



# Ajou Exchange Program Fact Sheet

2018 Academic Year



AJOU UNIVERSITY



# Ajou Exchange Program Fact Sheet

(Updated on Sept. 5, 2017)

Ajou University		
<b>Name of institution</b>	Ajou University   亚洲大学	
<b>Location</b>	Suwon (水源), South Korea	
<b>Office involved with exchange</b>	Office of International Affairs (OIA)	
<b>Mailing Address (for courier deliveries)</b>	Office of International Affairs (Yulgok Hall 312) International Exchange and Cooperation Ajou University 206 Worldcup-ro, Yeongtong-gu, Suwon 16499, KOREA	
<b>Institution's website</b>	<a href="http://www.ajou.ac.kr/en">www.ajou.ac.kr/en</a>	
<b>Contact information</b>	<p><b>Vice President for Int'l Affairs</b> <b>Dr. Byungchun So</b> <a href="mailto:bcso@ajou.ac.kr">bcso@ajou.ac.kr</a></p> <p><b>Deputy Director</b> <b>Ms. Jae-Eun Kim</b> Int'l Cooperation &amp; Center of Int'l Ed. <a href="mailto:jekim@ajou.ac.kr">jekim@ajou.ac.kr</a> Tel: +82-31-219-2921</p> <p><b>Program Manager</b> <b>Ms. Alice Lee</b> Exchange Program Management <a href="mailto:yjlee@ajou.ac.kr">yjlee@ajou.ac.kr</a> Tel: +83-31-219-2922</p> <p><b>Outgoing Program Coordinator</b> <b>Mr. Yeon-Ho Bae</b> Outgoing student program <a href="mailto:exch@ajou.ac.kr">exch@ajou.ac.kr</a> Tel: +82-31-219-2926</p> <p><b>Incoming Program Coordinator</b> <b>Ms. HyunKyung Ryoo</b> Incoming student program <a href="mailto:incoming@ajou.ac.kr">incoming@ajou.ac.kr</a> Tel: +82-31-219-2923</p> <p><b>Short-term Program Coordinator</b> <b>Ms. Eun Saem Kang</b> Short-term program <a href="mailto:exch@ajou.ac.kr">exch@ajou.ac.kr</a> Tel: +82-31-219-3314</p>	<p><b>Coordinator</b> <b>Mr. Joon-Hee Lee</b> Int'l Student Admission <a href="mailto:admission@ajou.ac.kr">admission@ajou.ac.kr</a> Tel.: +82-31-219-2925</p> <p><b>Coordinator</b> <b>Ms. Jiyul Mun</b> Ajou Foundation Program / Center for Int'l Education <a href="mailto:afp@ajou.ac.kr">afp@ajou.ac.kr</a> Tel: +82-31-219-3598</p> <p><b>Coordinator</b> <b>Ms. Jihyun Seo</b> Ajou Foundation Program / Center for Int'l Education <a href="mailto:afp@ajou.ac.kr">afp@ajou.ac.kr</a> Tel: +82-31-219-3599</p> <p><b>Coordinator</b> <b>Ms. Anna Jo</b> Global internship program <a href="mailto:globalintern@ajou.ac.kr">globalintern@ajou.ac.kr</a> Tel: +82-31-219-3522</p> <p><b>Coordinator</b> <b>Ms. Eunjung Park</b> Global internship program <a href="mailto:globalintern@ajou.ac.kr">globalintern@ajou.ac.kr</a> Tel: +82-31-219-3521</p>

Academic Information																																																									
Academic calendar	<ul style="list-style-type: none"><li>• <b>Spring Semester:</b> March to Mid-June (16 weeks) (2018 Spring: 1<sup>st</sup> week of March to 3<sup>rd</sup> week of June)</li><li>• <b>Fall Semester:</b> Late August to Mid-December (16 weeks) (2018 Fall: 1<sup>st</sup> week of September to 3<sup>rd</sup> week of December)</li></ul>																																																								
Full-time workload	<p>Exchange students usually take 3 to 6 courses per semester. Normally a course is consisted of 3 credits, which is equivalent to 48-hour workload.</p> <p>No minimum workload is required at Ajou. Maximum workload allowed per semester at Ajou is 19 credits (usually 6~7 courses)</p>																																																								
Information on courses open to exchange students	<p>Consistent with its emphasis on global education, Ajou University offers a variety of courses taught in English. Currently, more than 300 students from various countries study at Ajou thorough our student exchange programs.</p> <p>At Ajou University, exchange students are enrolled as undergraduate regardless of students’ level of studies at their home university.</p> <p>In case students are graduate(master) at their home university, they can take up to 6 credits of graduate(master) courses at Ajou, but should go through prior approval of each professor. If graduate(master) students take undergraduate courses at Ajou, they should check with their home university if undergraduate credits at Ajou can be transferred or not.</p>																																																								
Course list & descriptions	<p>The updated list of courses is confirmed two months before each semester. Please refer to the existing course list respectively as a reference to the courses to be offered in the same semester.</p> <p><a href="http://www.ajou.ac.kr/en/international/inter21.jsp">http://www.ajou.ac.kr/en/international/inter21.jsp</a></p>																																																								
Grading System	<div><div><b>[Undergraduate]</b></div><table><thead><tr><th>Letter Grade</th><th>Grade Point</th><th>Percentage</th></tr></thead><tbody><tr><td>A+</td><td>4.5</td><td>95 ~ 100</td></tr><tr><td>Ao</td><td>4.0</td><td>90 ~ 94</td></tr><tr><td>B+</td><td>3.5</td><td>85 ~ 89</td></tr><tr><td>Bo</td><td>3.0</td><td>80 ~ 84</td></tr><tr><td>C+</td><td>2.5</td><td>75 ~ 79</td></tr><tr><td>Co</td><td>2.0</td><td>70 ~ 74</td></tr><tr><td>D+</td><td>1.5</td><td>65 ~ 69</td></tr><tr><td>Do</td><td>1.0</td><td>60 ~ 64</td></tr><tr><td>F</td><td>0.0</td><td>0 ~ 59</td></tr></tbody></table></div> <div><b>[Graduate(master)]</b><table><thead><tr><th>Letter Grade</th><th>Grade Point</th><th>Percentage</th></tr></thead><tbody><tr><td>A+</td><td>4.5</td><td>95 ~ 100</td></tr><tr><td>Ao</td><td>4.0</td><td>90 ~ 94</td></tr><tr><td>B+</td><td>3.5</td><td>85 ~ 89</td></tr><tr><td>Bo</td><td>3.0</td><td>80 ~ 84</td></tr><tr><td>C+</td><td>2.5</td><td>75 ~ 79</td></tr><tr><td>Co</td><td>2.0</td><td>70 ~ 74</td></tr><tr><td>F</td><td>0</td><td>0 ~ 69</td></tr></tbody></table></div>			Letter Grade	Grade Point	Percentage	A+	4.5	95 ~ 100	Ao	4.0	90 ~ 94	B+	3.5	85 ~ 89	Bo	3.0	80 ~ 84	C+	2.5	75 ~ 79	Co	2.0	70 ~ 74	D+	1.5	65 ~ 69	Do	1.0	60 ~ 64	F	0.0	0 ~ 59	Letter Grade	Grade Point	Percentage	A+	4.5	95 ~ 100	Ao	4.0	90 ~ 94	B+	3.5	85 ~ 89	Bo	3.0	80 ~ 84	C+	2.5	75 ~ 79	Co	2.0	70 ~ 74	F	0	0 ~ 69
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Academic Transcript	<p>An Original academic transcript will be mailed to the home university within two months after the semester ends. If students need to have an extra academic transcript, they should directly contact Ajou Service Center.</p>																																																								

Ajou International programs	
Website for exchange students	<ul style="list-style-type: none"> <li>Spring/ Fall Semester <a href="http://www.ajou.ac.kr/en/international/inter17.jsp">http://www.ajou.ac.kr/en/international/inter17.jsp</a></li> </ul>
Program open to international students	<ul style="list-style-type: none"> <li>Exchange program (regular semester program, Spring and Fall semester)</li> </ul>
Study Period	<ul style="list-style-type: none"> <li>One or Two semester(s)</li> </ul>
Type of status	<ul style="list-style-type: none"> <li>Exchange student from partner university or ISEP member university <ul style="list-style-type: none"> <li>counted as 1 spot of exchange for regular semester</li> <li>100% tuition waiver at Ajou</li> </ul> </li> <li>Non-exchange student from partner university <ul style="list-style-type: none"> <li>Nomination discussed with students' home university</li> <li>not counted as exchange spot</li> <li>50% tuition waiver at Ajou</li> </ul> </li> <li>Visiting student from non-partner university <ul style="list-style-type: none"> <li>full tuition pay at Ajou</li> </ul> </li> </ul>
Student withdrawal policy	<ul style="list-style-type: none"> <li>before arrival at Ajou Students should inform to their home university and the home university coordinator informs student's withdrawal to Ajou. It will not be counted towards 1 spot of exchange.</li> <li>after arrival at Ajou In case student informs the withdrawal after arrival Ajou, it will be counted towards 1 spot of exchange.</li> </ul>
Application procedure	
Information on application procedure	<ul style="list-style-type: none"> <li>Spring/ Fall Semester <a href="http://www.ajou.ac.kr/en/international/inter18.jsp">http://www.ajou.ac.kr/en/international/inter18.jsp</a></li> </ul>
Nomination deadline	<p>Partner universities need to discuss the number of students before the nomination and should email the nominated students' information to Ajou. The nomination form will be emailed to partner universities in February and August.</p> <ul style="list-style-type: none"> <li>Spring Semester - November 1</li> <li>Fall Semester - May 1</li> </ul>
Application deadline	<p>Nominated students should submit an online application within the deadline.</p> <ul style="list-style-type: none"> <li>Exchange for Spring Semester - October 1 to November 15</li> <li>Exchange for Fall Semester - April 1 to May 15</li> </ul>
How to apply	<ul style="list-style-type: none"> <li>Online Application <a href="http://haksa.ajou.ac.kr/inteWeb.html">http://haksa.ajou.ac.kr/inteWeb.html</a></li> <li>Application guideline <a href="http://www.ajou.ac.kr/en/international/inter19.jsp">http://www.ajou.ac.kr/en/international/inter19.jsp</a></li> </ul>

<b>Eligibility</b>	<ul style="list-style-type: none"> <li>Exchange students must be nominated by the Ajou's exchange partner university or through ISEP(International Student Exchange Program).</li> <li>Exchange students must be a full-time student in one of Ajou's exchange partner universities and have completed at least one semester of study at home university.</li> <li>Students from a non-partner university should have completed at least one semester of study at home university and meet the requirement of above 3.0/4.5 on GPA and the language proficiency.</li> </ul>
<b>Language requirement</b>	<ul style="list-style-type: none"> <li>English: TOEFL IBT 71, CET level 6, IELTS level 6 or equivalent</li> <li>If students do not have an official English score, the recommendation letter by a faculty will be needed to prove the student's English proficiency enough to cope with the curriculum conducted in English.</li> <li>In case exchange students will take the courses in Korea at Ajou, they should have above level 3 on TOPIK or equivalent.</li> </ul>
<b>Application documents</b>	<ul style="list-style-type: none"> <li>Online application <ul style="list-style-type: none"> <li>- Latest official transcript <u>in English</u> (upload)</li> <li>- Self-Introduction Essay (upload)</li> <li>- Passport Copy (upload)</li> <li>- Face photo file in JPEG format (size should be less than 200kb)</li> <li>- Health &amp; Medical Clearance Form : Fill out the form and upload</li> <li>- Bachelor's degree certificate (for graduates(master) only)</li> </ul> </li> <li>Individual applicants from a non-partner university should pay the application fee.</li> </ul> <p><b><u>NO MAILING of original documents is required.</u></b></p>
<b>Admission package delivery date to home university</b>	<ul style="list-style-type: none"> <li>Fall semester students : In the mid of July</li> <li>Spring semester students : In the mid of January</li> </ul>
<b>Information on program</b>	
<b>Services offered to exchange students</b>	<ul style="list-style-type: none"> <li>Airport pick-up</li> <li>Orientation</li> <li>Cultural field trips, visit to global companies in Korea</li> <li>Buddy program</li> <li>Traditional university festival</li> </ul>
<b>Information on Accommodation</b>	<p>All incoming exchange student can apply for the on-campus housing, but it shall not be guaranteed. In the past, almost 100% of exchange students stayed on-campus.</p> <ul style="list-style-type: none"> <li>Types of on-campus housing at Ajou for exchange students <ul style="list-style-type: none"> <li>- International Dormitory: 2-people sharing one bedroom</li> <li>- Hwahong Hall: 2-people / 4-people sharing one bedroom</li> <li>* shared kitchen and bathroom</li> </ul> </li> </ul>

	<ul style="list-style-type: none"><li>Housing Fee (for 2017 academic year)<table><tr><th rowspan="2">Dormitory Type</th><th rowspan="2">Bedroom Type (sharing)</th><th colspan="2">Spring/Fall semester</th><th colspan="2">Summer/Winter break</th></tr><tr><th>KRW</th><th>USD (Approx.)</th><th>KRW</th><th>USD (Approx.)</th></tr><tr><td>Int'l Dormitory</td><td>2-people</td><td>1,160,000</td><td>1,160</td><td>695,000</td><td>695</td></tr><tr><td rowspan="2">Hwahong Hall</td><td>2-people</td><td>885,000</td><td>885</td><td>525,000</td><td>525</td></tr><tr><td>4-people</td><td>600,000</td><td>600</td><td>400,000</td><td>400</td></tr></table><p>* The above costs are based on the 2017 academic calendar and are subject to change</p><li>Information on housing <a href="http://www.ajou.ac.kr/en/international/inter07_01.jsp">http://www.ajou.ac.kr/en/international/inter07_01.jsp</a></li></li></ul>	Dormitory Type	Bedroom Type (sharing)	Spring/Fall semester		Summer/Winter break		KRW	USD (Approx.)	KRW	USD (Approx.)	Int'l Dormitory	2-people	1,160,000	1,160	695,000	695	Hwahong Hall	2-people	885,000	885	525,000	525	4-people	600,000	600	400,000	400
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Tuition	<p>Exchange students pay tuition at their home institutions and tuition is waived at Ajou University. However, non-exchange students from partner universities, visiting students and students who apply independently (non- sister university / non-ISEP students) should pay tuition fee directly to Ajou University.</p> <table><tr><th>Item</th><th>Fee (USD) / Semester (Approx.)</th></tr><tr><td>Tuition</td><td>\$3,600 ~ \$4,400</td></tr></table>	Item	Fee (USD) / Semester (Approx.)	Tuition	\$3,600 ~ \$4,400																							
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Estimated costs for one semester stay	<p>The Estimated Budget for one semester (16 weeks) at the Ajou University is:</p> <table><tr><th>Items</th><th>Fee (USD) / Semester (Approx.)</th></tr><tr><td>On-campus Housing</td><td>\$1,160 (Int'l Dormitory)</td></tr><tr><td>Living Expenses (Meals etc.)</td><td>\$450 * 4months = \$1,800</td></tr><tr><td>Student support (book, etc.)</td><td>\$300</td></tr><tr><td>Total</td><td>\$3,260</td></tr></table> <p>※ The above costs are a general guideline for estimation only and are subject to change. Please refer the website at <a href="http://www.ajou.ac.kr/en/international/inter23.jsp">http://www.ajou.ac.kr/en/international/inter23.jsp</a></p>	Items	Fee (USD) / Semester (Approx.)	On-campus Housing	\$1,160 (Int'l Dormitory)	Living Expenses (Meals etc.)	\$450 * 4months = \$1,800	Student support (book, etc.)	\$300	Total	\$3,260																	
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Visa requirements	Students need to obtain the <b>D-2 Visa</b> with the admission and invitation letter which will be issued by Ajou.																											
Alien Registration	<p>All students who stay in Korea for more than 90 days must apply for the alien registration card within 90 days of entry. It usually takes 3-4 weeks for the card to be issued.</p> <p>On-campus immigration service can be provided for one day in the beginning of the semester for all new foreign students.</p>																											
Insurance requirements	All exchange students should have Health Insurance during their stay in Korea. Students need to purchase health insurance from their home countries, and submit the copy of the certificate to the Office of International Affairs (OIA) at Ajou before arrival.																											

<b>Health Check-up</b>	<p>All students will be requested to submit the health and medical clearance form with their online applications as part of the required documents.</p> <p>According to government regulation, students with certain designated nationalities will need to submit tuberculosis test result upon D-2 visa applications. If students were not asked to submit the result upon visa application, they need to get re-tested for tuberculosis at the district public health center in Korea upon arrival.</p> <p>The designated nationalities are: <i>China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, Indonesia, Pakistan, Mongolia, Bangladesh, the Philippines, Myanmar, Cambodia, East Timor, Kyrgyzstan, Malaysia, and Laos</i></p>
<b>Orientation</b>	<p>All international students are required to attend the orientation. During the orientation, important information such as academic schedule, alien registration, and tips for living in Korea will be introduced to prepare students for life in Korea. A campus tour will follow the orientation.</p> <ul style="list-style-type: none"> <li>• Orientation schedule <ul style="list-style-type: none"> <li>- Spring 2018 semester : February 27 and 28, 2018</li> <li>- Fall 2018 semester : August 29 and 30, 2018</li> </ul> </li> </ul>
<b>Meals and Food</b>	<p>Students can buy various types of meals on and off-campus, and also cook some instant snacks in the shared kitchen of the dormitory. Students usually use the kitchen to cook noodles, toast, and small snacks or to keep their own food in the communal refrigerator. Normal meal prices range from 3,500 won to 7,000 won (approx. USD \$ 3~7) per meal.</p>
<b>Opening a bank account</b>	<p>It's optional. If students would like to open a bank account in Korea, they will need to bring an Alien Registration Card (Alien Registration Card information will be announced during the orientation) and a passport.</p> <p>ISEP students should open a bank account in Korea to receive the stipend.</p>
<b>Other important information</b>	<p>Every fall semester, there is Ajou International Day festival where students present their culture and food, and introduce their school to Ajou. It's a good idea for students to bring traditional displays and costumes to wear to the festival.</p>

# Academic Calendar for Exchange students

2017-2018 Academic Year

## Fall 2017 Semester

• Course registration	Aug 16-17
• Dormitory Opening	Aug 26-
• Orientation (Mandatory)	Aug 29-30
• Classes Begin	Sep 1
• Course Change	Sep 1, 4
• Course Drop	Sep 21-22
• Mid-term Exam	Oct 20-26
• Final Exam	Dec 15-22
• End of the Fall Semester	Dec 22
• Dormitory Moving-out	Dec 23

## (Tentative) Spring 2018 Semester

• Course registration	Feb 12-13
• Dormitory Opening	Feb 26
• Orientation (Mandatory)	Feb 27-28
• Classes Begin	Mar 2
• Course Change	Mar 2, 5
• Course Drop	Mar 22-23
• Mid-term Exam	Apr 20-26
• Final Exam	Jun 15-21
• End of the Fall Semester	Jun 21
• Dormitory Moving-out	Jun 22

\* The academic schedule for Spring 2018 will be updated during the fall semester.

## Korean National Holidays in 2017

Jan 1	Solar New Year's Day	Aug 15	Liberation Day
Jan 27-30	Lunar New Year's Day	Oct 3	National Foundation Day
Mar 1	Independence Movement Day	Oct 4-6	Chuseok(Thanksgiving Day)
May 3	Buddha's Birthday	Oct 9	Hangul Proclamation Day
May 5	Children's Day	Dec 20	Presidential Election
June 6	Memorial's Day	Dec 25	Christmas