

# Guideline on Application to Ajou Exchange & Visiting Student Program

## < 2017 Fall Semester >

### Tentative Schedule of Application Process

Date	Process	Note
By April 1, 2017	Nomination	Nomination Form via email from home university coordinator to <a href="mailto:incoming@ajou.ac.kr">incoming@ajou.ac.kr</a> (please use a form sent by OIA)
By May 15, 2017	Online Application	<ul style="list-style-type: none"> <li>- Click below to access the online application(Complete on Windows System): <a href="http://haksa.ajou.ac.kr/inteWeb.html">http://haksa.ajou.ac.kr/inteWeb.html</a></li> <li>- The system requires the application to be completed. If the necessary information or required documents are not uploaded, the application will not be accepted.</li> <li>- Make sure to save the application form while you are filling it out and click "submit" when complete.</li> <li>- The applicant should remember <u>1)Name 2)Date of birth 3)Email address</u> for log-in to the system</li> </ul>
By May 15, 2017	Required documents to be submitted via the <u>online application</u>	<p><b>Along with the online application, the following documents should be submitted to Ajou University</b></p> <ol style="list-style-type: none"> <li>1. Official Transcript(Online)</li> <li>2. Self-Introduction Essay(Online)</li> <li>3. Passport Copy(Online)</li> <li>4. Face Photo File (Online. Size should be less than 200KB)</li> <li>5. Health &amp; Medical Clearance Form (Online. Fill out attached form)</li> </ol>
By July 15, 2017	Admission package sent to home coordinator	<p><b>Admission package will be sent to the home university coordinator</b></p> <p>Students should apply for VISA (D-2) after receiving the Certificate of Admission and the Letter of Admission included in the admission package</p>
In June, 2017	Additional documents to be provided to Ajou	<p><b>Additional documents that the admitted student has to submit to Ajou University (guidelines are specified in the package)</b></p> <ol style="list-style-type: none"> <li>1. Housing Application (Online)</li> <li>2. Arrival Information (for the airport pick-up service and housing arrangement) (Online)</li> </ol> <p>Submission Deadline: To be confirmed</p>
Early Aug, 2017	Course Registration	<p><b>Course Registration is done via online system</b></p> <ul style="list-style-type: none"> <li>- The course registration period: (To be noticed) 3<sup>rd</sup> week of August</li> <li>- The updated course list for Fall 2017 will be confirmed early in August, but as the course list is similar every semester, students may refer to the current listing in the meantime at: <a href="http://www.ajou.ac.kr/en/international/inter21.jsp">http://www.ajou.ac.kr/en/international/inter21.jsp</a></li> <li>- Some courses have limited seats, and thus the applicant may not get into all the courses s/he wants</li> </ul>

<b>(Tentative) Aug 26-27, 2017</b>	<b>Arrival/Airport pick-up service/ Dormitory Check-in</b>	The airport pick-up service is available only from Aug. 26-27, 2017(from 9:00 am to 8:00 pm only). - Students can enter the dormitory from Aug. 26, 2017 (early check-in is not possible)
<b>Aug 29-30, 2017</b>	<b>Orientation</b>	It is mandatory for all students to attend the two orientations below, - Orientation for All International Students: Aug 29, 2017 - Orientation for Exchange Students: Aug 30, 2017
<b>Sep 1, 2017</b>	<b>1<sup>st</sup> day of classes</b>	Classes Begin
<b>Sep 28, 2017</b>	<b>1/4 of semester</b>	<b>Students who arrive in Korea later than this date cannot get grades or credits for courses.</b>
<b>Dec 22, 2017</b>	<b>End of semester</b>	Classes End

\*The above schedule is subject to change

\*If an admitted student cancels his or her enrollment in the Exchange program, please send an immediate notice.

## On-campus Housing

### A. Types of on-campus housing at Ajou University

- New Dormitory (opened in Spring 2015): 2-person bedroom
- Hwahong Hall Dormitory: 2-person or 4-person bedroom

### B. Application for housing

- Admitted students should read the information on housing application after receiving the admission package.
- Admitted students who submit the application for housing by the deadline will be guaranteed on-campus housing
- **We do not accept the "Housing Application Form" by email or fax. The application must be submitted online.**

### C. Housing Fee (per semester, 16 weeks)

Dormitory Type	Bedroom Type	Fee (KRW) /semester	Fee (USD) Approx.
New Dormitory	2-person	1,160,000	1,160
Hwahong Hall	4-person	600,000	600
	2-person	885,000	885

\* The above costs are based on the Spring 2017 academic calendar and are subject to change

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