Guidelines for Exchange Program Application(Info21 System)

*Refer to the below for English translation of application page.

여권정보 **Passport Information**
공고 보기

여권번호 **Passport No.** | 여권번호 | 영문 성명 **Name in English** | 여권상 영문 성, 이름 순 기입

* 여권 영문명 **Name on the passport** | 이름/Given names : 영문명 | 성/SurName : 영문성

* 여권유효기간 **Valid date** | yyyy.mm.dd | 여권생년월일 **Date of Birth** | yyyy.mm.dd

* 여권 성별 **Gender** | Male | 여권 사본 **Copy of passport** | 여권 사본

외국어 성적사본 **Copy of Language Certification** | 찾아보기

자기소개서 및 수학계획서 **Study Plan** | 찾아보기

Make sure to upload your study plan on here using the designated form provided. If you do not submit your study plan in the designated form provided by OIA, your application will be automatically excluded from selection process without prior notice.

가산점 증빙 **Certifications for Extra Point** | 찾아보기

해외체류이력 **Histroy of overseas stay**

You don't have to fill out this part.

외국어 성적 및 가산점 **Language Scores and Extra Points**

Global Collaborative Summer Program 수강 과목수 **No. of courses you took** | Global Collaborative Summer Program 수강 과목수

봉사활동 시간 **Hours of Volunteer Activity** | 봉사활동 시간

* 알라딘 역량강화 프로그램을 통해 등록한 점수입니다.
*Your language score registered on the Aladdin system

외국어 점수 등록 하기 **Register your score** | 외국어 점수 변환표 보기 **Comparison Table** | 새로고침 **Refresh**

인증상태 **Status**	외국어시험 **Test name**	대표점수 **Highest Score**	Score	Grade	발급기관 **Institution**	취득일자 **Test date**
승인	토플(iBT)	●	85	점수 입력	ETS TOEIC	20190526
승인	토플(PBT/ITP)	○	637	점수 입력	ETS	2020.01.06

대표수학언어 **Study Langauge**

Select

지망 대학 및 수강계획 Desired universities and study plan

지망순위 Order of Choice	지망대학 Name	College	과목명1 Course name1	과목명2 Course name2	과목명3 Course name3	과목명4 Course name4	과목명5 Course name5	삭제 Delete
1	선택 ▼	College	과목명1	과목명2	과목명3	과목명4	과목명5	삭제 >

＋ 추가

자기소개 및 수학계획서 Study Plan

별도 양식에 따라 작성하신 뒤 업로드하시기 바랍니다.

Upload your Study Plan using the format we've uploaded.

You don't have to write your study plan here. Make sure to upload your study plan using designated form provided by OIA. If you do not submit your study plan in the designated form provided by OIA, your application will be automatically excluded from selection process without prior notice.

자기소개 및 수학계획서
(500자 이내)

약관동의(필수) Terms and Conditions

□ 개인정보 사용동의   내용확인 🗐
Agreement on using personal information

□ 성적조회 동의   내용확인 🗐
Agreement on checking your transcript of records

List 🔳

임시저장 ✓
Save

최종신청 ✓
Submit

1. Guidelines for Exchange Program Application

Content	Instructions
Personal Information 신상정보	– Update your contact information in the info21 system. – Email : Gmail or KHU email recommended *Domestic services might have problems receiving emails from abroad

Passport Information 여권정보	– Put information on your valid passport and upload a color copy of passport.
	 – Your English name must be identical and match with the name on the passport.
	 – It is essential that your passport remains valid throughout your study period.
	   *Some host universities may require a specific validity period. You must check the information.
	 – If you are in the process of obtaining a new passport, please submit a color copy of your old passport or a documentary proof of reissuance.
	   *Once your new passport is issued, you should send us a color copy.
	   *After being selected, you will need to submit a valid passport to the host university.
	   Therefore, it is highly recommended to obtain your new passport as soon as possible.

Language Score 어학성적	– Upload your language certificates on the Aladdin system, – Verify that the name on your certificates matches your name on the passport – If language certificates have a validation period, it should remains valid before the application deadline of the host university. – If you upload your language certificates on the Aladdin system after the online application period has begun, please send an email to the OIA for approval. – If you have multiple language scores, select one main score, which should be in your study language. – Although you've uploaded your scores on the Aladdin system, you must also attach a scanned file or PDF of the certificate in the application page(Info21). – (For European track only) You should upload a recommendation letter signed by the head of department of the language you apply for or a language certificate that meets the host university requirement.
Additional points 가산점	Upload documents for additional points on '가산점 증빙'(Additional Point). ① Volunteer activity: In the [info21]–[Activities]–[봉사실적내역조회](Volunteer Activity History) menu, you can check the hours of your volunteer activity and print confirmation documents from that page. Please upload corresponding confirmation document if you have accumulated more than 100 hours of volunteer work. ② GC Program: Upload your certificates ③ Global Ambassadors: Upload your certificates *For those participating in Global Ambassadors for Spring 2023, you don't have to upload the certificate. We will assign additional points by cross-referencing the participant list.
Desired University 지망대학	– Desired University: 1st to 5th choices (You don't have to fill out all choices.) – If you withdraw your participation after being selected due to personal reasons, a penalty will be imposed. Please select the university choices that you actually intend to study.

College and Course name
세부 지원 내역
	– Course name: List names of the courses that you wish to take at the host university
	  *Ensure that your desired university offers courses related to your major your major in KHU and provides sufficient number of courses available to exchange students.
	  *If the host university website does not provide a list of scheduled course offerings, please refer to previous course lists and plan which courses you intend to take.
	  *It is not necessary to fill out all course names.
	  *Consult with the head of your department and the department office regarding credit transfer.
	– The college information will be used for the nomination process. Therefore please inform us in advance, if you wish to change the college after being selected.

Main Study Language 대표 수학언어	– Select the language you will use when taking courses at the host university (English/Chinese/Japanese/French/Russian/Spanish) – You can select one study language, and your desired universities choices should offer courses in your selected study language. – Requirement varies depending on the study language. (Refer to the annoucement) – You can take courses in multiple languages at your host university, In such case, the courses in your main study language should account for more than 50% of the total number of courses. And you must meet language requirements for each language.

Study Plan
수학계획서
	– It is important to use the designated form attached to the announcement and upload it through the info21 system.
	  *If you do not submit your study plan in the designated form provided by OIA, your application will be automatically excluded from selection process without prior notice.
	– There is no need to write your study plan directly on the online application webpage.
	– You can write it in either Korean or English.
	– (For applicants selecting European Language as the Study Language only)
	  : If you are applying for a year-long exchange, please include the statement [Year-long Exchange] in your study plan.
	  *Please note that you can only apply for a year-long exchange if the host university offers such a program. You can verify this information through the list of host universities.

Terms and Condition & Visa
약관동의 및 비자 관련
	– The pledge is applicable only to foreign applicants.
	– We can provide confirmation of your exchange program participation for visa purposes.
	– Before applying, please check your visa status and consult with International Student & Scholarship Services team(https://isss.khu.ac.kr/) regarding your visa in Korea.
	  *Seoul Campus : globalcenter@khu.ac.kr
	  *Global Campus : khuisss@khu.ac.kr
	– Apart from the pledge, all other requirements and documents are the same for Korean applicants.
	– If you are unable to obtain a visa for your exchange, your participatio in the exchange program will be canceled.
	– If you are sponsored by the Korean government or any other scholarship, please confirm with the respective institution providing the scholarship if it is permissible for you to apply to the exchange program before submitting your application.

Save and Submit
임시저장
및 최종신청
	– You can save progress anytime during the application period.
	– You must click '최종 신청(Submit)' button for the final submission. It is important to note that if you do not click the '최종 신청' (Submit) button, your application will not be submitted. Make sure to click the button to complete and submit your application successfully.
	– During the application period, you can withdraw your application and amend the application even after you click the submit your application.
	– It is advisable to submit your application in advance to avoid system errors that may occur due to high traffic near the deadline.
	– If you encounter issues or errors in the application, please send an email with a screenshot of the situation, including the timestamp of when the problem occurred.
	  *Please note that if you do not provide any evidence for the issues or errors, points will be deducted from your application.
	  *After submission, if incorrect information is found in the passport validity period, please be aware it is just on error and has been correctly submitted to OIA. There is no need to request any corrections for the passport validity period.

※ There is no need to fill out [History of overseas stay] section.

2. FAQ

Content	Instructions
Major (Study Subject)	– There are no restrictions on majors in KHU selection process, however it is important to note that there may be restrictions or limitations on the host university. Please make sure to check any restrictions or requirements in advance. ex. Only those who are majoring in Business can take courses in the department of Business, only 3rd grade students can apply, students cannot take cousres across from other departments, those you have earned more than 90 ECTS before the exchange semester, etc … *Applicants are fully responsible for checking and ensuring that they meet all the requirements and details related to the exchange program – If you have changed your major or have double majors, it is advisable to apply for the exchange program after completing at least one semester in your current major. *The host university may reject your application if you don't have a sufficient history of taking courses in the department or major. *However, you can apply if you are confirmed that the host university can accept you despite limited history in your current major when you inquire about it direclty to the host university.
Credit Transfer	– It is highly recommended that you seek advice from the head of your department before applying for the exchange program regarding courses and credit transfer. *While consultation is not mandatory, it is highly recommended, especially when it comes to determining whether the courses taken can be recognizsed as major courses or the number of courses that can be transferred. – Credits can be transferred to as credits for double/multiple majors in KHU. *It is essential to consult with the head of your department to confirm if the courses you wish to take at the host university will be eligible for credit transfer and count towards your major requirements.
Aladdin System	– The approval process of Aladdin language scores : ① If it is registered BEFORE the application period, it will be approved without request before the application period starts. ② If it is registered AFTER the application period starts, it will be approved UPON REQUEST by email. – The final deadline for Aladdin is the last day of the application period at 17:00. – Ensure that you select the appropriate categories, such as "외부비교과"(extracurricular activities) or "자격증"(certificates), and include "교환학생"(exchange student) in the "활동명"(activity name) section. Failure to do so may result in the approval being missing. – TOEFL iBT: KHU will accept Home edition However My Best Score is not acceptable *The acceptance of these scores is subject to the policies of host universities. Please verify the availability of the language score with each institution if you need to use the score. – If it is rejected, please check the reasons of rejection through your PC. *Common reasons for rejection : – Missing documents or Uploading captured image (Captured images are NOT accepted.) – Invalid certificates or Lower than the required standards
Language Scores	– If you have multiple language scores, please select one as your main score based on the conversion table. (If you have both iBT and ITP scores and ITP scores are higher in the talble, select ITP as the main score. If your desired universities don't accept ITP, you must also have other language scores that meet their language requirements although it is not your main language. – If the result of language test are announced after the application deadline, it cannot be used for this recruitment. *In the case of JLPT, it takes more than a month to receive the result. Therefore, plan accordingly and make sure to take the necessary language tests in a timely manner to meet the application deadline.

Guidelines on How to Use the List of Host Universities

↳ <u>See list Here</u> (Chrome browser recommended)

1. Information: University name / Region / Course language / Language requirement / Number of slots

🗒 리스트	⊞ 표						
2024 Spring Exchange Program University List							
🇦🇺 Flinders University		Australia	English	IELTS6	iBT72		
🇦🇺 University of New South Wales		Australia	English	IELTS6.5	iBT90	2 slots	
🇦🇺 Western Sydney University		Australia	English	IELTS6.5	iBT82		
🇦🇺 University of Wollongong		Australia	English	IELTS6	iBT79		
🇦🇺 La Trobe University		Australia	English	IELTS6	iBT72	2 slots	
🇦🇺 Southern Cross University		Australia	English	IELTS6	iBT72		
🇦🇺 Macquarie University		Australia	English	IELTS6.5	iBT83	2 slots	
🇦🇹 Fachhochschule Kufstein Tirol	Austria	English	iBT72	IELTS6	ITP B2	3 slots	
🇦🇹 Management Center Innsbruck(MCI)		Austria	English	iBT85	IELTS6	5 slots	
🇦🇹 FH Vorarlberg University of Applied Sciences		Austria	English	IELTS6	iBT72	ITP B2	2 slots
🇦🇹 FH JOANNEUM University of Applied Sciences			Austria	English	iBT72	IELTS6	
🇦🇹 Carinthia University of Applied Sciences		Austria	English	IELTS6	ITP B2	iBT80	2 slots
🇧🇪 Louvain School of Management		Belgium	English	IELTS6	iBT72	ITP B2	2 slots
🇧🇪 Solvay Brussels School of Economics and Manage...	Be...	English French	iBT72	IELTS6	ITP B2	DELF B2	1...
🇧🇪 University of Liege		Belgium	English French	iBT72	IELTS6	ITP B2	1 slot
🇨🇦 Memorial University of Newfoundland		Canada	English	iBT79	IELTS6.5	4 slots	
🇨🇦 University of Ottawa		Canada	English French	iBT86	IELTS6.5	3 slots	
🇨🇦 Universite de Montreal	Ca...	French English	DELF B2	IELTS6 iBT72 ITP B2	IELTS6.5	iBT90	5...
🇨🇦 Lakehead University		Canada	English	iBT72	IELTS6	ITP B2	2 slots

* The list is subject to change. Please check the latest information when applying

* Click '<u>Load 100 more</u>' to see the whole list

* Host universities without "slots" may be excluded from the list.

2. You can see the detailed information of the host university if you click the name of it.

University of Wollongong

Region	Australia
Language(수학언...)	English
Features	IELTS6 PBT550 CBT213 iBT79
Departments	Information and Communication Technology Communications and Media Creative Arts Engineering Education Health and Medicine International Studies Law Maritime Law and Policy Social Science Mathematics and Statistics Social Work International Business
Website	https://www.uow.edu.au/study/study-abroad-exchange/studyabroad/
Email	student-mobility@uow.edu.au
Factsheet	https://drive.google.com/file/d/1NTtFDpFNsFqUUCKKEmjfMv7UU8iLN8BX/view?usp=sharing
Nomination Due	⏱2022년 4월 1일
Application Due	⏱2022년 4월 1일
Semester dates	- Fall semester : 25 July to 28 October
Language Require...	- IELTS : Academic overall 6.0, and 6.0 in reading & writing. - TOEFL : 550 (PBT), 213 (CBT), 4.0 TWE/Essay Rating, 79 (iBT) with not less than 20 in writing, 18 in reading, 17 in listening and 16 in speaking. The English test must have been taken within two years of commencement of study at UOW.
Course List	- Course Lists: https://courses.uow.edu.au/ - Course restrictions: https://www.uow.edu.au/study/study-abroad-exchange/studyabroad/enquire-and-apply/how-to-apply/academic-restrictions/
Accommodation	UOW offers a range of accommodation options conveniently located both on-campus or by the beach in Wollongong, or you can choose from Homestay or private rental options. And with affordable accommodation options starting at just $250 AUD per week, you're sure to find the option that suits you. (Factsheet p.10 for more information)
Restrictions	* Completion of at least one year of study at a university or other recognized tertiary institution * A cumulative grade point average (GPA) of 2.7 or higher on a 4.0 scale
Slots(모집인원)	4 slots
Note	비어 있음
Course Method	Blended (Online + Offline)

- FACTSHEET is important! Please refer to it before applying.

Factsheet	https://drive.google.com/file/d/1NTtFDpFNsFqUUCKKEmjfMv7UU8iLN8BX/view?usp=sharing

- Refer to the comment in the page for update history

🄾 **Outbound(Kyung Hee Univ.)** 오늘 오전 10:50
Course list information updated

3. Use search function for filtering universities.
   - Search and filer universities by major/language requirements/Region/University name, etc.
     E.g.) Input 'Business' if you wish to filter universities that have business department.

정렬 🔍 검색 ↗ ··· 새로 만들기 ∨

Australia	English	IELTS6	PBT550	CBT213	iBT79	4 slots
	Australia	English	IELTS6.5	iBT83		2 slots

Guidelines on How to Upload Your Language Score in Aladdin

Left menu:
- 교과영역
- 교내비교과
- 외부비교과 >
- · 외부비교과
- 폭력예방교육
- 마일리지

Select '외부비교과'

외부비교과

🏠 / 외부비교과 / 외부비교과 ⚠

개별활동　인턴　**자격증**　봉사　수상　논문　창업　외부인격성검사

☐	번호	유형1	유형?	활동명	자격증명	취득점수	상태

Select '자격증'

❗ 조회된 데이터가 없습니다.

총게시물0

페이지1 / 1

Click '등록'

≪ < 1 ▶ ≫

삭제　등록

외부비교과

🏠 / 외부비교과 / 외부비교과 ⚠

Ⅰ 자격증

* 유형구분	전체 ▾　전체 ▾
* 활동명	Type "교환학생"
* 자격증명	The name of language test (TOEFLE iBT, ITP, IELTS, HSK, JLPT, etc)
* 취득점수	[취득점수]
* 발급번호	TOEFL iBT: Appointment Number / ITP: Serial Number / IELTS: Test Report Form Number
* 발급기관	발급기관
* 발급일자	yyyy.mm.dd　* 시험일자 yyyy.mm.dd
* 전공관련여부	○ Y ○ N

TOEFL iBT, ITP: ETS
IELTS: IDP

세부내역 — No need to fill them out.

첨부파일 　파일첨부
* 증빙자료를 첨부해주시길 바랍니다.

Attach the official certificate
(*Captured image or invalid certificates are NOT accepted.)

Ⅰ 핵심역량

핵심역량간 비중 (총 합계 100%)	비판지성 0 %	학문탐구 0 %	의사소통 0 %
	세계시민 0 %	도전정신 0 %	창의융합 0 %

Ⅰ 실천역량

실천역량
☐ 의사소통능력 ☐ 수리능력 ☐ 문제해결능력 ☐ 정보능력 ☐ 기술능력 ☐ 자원관리능력 ☐ 조직이해능력
☐ 대인관계능력 ☐ 자기개발능력 ☐ 직업윤리
* 최대 3개까지 선택 가능.

목록　저장