

Guideline for Online Application to Ajou International Program

<Exchange/Visiting program, International Summer School>

◆◆ Before you start: Please use Window System and Internet Explorer

1. Fill out your Name, Date of Birth and E-mail address and Click Enter.

As this information will be used for the further contact, please write the correct information.
It should be exactly same with the information on your passport.

Name(Faimly / Given)	Last Name		First Name	
	Family			Given
Date of Birth(YYYYMMDD)		CAL	(ex:19901231)	
E-mail				

Enter

#Application Guide Document :

Download

2. Admission Information

- 1 Choose one from 'Partner/ ISEP/ Non-partner'
- 2 Click a regular semester box if you are applying for an exchange student program on the regular semester. Click an International summer school box if you are applying for an Ajou International Summer School. In case you applying for both summer and regular semester, please click both.
- 3 Type the year of you are applying and choose a semester.
- 4 Click and type year and choose a semester if you are applying more than a semester.

The screenshot shows the 'ADMISSION INFORMATION' section of a web form. It contains two rows of application options. The first row is for 'regular semester' and the second for 'International Summer School'. Each row has a radio button, a text input for 'Year/Semester of application', and a dropdown menu. A red box highlights the radio button in the first row (callout 2). Another red box highlights the text input and dropdown in the first row (callout 3). A third red box highlights the text input and dropdown in the second row (callout 4). A fourth red box highlights the dropdown menu in the first row (callout 1), which is open to show options: 'Partner Univ.', 'ISEP', 'Non-partner Univ.', and 'Ajou Univ.'. Below the application options, there are fields for 'Passport' (RACHEL), 'Surname' (SONG), 'Family / Given' (FAMILY / GIVEN), 'KOREA NAME' (RACHEL, SONG), 'City', 'Country', and 'Gender'. A 'Find Photos' button is also visible. The form title 'ADMISSION INFORMATION' is at the top left, and 'Save' and 'Submit Application' buttons are at the top right.

3. Personal information

Fill out all the information and click 'Find Photos' button and upload your face photo.

The picture should be less than 200kb in JPEG format. This picture will be used for your student ID card at Ajou.

PERSONAL INFORMATION * Only JPG File > Find Photos

Name as passport	NAYOUNG	KIM	Family / Given	KOREA NAME	NAYOUNG , KIM
Place of Birth	City	Country		Gender	
Date of Birth	20120330	Passport No.		Nationality	
E-mail	inter@ajou.ac.kr	Religion			
Mailing address				Tel	

4. Emergency Contact


Your Family, Friend or Your Home University coordinator could be fine as far as we can reach them properly in the emergency state.

EMERGENCY CONTACT

NAME				First, Middle, Last(Family)	Relationship to you	
Address						
Tel				E-mail		

5. Academic Information of your home University

If your home university is not appeared on the list, please contact to the incoming coordinator at incoming@ajou.ac.kr

ACADEMIC INFORMATION										
home university	Continent	<input type="text"/>	Country	<input type="text"/>	University	<input type="text"/>				
Attended period	<input type="text"/>	CAL	(YYYYMMDD)~	<input type="text"/>	CAL	(YYYYMMDD)	Major	<input type="text"/>	Year of enrollment	<input type="text"/>

6. Home University Information

Please fill out the correct information because your home coordinator will be the main person whom we are contacting for the application, admission procedure.

After the semester, the transcript will be sent to this address. (Transcript for ISEP application will be sent to ISEP central)

HOME UNIVERSITY INFORMATION									
Home Coordinator	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	First, Middle, Last(Family)	Title	<input type="text"/>		
Address	<input type="text"/>								
Tel	<input type="text"/>	Fax	<input type="text"/>	<input type="text"/>	E-mail	<input type="text"/>			

7. Required documents

Please upload 1. Self-Introduction (A4 1 page) 2. Passport copy 3. Transcript 4. Health Checkup.

The forms for Self-Introduction and Health Checkup can be downloaded if you click 'download'

The scanned file of a transcript and a passport copy should be in JPEG or PDF format. ****Close your file first and attach****

REQUIRED DOCUMENTS									
Self-Introduction	<input type="text"/>	Search	Download	Passport Copy	<input type="text"/>	Search	Transcript	<input type="text"/>	Search
Health Checkup	<input type="text"/>	Search	Download	Bachelor's degree certificate(for postgraduates only)	<input type="text"/>	Search			

8. Choose your answers for following 3 questionnaires

QUESTIONNAIRE

Why did you choose to study in Korea ?	<input type="text"/>
Other (Specify)	<input type="text"/>
Why did you choose to study at Ajou University ?	<input type="text"/>
Other (Specify)	<input type="text"/>
How did you know Ajou University's international program ?	<input type="text"/>
Other (Specify)	<input type="text"/>

9. How to submit the application

Click “Save” on the top of the web page first and then click “Submit Application” to complete your online application.

Before you click the submit button, you can save and modify your application, but after submission, *it cannot be modified.*

ADMISSION INFORMATION

Partner/Non-Partner	regular semester	<input type="checkbox"/>	Year/Semester of application	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	International Summer School	<input type="checkbox"/>	Year/Semester of application	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PERSONAL INFORMATION

* Only JPG File

Name as passport	NAYOUNG	KIM	Faimly / Given	KORFA NAME	NAYOUNG , KIM
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