

# Important Dates & Information

## 1. Designated Dormitory Check-in Period

Foreign exchange students can only check in during the "designated dorm check-in period" below.

Check-in: August 28 (Thurs), and 29 (Fri) from 10a.m. to 8:00 p.m. (extra cost for early check-in), Korea standard time

We can only help you pick up and check-in during that period. Please make sure to inform your coordinator in charge in advance if you enter during other periods.

- We advise exchange students to plan their arrival time in Busan during the day, and take public transportations to get to the university dorm.
- Students will be permitted to check in ONLY during the designated dorm check-in period. This is due to multiple school events and activities happening during the winter school break, and most of rooms gets occupied, and to ensure a smooth transition and to address other logistical issues.
- Note: If you are unable to arrive during the said designated dorm check-in period, this will mean having to find your own temporary housing and stay in the private room outside “until the dorm rooms get vacant.”
- Note: It is necessary that exchange students promptly contact the following email with your anticipated date of dorm check-in, flight details, home university name, and arrival date and time (Korea Standard time) in Busan.
- [20226870@bufs.ac.kr](mailto:20226870@bufs.ac.kr)

## 2. About booking your flight

- Purchase your flight ticket after issuing your VISA(D-2).

## 3. University dorm address (if applicable)

- 1) Address of Busan University of Foreign Studies

In case you take a taxi, show the address to the taxi driver.

**부산시 금정구 금샘로 485번길 65**

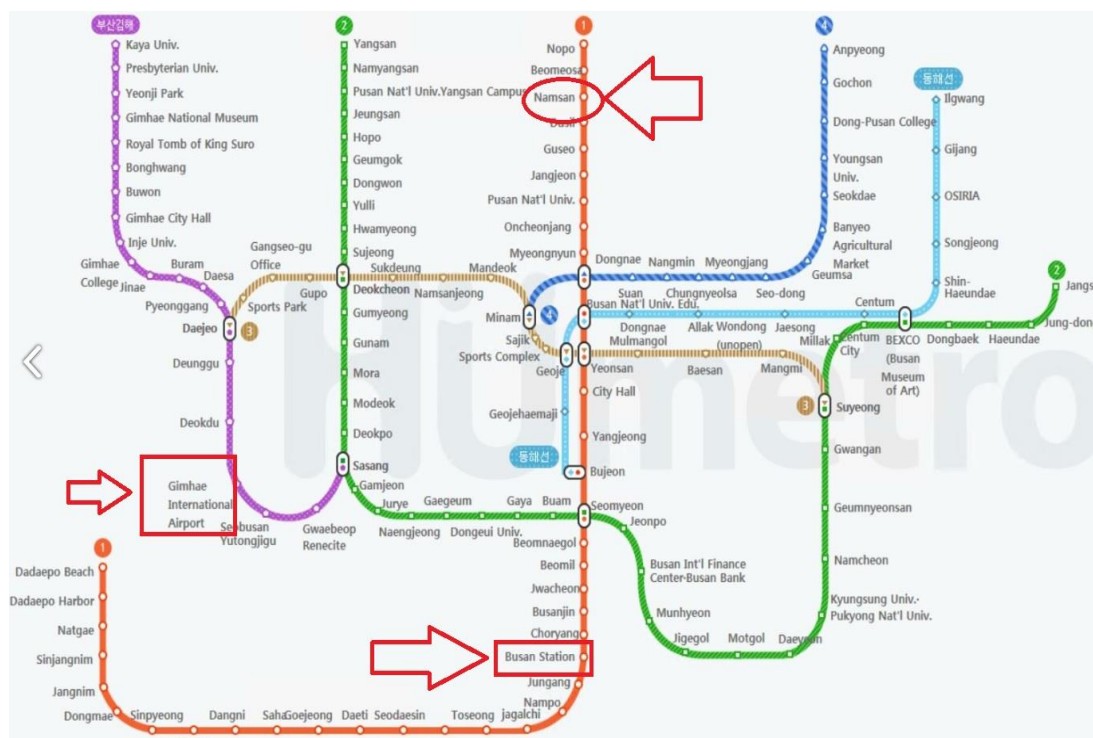
**부산외국어대학교 교내 기숙사**

*65 Geumsaem-ro, 485 Geumjeong-gu, Busan, Korea*

## *Busan University of Foreign Studies*

### 2) Metro Map

If you are taking a metro, take the Orange Line # 1 line metro to the Namsan (남산역) Station. The university dorm is less than a ten-minute taxi ride from Namsan Station



### 5. Class Start Date of Fall Semester: September 1 (Mon), 2025

### 6. Visa Application documents

I'm sending you in attached files the visa application documents as herein. Please read the instructions carefully:

- 1) Certificate of Admission
- 2) University Business Registration Certificate
- 3) Confirmation of Residence
- 4) PRINT OUT the above documents using a color printer, and then, along with other additional documents, if any, student shall apply for Student Visa (D-2) at the nearest Korean Embassy/Consulate at student's home country as soon as possible.
- 5) Important: Students are required to apply for his/her visa at his/her HOME COUNTRY and must NOT enter Korea BEFORE obtaining Student Visa (D-2).
- 6) Applying for the visa within Korea is NOT allowed by the Immigration Law of Korea, albeit he or she is from the partnership university.

- 7) In some cases, students may be required to submit “additional documents” at the request of the embassy. For this matter, we refer you to the Korean Embassy/Consulate when you are applying for your visa.
- 8) Note: The submission of the visa application documents **does NOT automatically** guarantee your entry visa to Korea because the visas are issued at the discretion of the embassy.

After successfully submitting your visa documents, please inform your visa status to the international relations officer at the host university below without delay with your name and name of your home university:

- Where to notify: [20226870@bufs.ac.kr](mailto:20226870@bufs.ac.kr)

- 9) We will send you an email to invite you to Kakao group messenger to diversify communication channel for the expedient dissemination of information when needed.

#### 10) Notification of Expected Arrival Date to Host School Official without delay

- Notification of the Expected Arrival Date “without delay” for the host university's follow-up measures.
- We advise exchange students to give a confirmation of his/her expected arrival date and flight information including flight number, local arrival hours, and place of arrival in Busan, Korea.
- Your failure to comply with a “pre-notification” of expected arrival requirement in a timely manner may result in the cancellation or forfeiture of your dorm reservation.
- It is very important that you text message or email the international relations officer of the host university as soon as your arrival at the airport in Korea, and it is also advised that you inform your whereabouts “on your way” to your final destination.

### 7. Dormitory Fees (if applicable):

Students are personally responsible to pay for the following expenses related to dorm stay. The dorm fees below:

## University On-campus Dorm fees (“Double Occupancy”)

### - **Type A (3.5 Months): (“from August 31 to December 12, 2025”)**

- 819,000 won + 100,000 won (deposit money) = 919,000 won  
“double occupancy” room.

### - **Type B (5.5 Months): (“from August 31 to February 15, 2026”)**

- 1,310,000 won + 100,000 won (deposit money) = 1,410,000 won  
“double occupancy” room.

- **Students will be assigned in double-occupancy rooms**

- Note : Students staying in the on-campus dorm are required to choose ONE of the following

#### meal options :

(Option 1) 106 meals \* 3,700won = 392,200 won

(Option 2) 159 meals \* 3,500won = 556,500 won

(Option 3) 212 meals \* 3,300won = 699,600 won

## How do you pay your dorm bill?

After checking in the dorm, just wait for your dorm payment notification to be issued by the dorm administration. The issuance of payment notice will happen during the first 2 weeks of the new semester, or sooner. Once you get the dorm bill, get some Korean won cash ready, go to the on-campus bank, and ask the clerk to transfer the funds to the designated dorm account. Your name and a uniquely assigned virtual bank account number will appear on the dorm bill. Credit cards are not accepted in the dorm office.

## Tuition fee & Other Expenses

- Tuition: “Waived” based on partnership agreement

## **8. National Health Insurance of Korea (NHIK) for the D-2 visa holder (One semester or more) is mandatory**

- (Regardless of whether students acquired private insurance in their home country before arriving to Korea), foreign students with a D-2 student visa who are enrolled at the host university for one semester or longer are subject to the mandatory National Health Insurance Services of Korea

(NHIK).

- In addition to the said NHIK Plan, foreign students must purchase "Private Insurance" coverage before traveling to Korea against illness and accidents, which includes a medical evacuation and repatriation clause. This is in addition to the NHIK Plan. This is due to the fact that the NHIK plan does not include these coverages and that, more importantly, the NHIK plan only becomes active upon the issuance of their Alien Registration Card (ARC), which often takes several weeks, after arrival, and we don't want any medical coverage blind spots. For that reason, and as a backup measure, we require foreign students to purchase a private insurance in their home country that offer medical coverage for the entire period of their study before coming to Korea to complement areas not covered entirely by the mandatory NHIK.
- Estimated Monthly NHIK cost: 80,000-plus won/month

## **9. Certificate of Measles Vaccination (2 doses required)**

Carry with you the certificate of measles vaccination and present it when requested by the university dorm official. Document not written in English needs to be translated to English with an official stamp/ signature.

### **Check lists before arriving in Korea:**

1. (Important) Make sure you have enough cash on hand to cover living expenses and the cost of dorm.
2. (Recommended) Purchase PRE-Paid SIM Card before departure
3. (Recommended) Adapter (Standard voltage in Korea is 220 volt)
4. Prescription medicines (if any)
5. Any additional items you deem necessary
6. English Certificate of Measles vaccination with 2 doses (Mandatory)

*65 Geumsaem-ro, 485 Geumjeong-gu, Busan, Korea 46234*

*Busan University of Foreign Studies*

*On-campus University Dormitory*

*Tel: +82-51-509-5338*

*I, undersigned, have carefully read all the information above and will comply with the Korean immigration law and university regulations.*

Name:

Name of Home University:

Signature:

Date: