Spring Semester 2025
Admissions Guide for
International Students



Cheju Halla University

Admission Procedure

Period	Application and materials Submission	Admission Notification and Acceptance Letter	Registration	Remarks
1	2024.10.21.(Mon) ~ 2024.11.15.(Fri)	2024.11.27.(Wed)	2024.11.27.(Wed) ~ 2024.12.13.(Fri)	Affairs) • Submission via mail to: Office of International Affairs, 38 Halladaehak-ro, Nohyeong-dong, Jeju-si,
2	2024.12.16.(Mon) ~ 2025.01.10.(Fri)	2025.01.22.(Wed)	2025.01.22.(Wed) ~ 2025.02.14.(Fri)	 Jeju-do, South Korea, 63092 Submission in person CHU Office of International Affairs (from 9:00 to 17:00, except for Saturdays, Sundays, and holidays) An acceptance letter (official admission notification) will be issued along with admission result announcement.
3	2025.01.13.(Mon) ~ 2025.02.25.(Fri)	Individual notification	Individual notification	 The certificate of admission will be issued after the tuition payment. Registration in person from 9:00 to 16:00 Direct payment to the school's registration office or deposit to a designated school account (Except for Saturdays, Sundays, and holidays) Students recommended by our partner universities and institutes are granted rolling admissions.

[Additional Admission]

II

Additional admission after regular admission period will be open until February 25th, 2025 (Fri.) 5 PM

* Admission schedule, department, number of students, and screening process will be announced at a later date through Office of International Affairs Homepage.

Eligibility and Requirements

Qualification Requirements Both parents and applicants are foreigners (recognition is made if both parents and students have acquired foreign nationality before the student begins the curriculum equivalent to the Korean high school curriculum) and the applicant has graduated (or is scheduled to) graduate from a high school program in Korea or abroad. A person recognized as having equivalent academic background Academic Requirements Foreigners who have completed all educational courses equivalent to elementary, middle, First-Year high school, and full education in Korea at home or abroad Only regular school courses for which a certain academic background is recognized in accordance with the laws of the country where the school is located are recognized, and academic backgrounds such as homeschooling and lifelong education courses are not eligible for application. Academic qualifications acquired through domestic or foreign qualification examinations (GED in the U.S., Canada, self-education exam in China, etc.) are not eligible for application. Cyber learning academic background is not recognized.

[Common Requirements]

- * Foreign students must satisfy at least one of the criteria regarding Korean language proficiency.
- * Applicants whose high school graduation status is pending in the period of application should receive their diploma by the end of August 2023.

* Foreign Language Proficiency Criteria

- 1. (Associate degree) ① Level 3 in the Test of Proficiency in Korean (TOPIK), ② Completion of Level 3 or higher in the Social Integration Program or acquisition of 61 points or higher in the pre-assessment, ③ Successful completion of the King Sejong Institute Korean Intermediate Level 1 course or higher
 - (Bachelor's degree) ① Level 4 in the Test of Proficiency in Korean (TOPIK), ② Completion of Level 4 or higher in the Social Integration Program or obtaining a score of 81 or higher in the pre-assessment, ③ Completion of the King Sejong Institute Korean Intermediate Level 2 course or higher
 - (Exchange students) ① Level 2 in the Test of Proficiency in Korean (TOPIK), ② Level 2 or higher in the Social Integration Program or 41 points or higher in the pre-assessment, ③ Level 2 or higher in the King Sejong Institute Korean Language Course
- 2. Minimum scores for English language proficiency tests minimum TOEFL 530 (CBT 197, iBT 71), IELTS 5.5, CEFR B2, TEPS 601 points (NEW TEPS 327 points) or other test scores of officially authorized private English language tests.
 - * If an applicant's first or official language is English, CHU waives the English proficiency test score requirement upon submission of proof (i.e. graduation certificate from an English-speaking country)
- 3. The language proficiency standard is in accordance with the foreign student visa issuance and stay guidelines.
- 4. Government scholarship or foreign government scholarship recipients should meet the selection criteria of the given year.
- 5. Applicants that majored in Korean language for 2 years or attended class conducted in Korean language in overseas schools needs to submit proof(i.e. transcript, proof of enrollment, certificate of graduation) to be exempt from meeting language requirement.
- 6. In the selection of glocal convergence talent, the language proficiency criterion is replaced by proof of employment.
- 7. If you hold a visa that allows study abroad activities other than a student visa (D-2), you will be subject to deliberation by the Foreign Admissions Screening Management Committee.
- * Official test scores issued within the last 2 years of the application deadline will be considered valid for the purpose of the transfer application.

Schools	Majors	Years of Completion	Degree	Admission Quota	
School of Nursing	Dept. of Nursing ★	4 years	4 year Bachelor's	As many as xx	
	Dept. of Clinical Laboratory Science				
	Dept. of Radiologic Technology				
School of	Dept. of Physical Therapy				
Health Sciences	Dept. of Occupational Therapy	3 years	3 year Associate	As many as xx	
Ocicirees	Dept. of Emergency Medical Technology				
	Dept. of Health Administration				
School of Biotechnology	Dept. of Equine Resources and Management	4 years	4 year Bachelor's	As many as xx	
& Resources	Dept. of Equine Science	0 110000	O waan Aggariata	λα ποριι οα τιι	
	Dept. of Environmental Horticulture	2 years	2 year Associate	As many as xx	
	Dept. of Hotel Management ★ Dept. of Hotel & Restaurant				
	Management ★	4 years	4 year Bachelor's	As many as xx	
International	Dept. International Business & Accountancy ★				
School of	Dept. of Tourism Management				
Tourism and	Dept. of Tourism and English				
Hospitality	Dept. of Tourism and Japanese	2 years	2 year Associate	As many as xx	
	Dept. of Tourism and Chinese	Z ycars	Z year 71330clate	713 many as ax	
	Dept. of Hotel Culinary Arts ★				
	Dept. of Leisure Sports				
Calada	Dept. of Social Welfare	4 years	4 year Bachelor's	As many as xx	
School of Social	Dept. of Social Welfare	0	0		
Welfare	Dept. of Social Welfare Administration	2 years	2 year Associate	As many as xx	
	Dept. of Early Childhood Education	3 years	3 year Associate		
	Dept. of Broadcasting, Film, and				
School of	Information Technology Dept. of Artificial Intelligence	4 years	4 year Bachelor's	As many as xx	
Information Technology	Engineering ★				
and	Dept. of Architectural Design	3 years	3 year Associate	As many as xx	
Architecture	Dept. of Computer Information	2 years	2 year Associate	As many as xx	
	Dept. of Computer Multimedia	Z ycars	•	713 many as ax	
School of	Dept. of Industrial Design ★	4 years	4 year Bachelor's	As many as xx	
Arts	Dept. of Music	2 years	2 year Associate	As many as xx	
	Dept. of Beauty Art	2 , 501 0	2 , 501 1100001010	113 many as AA	

- ★ Indicates the departments that operate two tracks (Korean, English).
- ♦ Operation of admissions process for international students and glocal convergence talent Operation of departments [Residence Status: Specified Activities (E-7). Non-professional employment (E-9), visiting employment (H-2) only]
- * Each department will offer admissions according to its capacity within the quota.
- ** Residence status for studying abroad: Those who are capable of studying abroad within the scope that does not infringe on the purpose of stay corresponding to their qualifications
- st Admission to Nursing major is only available for the spring semester.

	번호	구 분	비고
	1	Official application form	Download the form from the CHU homepage, Office of International Affairs
	2	Personal statement and records of school attendance	Download the form from the CHU homepage, Office of International Affairs
	3	ID card and Documents verifying foreign nationality	Alien registration card (for those residing in Korea), relevant nationality identification card Submit a copy of your passport or citizenship, depending on your domestic or overseas stay (inquire at the Office of International Affairs)
	4	High school graduation, and transcript(s) [Validity period of 6 months from the date of issuance]	Applicants who submit prospective graduation certificate must submit an official high school graduation certificate before entrance. (*Apostille or consular notarization required * Please refer to the information below regarding the issuance and submission of documents)
	5	Certificated or documents about Korean/English proficiency	Submit as notified (Only rights within 2 years of application submission date are recognized) * Substitution or exemption depending on residency status and selection process
	6	Applicable national identification card (father, mother)	A translated and notarized copy of your passport or nationally issued ID card
Submission Documents	7	Family relationship certificate (applicant oriented)	Any official certificate that proves family relationship (between the applicant and parents) issued by government authorities. (However, if there is no official national family relationship certificate or if both parents and the applicant are listed on one certificate, additional official national documents such as a birth certificate must be submitted to prove the family relationship between the applicant and the parents.) • If there is a need to prove matters such as parental divorce, death, remarriage, single motherhood, etc., submit relevant documents. Example) Divorce certificate, death certificate, single parent certificate, etc.
	8	Financial evidence Applicant's or the parents' Bank Statement with outstanding balance of KRW 16 million won. (Based on residence guidelines, admission to a higher level course at the affiliated university costs KRW 8 million)	*Issued within the last 3 months before the application deadline. *If documentation can be provided, balance should have be maintained more than 6 months period. *Additional information can be submitted in accordance with the visa issuance and residence issuance guidelines.
	9	Financial affidavit	A designated form in the appendix
	10	Health examination result certificate of tuberculosis, and hepatitis B	Only certificates issued by hospitals recognized by the Korean Consulate General or the consular in the area of origin (* Limited to students arriving from overseas - submitted during visa processing)
	11	Certificate of translation	If applicable

^{*} If you have a status other than a student visa that allows you to study abroad, you can be exempted from (8), (9), (10)

* Materials should be filed in the numerical order above.

[Important notes for issuance and submission of documents]

- 1. Any document in other languages than Korean must be translated in Korean and certified by the translator (no need for notarization).
- 2. In principle, documents shall be submitted in the original form, but copies may be submitted in unavoidable circumstances. However, in that case, the original reference shall be verified by the receptionist of the office of international affairs of this school.
- 3. If the applicant's name does not match on all documents, he or she must submit official certification to prove that those names are used for the identical person.
- 4. The university may request additional documents, if necessary.
- 5. Applicants should submit transcripts and (pending) diploma to Office of International Affairs at CHU before the entrance date and failure to do this without any valid reason can cause admission cancellation.
- 6. Applicants can submit their previous university graduation (prospective) certificate or transcripts by following options
 - (However, documents cannot be issued by following options due to domestic circumstances of the country concerned, please contact Office of International Affairs)
 - 1) documents legalized with apostille stamps
 - 2) documents certified by or consular office in the country where their school is located or authenticated by the Korean embassy.
 - 3) certificates issued by Center of School Record operated by Chinese Ministry of Education (only for applicants who acquired their degrees in China)
- 7. If a person who falsified submission documents, a person whose entry was found to be false, a person who is not eligible for application, or admitted by other improper means, his or her admission shall be canceled even after admission is approved.
- 8. The entry cannot be changed or canceled when the application is completed.



- 9. Method to legalize Chinese school records
 - 1) Issuance of Chinese Education Certification Center (CHSI): Apply to the Chinese Ministry of Education Education Certification Center (http://www.chsi.com.cn)
 - 2) Graduates of secondary vocational schools, etc. that are not issued by the China Education Certification Center (CHSI):

	Division Judging Criteria		Note
	Regular Specialized Secondary Schools	① Online publication i) Graduation certificate issued by local education authorities*: Confirmation required by the Korean consulate in China	
	Vocational High Schools	* Recognized only when authenticity can be confirmed online ② Offline issuance ('School Information Confirmation Form (Attachment 7)' must be submitted)	
middle school job school	Adult Specialized Secondary Schools	 i) Graduation certificate issued by local education authorities: Confirmation required by the Korean consulate in China ii) Graduation certificate issued by the school itself: Confirmation from the Office of Sexual Education (City Office of Education)* + Confirmation of the Korean consulate in China is required * In the case of directly-controlled cities (Beijing, Shanghai, Chongqing, Tianjin), the official name of the Office of Education is 'Education Commission' 	Choose 1
	Skilled Workers Schools	► Official website of the Ministry of Human Resources and Social Security (www.mohrss.gov.cn) Online copy* + Confirmation by Korean consulate in China * Recognized only when authenticity can be confirmed online	
Other	High School Recognized Schools	▶ Graduation certificate issued by the school + Confirmation by Korean consulate in China ** A copy of the establishment permit (business unit law certificate (事業單位法人证書) or private school license (民辦學校辦學許可证)) must be submitted (only academic education courses are recognized, notarization is not required)	

^{*} Apostille application, Consulate Legalization, Certificate of Graduation might take up to 30 days, so please prepare in advance.

Admission Process

- 1. Application will be reviewed and determined by the CHU International Admissions Assessment Committee.
- 2. An evaluation for admission will take place based on the submitted documents of the applicant's qualification, personal statement, Korean language proficiency, etc.
- 3. Applicants who do not meet the qualifications will not be admitted.

1. Submission of application materials

- A. Applicants must complete the application correctly, and they are fully responsible for any disadvantages they may incur due to errors and omissions (type in all the information).
- * It is not possible to modify or cancel the category of the application form after the application is completed, so you must fill it out carefully.
- B. Applicants cannot make multiple applications to CHU.
- C. Dual citizenship or stateless individuals are not considered as international students.
- D. Documents must be submitted at the same time as application. Submitted documents will not be returned, and documents required for visa issuance, etc., among those submitted to our school, will not be copied, so please be sure to prepare sufficient required notarized documents.
- E. Applicants must submit originals of all supporting documents. If originals cannot be submitted, copies must be checked against the originals by the issuing authorities. Any documents written in foreign languages other than Korean and English should be translated into Korean, English and be certified by the translator (no need for notarization).
- F. Admission may be rescinded if an applicant submits inaccurate, falsified, forged or falsely translated materials, even if it is discovered after admission is granted or he or she registered
- G. Contact information on the application form must be valid and available at any time. Cheju Halla University is not responsible for any circumstances that result from errors or changes of telephone numbers or addresses.
- ** Note: Applicants must report any changes of telephone numbers and address to Office of International Affairs, Cheju Halla University.
- H. Applicants can find all the information in the admissions guide on Cheju Halla University's homepage (http://www.chu.ac.kr), and CHU does not offer any personal notification.
- I. By submitting an application, applicants are assumed to consent to release of their records or qualifications to university authorities.
- J. In addition to the documents to be submitted as specified in this guideline, additional documents required to confirm facts regarding application qualifications, etc. must be submitted if requested.
- K. Other details than those discussed in this guide can be reviewed and determined by the International Admissions Assessment Committee.

2. Restrictions and prohibition regarding multiple application

A. Students accepted to other colleges (includes industrial colleges, educational colleges, community colleges) through early admissions cannot apply (irrespective of their registration to the accepted school) for regular admissions or additional admission. If students were accepted to Cheju Halla University, their admissions will be terminated due to multiple application.

3. Policies on admission failure and cancellation.

Applicants may be rejected or admission may be cancelled when a student:

- A. Does not meet required qualifications, or fail to submit application materials by deadline.
- B. Admitted based on illegal means, such as inaccurate statement, or false or forged documents.
- C. Does not register within the designated registration period.
- D. Violates restrictions on multiple application and dual registration.

4. Privacy Policy

- A. Cheju Halla University collects and uses applicants' personal information in reviewing the application.
 - Information on applicants' resident registration number, address, telephone numbers, mobile phone numbers, email addresses, etc
 - Academic records: high schools graduated, year expected to graduate or have graduated.
- B. Collected information will be used only for the purpose of admission assessment, administration, scholarship, or statistics, and will be destroyed immediately when the duration of personal information retainment is expired or after the purpose of retainment is achieved.
- C. Application can be processed only when applicants consent to the collection and use of their personal information by CHU.

VII Tuition and Fee

		Category	7			
Nationality		Tuition	Application	Remarks		
		Tuition	Fee			
People's Republi	С	RMB 15,000/semester	RMB 150			
of China Others		KMD 15,000/ Semester	KMD 130	All the departments' tuition is		
		\$ 2,500/semester		thesame.		
Admissions process for international students	People's Republic of China	10% of tuition [RMB 1,500/semester]	Exemption			
and glocal convergence talents	Others	10% of tuition [\$ 250/semester]	Exemption			

- 1. Registration Period: See the application deadlines
- 2. How to pay the tuition: Registration office on campus or wire transfer to the designated account.
- 3. Notes:
 - Accepted students will be issued tuition invoices, and they must pay the tuition on campus or transfer by the due date provided on the invoices. Applicants take all responsibilities regarding failure of payment.
 - If the tuition (deposit) is not paid within the registration period, the applicant is considered to have no intention to enroll to CHU and the admission will be rescinded.
 - Students with recommendation from affiliated universities as well as institutions might be exempted from application fees according to decision of admission committee.
 - There might be difference on invoice amount between different department.
- * Application fee is not returnable after submission.

■ Student Housing

- 1. All units in campus housing are for 4 people. All international students must reside on campus and are given priority to reserve housing.
- 2. Dormitory Fee: \(\psi 660,000 / Semester (Excluding meal, Deposit \(\psi 50,000 \) must be paid)
- * International students need to pay for 1 year's dormitory fee up front.
- * Contact the Office of International Affairs regarding identity guarantee or exceptional circumstances.

IX Insurance

- 1. In accordance with the revision of the Enforcement Rules of the National Health Insurance Act and the Ministry of Education's policy, international students will be registered as local subscribers of the National Health Insurance from March 2021.
- 2. Foreigners with health insurance(region) are required to pay their insurance premiums in advance by the 25th of the previous month, and if they fail to pay, their permission to stay, including visa extension, is restricted.
- 3. International students must maintain the health insurance during their school years.
- In case of non-subscription, there may be disadvantages in participating in school events, changing and extending visas.
- 5. Further details will be directed to the future insurance subscribers.

Cheju Halla University Application Form

* Please type.

Classifica -tion	Internation Fresh		s Ac	cadem	ic Yea	ar 20	25	* ApplicaNumbe			
	ame n in Passport)								·		
Intended Major											Dhata
	umber / sport					Gender			☐ Male ☐ Female		Photo
Country	of Birth					Nation	ality				
High	School		Year	Month	n Da	ate				Gi	raduation Year
Ado	dress	(Zip cod (Address									
	Applicant	Name			Relations the app	-	App	licant	(23)		
	Legal guardian	Name			Relations the app	ship to			(23)		
Contact Info.	Additional Contact Information	Name		Relationship to the applicant (3)							
	Home	7 7									
	E-mail Address	@									
	by apply fo		ersonal i	nformatio		nal data	a, sch	ool reco			d I consent to
			-10-				(0-			ı	
	ents to sub			_	ed docum	ent acc	ordin	g to app	plicant's	s eligibility	*Stamp
To Pr	resident	of Ch	eju H	alla U	nivers	ity					Ų

Academic Record

The form must be filled completely and accurately. Please type. ☐ Male Name Date of Birth YYYY/MM/DD Gender (*As written in Passport) ☐ Female Intended Cheju Halla University School/ Department Major Date of Objects Classification Nationality Identification Number Acquisition ☐ Foreign Citizenship Applicant ☐ Foreign permanent residents Foreigner ☐ Foreign Citizenship Father ☐ Foreign permanent residents ☐ Foreign Citizenship Mother ☐ Foreign permanent residents (Schools attended) Dates written below must match dates in your official documents (such as certificate of graduation) to verify completion of more than 12 year primary and secondary education Schools Location equivalent to Accredited/ Period of Attendance Name of School Grades Korean Non-accredited education Country City system □ Accredited ☐ Non-accredited ☐ Accredited □ Non-accredited ☐ Accredited ☐ Non-accredited ☐ Accredited □ Non-accredited ☐ Accredited ☐ Non-accredited ☐ Accredited ☐ Non-accredited Total Attendance Period)months)years (Telephone (Fax) Address of School Name of School numbe Record of the English (Tel.) English last high school attended Original Original (Fax.) language language State any special circumstances that may raise questions in evaluating documents, for example skipped grades, early graduation, attendance in the third country, parents' eligibility, etc Special Circumstances ☐ Advanced ☐ Intermediate Korean ☐ Capable of simple communication ☐ Incapable Attach certificates in Korean proficiency tests or Korean language program to verify Korean language proficiency Language ☐ Advanced ☐ Intermediate English Proficiency ☐ Incapable ☐ Capable of simple communication Attach TOEFL, IELTS, CEFR, TEPS, etc to verify English language proficiency ☐ Intermediate ☐ Advanced Others (Language: ☐ Incapable ☐ Capable of simple communication

Personal Statement

* The form must be filled completely and accurately. Please type.

Name (*As written in passport)		Department Applied				
 This Personal Statement is written by me and is based on truth, my own thoughts and goals. If this personal statement is either written by someone else, based on false information, or written with a shady intention, Cheju Halla University can reject the applicant, deny the application, withdraw application, and/or limit future application to Cheju Halla University. I will cooperate when Cheju Halla University requests for any fact-check. Regarding the personal statement, I give up my rights to ask for information disclosure or public access and will not pursue those rights in the future. I certify that I agree upon above statements 						
	Applicant's Name		(Signature)			
To: President	t of Cheju Halla Univ	ersity				
1. Academic Intenti	on					
2. Academic Goals						
3. Career Goals aft	er Graduation					

Financial Affidavit

	Name (*As written in Passport)								
Applicant	Date of Birth			Gender		ale emale	Natio	onality	
	Name (*As written in Passport)								
	Date of Birth		•			Gender			lale emale
Financial	Nationality					Occupation			
Guarantor	Address						,		
	Contact Number								
	Relationship to the applicant								

I hereby certify that I agree to provide all funds to the above-named applicant for study at Cheju Halla University.

[Required Documents]

- 1. Evidence of Financial Ability: one of the following
 Bank Statement (issued within the last 1 months with more than KRW ₩ 16,000,000 won)
- 2. Certificate of employment or business registration
- 3. Certificate showing legal payment of property tax

20 . . .

Name of Financial Guarantor: _____(Signature)

To President of Cheju Halla University

- \square Details on financial evidence \square
 - When applicant sponsors him/herself: Attach only a bank statement with deposit balance.
 - When applicant's family guarantees him/her: Attach a bank statement with deposit balance and a document to prove family relationship.
 - Otherwise, when a financial guarantor who resides in Korea sponsors: Attach all the documents above.

Certificate of Translation (Translator)

Translator's			
personal			
information			
Nationality	Name	Date of Birth	Gender
		Contact (🕿)	
Address			
* Short-term visi	tors not registered in Korea (or illegal aliens in Kore	a are not
qualified to translate		-	
Personal			
Information of the Applicant			
Nationality	Name	Date of Birth	Gender
Translated			
Documents			
I hereby certify that the	attached translation is true to the ori	ginal.	
	0.0		
	20 .		
	Translator:		
	To Minister of J	ustice	

Agreement on the Collection and Use of Personal Information

《In order to support and manage international students, personal information is collected and
used and never used for any other purpose.»
1. Information Recipient: Cheju Halla University Office of International Affairs
2. Purpose of use by recipient:
- Recruitment of international students
- Management of international students: On-campus academic records and residence
affairs, application for alien registration card, application for part-time employment,
health insurance
- Documents required to maintain international students: insurance, scholarship, dormitory,
language ability score, academic background check
3. What you provide
- Regarding recruitment of international students: Passport information, language ability
score (English/Korean), bank balance certificate of applicant/guarantor, family relation
certificate, academic background, telephone number, address, e-mail address
- Regarding management of international students: passport information, eligibility for stay, telephone
number, address, e-mail address, work information, medical records, school information
(college, department, grade, grade), insurance information
4. Period of Retention and use by recipient: During the school year
5. Disadvantages in case of non-agreement (limited to the relevant person)
- Restrictions on academic records and college life counseling, part-time employment
applications, and visa qualification extension and change counseling, etc.
I agree to provide personal information to third parties. \Box I agree \Box I disagree

20 . .

Name: (signature)

(Applied) Department:

To Vice President of International Affairs

Cheju Halla University