building & Room #) and go to the right building and the room.



3. Course Measure: COMBINED

- Offline course schedule of the combined course, or fully offline courses are not available on the LMS. Please confirm when you need to physically attend the class with your professor by email in advance if your course is partially offline.

Note

- You can also enter the online classroom via <https://lms.hanyang.ac.kr/>
- Refer to the LMS Guide via the following link: <https://bit.ly/33mDEU2>
- Campus Map Photo Link: <https://bit.ly/3r3I4JC>

Grading

Letter Grade	Numerical Value	Grade Point
A+	95-100	4.5
A0	90-94	4.0
B+	85-89	3.5
B0	80-84	3.0
C+	75-79	2.5
C0	70-74	2.0
D+	65-69	1.5
D0	60-64	1.0
F	0-59	0.0

● Hanyang Credit

- ✓ 1 credit equals 15~16 contact hours, and is equivalent to **2 ECTS**
- ✓ Please double-check with your home university for credit transfer eligibility.

● Academic Transcript

- ✓ To reduce paperwork and promote sustainability, we now send electronic transcripts only.
- ✓ Both students and home university coordinators will receive the e-transcript by the **end of July**. If you need a hard copy, please contact ericaincoming@hanyang.ac.kr.

**The delivery fee will be charged for the hard copy*

Korean Language Course

Location



ERICA Institute of International Education,
ERICA Convention Center BLDG(#205), 2nd Floor

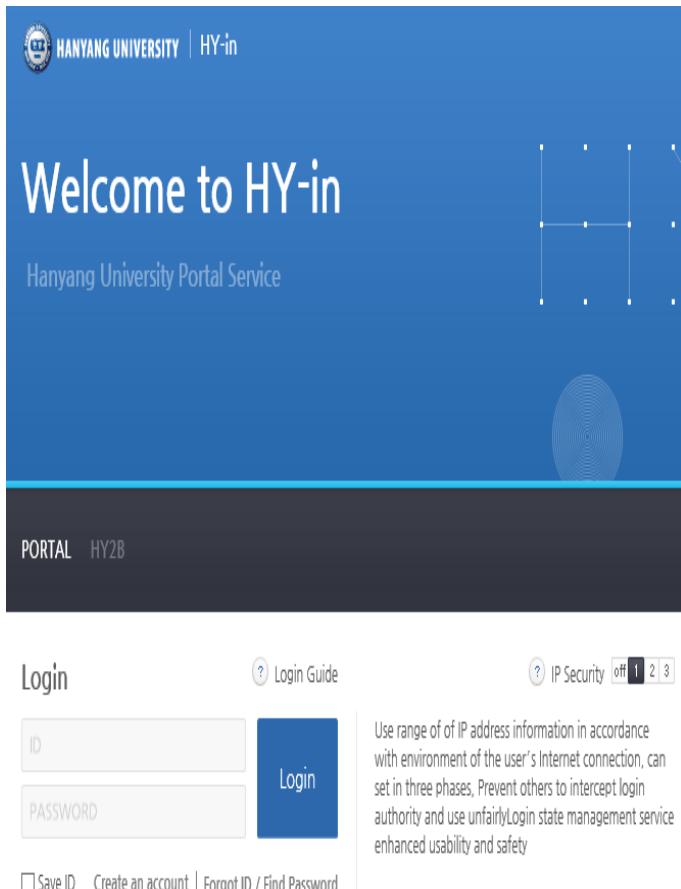
	Classification	Intensive Korean	Survival Korean
Maximum No. of Sessions	1-semester student	1 session (Spring)	1 session (Spring)
	2-semester student	3 sessions (Spring + Summer + Fall)	2 sessions (Spring & Fall)

Intensive Korean VS Survival Korean

Classification	Intensive Korean	Survival Korean	
Level	From Basic to Advanced		Basic only
Credit	13 credits		3 credits (48 hours)
Course Overview	https://bit.ly/3LCPrjR		https://bit.ly/SK2025Spring
Class Type	Offline		Offline
Course Schedule	<p>[Spring] Mar 4(Tue) – May 16(Fri) [Summer] Jun 2(Mon) – Aug 11(Mon) Mon-Fri, 09:00-13:00(mostly basic) or 14:00-18:00(mostly over basic) upon level</p>	Mon&Wed	Mar 19(Wed) – May 11(Mon) 18:00-21:00
		Tue&Thu	Mar 18(Tue) – May 20(Thu) 18:00-21:00
Application	NOT available	1. Fill in Online Application Form by Mar 7(Fri): https://ko.surveymonkey.com/r/SKSpring2025 2. IIE will contact you early March.	
Grades & Transcript	<ul style="list-style-type: none"> Grades are only available as a form of physical transcript, not through HY-in portal Transcript of Korean courses will be sent to you with the transcript of regular courses through email. Check with your home university in advance if credits earned from Korean language course are acknowledged. 		
Note	<ul style="list-style-type: none"> ✓ Class to be assigned after level test ✓ Students retaking the same level can receive credit only for the first semester ✓ Take at least one (1) regular course from Hanyang ✓ Regarding Summer class, kindly inquire to IIE 		✓ Take at least two (2) regular courses from Hanyang

HY-in Portal

Web Version



<https://portal.hanyang.ac.kr/>

Mobile App Version

1. On the App Store, search for '**Hey Young Campus**'



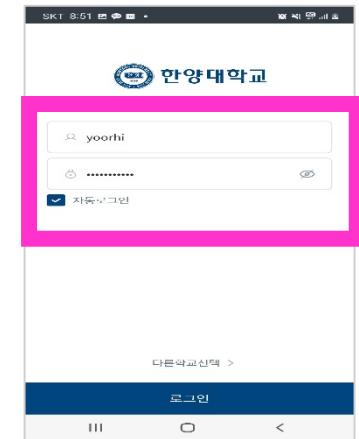
2. On your mobile phone, search 'Usage Date Access', and allow '**Hey Young Campus**'



3. Search '**한양대학교(Hanyang University)**' and click '다음 (next)' button



4. Login with your **portal ID & P/W** and click '로그인 (Log-in)' button

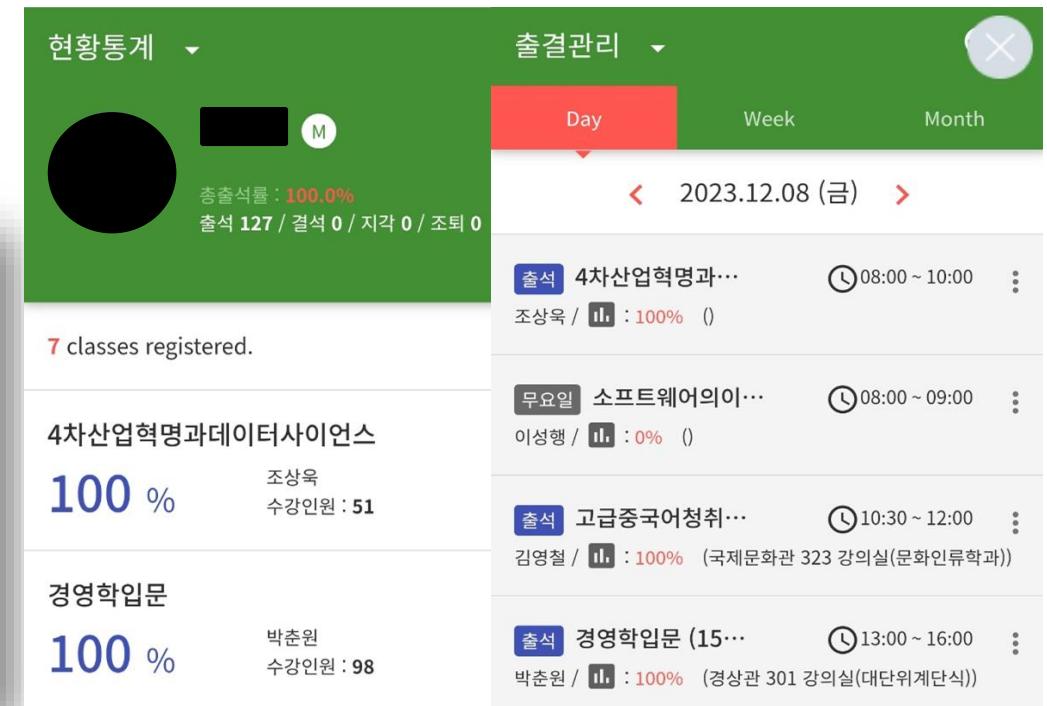
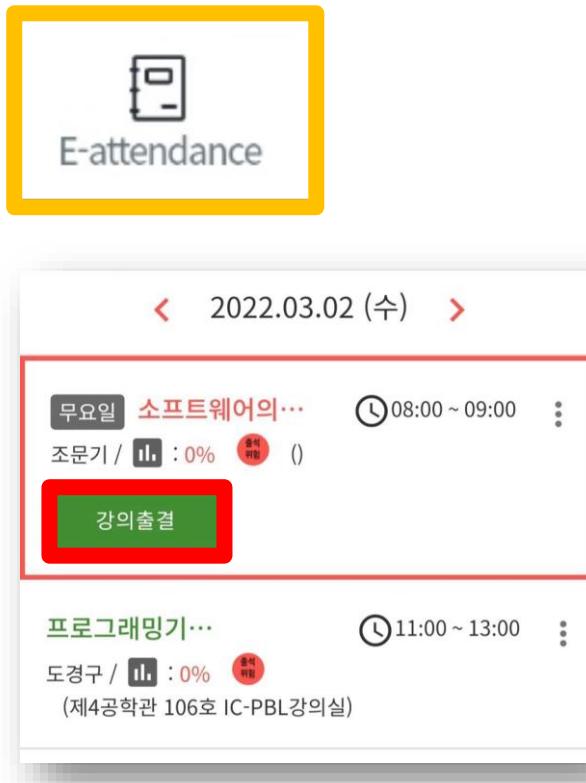
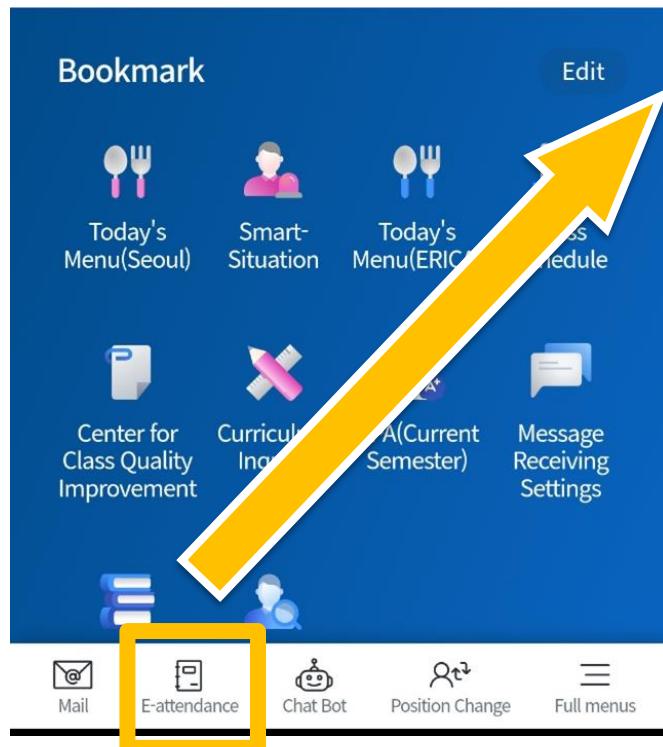


Mobile Attendance

Mobile Attendance

You can check attendance using ‘Hey Young Campus’ app.

1. Search for the ‘E-Attendance’ button and click it.
2. The lecture you are currently taking will be displayed. Click the ‘강의 출결’ button.
3. Enter the attendance code.
4. You can also check your attendance status by class on this page.



Library

Web Version

The screenshot shows the homepage of the Academic Information Center. At the top, there are links for 'log in', 'English', and 'Baeknam Academic Information Center'. Below this is a navigation bar with links for '한양대학교 ERICA 학술정보관', 'Use of data', 'Learning and Research Support', 'Use of facilities', 'Academic Information Center Guide', 'My Page', and a grid icon. A banner at the top of the main content area reads: 'Instructions for using the Academic Information Center for those scheduled to graduate in February 2025/those who have postponed graduation ...' with a link 'Don't see for a day'. Below the banner, the text 'The Engine of Korea' is displayed in a stylized font. A search bar with placeholder text 'Search your collections and subscribed electronic resources all at once.' and a magnifying glass icon is centered. Below the search bar is a row of icons with labels: 'User-specific guidance', 'Loan/Reservation/Return', 'Academic DB', 'Request for desired materials', 'Academic Information Education', 'Facility Reservation', 'E-book', and 'Reading Portal'. In the bottom left corner, there is a section for 'alarm +' showing a mobile phone icon with the text 'NEW MOBILE APP DOWNLOAD' and '학술정보관 신규 모바일 앱' (New Library Mobile App). In the bottom right corner, there is a section for 'announcement +' listing several items. On the far right, there is a 'Hours of use +' table with information for different rooms.

<https://information.hanyang.ac.kr>

Mobile App Version

The screenshot shows the mobile application interface. At the top, there is a logo for '한양대학교 백남학술정보관' and a search bar with placeholder text 'Please enter your search term.' Below the search bar is a sidebar with three items: 'Mobile viewing certificate', 'Facility Reservation', and 'Seating arrangements'. The main content area is a 'Dashboard' with four metrics: 'Loan' (0), 'reservation' (1), 'Delinquent' (0), and 'sanctions' (0). Below these metrics are two buttons: 'View All' and 'log out'. At the bottom of the dashboard are icons for 'Mobile self-loan', 'Reading Certification System', 'Library Academy', 'E-book', 'Electronic Journal', and 'User-specific'.



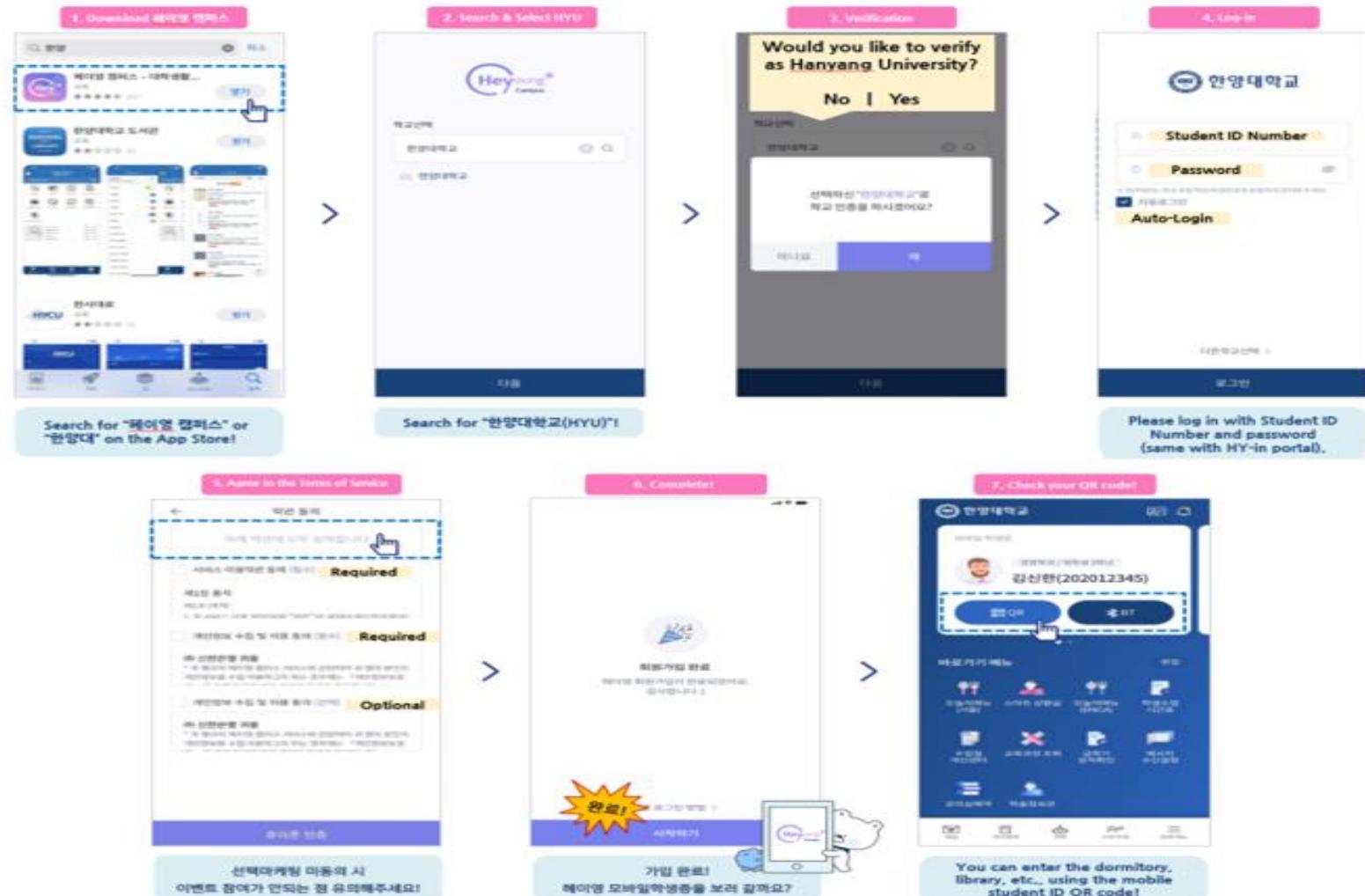
On app store,
Search '**Hanyang Library**'

On the App Store, search
for 'Hanyang Library'

Student ID Card

● How can I issue the student ID card?

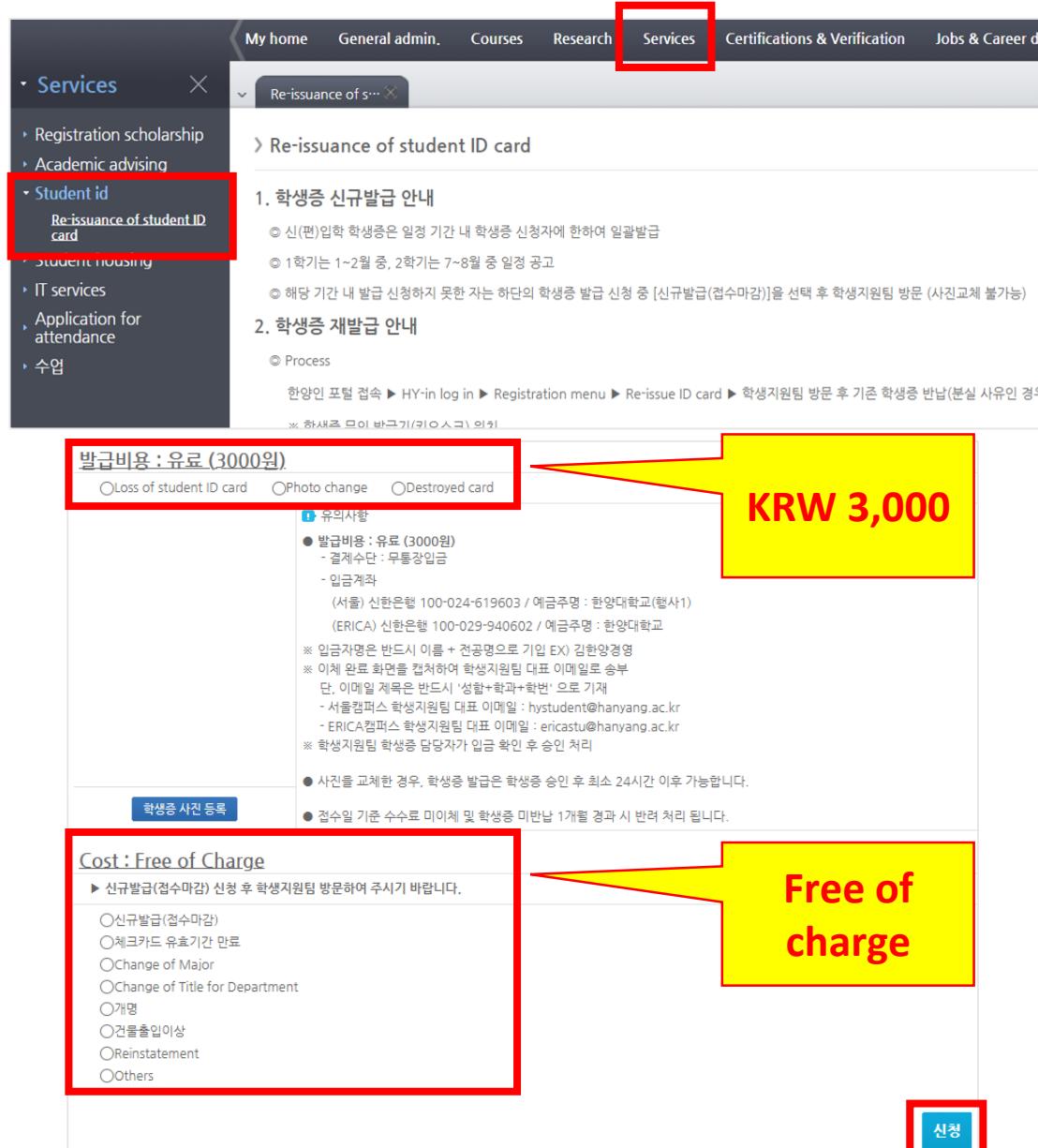
- You can access campus facilities using a mobile student ID card. Please download 'Hey Young Campus (헤이영 캠퍼스)' app and sign up with your student ID number, which starts with 9 digits (Student ID number) and password (use the same ID number and PW as the HY-in portal).



Student ID Card

● How can I issue the physical student ID card?

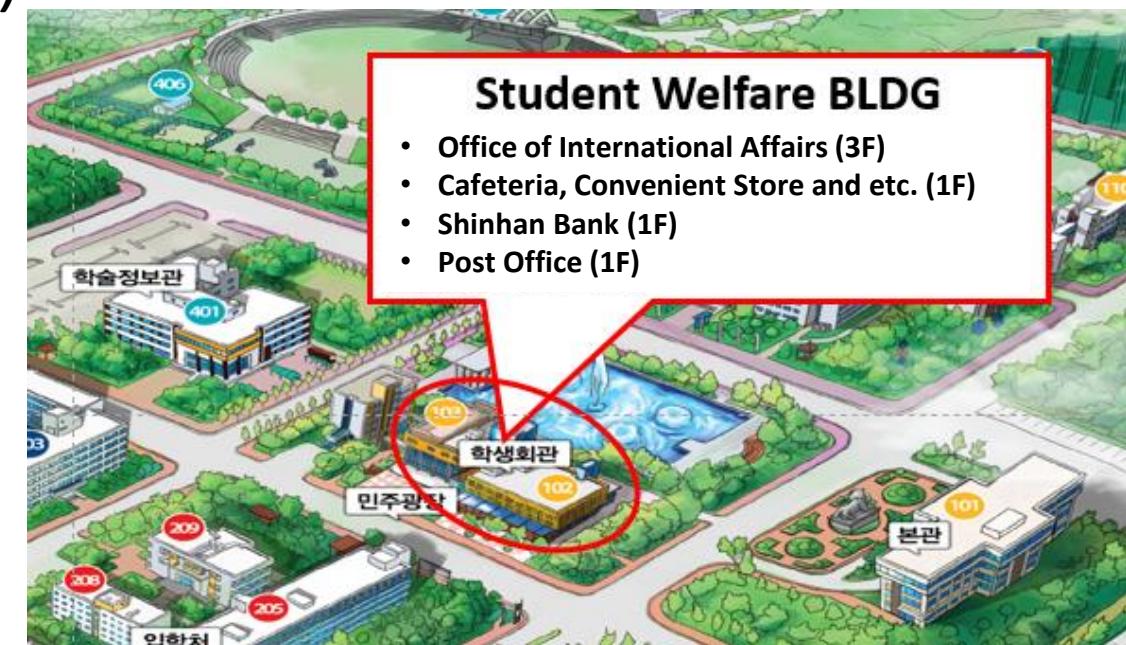
- 1) Login to HY-in portal, and click "Services" menu
→ "Student id" → Re-issuance of student ID card
- 2) If you would like to issue the physical ID card, please choose the reason for re-issuance on "Cost: Free of Charge" section (free of charge)
- 3) If you **lose** the physical card, want to **change** the photo or accidentally **break** your card, **choose** the right reason for the re-issuance on "발급비용: 유료(3,000원) section (KRW 3,000)
- 4) Click "신청(Register)" button at the bottom.
- 5) Visit the Student Affairs Team in the Student Union Building (3rd floor) to **pay** and **pick up** the card.
**The Student Union BLDG is right next to the Student Welfare BLDG.*



Opening a Bank Account in Korea

● How to open a bank account in Korea?

- You can open a bank account and link your Student ID card to the account as a debit card.
 - **Required Documents:** Passport, an identification card of your home country, Regidence Card(former ARC), Certificate of Enrolment(재학증명서)
- *Those without Foreign Resident Registration are not permitted to open a bank account in Korea.*
- **Location:** Shinhan Bank, 1st Floor, Student Welfare Building
 - **Office Hours:** **09:00 – 16:00 (Lunch Break: 12:30-14:00)**
 - **Reservation:** Required (Please visit the bank in person to make a reservation)
 - **Others:** Those who need a Korean bank account for dormitory fee refund or scholarship will be able to open a bank account before Foreign Resident Registration.
OIA will further contact you after the orientation.



III. Health Insurance

Mandatory National Health Insurance (NHI)

- ✓ The National Health Insurance (NHI) is a government-run program that provides standardized coverage for medical expenses, whereas private health insurance offers additional benefits and coverage flexibility.
- ✓ Since March 2021, all long-term foreign residents in Korea are required to register for the National Health Insurance (NHI).
- ✓ All exchange and visiting students must register for NHI after applying for the Foreign Resident Registration.
- ✓ Private health insurance is still required, as NHI will only be available after your Residence Card (formerly ARC) is issued. Additionally, it may not cover unexpected cases such as hospitalization.
- ✓ During the transition period (from arrival to Residence Card issuance)
 - OIA can introduce a private health insurance for international students.
 - The price varies depending on gender, age, and duration of stay.
 - If you already have health insurance but have not submitted the Certificate of Insurance to OIA, please send it to ericaincoming@hanyang.ac.kr by March 3rd.

Private Health Insurance

Arrive in Korea 



Before



During this period, you will not be covered by any health insurance. Consequently, if an unexpected event occurs, all medical fees can be very expensive.

Therefore, you MUST have the private health insurance during this period.

Covered by NHI automatically.

After Foreign Resident Registration



Private Health Insurance / National Health Insurance (NHI)

Classification	Private Health Insurance (including HYU-introduced insurance)	National Health Insurance (NHI)				
Mandatory	O (After arrival – Before Foreign Resident Registration)	O (After Foreign Resident Registration – Before departure)				
Amount	Differs upon company	Approx. KRW 77,000 per month (As of January, 2025)				
Effective Period	Must be effective until the Residence Card is issued	Valid for 1 month from the payment date (required to pay on a monthly basis)				
How to Pay	Individual application and payment (Either your home country's insurance or the Korean insurance introduced by Hanyang)	<ol style="list-style-type: none"> The National Health Insurance Service (NHIS) will send a paper bill to the enrolled address listed on your registration card every month. * You may receive the electronic bill via email or the NAVER APP(mobile), so please check your email and NAVER APP frequently. You can pay the fee by 1) setting automatic bank transfer, 2) bank transfer to the virtual account, 3) visiting the Foreign Residents Center. The location of Centers are as follows. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">NHIS Seoul Center for Foreign Residents (3rd Floor)</td> <td style="padding: 5px;">https://goo.gl/maps/dS3Wm7iwxXnt1sxeA</td> </tr> <tr> <td style="padding: 5px;">NHIS Ansan Center for Foreign Residents (4th Floor)</td> <td style="padding: 5px;">https://goo.gl/maps/UuGcr6gKQpvfBsWSA</td> </tr> </table> 	NHIS Seoul Center for Foreign Residents (3 rd Floor)	https://goo.gl/maps/dS3Wm7iwxXnt1sxeA	NHIS Ansan Center for Foreign Residents (4 th Floor)	https://goo.gl/maps/UuGcr6gKQpvfBsWSA
NHIS Seoul Center for Foreign Residents (3 rd Floor)	https://goo.gl/maps/dS3Wm7iwxXnt1sxeA					
NHIS Ansan Center for Foreign Residents (4 th Floor)	https://goo.gl/maps/UuGcr6gKQpvfBsWSA					
Disadvantage for Non-payment	No health insurance coverage is provided for visits to medical centers.	<ul style="list-style-type: none"> - Disadvantage in visa extension - Limited benefits of NHI - A late fee will be added to your bill for next month (Up to 5% of the monthly NHI fee) 				

Private Health Insurance / National Health Insurance (NHI)

Classification	Private Health Insurance (including HYU-introduced health insurance)	National Health Insurance(NHI)				
Coverage	<p>Insurance coverage varies depending on the company.</p> <p>Please check the link below for information on the insurance introduced by Hanyang; https://bit.ly/HYUERICA_INS</p>	<p>1. Health Care Benefits*</p> <ul style="list-style-type: none"> - Services provided by healthcare institutions in the case of diseases, injuries, etc. <p>2. Health Checkups</p> <ul style="list-style-type: none"> - General health checkup expenses : free of charge - 6 Types of cancer screenings: stomach cancer, colorectal cancer, breast cancer, cervical cancer, liver cancer and lung cancer 				
Dept. in Charge	<p>Name: OIA, Hanyang University ERICA Tel.: +82-31-400-0792, 0793 Email: ericaincoming@hanyang.ac.kr Operating Hour: 8:30-17:30 (during semester), 10:00-17:00 (during vacation)</p>	<p>Name: National Health Insurance Services (NHIS) Tel.: +82-(0)33-811-2000 (available in English, Chinese, Vietnamese, Uzbek) +82-1577-1000 (available for foreigners) Operating Hour: 9am-6pm</p>				
QR Code	None	<table border="1"> <tr> <td style="text-align: center;"> <p>Center for Foreign Residents (Seoul & Metropolitan Area) (Website Under Renewal)</p>  </td> <td style="text-align: center;"> <p>Proceed with the Payment (The 건강보험 APP)</p>  </td> </tr> <tr> <td style="text-align: center;"> <p>The 건강보험(NHI) APP (Android)</p>  </td> <td style="text-align: center;"> <p>The 건강보험(NHI) APP (iPhone)</p>  </td> </tr> </table>	<p>Center for Foreign Residents (Seoul & Metropolitan Area) (Website Under Renewal)</p> 	<p>Proceed with the Payment (The 건강보험 APP)</p> 	<p>The 건강보험(NHI) APP (Android)</p> 	<p>The 건강보험(NHI) APP (iPhone)</p> 
<p>Center for Foreign Residents (Seoul & Metropolitan Area) (Website Under Renewal)</p> 	<p>Proceed with the Payment (The 건강보험 APP)</p> 					
<p>The 건강보험(NHI) APP (Android)</p> 	<p>The 건강보험(NHI) APP (iPhone)</p> 					
Others	-	Refer to NHIS Online Health Insurance Certificate Service brochure: https://bit.ly/NHI2024				

*The medical expenses will be co-shared between students and NHIS. With NHI coverage, there is no need for reimbursement after receiving a diagnosis. The portion of the diagnosis fee covered by NHIS will be applied directly at the time of payment. For more information, please visit the NHIS website: <https://www.nhis.or.kr/english/index.do>

Exemptions for National Health Insurance (NHI)

- In the following cases, you may be eligible for an **exemption** from National Health Insurance (NHI).
- Students who wish to apply for an exemption must visit the NHI office in person with the required Exemption Application Form and additional supporting documents to complete the exemption process.
- **Exemption Application Form (Required for all applicants) : <https://bit.ly/3HcDRJX>**

Classification	Excludable Cases	In Detail	Exemption Method and Additional Supporting Documents
1. Health coverage guaranteed by <u>foreign law</u>	Depending on Nationality	France	No additional document is required
		Japan	Japanese Health Insurance Certificate
		USA, UN *Only government officials, military personnel/retires and their families	Cards that can prove their identity as government officials or military personnel
		Students from those three countries may apply for exclusion from NHI	
		If the international private health insurance you have is deemed to be as comprehensive as NHI, you will be exempt from NHI. In that case, please apply for the exemptions.	
2. Health coverage guaranteed by <u>foreign health insurance</u>	Students who has International Health Insurance with no coverage limit	Exemption Eligibility Check	<ol style="list-style-type: none">① Contact NHIS first to verify if your current health insurance can substitute for National Health Insurance (NHI)② The insurance policy must not have a coverage limit and should provide at least 1 billion KRW in medical coverage③ You must have purchased international health insurance before entering Korea④ If you are a female student, the health insurance must include maternity coverage
		Required Documents	<ol style="list-style-type: none">① <u>Health Insurance Certificate*</u>: covering medical treatment in (South) Korea② <u>Translation in Korean</u> (Self translation allowed): Download and fill in the following form https://bit.ly/41QlXWN

Private Insurance for HYU International Students – Introduced by Hanyang

● How to Apply for Korean Health Insurance through HYU

- ✓ Visit www.isamaster.co.kr/hanyang and apply
- ✓ Application Guideline: https://bit.ly/HYUERICA_INS

● Cost

- ✓ [KRW 25,000](#) (One-time Payment)

● Insurance Period

- ✓ From March 1 to September 1

● Reimbursement

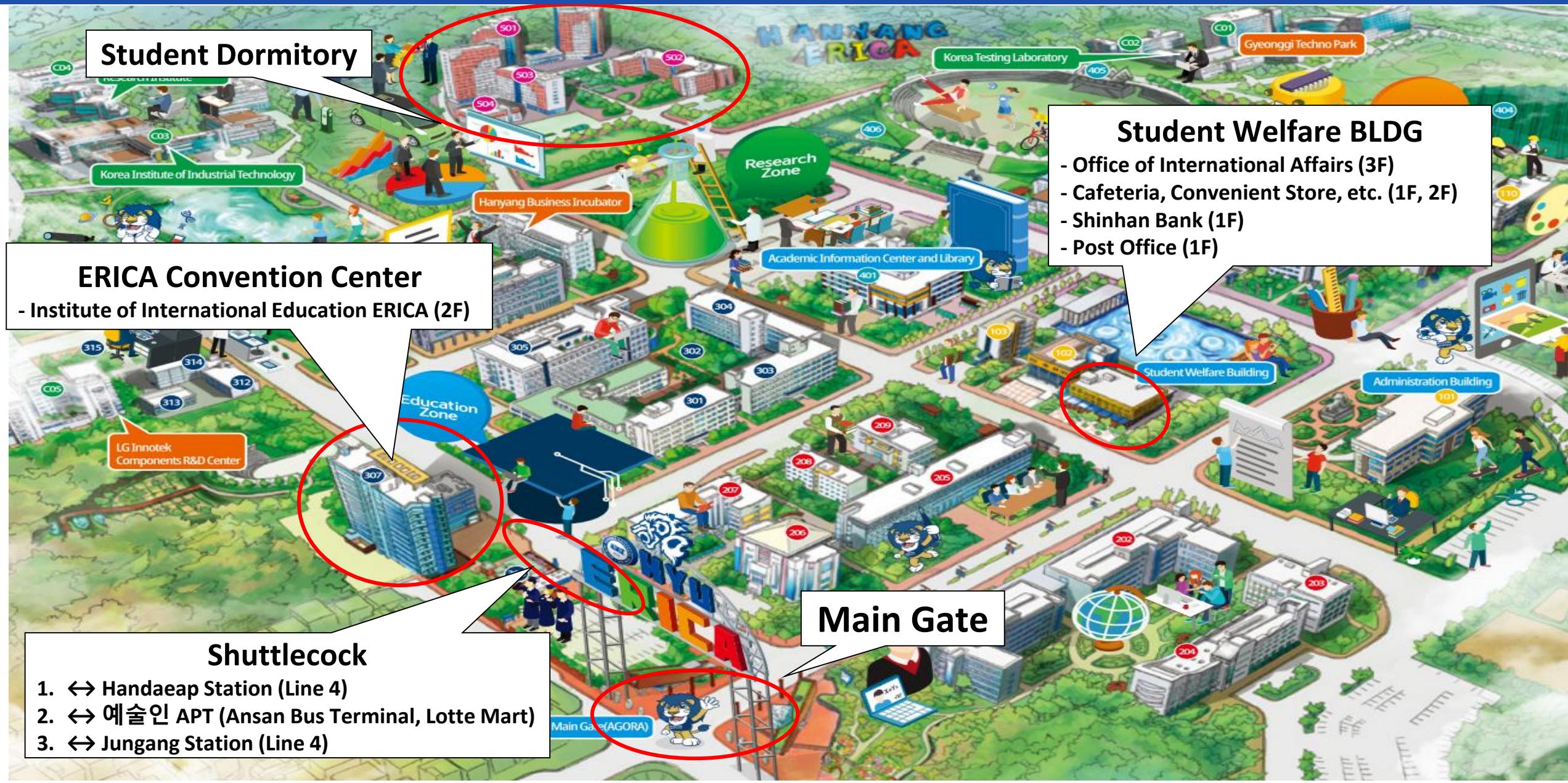
- ✓ The insurance payout will be deposited into the same bank account as the one provided in the claim submission.
- ✓ Therefore, you must open a Korean bank account before filing an insurance claim.

● NOTE

- ✓ All students are required to purchase health insurance from their home country or in Korea to ensure coverage until the foreigner resident registration date.
- ✓ Therefore, if you **already** purchased a health insurance from your home country that covers your stay in Korea, **there is no need to obtain a new private health insurance in Korea.**
- ✓ Students who have purchased the private insurance introduced by Hanyang are **NOT ELIGIBLE** for an NHI exemption.
- ✓ Please submit your insurance certificate to OIA (ericaincoming@hanyang.ac.kr) by **March 3rd**.

IV. Campus Facilities

Campus Map



Mandatory Health Check (TB Test)

● **Test Subject:** Tuberculosis(TB)

● **Purpose of TB Test**

1) To stay in Hanyang on-campus dormitory

- Only for those who stay in on-campus dormitory

2) Required for Residence Card application (for students from certain countries)

- Students from the following **35 countries** are required to submit TB test result when applying for Foreign Resident Registration: Nepal, Russia, Malaysia, Mongolia, Myanmar, Bangladesh, Vietnam, Sri Lanka, Uzbekistan, India, Indonesia, China, Cambodia, Kyrgyzstan, Thailand, Pakistan, Philippines, Timor-Leste, Lao People's Democratic Republic, Nigeria, Republic of South Africa, Belarus, Mozambique, Moldova, Azerbaijan, Angola, Ethiopia, Ukraine, Zimbabwe, Kazakhstan, Democratic Republic of Congo, Kenya, Papua New Guinea, Tajikistan, Peru

- If you have already submitted the test result for your visa application, you do **NOT** have to take the test again.

TB Test Information

1. TB Test Bus Arranged by Dormitory (for dormitory applicants ONLY)

- TB test bus will be arranged by the dormitory office, so please do not miss the schedule as in the table.

Location	Date & Time	Required Documents	Fee	Note
Health-check Bus in front of Changui Hall	Date: March 4(Tue) – 6(Thu) Time: 10:00-12:00 & 13:00-15:30	Passport, Student ID Card	Free	The test result will be released the day after, and it will be directly reported to the dormitory office.

2. TB Test at the Ansan Sangnoksu Health Center

- If you miss the TB bus test or need the test result for your foreign resident registration, please refer to the table below.

Category	To stay in Hanyang dorms	To apply for a Residence Card
Subject	All nationalities	Individuals who did not submit a TB test result when applying for a visa and are from the following 35 countries : Nepal, Russia, Malaysia, Mongolia, Myanmar, Bangladesh, Vietnam, Sri Lanka, Uzbekistan, India, Indonesia, China, Cambodia, Kyrgyzstan, Thailand, Pakistan, Philippines, Timor-Leste, Lao People's Democratic Republic, Nigeria, Republic of South Africa, Belarus, Mozambique, Moldova, Azerbaijan, Angola, Ethiopia, Ukraine, Zimbabwe, Kazakhstan, Democratic Republic of Congo, Kenya, Papua New Guinea, Tajikistan, Peru
Fee	Free	KRW 2,000
Required Document	Passport	Passport
Result	Available after 1 day	Available after 2 days
Procedure	Visit Ansan Sangnoksu Health Center 2F https://goo.gl/maps/5ssQoaEgBSMiVdUv7	Visit Ansan Sangnoksu Health Center 1 st floor to apply for “외국인 결핵검진” and pay KRW 2,000 → Proceed to the 2 nd floor for the test
Place & Time	<ul style="list-style-type: none">• Location: Ansan Sangnoksu Health Center (https://snshealth.iansan.net/)• Operating Hours: Mon – Fri (09:00 – 12:00 / 13:00 – 18:00)	

TB Test Information

3. General Medical Center

- If you miss the TB bus test, you can also visit the General Medical Center instead of Ansan Sangnoksu Health Center for the TB test.

Name	Address	Location	Phone No.	Certificate Type	Cost <small>*For those who have not joined National Health Insurance</small>	Operating Hours
한빛여성병원	774-1 Gojan-dong, Danwon-gu, Ansan-si, Gyeonggi-do	https://goo.gl/map s/65S4p5pRUQQn NDyG7	031-410-3316	Diagnosis	KRW 45,000	Mon~Fri: 09:00 - 14:00 *Please call 3 hours in advance before your visit.
안승찬내과의원	768-2 Gojan-dong, Danwon-gu, Ansan-si, Gyeonggi-do	https://goo.gl/map s/fcrUbWDGGqyb4 MhaA	031-507-7585	Diagnosis	KRW 30,000	Mon/Tue/Wed/Fri: 09:00 - 18:30 Thu: 09:00 - 13:00 Sat: 09:00 - 14:00 (Lunch Break: 13:00 - 14:00)

* All students are required to use a translation device for communication at all medical centers.

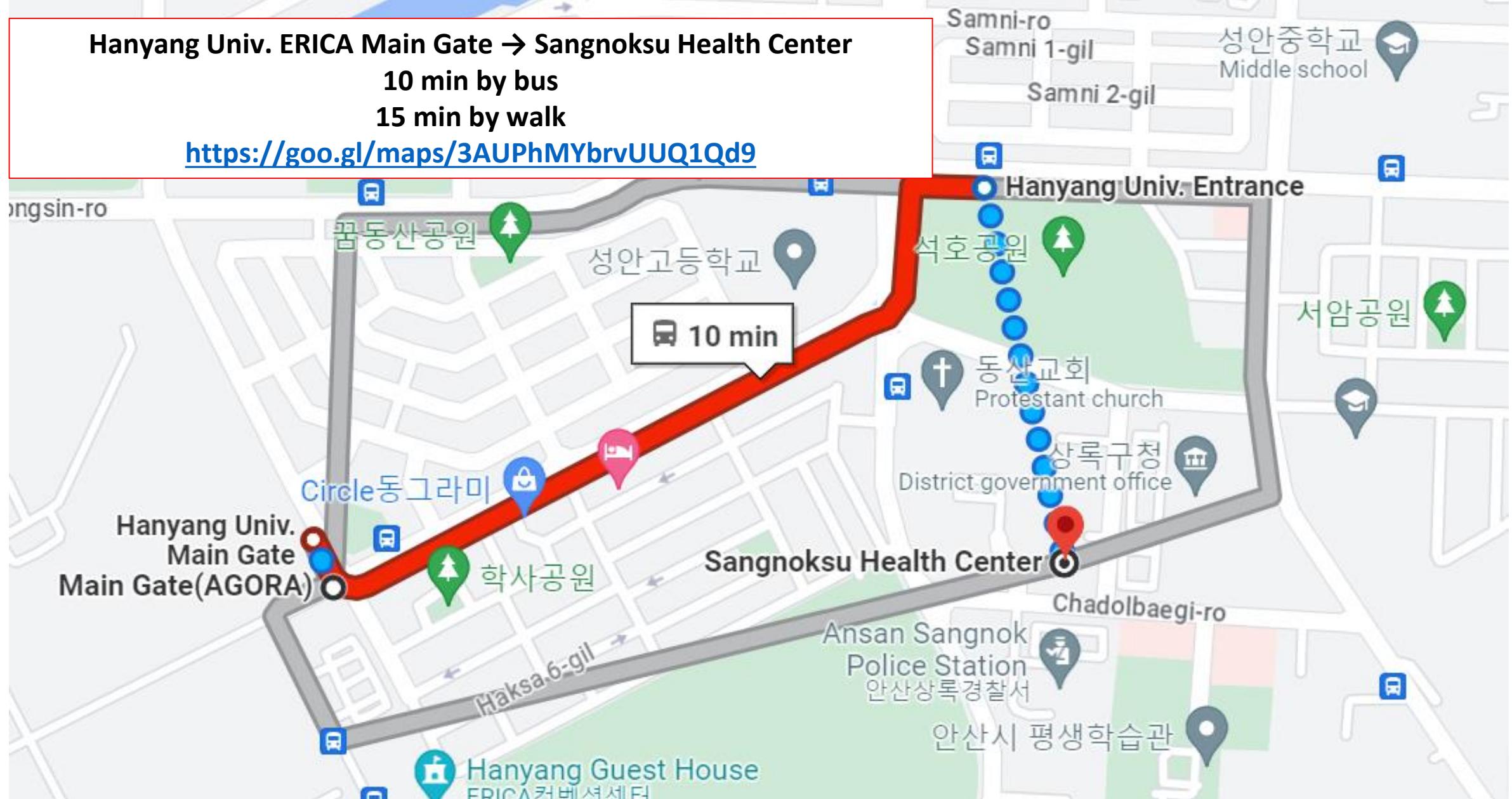
Sangnoksu Health Center

Hanyang Univ. ERICA Main Gate → Sangnoksu Health Center

10 min by bus

15 min by walk

<https://goo.gl/maps/3AUPhMYbrvUUQ1Qd9>



Internet (Wifi)

On Campus

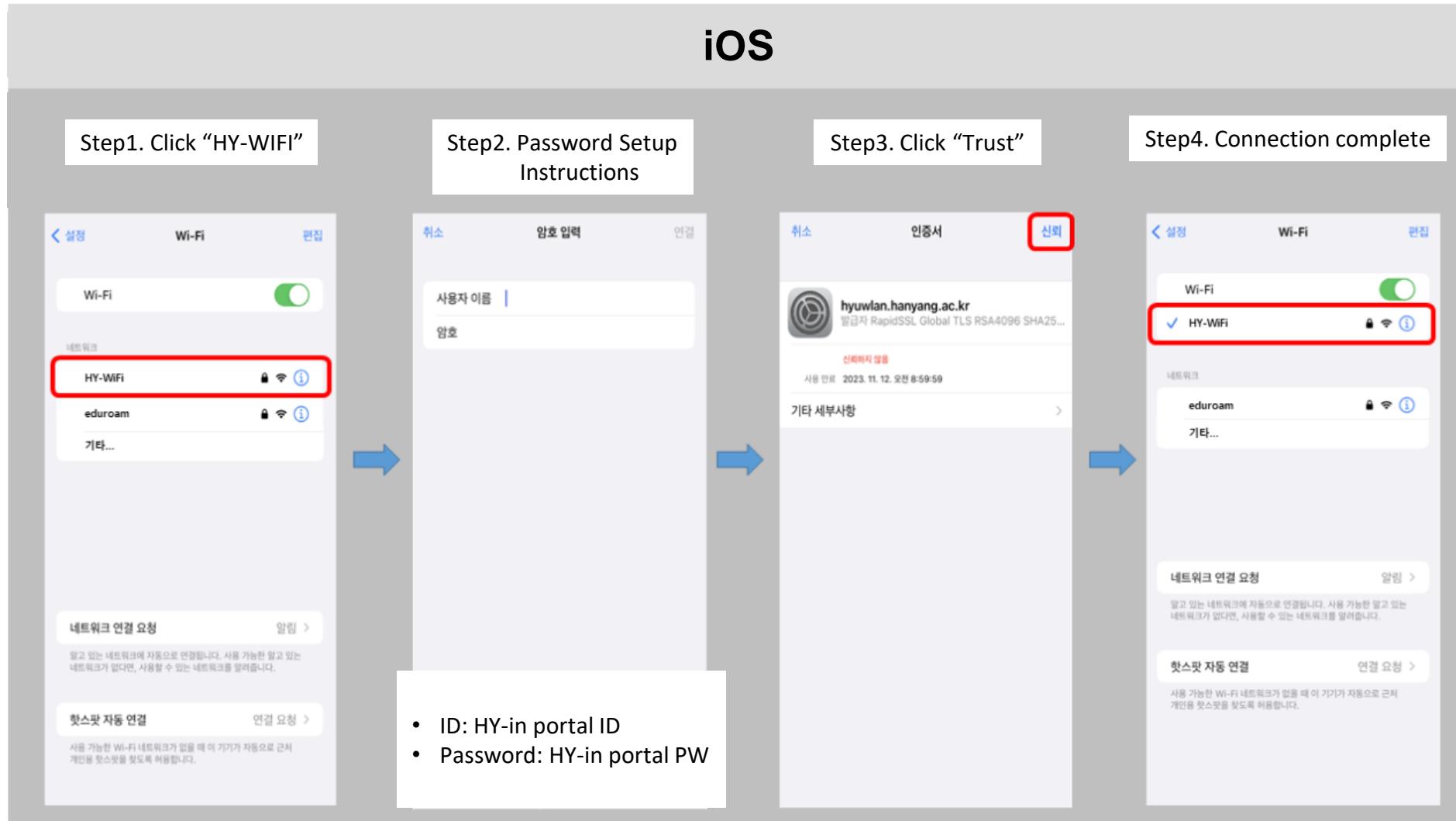
- Hanyang University ERICA's Wireless Network (<https://iic.hanyang.ac.kr/-5>)



Internet (Wifi)

On Campus

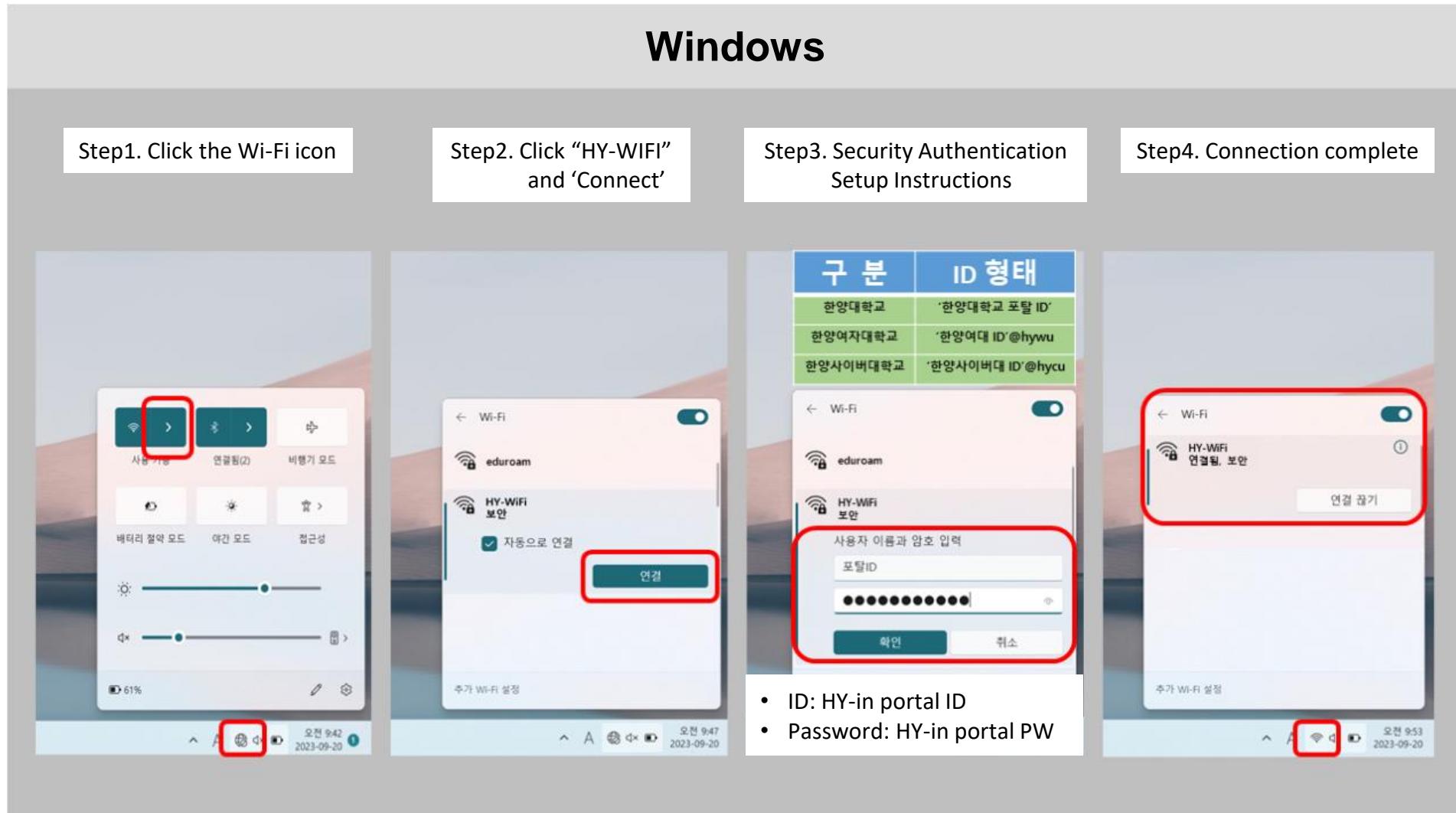
- Hanyang University ERICA's Wireless Network (<https://iic.hanyang.ac.kr/-5>)



Internet (Wifi)

On Campus

- Hanyang University ERICA's Wireless Network (<https://iic.hanyang.ac.kr/-5>)



Internet (Wifi)

On Campus

- Hanyang University ERICA's Wireless Network (<https://iic.hanyang.ac.kr/-5>)



Internet (Wifi)

● On Campus



- ✓ **Eduroam (education roaming)** is a wireless LAN roaming service for the research and education community, with 101 countries participating worldwide.
 - ✓ **How to Use**
 - ① Go to WiFi settings and select the wireless network (SSID) "eduroam"
 - ② Enter Hanyang ID (yourID@hanyang.ac.kr) and password
 - ③ The authentication method is the same as the HYU wireless network at Hanyang University
-

● Off Campus

- ✓ Many free WiFi-spots through the city
 - ✓ In almost all coffee shops
 - ✓ Ex) iptime, Seoul WiFi, Free_U+zone
-

● T WiFi zone, Nespot, Olleh WiFi

- ✓ Public Wi-Fi networks such as 'T WiFi zone' (SK Telecom), 'Nespot' (KT), and 'Olleh WiFi' (KT) are widely available in public places like cafes and subway stations.
- ✓ Will not work on your smartphone, unless you have a Korean SIM-card

Guide to Mobile SIM Cards – on campus student welfare store

HANYANG MOBILE SHOP

(Operating Hours: Mon-Fri, 10AM – 7PM)

- Language Support: Korean, Chinese, and English for international students
- Reliable & Secure: Convenient service with **strong personal data protection**

Our Services

1. **Mobile Services:** Korea SIM card activation (passport or RC is required)
2. **Educational Discounts:** Special pricing on smartphones & tablets (**iPhone or Galaxy**)
3. **Network Plans:** Consultation and setup for network and cable services

Contact

Scan the QR code for online or in-store consultation.

Benefits

- Discounts on mobile accessories
- Support for real-name verification
- Special promotional gifts

Location

2nd floor of Student Welfare Building,
Located to the left after entering through the main entrance
(next to the stationery store)



Facilities on Campus

● Cafeteria

Name	Location	Opening Hours	Price (per meal)
Dormitory Cafeteria (창의인재원식당)	Student Residence Hall 4 (Changui Hall 1 st Floor)	08:00 - 09:00, 11:30 - 13:20, 17:10 - 18:40	4,000~4,500 KRW
Student Cafeteria (학생식당)	Student Welfare Building, 2 nd Floor	11:30 - 13:30	4,000~4,500 KRW
Faculty Cafeteria (교직원식당)	Student Welfare Building, 3 rd Floor	11:30 - 13:30	6,000~6,500 KRW
Food Court (푸드코트)	Student Welfare Building, 3 rd Floor	11:20 - 13:30 <i>*Operating hours may change depending on the situation.</i>	6,000 ~ 9,000 KRW
Business Incubator (창업보육센터)	Business Incubator, B1	11:30 – 13:30, 17:00 – 18:30	6,000 KRW

• Meal ticket prices are subject to change due to inflation and other factors.

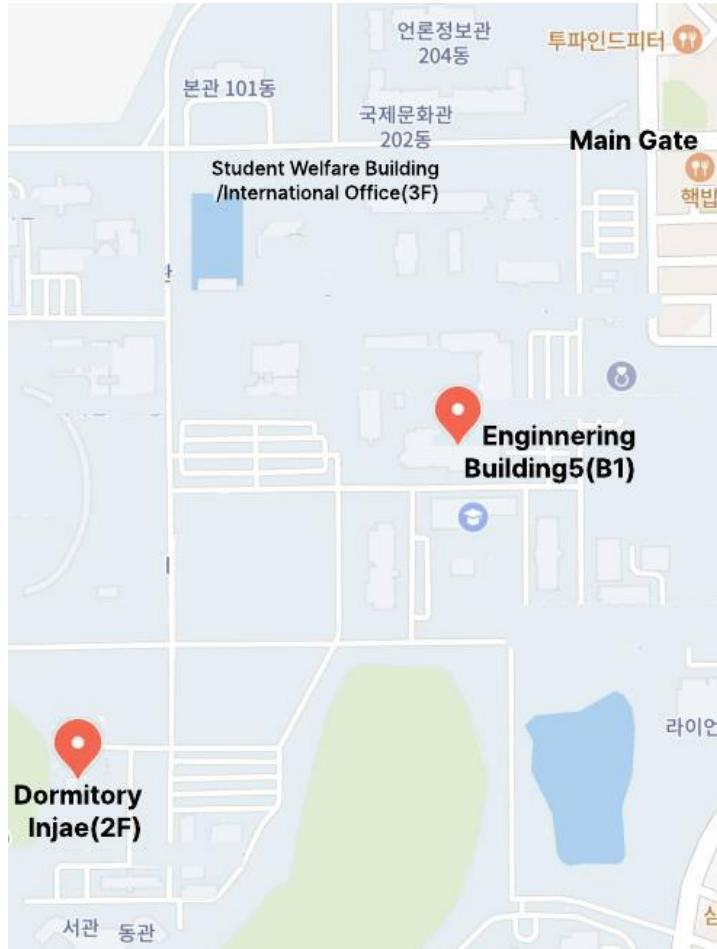
● Student Health Care Center

- **Location:** Student Welfare Building 1F
- **Opening Hours:** 08:30 ~ 17:30 (Mon - Fri)

※ Basic treatments and medicines are available.

Facilities on Campus

● Prayer Room for Muslim Students



- Engineering Building 5 (B1) *For Male/Female



- Dormitory Injae (2F) *Male Only



Facilities on Campus

● Prayer Room for Muslim Students



Prayer Room for Male

- Engineering Building 5 (B1)
38-B111
- Dormitory Injae (2F)
(Male Only)

Prayer Room for Female

- Engineering Building 5 (B1)
38-B103

Facilities on Campus

● Printing Service on Campus

Name	Location	Operating Hours (During Semester)	Cost	
Copy Room	Student Welfare Bldg. 2 nd Floor	08:30-19:30	B&W	KRW 50/p
			Color	KRW 300-800/p <i>(May differ to the material)</i>
Copy Room	Academic Information Center and Library 2 nd Floor	08:30-19:30	B&W	KRW 40/p
			Color	KRW 400/p
Copy Room	Education Bldg. 1 st Floor	08:00-19:00	B&W	KRW 50/p
			Color	KRW 200/p <i>(May differ to the material)</i>
Stationery Store	Changui Hall (East side) 1 st Floor	08:30-20:30	B&W	KRW 50/p
			Color	KRW 500/p

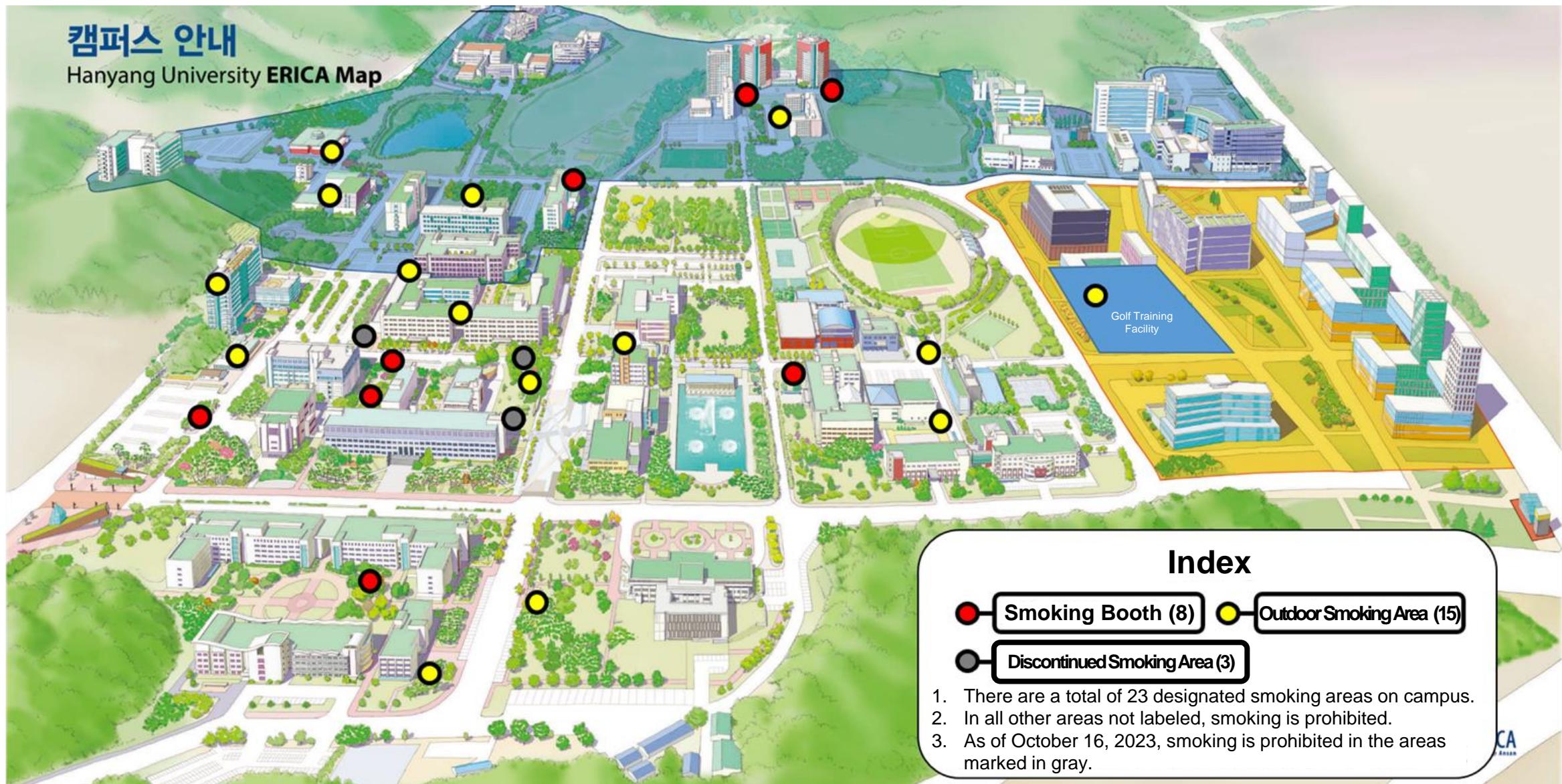
• Printing costs may change depending on the service provider and other factors.

Facilities on Campus

Sports Facilities

Facility	Location	Operating Hours	Cost	Reservation	Contact
Football Courts	Shuttle-bust stop at the dorm	08:00-22:00 (2 hours available per team)	Free	Visit the Student Union Building 3F with your student card and reserve	Office of Student Affairs (031-400-4307)
Futsal Courts	Stadium	09:30-22:00 (1.5 hours available per team)	Free		
Stadium	Stadium	24hrs	Free		
Basketball Courts	Stadium	24hrs	Free	NO reservation needed	
Tennis Courts	Stadium	Weekdays: 08:00-17:30 (2 hours available per team) Weekends: Not Available	Free	Visit the tennis court with your student card but not available during the course time (Mon 11am-1pm, Thu 11am-1pm, Thu 2pm-4pm)	031-400-4168 Must wear sportswear, sneakers and bring racket and ball
Fitness Center	Gymnasium, 1 st Floor	Weekdays: 09:00-21:00 Weekends: Not Available	Free	Visit the center with your student card but not available during the course time	College of Sports and Arts
Fitness Center (for dormitory residents only)	(Male) 1 st Floor of West Wing (Female) 2 nd Floor of Lobby	09:00-22:00	Free	NO reservation needed	Changui Hall

Smoking Area



V. Support Programs for International Students

Office of International Affairs

● Location

Student Welfare Building 3rd Floor

● Office Hours

Semester/Vacation	Operating Time
During Semester	08:30-17:20 (Mon – Fri) *Lunch break: 12:00-13:00
Summer/Winter Vacation	10:00-17:00 (Mon – Fri) *Lunch break: 12:00-13:00

● Contact <ericaincoming@hanyang.ac.kr>

- Ms. Yejin Park | EU Exchange · Visiting | +82-(0)31-400-4912
- Ms. Migyeong Kim (Mia Kim) | Non-EU Exchange · Visiting | +82-(0)31-400-4927

HYU ERICA Counseling Service

心理咨询



Individual Counseling 个人心理咨询

- Emotional Difficulties(Anxiety, Depression, etc.), Mental Health Problem(Suicidal Thoughts), Career, Interpersonal Issue
情绪调节(焦虑、抑郁、愤怒等)的问题，心理健康(自残、自杀)问题，前途问题，人际关系引起的困扰

Psychological Assessment 心理测试

- MMPI-2, SCT, MBTI, HOLLAND etc.
(Understanding Personality & Career Exploration
性格类型的理解 & 职业的探索)

Group Therapy & Workshop 团体咨询 / 心理测试讲座

- Communication Skill, Interpersonal Relation Skill,
Mindfulness Meditation
沟通能力, 人际关系技术, 照顾心灵冥想

Office Hours 访问时间

- During the Semester : Mon~Fri 9:00 ~ 17:30
学期：周一至周五 9:00 ~ 17:30
- During the Vacation : Mon~Fri 10:00 ~ 17:00
放假：周一至周五 10:00 ~ 17:00

Application Procedure 申请程序

Google Link or QR Code
<https://forms.gle/hUMR75KT5ugYSYJv9>

Contact 询问

e-mail. talk@hanyang.ac.kr / Kim Jungwoo



HANYANG UNIVERSITY ERICA
Office of International Affairs Counseling Center

Counseling Service

Location

Student Welfare Building 3rd Floor

Counseling Hours

- During Semester: 09:00-17:00 (Mon – Fri)
- Summer/Winter Vacation: 10:00-17:00 (Mon – Fri)
**Lunch break: 12:00-13:00*

Counseling Programs

Individual Counseling	Psychological Assessment	Workshop / Group Therapy
<ul style="list-style-type: none">Mental health problem (ex. suicidal behavior)Emotional difficulties (ex. anxiety, depression, anger, etc)Difficulty of adaptation on studying abroad and college lifeAcademic issuesProblems on future careerInterpersonal issues	<ul style="list-style-type: none">Characteristics Examination : MBTI, TCIPsychological/ Affective Points : MMPI-2, SCT : FCPI : SDS / SASCareer / Academic : Holland	<ul style="list-style-type: none">Workshop : Stress Relaxation Activity (DIY making) : Color Therapy : Mindfulness Meditation : Time Management
		<ul style="list-style-type: none">Group Therapy : Interpersonal Relation Skill : Communication Skill : Procrastination
		<ul style="list-style-type: none">Group Psychological Assessment

Contact

- Ms. Jungwoo Kim
- 031-400-4926
- talk@hanyang.ac.kr

Counseling Service

Create Your Own

Mood Lamp



brighten Up Your Darkness

2025.03.12 (Wed)
13:30 - 15:30

Student Welfare
Building 3rd Floor
@Internatioanl Hall

A new semester, a new experience in Korea.
What dreams and plans have you brought with you?

Let's all write down our personal bucket list for Korea
and design it into a unique mood lamp!

Upcoming Workshop Event

● Location

Student Welfare Building, 3rd Floor, International Hall

● Date & Time

March 12, 2025 (Wed) | 13:30 – 15:30

● Reservation Details

Scan the QR code below to complete the survey

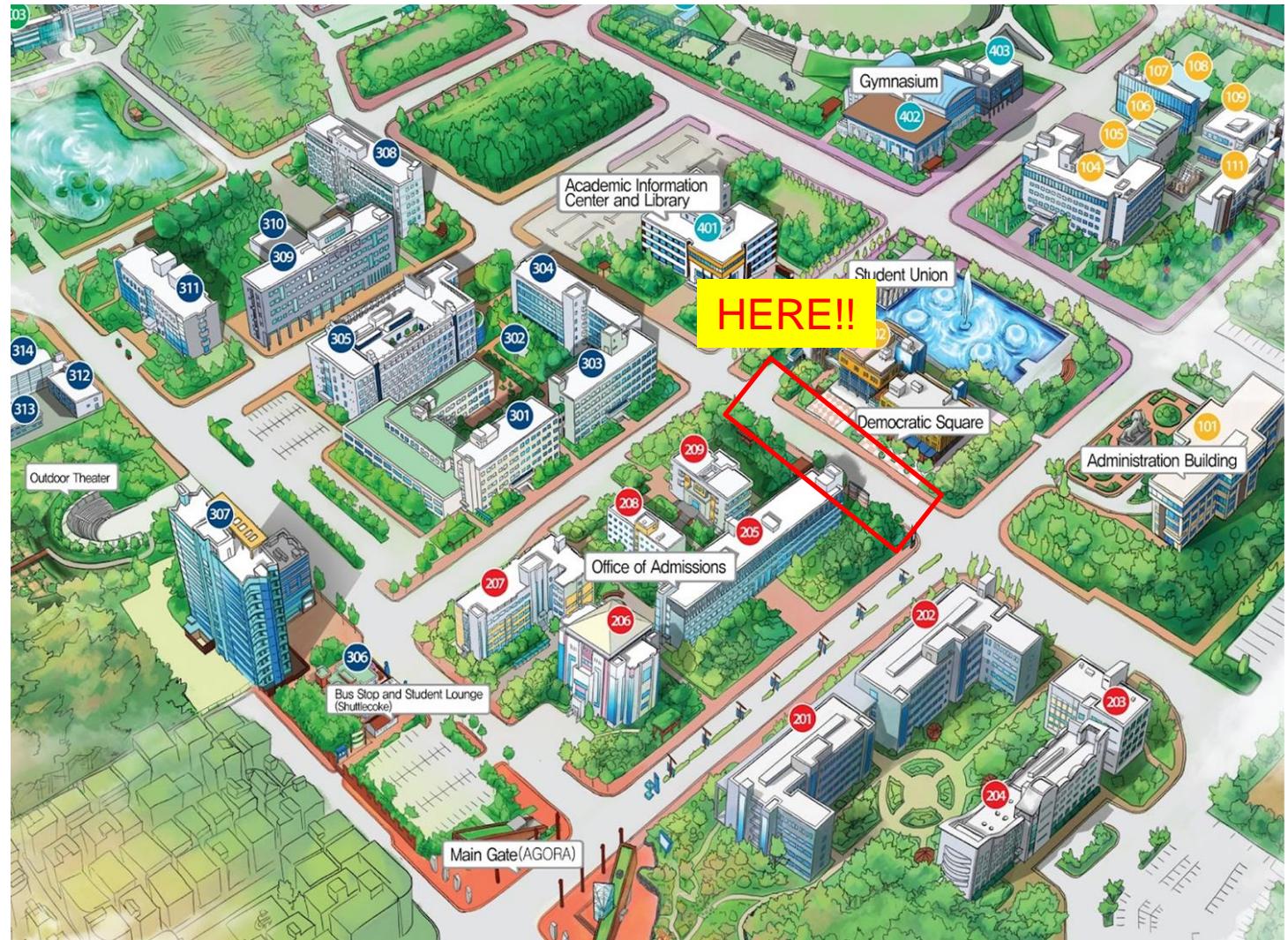


Student Clubs



Student Club Information

- **Link:** <https://bit.ly/StudentClubInfo>
- **Street Recruiting Session**
 - A student club street recruiting session is held at the beginning of each semester.
 - **Date:** March 11(Tue) – 12(Wed)
 - **Time:** 11 am – 4 pm
 - **Place:** Democratic Square



2025 Hanmille Program



Hanmille Mentoring Program

Hanmille Presenter
Hanmille HUB 임슬



What is Hanmille?

Hanmille provides mentoring programs and cultural activities to help international students adapt to life in Korea

한양대학교 ERICA
Education Research Industry Cluster @ Ansan



Mentor

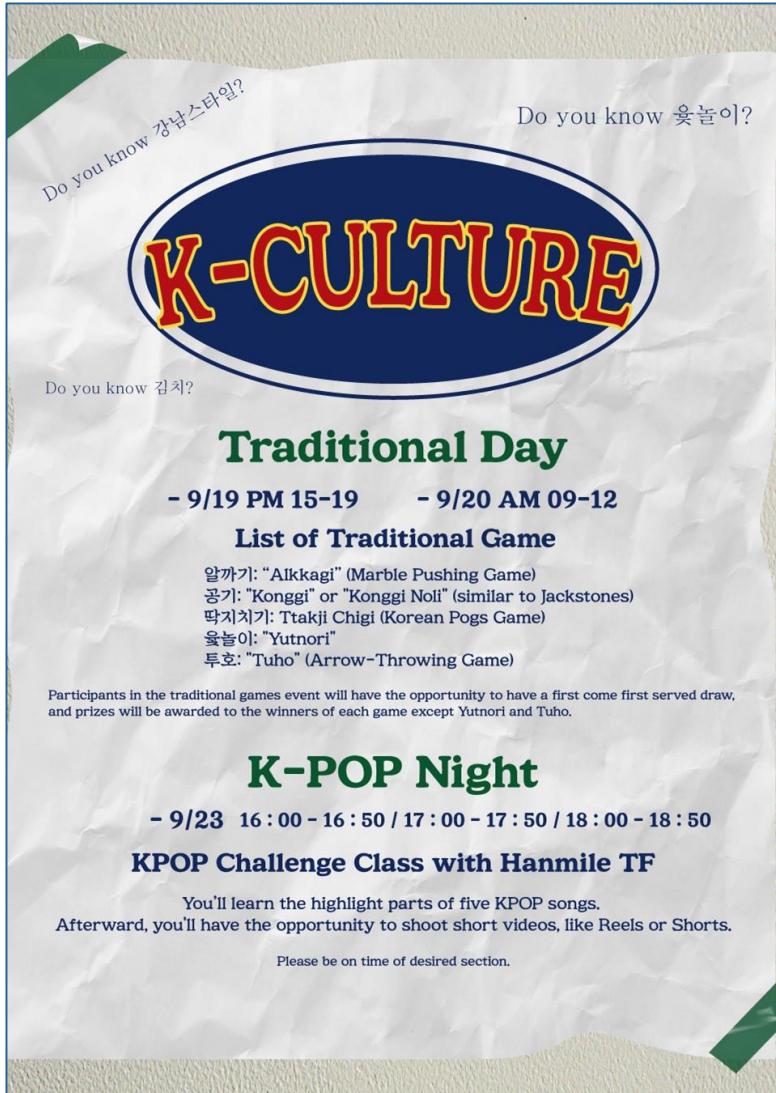
Current HYU Student



Mentee

Freshmen, Exchange/Visiting

02. Activities



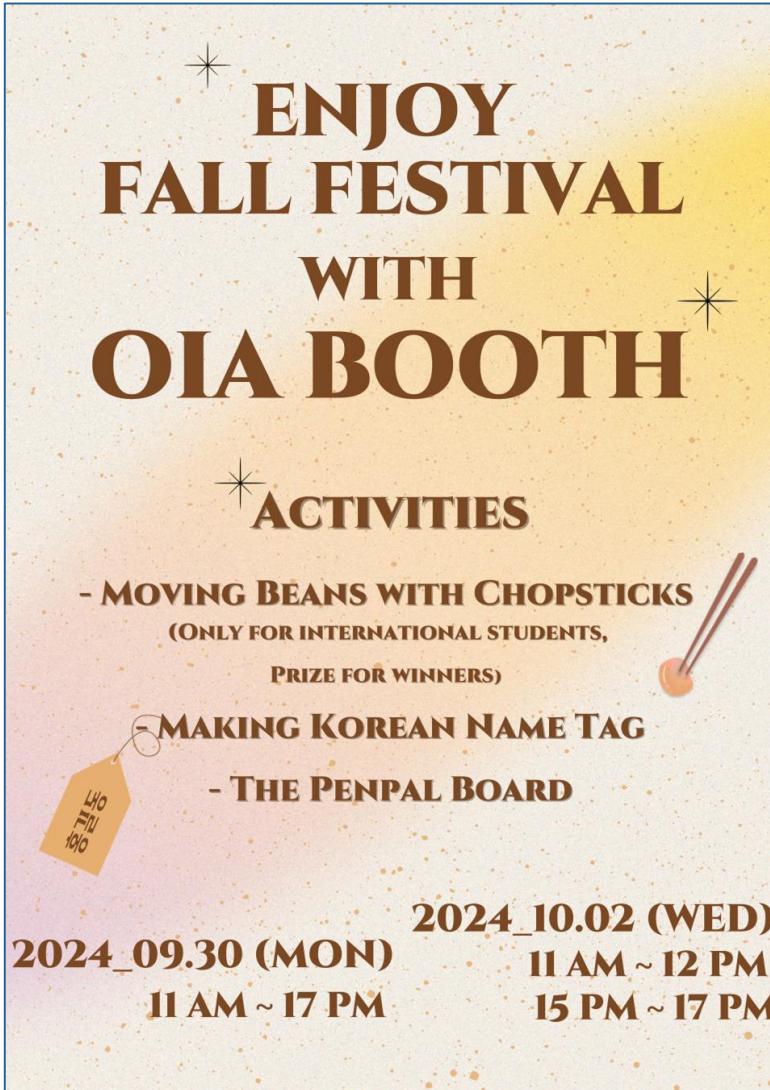
**ENJOY
FALL FESTIVAL
WITH
OIA BOOTH**

ACTIVITIES

- MOVING BEANS WITH CHOPSTICKS
(ONLY FOR INTERNATIONAL STUDENTS,
PRIZE FOR WINNERS)
- MAKING KOREAN NAME TAG
- THE PENPAL BOARD

**2024_09.30 (MON)
2024_10.02 (WED)**

**11 AM ~ 12 PM
15 PM ~ 17 PM**



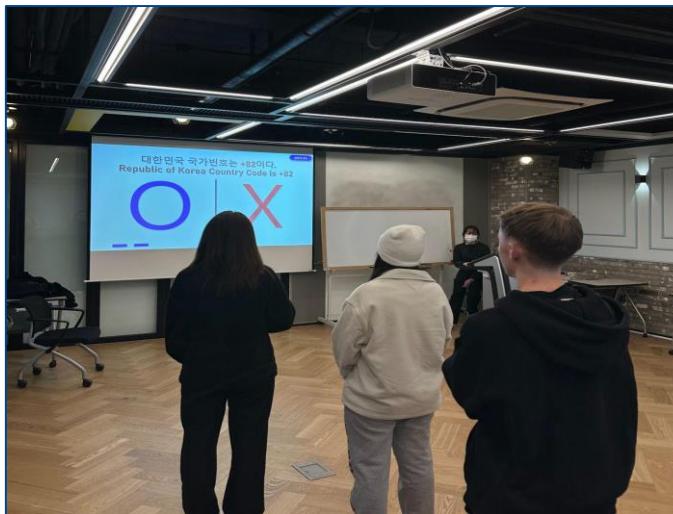
**Happy
Halloween**
at the OIA Office
When? 10/31 13:00-17:00
Who? International Students who enrolled at HYU ERICA

① Trick or Treat
Come to OIA Office and get your treat!

② Prize Giveaway Event
Follow OIA on social media to verify and receive your prize!

③ Halloween Photo Zone Event
Take a photo at the Halloween photo zone and receive a prize!

02. Activities



02. Activities

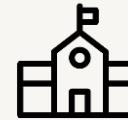


- Language Exchange

- Korean culture experience activities in and out of school



Support for the use of the academic system
such as the portal, enrollment, and issuance of student ID cards



Support for the use of school facilities
such as opening bank accounts, using certificate issuing machines, and using libraries

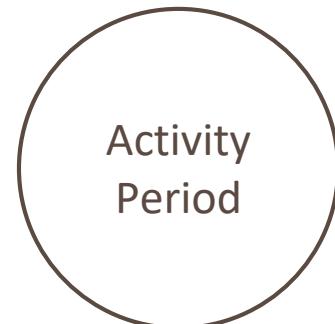
How to apply for Hanmille Mentee?



International Students
who are enrolled in Hanyang
University ERICA

WHEN to
Apply

by February 27th



3/3 – 5/31



By Fill out the form

The next page QR code is ready for you



Hanmille (Mentoring Program)

● **Eligibility:** International students who are enrolled in Hanyang University ERICA

● **When-to-Apply:** by February 27th

● **How-to-Apply:** <https://naver.me/FcmWNhdr>

(Access this link and submit the form)

● **Activity Period:** March 3rd – May 31st

● **Activity Details**

- ✓ Language exchange
- ✓ Korean culture experience activities in and out of school
- ✓ Support for the use of the academic system, such as the portal, enrollment, and issuance of student ID cards
- ✓ Support for the use of school facilities, such as opening bank accounts, using certificate issuing machines, and using libraries

● **Contact:** tdt1234@hanyang.ac.kr



Hanmille (Mentoring Program)

Application Link & QR Code



<https://naver.me/FcmWNhdr>

VI. Other Information

Information Session II : Crime Prevention

HANYANG UNIVERSITY OF
THE FENCE OF KOREA

Crime Prevention Education for International Students



01 Part-time Job

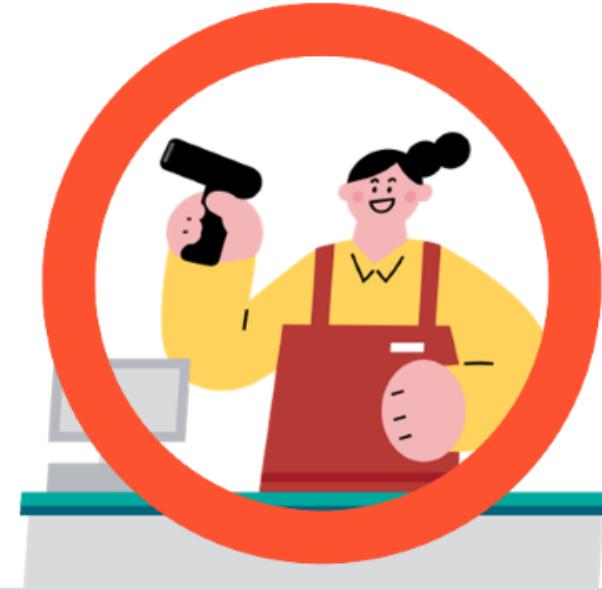
Students with D-2, D-4 visa

- Depends on TOPIK level
- Confirmation from HYU's OIA required



01 Part-time Job

Permitted part time jobs for international students
ex) convenience store, simple labor, etc



Prohibited part time jobs for international students
Adult entertainment business (e.g., Karaoke)
private tutoring, delivery service, etc.

02 Obligation for foreigners to carry passports or residence cards

Foreigners over 17 must carry their passport or ID card at all times and comply with requests from public officials to present either one



*** Failure to comply with the obligation : Possible fine up to 1 million KRW**

03 Forgery of Documents

① No forgery of all documents for institutional submissions

② Forgery of documents is a serious offense

③ Forging official documents for visa, employment, etc. is additionally punishable for charges of forgery official documents, forgery of personal documents and obstruction of the execution of official duties



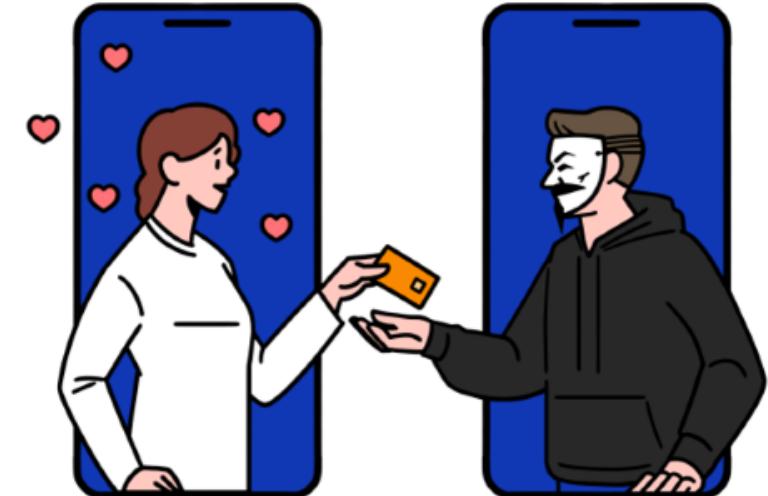
04 VOICE PHISHING

Voice Phising

: Financial scams using phone/internet

Public offices such as banks, police, etc.

will never ask for your personal information over the phone



Suspicious Voice Phishing Cases 💀💀💀

1. You are being forced to install an **unspecified app** on your phone.
2. They **impersonate** names of consulates, embassies, police stations, immigration offices, government agencies, professors, university presidents, etc., and demand personal information, bank details, passwords, cash, photos, etc.
→ They create **fake websites** that look identical to the official websites of real institutions to deceive and intimidate students.
3. They approach by offering **high-paying part-time jobs** and make the person act as a cash collector for a voice phishing organization, leading them to **unknowingly become involved in the crime** without realizing they are participating in illegal activities.
4. They use **private currency exchange services through social media platforms like WeChat and Telegram**, claiming to **offer favorable exchange rates**. If a student falls victim to voice phishing through these private exchanges, they may face inconveniences such as **restrictions on electronic financial transactions** and the **inability to open new accounts**. And, they suffer financial damage, such as being required to **pay tuition fees twice**.

“Use official financial institutions or trusted exchange offices, be cautious of unclear part-time job offers, and if you receive suspicious requests, directly verify with the institution or visit the OIA !!!”



05 Traffic Crime

Penalties related to electric scooter

- Unlicensed driving : 100,000₩
- No helmet : 20,000₩
- Drunk driving : 100,000₩
- Sobriety test refusal : 130,000₩
- Accident in a pedestrian space : 5 year's imprisonment or fine up to 20 million₩
- Hit-and-run : at least 1 year's imprisonment or fine up to 30 million₩
- Accident in children protection zone
 - If a child is injured : 1-15 year's imprisonment or fine up to 30 million₩
 - If a child's injuries result in death : up to life imprisonment



06 Dating violence, Stalking

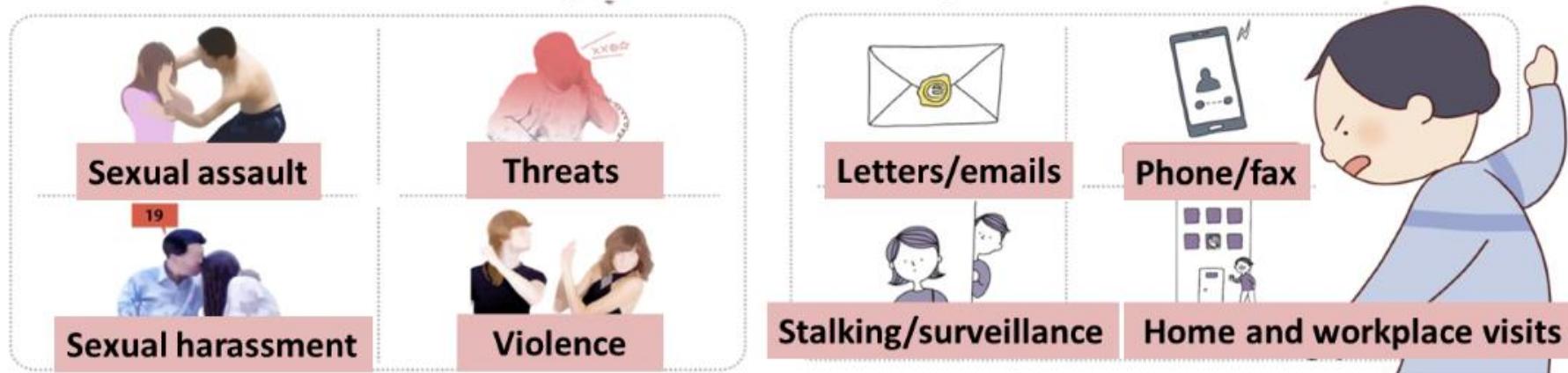
Stalking

: Obsessive behaviors that would cause a person to feel fear and anxiety

Dating violence

: Violent behaviors that occur in a romantic relationship. This violence can manifest in various forms, including physical violence, as well as psychological, sexual, economic, and digital violence

Dating abuse & Stalking cases



Here's how to prevent dating violence and stalking!



**Remember, violence is not love,
it's a crime!**

Secure evidence!

Record threats, capture messages, gather witnesses, take photos of injuries, obtain medical certificates.



**Seek counseling by contacting the
police or the Women's Emergency
Hotline (1366)!**



07 Sexual assault

Sexual assault

: Sexual act that infringes upon the right of sexual self deter

Punishments for sexual offenders

Rape



Imprisonment of 3 years or more

Forced molestation



Imprisonment of up to 10 years or a fine of up to 15 million KRW

Using cameras or other means to film



Imprisonment of up to 5 years or a fine of up to 10 million KRW

Enhanced punishments and management for sexual violence



Electronic ankle bracelet monitoring



Disclosure of personal information



Drug treatment for sexual offenders

Employment restrictions at child and youth-related institutions

08 How to deal with a crisis : Situation 1

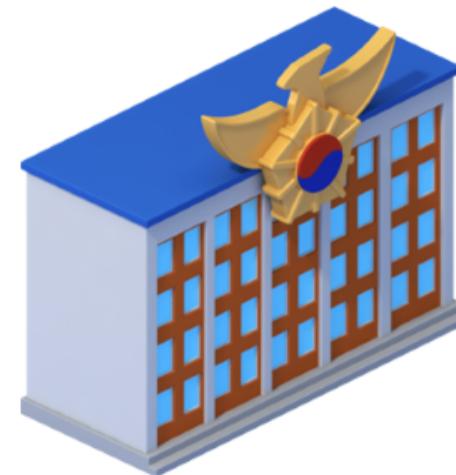
If you become a victim of a crime or witness a crime,
please report it to the police!



Criminal Report
112



Translation
Service



Police station

08 How to deal with a crisis : Situation 2

Burglary

Do not enter crime scene : call 112

Do not touch anything

: fingerprint identification is necessary for the police



Sexual Violence

Call 112 : do not bathe/shower, so the police can collect evidence

Try to take a photo of any injuries

Carefully store any evidence such as clothing

Other Crime Reports

Try to remember who, what, when, where about the crime

Try to calmly describe the suspect's appearance, attire, characteristics, direction of escape, etc.



Respect for others according to seniority

- Bowing
- Using both hands
- Giving seats to elderly people in subway or bus
- Waiting for elder person to request handshake



Manners in Class

- **Inform the professor of your absence in advance.**
- **Be punctual.**
- **Do not have side conversations in class.**
- **Do not use cell phone or have food in class.**
- **Do not wear a cap in class.**

Shoes Off Inside



- In some traditional Korean restaurants and all homes, you are required to take off your shoes before entering.
- Always remember to take them off before entering someone's home.

Dining Manners

- Eating on the floor
- Return your trays and plates to the counter in fast food restaurants, cafeterias and coffee shops, etc.



T-Money Card

Where to buy?

- Ticket machine at subway station
- Convenience store

Where to use?

- Public transportation
- Taxi
- Convenience store

Where to charge?

- Subway station
- Convenience store



Safety

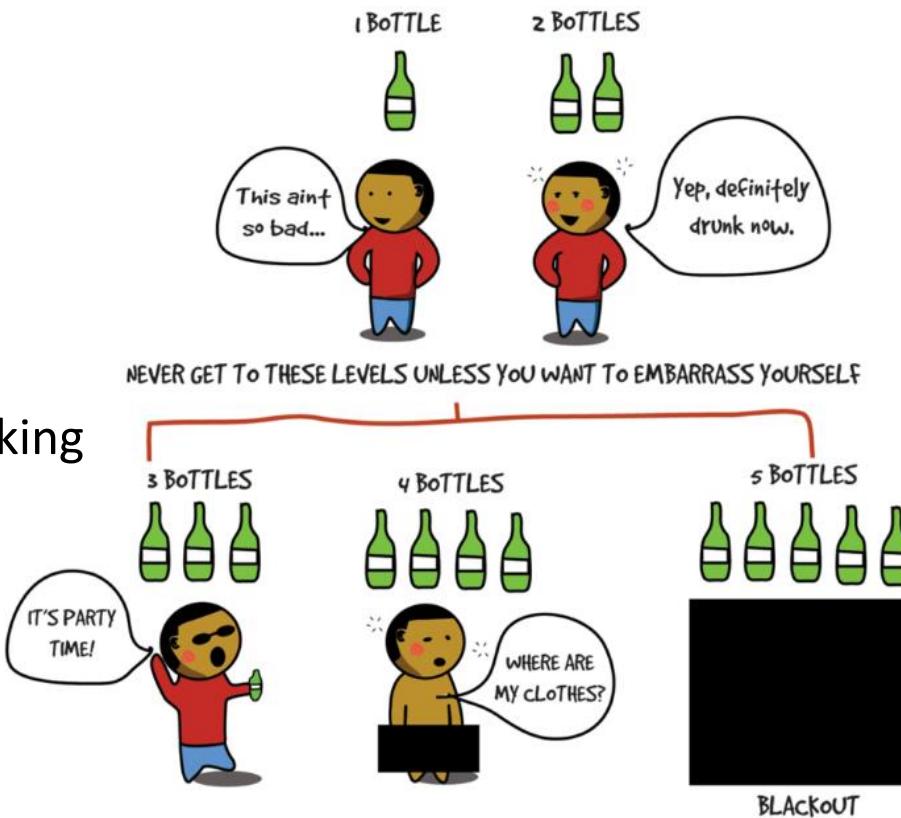
● Guidelines for Responsible Drinking

1. Eat First
2. Hangout in pairs
3. Know your limits
4. Do not accept drinks from strangers
5. Stay with the same group of friends the entire time while drinking



domandhyo.com

LEVELS of SOJU



Safety

Drug : ZERO TOLERANCE

Q: What is South Korea's drug policy?

A: Korea is very strict about the use on drugs.

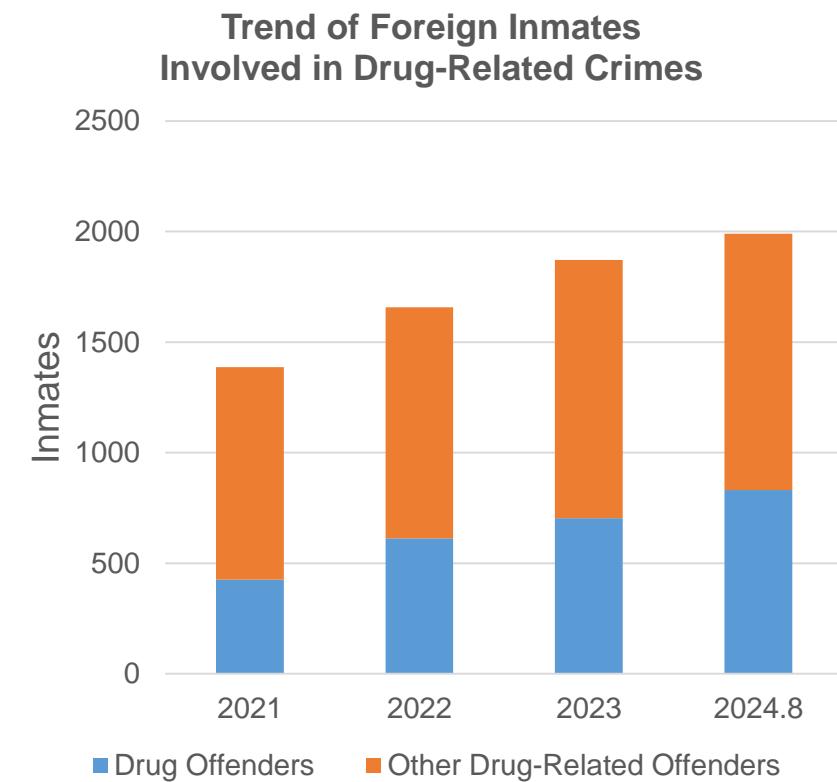
When violated, you may be sentenced to go to jail up to **five years**.

South Korea has very strict laws regarding the use and possession of drugs. Merely possessing drugs can land you up to five years in jail if found guilty.

We cannot provide any assistance if you are caught breaking these laws. Especially since you have been informed of Korea's zero-tolerance policy.

If you are to be found with drugs, you alone will be responsible for any legal fees and you will face the full extent of the Korean legal system.

In other words, you will be on your own.



Emergency Contacts in Korea



● **112 - Police (Crime & Emergency Assistance)**

- ✓ Call 112 for police assistance if you encounter any dangerous situations.
- ✓ The call center provides English and other language support.



● **119 - Fire, Medical Emergency, and Ambulance Services**

- ✓ Call 119 for medical emergencies, fires, or to request an ambulance.
- ✓ Operators can provide assistance in English and other languages.
- ✓ If you need an ambulance, clearly state your location and condition.

Information Session III: Internship Opportunities

HANYANG UNIVERSITY OF
KOREA
HFE
ENGINEERING

2025 INTERNSHIP IN KOREA



Accelerate Your Career in Korea



GENS
Global Education and Services



HELLO EVERYONE AND WELCOME

INTERNSHIP COORDINATOR

YE HOON, LEE

[PROJECT MANAGER]

GLOBAL EDUCATION AND SERVICES. CO., LTD.

KOOKMIN UNIVERSITY

BACHELOR(COMMERCE & FINANCE)

LETS GET STARTED



TESTIMONIALS



<https://languagekorea.com/specialprograms/internship-program/>

ABOUT OUR PROGRAM

INTERNSHIP SCHEDULE 2025

	APPLICATION DUE DATE	ON-SITE INTERNSHIP DATES
SUMMER	April 4, 2025	June 30, 2025 - Aug 22, 2025 (8 weeks)
WINTER	Oct 3, 2025	Dec 22, 2025 - Feb 13, 2026 (8 weeks)

* Winter Schedule subject to change

* Students must apply before the application due date

REQUIRED DOCUMENTS

REQUIRED DOCUMENTS	1) APPLICATION FORM (google form) 2) RESUME 3) COVER LETTER 4) COPY OF A VALID PASSPORT (png, pdf) 5) PORTFOLIO (if any)
--------------------	--

INTERNSHIP ADVANTAGES

- **PRACTICAL LEARNING**

Gain first-hand experience in different career paths by learning practical skills and applying them in the context of working at a company.

- **CONNECT & BUILD NETWORK**

Opportunity to make meaningful local connections and build a strong global network of talented peers.

- **MEET INDUSTRY PROFESSIONAL**

Gain mentorship from industry professionals with experience in the career field you are interested in.

- **CERTIFICATE**

Upon program completion, receive a certificate signed by the company.



OUR SERVICES

INTERNSHIP IN DESIRED CAREER FIELD

- PLACEMENT IN THE APPLICANT'S DESIRED INTERNSHIP AREA

DEDICATED PROGRAM ADVISOR SUPPORT

- REVIEWING APPLICANT DOCUMENTS
- ARRANGING THE INTERVIEW SCHEDULE
- ASSIGNING INTERNSHIP



INTERNSHIP ADVISOR SUPPORT

- WORK-RELATED CONSULTATION
- DELIVERING INTERNSHIP EVALUATION

OFFER A COMMUNITY FOR INTERNATIONAL STUDENTS

- PROVIDE A COMMUNITY FOR LOCAL ADAPTATION AND OFFER CULTURAL EXPERIENCES
- Offer cultural experiences

*ADDITIONAL FEE INCURRED

OUR CAREER FIELD

*We are partnered with prestigious organizations through small and medium-sized businesses and entrepreneurial startups.

PR & MARKETING	EDUCATION	HOSPITALITY & TOURISM	JOURNALISM & PUBLISHING MEDIA
NON-PROFIT & NGO	BUSINESS	ENTERTAINMENT	IT
RESEARCH	ART & GALLERY	GRAPHIC DESIGN	AND MORE !

* Not all fields are possible, please consult if there is other fields as written above

BENEFITS

*Amount is around 300 USD *It depends on the company situation

1	Meal (Lunch)
2	Transportation Fee

INTERNSHIP PROCEDURE



STEP 1

APPLICATION FORM



STEP 2

SUBMIT REQUIRED DOCUMENTS

- Resume
- Passport copied
- Cover Letter
- Portfolio *if any

submit your documents to
internship@globalenskr.com

STEP 3

COMPANY MATCHING & INTERVIEWS

With the information received during counseling, we will start the matchmaking process and arrange online interviews that best fit your profile.

STEP 4

CONFIRMATION & INTERNSHIP STARTS

Confirm your internship with the company, and finish all the documents needed to start the internship in Korea.

THANK YOU

GLOBAL EDUCATION AND SERVICES CO., LTD.

