

Guidelines on Employment for International Students in Korea

International students residing in Korea who wish to work part-time in Korea must obtain a 'part-time work permit' in advance (Articles 18 and 20 of the Immigration Control Act).

○ Eligible individuals

- D-2-1~D-2-4, D-2-6, D-2-7 Visa Holders
- D-1, D-4-7(Korean language trainees), D-2-8(Visiting Students) Visa holders who have stayed in Korea more than 6 months

○ Allowed Working Hours & Fields

- In general, part-time work is limited to activities commonly done by students
 - * Specialized fields corresponding to E-1 to E-7 must obtain 'permission for activities other than the status of residence'
- Working Hour limit
 - Language training program & Bachelor's degree program : 25 hours(Weekdays)
 - Master's/Doctoral program: 35 hours(Weekdays)
 - * For Master's/Doctoral program students, It's unlimited during vacation and weekends

○ Restrictions

- Businesses and employers whose visa issuance is restricted due to criminal record such as illegal employment in the past
- Manufacturing business (Topic level 4 or higher holders are allowed) or construction business based on business registration certificate
- Facilities related to foreign language education, such as English kids cafes and foreign language conversation institutes
- Employment that do not directly enter into an employment contract with the user, such as a delivery company
- Employment such as dispatching and subcontracting
- Long-distance work based on the location of residence or University

○ Required Documents

- Passport, residence card, application form, Official transcript or record of attendance, document proving Korean language ability(If you are taking only English courses, English test result), Letter of recommendation for part-time employment(approved by University), copy of employment contract, copy of business license
 - * Other documents not mentioned above can be requested in the process of screening.

○ How to apply

- Hi Korea online petition / Visit the office (reservation required before visiting)
 - ※ Check Hikorea website(www.hikorea.go.kr) for further information ☎1345

☞ **If you work part-time without obtaining the above permission, you may be subject to punishment under Article 18 of the Immigration Control Act.**