Chung-Ang University FACT SHEET

UNIVERSITY INFORMATION

Name of University	Chung-Ang University
Available Colleges for International Exchange Program	Humanities, Social Sciences, Education, Natural Sciences, Biotechnology, Engineering, ICT Engineering, Software, Business & Economics, Art, Sport Sciences, Art & Technology
University Website	https://neweng.cau.ac.kr/index.do (CAU) https://oia.cau.ac.kr/main.php (Office of International Affairs)
Campus Location	Seoul, Anseong
Campus Map	https://neweng.cau.ac.kr/cms/FR_CON/index.do?MENU_ID=270
Course Information	More than 900 courses click here
Course Syllabus	http://cautis.cau.ac.kr/TIS/websquare/websquare.html?w2xPath=%2FTIS%2Fstd%2Fusk%2FsUskSif005_eng.xml *Please note this is only to be used as a reference. The final official syllabus will be available approximately 1 month before the beginning of lectures.
Partner Universities	Over 800 global partners as of March 2023

ACADEMIC INFORMATION

Academic Calendar

* Please note that the calendar is subject to change. All changes will be notified beforehand.

Exchange Terms	**Spring**	March ~ June (16 weeks)
	Fall	September ~ December (16 weeks)
Course Registration Periods	**Spring**	Mid-Late January (1st), Mid-Late February (2nd), The first week of March (3rd)
	Fall	Mid-Late July (1st), Mid-Late August (2nd), The first week of September (3rd)
Arrival/Dormitory Check-in	**Spring**	Late February
	Fall	Late August
Mandatory Orientation	**Spring**	Late February
	Fall	Late August
Grade Release	**Spring**	Late June ~ Early July
	Fall	Late December ~ January
Term Breaks	**Spring**	Late June ~ August
	Fall	Late December ~ February

College/School Restrictions

The following colleges and schools are restricted to degree-seeking students and therefore are not available for international exchange students.
- School of Medicine
- School of Pharmacy
- School of Nursing
- School of Law
- Graduate School *All Graduate School Programs are not available except GSIS (Graduate School of International Studies) and MBA.

Language of Instruction

English or Korean (Some courses available in Chinese, French, Japanese, German, etc.)

Credit and Grading System

	A+	A	B+	B	C+	C	D+	D	F
Percent (%)	100-95	94-90	89-85	84-80	79-75	74-70	69-65	64-60	Failure
GPA (/4.5)	4.5	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0

NOMINATION AND APPLICATION PROCESS

Nomination and Application Deadlines

Semester	Nomination Deadline	Online Application
2023 Fall (2023 Sep ~ Dec)	April 14th, 2023	April 17th – May 12th, 2023
2024 Spring (2024 Mar ~ Jun)	October , 2023 (TBD)	November, 2023 (TBD)

Before Application

Formal nomination sheet that the partner university (office in charge of International Exchange) receives from Chung-Ang University must be filled out and sent back by email to the Office of International Affairs (OIA) at Chung-Ang University until the nomination deadline. In other words, students must first be nominated by the office in charge of International Exchange at their home universities in order to apply for CAU's exchange program.

Application Procedures

1. Be nominated by home university's International Exchange Office

Nomination from partner should be sent to inbound@cau.ac.kr using the CAU nomination form.

2. Submit Online Application

The nominated student approved by CAU and the partner university should fill out and submit an online application at:
https://mportal.cau.ac.kr/std/uhs/sUhsExs002/index.do
* Please note that the above online application web page will only be available during the Online Application period.
* The online application system has been designed for Google Chrome, although it should be compatible with other browsers. If your student is not able to complete the online application using a different browser, we recommend that they complete the application using Internet Explorer.

* **Required Additional Documents** for our Online Application system (All documents should be written in English. Please scan the documents and upload the files onto the online application system. Please double-check that the scanned file is legible.)

1)	Original Copy of Official Academic Transcript from Home University	Non-OECD Nationalities	Please ask your home university's International Office to send the original copy certified with CHSI (for China ONLY), Apostille or Consul via courier to CAU.
		OECD Nationalities	Bring the original copy together with you and submit the document to OIA within 2 weeks from the start of the semester.
		**IMPORTANT: Even if the student is studying at OECD countries, if the student's nationality is from Non-OECD MUST submit the original transcript with one of the above certifications.	
2)	Valid Copy of Passport	All information, including personal information and the code on your passport should be shown on the scanned page. Also, the expiry date should cover the whole study period. Invalid passports can lead to visa issuance problems.	
	Original Copy of Financial Statement	Non-OECD Nationalities	Please ask your home university's International Office to send the original copy via courier to CAU.
		OECD Nationalities	Bring the original copy together with you when entering Korea and submit the document to OIA within 2 weeks from the start of the semester.

			****IMPORTANT:** Official document provided by the bank. Other documents are not allowed. We recommend that your financial statement clearly states the USD equivalent of your bank balance. a. Financial statement issued within 30 days from the date of application. b. For exchange students, more than 12,000 USD in balance for one year / 6,000 USD in balance for one semester) c. For fee-paying students, more than 20,000 USD in balance for one year / 10,000 USD in balance for one semester * The required amount is subject to change according to the actual living cost every year. * If your home university pays for your tuition fee to CAU, then you only need to submit your financial statement based on the exchange students' standards. * If the financial statement is not under your name, you must attach a letter from the bank account holder, together with the document. Please make sure the letter includes name and relationship with the student and states that he/she will be financially responsible for the student's expense during the study period here at CAU.
	4)	Digital Passport-size Photo (Image File)	With the following specifications (upload through online application) a. Size: 3.5cm x 4.5cm b. Color photograph of face, front view, on white background, taken within the past six months
	※ The Certificate of Admission will not be issued in the absence of any of the above documents.		
	3. Receive a Certificate of Admission and Business Registration certificate from CAU		
	4. Use the documents that you received to obtain a D-2 visa		
Acceptance and Visa Procedures	**After being accepted by CAU, students are responsible for obtaining their own visas.** Students must contact and visit the Korean embassy or consulate in their home countries in order to apply for visa. Please keep in mind that students will need to prepare the necessary documents – visa application form, passport, etc. – for themselves beforehand. * For students from the following 26 countries, you may be requested by the consulate to prepare additional documents regarding your financial situation: Bangladesh, Cameroon, China, Egypt, Ethiopia, Ghana, Guinea, Kazakhstan, Kyrgyzstan, India, Indonesia, Iran, Mali, Mongolia, Myanmar, Nepal, Nigeria, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uganda, Uzbekistan, Vietnam		
About Student Visa (D-2)	1. All students should arrive in Korea with a valid Student Visa (D-2). Students must obtain their Student Visa (D-2) at least one month before the semester begins. Without a proper Student Visa (D-2), students cannot study at CAU. 2. Please do **not** use your Student Visa (D-2) to travel to Korea before the semester starts and go back to your home country (or to a third country), since the Student Visa (D-2) is for single-entry. If you want to come earlier and travel with your Student Visa (D-2), you cannot leave Korea until you create your RC (Registration Card). 3. You should come to CAU using a Student Visa, not a Tourist Visa. You cannot change the Tourist Visa to a Student Visa (D-2) in Korea. 4. After arrival, students must create a RC (Registration Card). The RC is mandatory to all exchange students and it acts as a legal permit, which allows students to live in Korea for their entire study period, as well as exit and enter the country freely. Students wishing to leave the country after arrival must book their RC appointment at the Immigration Office in advance of leaving the country so that they can gain re-entry permission. CAU offers an option to apply the RC as a group so the students do not have to make an appointment and visit the Immigration. It takes about 4 – 6 weeks to receive the RC. 5. Students should leave Korea within 30 days of the semester-end date, regardless of the expiration date of RC. *The RC may be valid for 1 or 2 months after the semester ends, however, since the OIA terminates the Student Visa (D-2) on the last day of each semester, those students who are not proceeding to the second exchange semester SHOULD depart within 30 days from the last day of the semester.		
Arrival Date	Arrival dates may be subject to change due to the COVID-19 and dorm policies. Students who arrive earlier than the official move-in date of the on-campus dormitory will need to arrange their own accommodations until they can move-in. We will inform you of the exact move-in dates after you are accepted, via notices and emails.		

Dormitory Application

*The date is subject to change

Application Period	Spring	TBD
	Fall	26th – 28th June

All students who wish to live in the dormitory should apply through the online application page. We will send a link for the dormitory application to all students when the dates are fixed.
It is a first come, first served basis. Make sure that you do not miss the application period and time since the dormitory availability is very limited and competitive.
If a student wants to cancel the application for the dormitory, they need to **give a notice at least three weeks before the beginning of the semester** by emailing inbound@cau.ac.kr. If a student cancels their dormitory application after this time period, they may still need to the pay the dormitory fee (depending on the dormitory's refund policy).
A TB (tuberculosis) Test result in English, taken within 2 weeks before a student's move-in date to the dormitory is also required. The test should include your name, hospital/clinic name, date of the test, and test results in English (if this is not possible, an English translation should be provided). The test can be conducted in the form of a skin test, blood test, or X-ray. Please bring the original test result to your dormitory move-in.

Off-Campus Housing

If a student wishes to live off-campus, they are required to find and obtain an accommodation themselves before coming to Korea. It is the sole responsibility of the student to communicate with the landlord. For your reference, we provide some off-campus housing information as below:

Company Name	Link
Ziptoss (집토스)	https://ziptoss.com (Korean) https://ziptoss.com/en (English) https://ziptoss.com/zh (Chinese)
Nestpick (네스트픽)	https://www.nestpick.com/seoul/ (English)

* CAU is not affiliated with the above companies, and we do not guarantee anything about those residences.
* To find more information about off-campus housing check out this blog post: https://cauexchange.blog/2019/03/29/off-campus-living-101-tips/

Tuition and Dormitory Payment

Fee paying students must pay the tuition in full to CAU by the second week of the semester. The dormitory fee must be paid in full during the announced dorm payment period for exchange students. The exact period will be released at a later date and students will be informed by email. Students should contact their home bank and make arrangements in advance for transfers or withdraw the necessary amount needed to complete their payment on time. **Late payments are unacceptable.** Also, the dorm office will not accept the overseas payment so please make sure the student can withdraw the enough amount to pay for the dorm. Only domestic transaction is acceptable for the dorm fee and OIA will give information on how to make a domestic transaction together with the payment period via email.

Courses Offered in English

Please refer to the link below - a list of courses offered in English (from Fall 2022 to Spring 2023).
Academic Year 2023 Courses Offered in English (Spring 2023).pdf
*Please note this is only to be used as a reference. The final official list of courses will be available through the online course registration system (portal system) approximately 1 month before the beginning of lectures.

Course Registration Restrictions

Students may take courses from different departments and colleges with certain restrictions. The following are the restrictions students should be aware of regarding course enrollment:
1. During the first course registration period, all other majors **CANNOT** enroll in **business courses and art courses**. Business majors can enroll in courses all majors, except art courses. This is due to the high competition in the business department.
2. Only art majors can enroll in art courses during all three course registration periods.
3. Exchange students who would like to take courses in the School of Architecture and Building Science (College of Engineering): 1) Should be majoring in the similar major in their home universities 2) Should have taken the prerequisite courses if required by CAU 3) Their home university has to be accredited for Architecture / Architectural Engineering.
* If you enroll into courses incorrectly, you will be notified by email before the semester starts.

National Health Insurance Service

According to a change in national policy, all international students are subject to a mandatory subscription to the National Health Insurance Service (NHIS), which is operated by the Korean government. This means that students will be automatically subscribed to the NHIS, even if they do not apply. The NHIS will be active once your registration number is issued. Also, a bill will be sent to each student's Korean address after their Registration Card is made. This address would be the one they use when applying for their Registration Card.
Students with NHIS will have the same benefits as Korean citizens, including dental and oriental medical treatment, health checkups, etc. There will be restrictions on health insurance benefits, visa extension, etc., if the fee is unpaid. In other words, students will not be able to extend their

	study period at CAU. Since the fee is relatively high (approximately 70 USD per month), students can choose to obtain other private insurance plans in their home country before coming to Korea. However, this would mean they would be deliberately choosing to ignore Korea's national policy, and they will face the disadvantages mentioned above. For all inquiries, students should visit the NHIS website, or contact the NHIS Customer Service (1577-1000, dial 7 for informational in foreign languages) or NHIS Foreign Language Consultation (033-811-2000) after arriving in Korea. ***All exchange/visiting students are responsible for National Health Insurance Service payment for themselves. The OIA will not financially support any student in case of accidents or injuries.**

Chung-Ang University USEFUL Information

Contact person

* Staff at Office of International Affairs, Chung-Ang University

Prof.	Hyungil Kwon	Dean of International Affairs
Mr.	J. B. Shin	Director
Mr.	Ainsworth Lee	Coordinator, International Admission for Graduate School
Mr.	Hyun-Jun Kim	Coordinator, International Students Program
Mr.	Yong-hwa Jang	Coordinator, International Admission for Undergraduate Program
Ms.	Dong Young Lee	Coordinator for Inbound & Outbound Exchange Program / MOU & Partnership(Africa, Europe, Mainland China, Hong Kong, Macau, Taiwan)
Ms.	Jain Rhee	Coordinator for Planning & General Affairs
Ms.	Kyoungbin Lee	Coordinator for Outbound Exchange Program / MOU & Partnership(North & South America, Oceania, Asia)
Ms.	Seoyoung Kim	Coordinator for Inbound Exchange Program/ MOU & Partnership(Africa, Europe, Mainland China, Hong Kong, Macau, Taiwan)
Ms.	So-yeon Noh	Assistant Coordinator for International Students Admission
Ms.	Sae-rom Hwang	Assistant Coordinator for International Students Program
Ms.	Cai-Zuan Wang	Assistant Coordinator for International Students Program
Ms.	Hyunjung Bae	Assistant Coordinator for International Students Program (Anseong Campus)
Ms.	Hyo-eun Kim	Assistant Coordinator for Outbound Exchange Program
Ms.	Gina (Ye Jin) Yang	Assistant Coordinator for Inbound Exchange Program
Mr.	Arvin John Modino	Student Advisor for Inbound Exchange Program
Ms.	Sujung Kang	Assistant Coordinator for Graduate International Students Admission

Address: Office of International Affairs (Bldg.#310, Room#210), CHUNG-ANG UNIVERSITY, 84 Heukseok-ro, Dongjak-gu, Seoul, Republic of Korea (Postal Code: 06974)
Phone: +82-2-820-6572/6742/6273
Fax: +82-2-813-8069
Email: inbound@cau.ac.kr (Inbound Exchange Student Matters)
outbound@cau.ac.kr (Outbound Exchange Student Matters)
international@cau.ac.kr (Partnership, protocol and general matters)

Number of Exchange Student(s) to CAU	Approximately 500 per semester

<table>
<tr><td>Colleges available for International exchange students</td><td>We accept exchange student(s) at the undergraduate level, and to GSIS (Graduate School of International Studies) & MBA for the graduate level.
GSIS is only available to graduate level exchange students studying the following subjects at their home university; business, economics or international relations.
MBA is only available to graduate level exchange students studying the following subjects at their home university; business administration, economics.</td></tr>
<tr><td>Duration of exchange</td><td>One ‘OR’ two semesters</td></tr>
<tr><td>G.P.A. Requirements</td><td>Minimum 2.0 / 4.5 for the whole semester
- G.P.A. Conversion Table
<table>
<tr><td>Scale</td><td>10</td><td>4.5</td><td>4.3</td><td>4.0</td><td>100 (percentage)</td></tr>
<tr><td>Minimum score</td><td>4.4</td><td>2.0</td><td>1.8</td><td>1.5</td><td>75</td></tr>
</table>
* The table follows the commonly-used G.P.A. conversion standard.
However, CAU does not have strict G.P.A. requirements. Students nominated by their home universities will be deemed qualified.</td></tr>
<tr><td>Language Requirements</td><td>None required. However, a good knowledge of English or Korean is recommended, especially for graduate level students – must be able to take university level courses in either English or Korean.
Suggested level for graduate exchange students: Equivalent to TOEFL(IBT 80 PBT 550 CBT 210), IELTS 5.5, TEPS 550.</td></tr>
<tr><td>Length of One Class</td><td>50 minutes or 75 minutes
50 min × 3 classes per week or 75 min × 2 classes per week for three (3) credit courses
50 min × 2 classes per week for two (2) credit courses</td></tr>
<tr><td>Minimum and Maximum Credits</td><td>Minimum and Maximum credits may vary for each student within the following limit:
- 3-19 credits per semester (Undergraduate)
All Exchange students can register for courses within their maximum and minimum limits, but should firstly consult and gain permission on the required course load from their home university’s coordinator.
- 3-9 credits per semester (Graduate)
Graduate level students are not allowed to take any undergraduate-level courses.
* Students should confirm the minimum course load they are required to take with their home university.

※ Please note it is with the home university’s decision on the conversion ratio of CAU credits to ECTS.</td></tr>
<tr><td>Intensive Korean Courses (Fee-paying program)</td><td>Seoul Campus: 16 Korean courses of 3 different levels are available.
Anseong Campus: 2 Korean courses of 1 level is available.
Both campuses provide an ideal setting for those who want to study Korean language and culture together with other academic courses. Courses are divided into 2 time slots (9:00 ~ 13:00 and 13:00~17:00). The time slot will be decided according to the level of the student.
International exchange students can take these courses for a 25% discounted fee. Since it is not a regular course, it does not bear academic credits.
* Students should contact CAU’s Institute of Language Education for details</td></tr>
<tr><td>Estimated Cost of Living Per Semester</td><td>Housing(Dorm) $1,300
Meals $700
Transportation $600
Books and Supplies $200
Personal Expenses $1,500
Total $4,300</td></tr>
<tr><td>CAU Global Ambassador</td><td>The Office of International Affairs organizes a ‘GLAM’ buddy program (staffed by Korean student volunteers) to help international students adjust to life in Korea.</td></tr>
<tr><td>Scholarship</td><td>Potential candidates for student scholars or internships will be contacted via email.
* Recipients of scholarship may be requested to proactively participate in particular activities or online classes of the exchange program.</td></tr>
<tr><td>Dormitory Fee</td><td>- Seoul Campus: $1,300 USD for one semester (estimated rate)
- Anseong Campus: $850 USD for one semester (estimated rate)</td></tr>
<tr><td>Date of Issue for Academic</td><td>Physical copies of students’ transcripts will be sent via courier to the International Office at the students’ home universities. For Spring semester students, their transcripts will arrive at their home university in July ~ August.</td></tr>
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Transcript	For Fall semester students, their transcripts will arrive at their home university in January ~ February.

Visit our Instagram cau_glam or contact us via email for more information!