Chung-Ang University FACT SHEET (Spring 2020)

UNIVERSITY INFORMATION

Name of University	Chung-Ang University
Campus Location	Seoul, Anseong
Available Schools and Colleges for International Exchange Program	Seoul Campus: Humanities, Social Sciences, Education, Natural Sciences, Engineering, ICT Engineering, Software, Business & Economics Anseong Campus: Biotechnology & Natural Resource, Sport Sciences Seoul or Anseong Campus: Art (depending on the major)
University Website	https://neweng.cau.ac.kr/index.do (CAU) https://oia.cau.ac.kr/20150504/eng/main/main.php (Office of International Affairs)
Campus Map	https://neweng.cau.ac.kr/cms/FR_CON/index.do?MENU_ID=270
Exchange Students Blog Web Page	https://cauexchange.blog/
Course Information	Over more than 900 courses click here
Course Syllabus	http://cautis.cau.ac.kr/TIS/websquare/websquare.html?w2xPath=%2FTIS%2Fstd%2Fusk%2FsUskSif005_eng.xml
Partner Universities	Over 500 global partners as of September 2019 click here

ACADEMIC INFORMATION

Academic Calendar

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

School/College Restrictions

The following schools and departments 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
2020 Spring (2020 Mar ~ Jun)	October 31st, 2019	November 4th ~ November 15th, 2019
2020 Fall (2020 Sep ~ Dec)	April 30th, 2020	May 4th ~ May 15th, 2020

Before Application

A formal nomination (sent by the office in charge of International Exchange) must be sent online to the Office of International Affairs (OIA) at Chung-Ang University by the nomination deadline. Therefore, students must firstly 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 partner university should 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.

* **Required Documents** for our Online Application system (All documents should be written in English.)

1)	Completed Online Application Form for the Exchange Program
2)	Official Academic Transcript from Home University
3)	Valid Copy of Passport: Your personal information should be shown on the scanned page, and the expiry date should cover the whole study period.
4)	Financial Statement (Official document provided by the bank, the other documents are not available) a. For exchange student, more than 12,000 USD in balance for one year / 6,000 USD in balance for one semester) b. For fee-paying student, 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.)
5)	Digital Passport-size Photo (Image File) with the following specifications a. Size: 3.5cm x 4.5cm b. Color photograph of face, front view, on white background, taken within the past six months

※ Admission letter and Dormitory application form will not be issued in the absence of any of the above documents.

6)	Signed Dormitory Agreement (if applying for on-campus housing) - found on the online application; print, sign and upload a scanned copy of it.
7)	Signed Privacy Policy: Found on the online application page. Download, read and click the "agree" button

※ The two documents below (8&9) should be sent to us by email (inbound@cau.ac.kr)

8)	**TB Test Result:** Students living in the on campus dormitory should submit a scanned copy of the test to inbound@cau.ac.kr. (The test should include your name, hospital/clinic name, date of the test, and test results in English, or if not possible, an English translation should be provided. Your email should include your full name and CAU student ID number, or your test may not be recognized. The test can be conducted in the form of a skin test, blood test, or X-ray. The test date should be from 1 months before the day of entrance

	to the dormitory. (For Fall semester – after August 1, for Spring semester – after February 1)
9)	**Insurance:** Exchange students will be able to purchase an insurance plan after their arrival to CAU. But in case you want to purchase it in your home country, please send a scanned copy of the English certificate to us at inbound@cau.ac.kr. It should be valid until the end of your study period, and has to guarantee the required amount of coverage as outlined on the Offer of Admission Letter.

* 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.

3. Receive the offer letter and Visa application number from CAU

As outlined in the following sections

Acceptance and Visa Procedures

Your visa application number will be issued after completing our review of your online application. You should visit the Korean Embassy in your country with your visa application number and passport to obtain **a student visa (D-2).** For all questions regarding the visa process, students should contact their local Korean Embassy.

Semester	Visa Application Number Issuance
Spring 2020	Mid-December, 2020 ~
Fall 2020	Mid-June, 2020 ~

* The certificate of admission will not be necessary for your visa application according to the new policy by the Korean government.

(CAU has been awarded special grants related to immigration processes, as we are included in the top 1% of Korean Universities that have been following the strict Korean Immigration regulations. A grant included in that is that students coming as exchange students are not required to provide the original copy of the letter of admission. But in the case that they do need the documents, we can send them to your home university. If possible, please make a call to the Embassy and double check on this matter. If you need them, we will send them out at the earliest possible time.)

Student Visa(D-2)

* Notes

1. All students arrive to Korea with a single-entry Student Visa (D-2) that has a period of three months. 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) for traveling 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 single-entry. If you want to come earlier and travel with Student Visa (D-2), you cannot leave Korea until you create your ARC.
3. You should come to CAU using Student Visa, not Tourist Visa. You cannot change your Tourist Visa to Student Visa (D-2) in Korea.
4. After arrival, students are supposed to create an Alien Registration Card (ARC) which allows them to live in Korea legally 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 ARC appointment at the Immigration Office in advance of leaving the country so that they can gain re-entry qualification. For your reference, the ARC is created after the semester begins.
5. Students should leave Korea within 30 days of the semester-end date.

Arrival Date

3 days before the semester starts

Semester	Estimated Period	Arrival Date
Spring 2020	March 2nd ~ June 19th	TBD, dates expected to be in late August
Fall 2020	September 1st ~ December 18th	TBD, dates expected to be in late February

Students who arrive earlier than the official move-in date of the on-campus dormitory will need to arrange their own accommodations until then. We will inform you of the exact move-in dates when we send you the acceptance letter.

<table>
<tr><td>Dormitory Application</td><td>On the online application, there will be a dormitory application section. All students who wish to stay at the dorm should apply for the dormitory on the online application page. We will send a link for the dormitory application to those who apply for the dorm through the online application, on December 2nd. Then, you can apply for the dormitory through the online website. It is a first come, first serve basis. Make sure that you do not miss the email and time since the dormitory application is very competitive. If you DO NOT receive ANY EMAILS regarding the dorm application by December 2nd, please send an email to inbound@cau.ac.kr as soon as possible.
If a student wants to cancel their 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.
A TB (tuberculosis) Test result in English, taken within 1 month before the day of entrance to the dormitory (after August 1, 2019 for Fall 2019) is also required for those who are going to stay in the dormitory.</td></tr>
<tr><td>Off-Campus Housing</td><td>If a student wishes to obtain Off-Campus Housing, they are required to do so before coming to Korea. It is the sole responsibility of the student and will not be the responsibility of the Office International Affairs. For your reference, we provide some off-campus housing information as below:
<table>
<tr><th>Company Name</th><th>Link</th></tr>
<tr><td>Ziptoss (집토스)</td><td>https://ziptoss.com (Korean) https://ziptoss.com/en (English) https://ziptoss.com/zh (Chinese)</td></tr>
<tr><td>UrSeoul (유얼서울)</td><td>http://urseoul.com/ (Korean, English, Chinese and Japanese)</td></tr>
</table>
* Since we are not involved in the above companies, we do not guarantee anything about those residences.
* To find more detailed information about off-campus housing check out this blog post: https://cauexchange.blog/2019/03/29/off-campus-living-101-tips/</td></tr>
<tr><td>Tuition and Dormitory Payment</td><td>Fee paying students must pay the tuition in full to CAU by the third week of the semester (Spring semester: March, Fall semester: September).
The Dormitory fee must be paid in full during the first month of the semester. The exact deadlines will be released at a later date.
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.</td></tr>
<tr><td>Courses Offered in English</td><td>Please refer to the link below - a list of courses offered in English (from Spring 2019 to Fall 2019).
https://drive.google.com/file/d/1fyRHERcwEYnKkFwfhofFB81FmX8ieXDH/view
*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.</td></tr>
<tr><td>Course Registration Restrictions</td><td>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, business majors can enroll in courses from all majors, except art courses. However, all other majors cannot enroll in business courses or art courses. This is due to high competition in the business department.
2. Only art majors can enroll in art courses during all three course registration periods.
3. The 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) Have taken the prerequisite courses if required 3) Their home university has to be accredited for Architecture / Architectural Engineering.
To find more detailed information on the course registration process and restrictions check out this blog post: https://cauexchange.blog/2018/04/17/chung-ang-universitys-course-registration-process/
*If you enroll into courses incorrectly, you will be notified by email within 1-2 business days.</td></tr>
<tr><td>Health Insurance</td><td>All exchange/visiting students need to be insured during their stay at CAU. We will send more detailed information about the insurance with the Offer Letter.
It is mandatory to be covered by the insurance policy whose benefits match or exceed</td></tr>
</table>

	$10,000 USD throughout the study period. Students may purchase their insurance plan at their home country and submit the certificate (in English) upon arrival or purchase the insurance plan arranged by Office of International Affairs. Students are able to purchase very affordable insurance through CAU, which will also make claiming insurance much simpler (approximately $70 USD).

Chung-Ang University USEFUL Information

Contact person

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

Prof.	Jun Hyun Hong	Vice President for International Affairs
Mr.	Kihyun Mok	Director
Mr	Joong Bum Shin	Deputy director
Ms.	Grace (Jungsoon) Kang	Coordinator for Graduate School Admission
Mr.	HyunJun Kim	Coordinator for International Students Admission
Mr.	Yonghwa Jang	Coordinator for International Students Admission
Ms.	Jain Rhee	Coordinator for International Students Admission
Ms.	Hyun Kyung Lee	Assistant coordinator for International Students Admission
Mr.	Ainsworth Lee	Associate Director Coordinator for China, Taiwan and Hong Kong
Ms.	Dong-Young Lee	Coordinator for Americas
Ms.	Jihyun Kwon	Coordinator for Europe & Africa
Ms.	Kyoungbin (Chloe) Lee	Coordinator for Asia & Oceania
Ms.	Hyosang Hwang	Assistant Coordinator (Anseong)
Ms.	Alice Cho	Assistant Coordinator for Outbound Exchange Program
Ms.	Hyun Seon (Layla) Park	Student Advisor for Inbound Exchange Students
Mr.	Maxwell Langbehn	Advisor Assistant for Inbound Exchange Students
Ms.	YoonSun Choi	Coordinator for Short-term Program
Mr.	Seok Hyun Kang	Assistant Coordinator for Short-Term Program

Address: Office of International Affairs (Bldg.#201, Room.#104), CHUNG-ANG UNIVERSITY,
84 Heukseok-ro, Dongjak-gu, Seoul, Republic of Korea (Postal Code: 06974)
Phone: +82-2-820-6124/6744/6202/6574/6531
Fax: +82-2-813-8069
Email: inbound@cau.ac.kr (Inbound Student Matters)
outbound@cau.ac.kr (Outbound Student Matters)
international@cau.ac.kr (Partnership, protocol and general matters)

Number of Exchange Student(s) to CAU

Approximately 500 per semester

Degree levels available for International exchange students

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.

Duration of exchange

One 'OR' two semesters

G.P.A. Requirements

Minimum 2.0 / 4.5 for the whole semester
- G.P.A. Conversion Table

Scale	10	4.5	4.3	4.0	100 (percentage)
Minimum score	**4.4**	**2.0**	**1.8**	**1.5**	**75**

* The table follows the commonly-used G.P.A. conversion standard. For those who do not fit the above scales, please give an inquiry email to inbound@cau.ac.kr)

Language Requirements (General)	Not required. However, recommended: Good knowledge of English or Korean – must be able to take university level courses in English or Korean. Suggested Equivalent to 197 points in TOEFL CBT test or level 4 in TOPIK (Test of Proficiency in Korean).
Language Requirements (GSIS and MBA)	**Recommended** TOEFL(IBT 80 PBT 550 CBT 210), IELTS 5.5, TEPS 550, or Recommendation Letter for Language Proficiency
Length of One Class	50 min or 75 min 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
Minimum and Maximum Credits	- **3-19 credits per semester (Undergraduate)** All Exchange students can register for courses within the 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),** additional 6 credits of undergraduate courses are allowed. **Graduate level students can additionally take 6 undergraduate credits from the College of General Education. (Not allowed to take undergraduate courses provided by regular undergraduate major program.)** * Students should confirm the minimum course load they are required to take with their home university.
Intensive Korean Courses (Fee-paying program)	**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.
Estimated Cost of Living Per Semester	Housing(Dorm) $1,300 Meals $700 Transportation $600 Books and Supplies $200 Personal Expenses $1,500 **Total $4,300**
Airport Pick-up Service	Free pick up service by CAU Global Ambassadors (designated dates & times only) Flight information must be received by the deadline (noticed by email) Must arrive at the meeting point at Gate A in Incheon International Airport (ICN) no later than 4:00 p.m. for the pick-up service.
Scholarship	According to the agreement between our two institutions.
Dormitory Fee	- **Seoul Campus:** $1,300 USD for one semester (estimated rate) - **Anseong Campus:** $850 USD for one semester (estimated rate)
CAU Global Ambassador	The Office of International Affairs organizes a 'GLAM' buddy program (staffed by Korean student volunteers) to help international students.
CKEP	CAU organizes 3 to 4 Cultural Activities called CKEP (CAU Korea Exploration Program) throughout the semester for students to experience unique aspects of Korean Culture for free.
Date of Issue for Academic Transcript	Spring semester – July ~ August Fall semester – January ~ February

Visit http://cauexchange.blog for more practical information!