

Spring Semester 2026
Admissions Guide for
International Students



Cheju Halla University

I Admission Procedure

Division	Application and materials Submission	Admission Notification and Acceptance Letter	Registration	Remarks
Regular recruitment	2025.11.03.(Mon) ~ 2025.12.05.(Fri)	2025.12.17.(Wed)	2025.12.17.(Wed) ~ 2026.01.07.(Wed)	- Admission Guide and Application Form - available at Office of International Affairs of CHU Homepage (www.chu.ac.kr ☞ Office of International Affairs) - Submission via mail to: - Office of International Affairs, 38 Halladaehak-ro, Nohyeong-dong, Jeju-si, 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.
Autonomous recruitment	2025.12.22.(Mon) ~ 2026.02.09.(Mon)	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]

Additional admission after regular admission period will be open until 5 PM, February 9th, 2026 (Mon.).

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

II Eligibility and Requirements

	Qualification Requirements
	Academic Requirements
First-Year	- 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. - Foreigners who have completed all educational courses equivalent to elementary, middle, 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 February 2026.

※ **Criteria for Foreign Language Proficiency**

1. Standards for Korean Language Proficiency:

Note	Korea Immigration & Integration Program (KIIP)	Test of Proficiency in Korean (TOPIK)	CHU Korean Language Education Center*
Associate Degree	Completed Level 2 or higher, or scored 41+ on the placement pre-test	Level 2 or higher	Completed ≥ 1 year
Bachelor's (Advanced Major)	Completed Level 4 or higher, or scored 81+ on the placement pre-test	Level 4 or higher	Completed ≥ 2 years

* CHU Korean Language Education Center: Refers to Korean language education centers designated and operated by Cheju Halla University, including overseas King Sejong Institutes; language institutes/Korean programs established at partner universities; overseas global centers; and linked Korean programs offered in collaboration with the language education centers of three universities in Jeju Province.

2. Standards for English Language Proficiency :

a. Minimum scores for English language proficiency tests 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, requirement of the English proficiency test score will be waived upon submission of proof (i.e. graduation certificate from an English-speaking country)

b. When applying as a candidate from a partner institution or through the university's special admissions track, the provisions of the agreement (MOU) or the admissions criteria will be applied.

3. Standards for Other Language Proficiency :

a. Admissions are subject to review by the Admissions & Screening Committee for International Student in compliance with the "Guidelines of Standard Administrative Procedures for International Students and Language Trainees" (Ministry of Education) and the "Guidelines on Visa Issuance and Stay Management for International Students" (Ministry of Justice).

b. Applicants with Korean Government Scholarship (GKS) and foreign government-sponsored scholarships will be subject to the selection criteria and guidelines for the relevant year.

c. Requirement of the language proficiency for applicants with the Global Convergence Talent track will be replaced with a Certificate of Employment.

d. Applicants holding a visa (that still permits study activities) other than a D-2 are subject to review by the Admissions & Screening Committee for International Student.

※ **Official test scores issued within the last 2 years as of the application deadline will be considered valid.**

III Fields of Study and Admission Quota

Schools	Majors	Years of Completion	Degree	Admission Quota
School of Nursing	Dept. of Nursing	4 years	Bachelor's	As many as xx
School of Health Sciences	Dept. of Clinical Laboratory Science	3 years	Associate	As many as xx
	Dept. of Radiologic Technology			
	Dept. of Physical Therapy			
	Dept. of Occupational Therapy			
	Dept. of Emergency Medical Technology			
	Dept. of Health Administration			
International School of Tourism and Hospitality	Dept. of Hotel Management	4 years	Bachelor's	As many as xx
	Dept. of Hotel & Restaurant Management			
	Dept. International Business & Accountancy			
	Dept. of Tourism Management	2 years	Associate	As many as xx
	Dept. of Hotel Culinary Arts			
	Dept. of Leisure Sports			
School of Social Welfare	Dept. of Social Welfare	4 years	Bachelor's	As many as xx
	Dept. of Social Welfare	2 years	Associate	As many as xx
	Dept. of Early Childhood Education	3 years		
School of Information Technology and Architecture	Dept. of Broadcasting, Film	4 years	Bachelor's	As many as xx
	Dept. of Artificial Intelligence Engineering			
	Dept. of Industrial Design			
	Dept. of Architectural Design	3 years	Associate	As many as xx
	Dept. of Computer Information	2 years	Associate	As many as xx
	Dept. of Computer Multimedia			
School of Biotechnology & Resources	Dept. of Equine Resources Management	4 years	Bachelor's	As many as xx
	Dept. of Equine Management Science			
	Dept. of Environmental Horticulture	2 years	Associate	As many as xx
School of Humanities and Arts	Dept. of Music	2 years	Associate	As many as xx
	Dept. of Beauty Art			
	Dept. of Tourism and English			
	Dept. of Tourism and Japanese			
	Dept. of Tourism and Chinese			

- ※ Each department will offer admissions according to its capacity within the quota.
- ※ Admissions procedures for applicants of the English Track or Professional Programs will be proceeded based on the finalized curriculum and the number of applicants. If the admissions process is not completed due to insufficient enrollment or curriculum changes, the application can be canceled.
- ※ Qualification of residence status for studying abroad is limited to those who are capable of studying abroad within the scope that does not infringe on the purpose of stay which they eligible.
- ※ Admission for Department of Nursing is only available for the spring semester.
- ※ The Global Convergence Talents track for international students is currently only available for the Korean track.

IV Application Materials

	번호	구 분	비 고
Submission Documents	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
	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 ⑥,⑦,⑧, ⑨,⑩, and ⑪

※ The required documents 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 (notarization is not required).
2. Original documents must be submitted in principle but copies may be submitted in unavoidable circumstances. However, in such cases, copies must be verified against the originals by the Office of International Affairs at CHU.
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. High school graduation (or expected graduation) certificates and transcripts must be submitted using one of the three methods below.

(However, if the documents cannot be issued using one of the three options listed below due to domestic circumstances of the country concerned, please contact Office of International Affairs)

- 1) Apostille-certified documents proving academic degrees.
- 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-application information 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. Once application is completed, application information cannot be changed or cancelled..

1) Apostille

2) Consular authentication

3) Chinese degree legalization



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
middle school job school	Regular Specialized Secondary Schools	① Online publication i) Graduation certificate issued by local education authorities*: Confirmation required by the Korean consulate in China * Recognized only when authenticity can be confirmed online	Choose 1
	Vocational High Schools	② Offline issuance ('School Information Confirmation Form (Attachment 7)' must be submitted) i) Graduation certificate issued by local education authorities: Confirmation required by the Korean consulate in China	
	Adult Specialized Secondary Schools	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'	
	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 (事業單位法人證書) or private school license (民辦學校辦學許可證)) 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.

V

Admission Process

1. Application will be reviewed and selected by the Admissions & Screening Committee of CH for International studentsU.
2. An evaluation for admission will take place Applicants will be selected based on a comprehensive evaluation of submitted documents, includingbased on the submitted documents of the ap applicant's qualification, personal statement(statement of purpose: SOP), test scores of language proficiency(Korean and foreign), etc.
3. Applicants who do not meet the qualifications will disqualified.

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

▶ Application fee: 20,000 (KRW)

▶ Tuition fee:

Schools	Majors	Tuition Fee (KRW)		Schools	Majors	Tuition Fee (KRW)	
		First Semester	Second Semester and Beyond			First Semester	Second Semester and Beyond
School of Nursing	Dept. of Nursing	3,154,000	2,979,000	School of Information Technology and Architecture	Dept. of Broadcasting, Film	3,075,000	2,900,000
School of Health Sciences	Dept. of Clinical Laboratory Science	2,954,000	2,779,000		Dept. of Artificial Intelligence Engineering	3,075,000	2,900,000
	Dept. of Radiologic Technology	2,954,000	2,779,000		Dept. of Industrial Design	3,075,000	2,900,000
	Dept. of Physical Therapy	2,954,000	2,779,000		Dept. of Architectural Design	2,954,000	2,779,000
	Dept. of Occupational Therapy	2,954,000	2,779,000		Dept. of Computer Information	2,271,000	2,096,000
	Dept. of Emergency Medical Technology	2,954,000	2,779,000		Dept. of Computer Multimedia	2,271,000	2,096,000
	Dept. of Health Administration	2,954,000	2,779,000				
International School of Tourism and Hospitality	Dept. of Hotel Management	3,075,000	2,900,000	School of Biotechnology & Resources	Dept. of Equine Resources Management	2,755,000	2,580,000
	Dept. of Hotel & Restaurant Management	3,075,000	2,900,000		Dept. of Equine Management Science	2,755,000	2,580,000
	Dept. International Business & Accountancy	3,075,000	2,900,000		Dept. of Environmental Horticulture	2,675,000	2,500,000
	Dept. of Tourism Management	2,271,000	2,096,000	School of Humanities and Arts	Dept. of Music	2,706,000	2,531,000
	Dept. of Hotel Culinary Arts	2,494,000	2,319,000		Dept. of Beauty Art	2,700,000	2,525,000
	Dept. of Leisure Sports	2,595,000	2,420,000		Dept. of Tourism and English	2,271,000	2,096,000
School of Social Welfare	Dept. of Social Welfare	3,075,000	2,900,000		Dept. of Tourism and Japanese	2,271,000	2,096,000
	Dept. of Social Welfare	2,483,000	2,308,000		Dept. of Tourism and Chinese	2,271,000	2,096,000
	Dept. of Early Childhood Education	2,483,000	2,308,000	※ The above registration fee may change according to school regulations.			

■ The Global Convergence Talent Selection for International Students is applied at 10% of the international student tuition, and the Application fee is waived.

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.

VIII 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: ₩1,440,000 / 6 Month (Excluding meal, Deposit ₩50,000 must be paid)
- ※ Based on ₩8,000 per day.
 - ※ 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.

X Scholarship

Cheju Halla University "STUDY IN JEJU Scholarship" (Scholarship Amount: 30% to 100% of Tuition Fee)

1. RISE Scholarship
 2. Korean Language Proficiency Scholarship
 3. Academic Merit Scholarship
 4. Halla Scholarship
 5. Work-Study Scholarship
- ※ All scholarships are awarded within the range of 30% to 100% after review by the university's Scholarship Review Committee.

X 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.
4. 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.

Application Form

* Please type.

Classifica- -tion	International Students Freshman	Academic Year 2026				* Application Number:			
Name (*As written in Passport)							Photo		
Intended Major									
ARC Number / Passport					Gender	☐ Male ☐ Female			
Country of Birth					Nationality				
High School		Year	Month	Date	Graduation Year				
Address		(Zip code) (Address)							
Contact Info.	Applicant	Name		Relationship to the applicant	Applicant	(☎)			
	Legal guardian	Name		Relationship to the applicant		(☎)			
	Additional Contact Information	Name		Relationship to the applicant		(☎)			
	Home	☎							
	E-mail Address	@							
I hereby apply for admissions to Cheju Halla University with designated documents and I consent to collection and use of my personal information (personal data, school records, contact information). 20 Name _____ (Signature) Documents to submit: One for each required document according to applicant's eligibility classification. (page 3 within this booklet) To President of Cheju Halla University									
							*Stamp 		

Academic Record

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

Name (*As written in Passport)			Date of Birth	YYYY/MM/DD	Gender	☐ Male ☐ Female
Intended Major	Cheju Halla University School/ Department					
Foreigner	Objects	Classification	Nationality	Identification Number	Date of Acquisition	
	Applicant	☐ Foreign Citizenship ☐ Foreign permanent residents			. . .	
	Father	☐ Foreign Citizenship ☐ Foreign permanent residents			. . .	
	Mother	☐ Foreign Citizenship ☐ 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						
Period of Attendance	Name of School	Grades	Schools equivalent to Korean education system	Location		Accredited/ Non-accredited
				Country	City	☐ Accredited ☐ Non-accredited
						☐ Accredited ☐ Non-accredited
						☐ Accredited ☐ Non-accredited
						☐ Accredited ☐ Non-accredited
						☐ Accredited ☐ Non-accredited
						☐ Accredited ☐ Non-accredited
Total Attendance Period	()years ()months					
Record of the last high school attended	Name of School		Address of School			Telephone (Fax) numbe
	English		English			
	Original language		Original language			
Special Circumstances	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					
Language Proficiency	Korean	☐ Advanced ☐ Capable of simple communication		☐ Intermediate ☐ Incapable		
	Attach certificates in Korean proficiency tests or Korean language program to verify Korean language proficiency					
	English	☐ Advanced ☐ Capable of simple communication		☐ Intermediate ☐ Incapable		
	Attach TOEFL, IELTS, CEFR, TEPS, etc to verify English language proficiency					
	Others (Language:)	☐ Advanced ☐ Capable of simple communication		☐ Intermediate ☐ Incapable		

Personal Statement

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

Name (*As written in passport)		Department Applied	
1. This Personal Statement is written by me and is based on truth, my own thoughts and goals. 2. 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. 3. I will cooperate when Cheju Halla University requests for any fact-check. 4. 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 20 Applicant's Name _____(Signature) To: President of Cheju Halla University			
1. Academic Intention			
2. Academic Goals			
3. Career Goals after Graduation			

* Please type

Financial Affidavit

Applicant	Name (*As written in Passport)					
	Date of Birth . . .	Gender	☐ Male ☐ Female	Nationality		
Financial Guarantor	Name (*As written in Passport)					
	Date of Birth . . .	Gender	☐ Male ☐ Female			
	Nationality	Occupation				
	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

☐ Details on financial evidence ☐

- 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
Address		Contact (☎)	

※ Short-term visitors not registered in Korea or illegal aliens in Korea are not qualified to translate.

Personal Information of the Applicant			
Nationality	Name	Date of Birth	Gender

Translated Documents	
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I hereby certify that the attached translation is true to the original.
20 Translator : To Minister of Justice

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. ☐ I agree ☐ I disagree

(Applied) Department:

Name:

(signature)

20 . .

To Vice President of International Affairs

Cheju Halla University