

Pre-arrival Information

Fall Semester, 2015

This pre-arrival information includes crucial information that will help you prepare your departure for Ajou!

■ Visa documents

- certificate of admission, certificate of scholarship, invitation letter, tuition bill
- International students who live abroad : We will send them to you.
- International students who live in Korea : You have to visit graduate school office and take the documents for changing or exchanging visa (#305 Yulgok Hall, Please contact us before visiting our Office for checking required documents are prepared.)

■ Registration (Payment of Tuition Fee)

You can also print out tuition bill on web site (<http://grad.ajou.ac.kr>)

a. Period for payment : from July. 2nd (Thurs), 2015 ~ July. 6th (Mon), 2015

b. Payment Place : Standard Chartered Bank

If you cannot pay tuition fee in that period above, your admission will be cancelled.

Someone who cannot pay in the period above because of living abroad, please contact us in advance until June 30th, 2015. (grad@ajou.ac.kr)

c. Tuition Fee (Korean Won) : Please refer to the previous email about successful candidates.

■ Applying for Student Visa (D-2)

All international students are required to obtain D-2 (study) visas for their study at Ajou.

In order to obtain a D-2 visa, visit the nearest Korean Embassy in your country with the Certificate of Admission, Invitation Letter and Certificate of Scholarship (if applicable).

As required documents can vary for each country, check the required documents in advance with the Korean Embassy.

Please note that you need to sign the Certificate of Admission issued by Ajou University before submitting it to the embassy. If you have already obtained another type of visa, you must change it to D-2.

For details on the visa process, visit our immigration information page:

www.ajou.ac.kr/en > International > Int'l Student Service > Immigration Information

■ Dormitory Application

The application will be available online at Ajou website: <http://edorm.ajou.ac.kr>

The application period is from **July 27 – 31, 2015** and you will need to input your Application No.1 and TR number to complete the application. (We will send them to you in email.)

Please note that housing applications after the application period will not be accepted, and

that we cannot guarantee placement. The final list for the fall room assignment will be posted on the official dormitory website in **August 7, 2015**.

University dormitory will open on **August 26, 2015** for new coming students for the Fall 2015 semester. Please set your flight schedule to arrive after August 26. Unfortunately, it is not possible to move into the dormitory before the dormitory opening date.

The dormitory will close on December 19, 2015 and if a student moves out of the dormitory early, the student is responsible for early move-out penalty fines according to their regulation.

For details on the housing application procedure, please refer to “Notice on Housing Application” sheet.

For any questions about the dormitory, please contact Ms. Miran Kim, the dormitory coordinator at dorm@ajou.ac.kr

■ Meals & Food

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 5,000 won (approx. US\$ 3~5) per meal.

■ Student Id number

After registration period, the student ID number will be announced on website of Graduate school (<http://grad-e.ajou.ac.kr>) on around 1st week of August, 2015.

■ Course Registration

Course registration will be available online on **Aug. 12 ~ 18, 2015**.

The tentative course list will be announced on our website at the end of July, and the final list will be uploaded in early August.

Meanwhile, you may refer the course list offered in the 2015 academic year at our website as every semester, similar courses are offered.

Course list: <http://haksa.ajou.ac.kr/GcouLecturePlanDocumentInqEngWeb.html>

- **Course registration : August 12(Wed) – 18(Tue), 2015**
- **Course Change(Add & Drop) : Sep. 3(Thur) – Sep.7 (Mon), 2015**
- **Course Withdrawal : Sep. 23(Wed) – Sep.25(Fri), 2015**

The above schedule is subject to change and the final schedule will be noticed via email.

■ Health and Medical Clearance Form

Please note that according to government regulation, students from certain designated countries will need to get re-tested for tuberculosis at the district public health center in Korea upon arrival.

The designated countries are: *China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, Indonesia, Pakistan, Mongolia, Bangladesh, the Philippines, Myanmar, Cambodia, and Malaysia.*

More detailed information will be announced at orientation, but students from the above countries should be aware of this necessary process upon arrival.

Before moving in the dorm residents should submit the result of the health check-up (TB) in English. The result must show normal or abnormal of TB in English. Without the result students cannot move in. (until Aug 20th at grad@ajou.ac.kr)

■ Arrival to Ajou University from Incheon Int'l Airport

Airport pick-up service

Airport pick-up service is available only for students who apply for it in advance. Airport pick-up service is available for one day (**Aug. 26, 2015**) prior to orientation only at Incheon International Airport.

In order to use this service, you need to complete a survey on your arrival info by clicking on the link below: <https://ko.surveymonkey.com/r/ArrivalFall2015> .Pick-up service for New Graduate Students is available only for the Aug. 26. The deadline for pick-up service application is **July 31, 2015**.

Ajou students will pick you up at the airport **between 9:00 am and 8:00 pm on August 26**. When you arrive at the airport, please wait for the A.G.A. students (Ajou Global Ambassador: student volunteer group) **inside of Exit No. 7. (Please don't leave the airport.)**

A.G.A. students (Ajou Global Ambassadors) will be holding an "Ajou University" sign in front of Exit No. 7 on the 1st floor and will guide you to the limousine bus heading to Ajou University.

Students arriving on their own

Please refer to the information below for directions from Incheon International Airport to Ajou University. If you are staying in the dormitory, please go directly there and check-in with the dormitory coordinator.

1. Arrival at Incheon International Airport (International Arrival, 1st floor)
2. Go to EXIT No. 7 (International Arrival, 1st floor)
3. Take the airport limousine bus toward “East Suwon” at 7A Bus Stop (Gyeonggi).
(Fare: 12,000 Won / about US\$ 10)
4. Get off at the last bus stop, “Hotel Castle”
5. Take a taxi to Ajou University from Hotel Castle. (about 3,000 Won/ US\$ 3)

**“아주대학교 기숙사로 가주세요”
“Please drive me to the dormitory of Ajou University.”**

- Bus tickets are sold at the airport, but the driver will also accept the fare directly when you board.
- Do NOT take a taxi directly from the airport as the fare from the airport to the university will be very high.
- Incheon Airport information Desk: +82-(0)32-741-0114 (<http://www.airport.kr/eng>)
- Emergency Contact
 - Office of International Affairs, Ajou University
Tel: +82-(0)31-219-2922, 2923, 2171, 2172, E-mail: incoming@ajou.ac.kr
 - Office of Graduate School, Ajou University
Tel: +82-(0)31-219-2302, 2304, E-mail: grad@ajou.ac.kr

■ Orientation

All international students are required to attend the orientation. The Office of International Affairs will be there to meet and to assist you with any questions you may have for staying at Ajou University.

During the orientation, important information such as academic schedule, alien registration, health insurance and tips for living in Korea will be introduced to prepare you for life in Korea. A campus tour and welcoming reception will follow the orientation.

Session 1: Orientation for ALL New International Students (including graduate students)

Date: 10:00am to 1pm, August 27 (Thu)

Venue: Auditorium, Yulgok Hall

Session 2: Orientation for New Graduate Students (Excluding GSIS Students)

Date: 2pm to 2:30 pm, August 27 (Thu)

Venue: Rm 253, Yulgok Hall

■ Health Insurance Policy at Ajou

All International students studying at Ajou University are required to enroll in the health insurance as a condition of admission. Students must enroll and pay the premium for the full study period, from the date of departure to the date of return, including periods of travel before or after their time at Ajou University.

Students can purchase health insurance from their home countries, or they can purchase it through the Office of International Affairs (OIA) at Ajou at the discounted price.

If you plan to purchase the insurance at Ajou University, you are required to apply online at www.foreign-insurance.kr. You need to pay the insurance fee directly to the insurance company after online application. The insurance company will be present at the orientation and you may directly pay for the insurance on the date. Please note, however, that the insurance will be valid from the date you pay the premium, and thus we recommend you to wire-transfer the premium before your departure or enroll another travel insurance which will cover your travel from your country to Ajou.

In case students enroll the health insurance individually, it must comply with the requirements listed under the section “Limit of the compensation” at the page of “Insurance Policy at Ajou University” in the admission guide booklet.

All students are required to submit the copy of the insurance contract within the first week of the semester. If a student does not submit a copy of the health insurance, the issuance of documents such as transcripts, Certificate of Enrollment, etc., will be restricted.

Before you purchase the insurance, please read the enclosed “Insurance Policy at Ajou” and the insurance information below at:

www.ajou.ac.kr/en > International > Int’l Student Service > Health Care

■ Alien Registration

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.

On-campus immigration service will be provided for one day in the beginning of the semester for all new foreign students. More detailed information on this schedule will be announced at orientation.

■ To open a bank account

If you would like to open a bank account in Korea, you will need your home country ID card such as residential identification or driver’s license and/or your passport and Ajou student ID

card.

■ **Ajou International student Handbook link**

About Ajou University, Immigration Information, Services for students, On-campus Facilities, Living in Dormitory, Introduction to Korea, etc.

<http://www.ajou.ac.kr/en/international/inter05.jsp>

Office of International Affairs (Yulgok Hall # 152)

Ajou University

206 Worldcup-ro, Yeongtong-gu, Suwon 443-749, Korea

Tel: +82-31-219-2922, 2923 Fax: +82-31-219-2924

E-mail: incoming@ajou.ac.kr

Website: www.ajou.ac.kr/en

Facebook: www.ajou.ac.kr/facebook

Office of Graduate School (Yulgok Hall # 305)

Ajou University

206 Worldcup-ro, Yeongtong-gu, Suwon 443-749, Korea

Tel: +82-31-219-2302, 2304 Fax: +82-31-214-1500

E-mail: grad@ajou.ac.kr

Website: www.grad-e.ajou.ac.kr

Insurance Policy at Ajou University

All International students studying at Ajou University are required to purchase health insurance to protect them from unexpected healthcare expenses in the event of an accident, as well as to manage their health while staying in Korea. Also, all international students are required to be enrolled in an insurance plan in line with the Korean government's policy of mandatory health insurance for international students. The insurance must cover the full study period, from the date of departure to the date of return. Please note that it is the student's responsibility to have the insurance, and the student is also responsible for any issue that may arise if he/she is not insured.

Students can purchase health insurance from their home countries, or they can purchase it through the Office of International Affairs (OIA) at Ajou. Ajou University has made an arrangement with "Seimnuri" Insurance Company so that students can quickly and conveniently receive health insurance benefits when they receive medical attention at designated medical facilities.

If you plan to purchase the insurance at Ajou University, you are required to apply online at www.foreign-insurance.kr. After online application, you need to pay the insurance fee directly to the insurance company. The insurance company will be present at the orientation and you may directly pay for the insurance on the date. Please note, however, that the insurance will be valid from the date you pay the premium, and thus we recommend you to wire-transfer the premium before your departure or enroll another travel insurance which will cover your travel from your country to Ajou.

In case students enroll the health insurance individually, it must comply with the requirements listed under the section "Limit of the compensation".

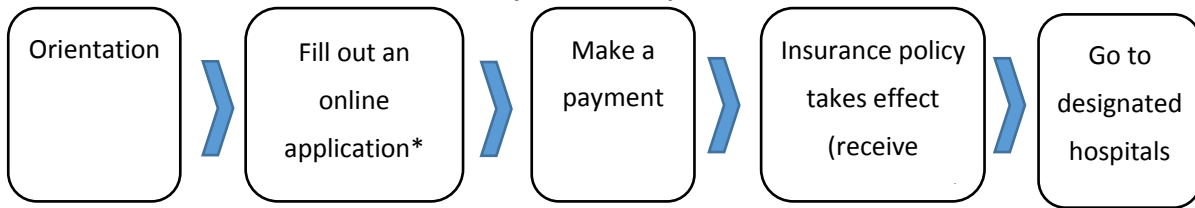
We ask that students submit the copy of the insurance contract within the first week of the semester. If a student does not submit a copy of the health insurance, the issuance of documents such as transcripts, Certificate of Enrollment, various verification and participating in E-classes will be restricted.

Before you purchase the insurance, please read the insurance information below at:

www.ajou.ac.kr/en > International > Int'l Student Service > Health Care

■ International student insurance by Private Company Insurance

• Insurance Enrollment Process (“Seimnuri”)



* www.foreign-insurance.kr

* bring insurance card

Limit of Compensation

	Coverage	Insurance
Accident (상해)	Death or Disability	KRW 10,000,000
	Domestic Inpatient	KRW 50,000,000
	Domestic Outpatient	KRW 250,000
	Domestic Prescription	KRW 50,000
Sickness (질병)	Domestic Inpatient	KRW 50,000,000
	Domestic Outpatient	KRW 250,000
	Domestic Prescription	KRW 50,000
Etc. (기타)	General Living Compensation	KRW 10,000,000
	Rescuer's Expenses Indemnity	KRW 10,000,000

• Payment (Premium)

- The cost can be different from individuals and the average amount is about 15,000KRW/month or 60,000KRW for 4 months.

■ Korean National Health Insurance

Korean National Health Insurance is recommended to students who are enrolled in a long-term program and are staying with family. If you plan to enroll in a Korean National Health Insurance, please refer to the below.

• Enrollment Process

- Visit the Eastern Suwon Branch Office of the National Health Insurance Corporation in person and enroll in a plan
- Required documents: Foreigner registration card, Proof of Entry and Departure (passport),

Certificate of Enrollment

- Address: 741 Gwonseon-ro, Ingye-dong, Paldal-gu, Suwon (Tel: 031-230-9120)

- **Benefit**

- Service Benefit: Health Care Benefits, Health Checkup

- Cash Benefit: Refunding Allowance for Health Care, Compensation for Excessive Co-Payment, Appliance Expenses for the Disabled

- Payment: approx. KRW 50,000/month

Useful Websites

Category		Domain
Culture		www.seoulselection.com www.korea.net www.templestaykorea.net
Suwon		www.suwon.go.kr www.sycc.or.kr www.swcic.or.kr
Information on Korea for Foreigners		www.kf.or.kr www.niied.go.kr www.lifeinkorea.com www.townmax.com www.visitseoul.net www.yellowpages.co.kr www.koreabridge.com www.youloveit.com www.survivekorea.com seoul.asiaxpat.com www.eslcafe.com www.efl-law.com www.whatsonkorea.com
Media		english.joins.com english.chosun.com www.koreaherald.co.kr www.seouldaily.com times.hankooki.com
Telephone Number Information		www.nice114.co.kr
Korea International Labor Foundation		www.koilaf.or.kr
International Organizations	UNESCO	www.unesco.or.kr
	WHO	www.who.int
	UNDP	www.undp.org
	UNICEF	www.unicef.org
	FAO	www.fao.org

Campus Map - Ajou



- 1 정문 Main Gate
- 2 버스 정류장 School Bus Stop
- 3 선구자상 The Pioneer Statue
- 4 에너지센터 Energy Center
- 5 원천관 Woncheon Hall
- 6 학생식당(아향) Student Cafeteria(Ahyang)
- 7 동아리실 Student Club Rooms
- 8 화공실험동 Chemical Engineering Laboratory
- 9 서관 West Hall
- 10 동관 East Hall
- 11 종합설계동 Capstone Design Laboratory
- 12 대형지반연구실험동 Geotechnical Engineering Laboratory
- 13 토목실험동 Civil Engineering Laboratory
- 14 팔달관 Paldal Hall
- 15 학군단 R.O.T.C Headquarters
- 16 산학협력원 Industry-University Cooperation Building
- 17 조립식교량실험동 Precast Bridge Research Laboratory
- 18 광교관(기숙사) Gwanggyo Hall(Dormitory4)
- 19 화흥관(기숙사) Hwahong Hall(Dormitory3)
- 20 용지관(기숙사) Yongji Hall(Dormitory2)
- 21 기숙사 식당 Dormitory Dining Hall
- 22 남제관 Namje Hall(Dormitory1)
- 23 학생회관1 Student Union 1
- 24 학생회관2 Student Union 2
- 25 성호관 Seongho Hall
- 26 테라스 The Terrace
- 27 중앙도서관 Central Library
- 28 노천극장 Amphitheater
- 29 율곡관 Yulgok Hall
- 30 다산관 Dasan Hall
- 31 약학관 College of Pharmacy
- 32 임상수기센터 및 실험동물센터 Clinical Skills Laboratory and Animal Research Center
- 33 종합관 Jonghap Hall
- 34 테니스장 Tennis Courts
- 35 의과대학연구관 School of Medicine-Research Building
- 36 가스화실험동(IGCC) IGCC Laboratory
- 37 체육관 Gymnasium
- 38 운동장 Athletic Field
- 39 캠퍼스플라자 Campus Plaza
- 40 송재관 Songjae Hall
- 41 아주대학교병원 Ajou University Hospital
- 42 병원별관 University Hospital Annex
- 43 웰빙센터 Well-Being Health Center
- 44 병원주차빌딩 University Hospital Parking Garage
- 45 병원장례식장 Funeral Hall
- 46 병원정문 University Hospital Main Gate
- 47 국제학사 New International Dormitory