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GUIDE

# VISA ESSENTIALS

Navigate the Visa Process with Ease



YOUR WAY ABROAD

[asiaexchange.org](http://asiaexchange.org)

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# YOUR VISA COMPANION

All international students joining the visiting program will need to apply for a student entry visa. A D-2-8 visa (visiting students) prior to their arrival in Korea.

HUFS will send all prospective students the admission packet (Inclusive of Certificate of Admission, Business Registration document) for visa application. Please note that students have three months to apply for their student entry visa from the date on the given Certificate of Admission. After three months, this document will no longer be valid.

Students **MUST** have a valid student entry visa **BEFORE** arriving in Korea.

» Students **SHOULD NOT** arrive in Korea first on a tourist visa or under visa-free tourist conditions as they will not be granted a student visa whilst in Korea.

» Please note that our office cannot give students any visa application materials before the admissions packet. All students will receive their admissions packet at the same time unless arriving early for ISS.



## APPLYING FOR YOUR VISA

All student visas must be applied at a Korean Embassy or Consulate at the place of residence prior to arriving in Korea. HUFS will send all prospective students an Admissions Packet which will include copies of all necessary documents needed in order to apply for the student visa. However, the requirements may vary across different countries so students are strongly advised to contact the Korean Embassy or Consulate to inquire about visa requirements.

Asia Exchange students are considered as Visiting students and must apply for a D-2-8 visa. Please note that student visas are single-entry visas (multiple-entry visas are available but must be applied for at the time of visa application) that are only valid for 90 days from the date of issuance. They work as an entry ticket when arriving in Korea. If 3 months pass without you arriving in the country, the visa will no longer be valid. Since the pre-arrival visa is only valid for 3 months, please apply for it starting from December for Spring entry or June for Fall entry, even if you get the documents earlier.

Students will apply for and receive a Residence Card (RC) which will act as both an identification card and entry/exit permit card to Korea. If students enter Korea using a single-entry visa and leave Korea before receiving their RC, their visa will be terminated immediately and be ineffective. This means, students will not be able to re-enter Korea using the same visa and will need to receive a new Certificate of Admission and apply for a new visa which will cost a lot of time.

### 1. Review the Certificate of Admission

Take the documents received from your admission packet and your passport to the Korean Embassy or Consulate fill out the application form, pay the application fee, and wait for your visa to be processed. If you need additional documents, the Embassy/Consulate will let you know. The Embassy/Consulate will contact you when your visa is ready for you to pick up.

### 2. Apply for your Visa

Take the documents received from your admission packet and your passport to the Korean Embassy or Consulate fill out the application form, pay the application fee, and wait for your visa to be processed. If you need additional documents, the Embassy/Consulate will let you know. The Embassy/Consulate will contact you when your visa is ready for you to pick up.



### 3. Multiple Entry Visa

If you plan to travel internationally after entering Korea but prior to receiving your RC card, we encourage you to get a multiple-entry visa before coming to Korea. This will make it easy for you to travel, such as taking a weekend trip to nearby countries like Japan or China.

If you leave Korea without a multiple entry visa and prior to receiving your RC, your student entry (D-2-6, D-2-8) visa will be canceled and will become ineffective.

#### Residence Card (RC)

All international students staying in Korea **MUST** apply for a Residence Card. The RC works as both an ID card and multiple entry-permit card (like a visa) to Korea. It is required to process most paperwork in Korea including any medical or health-related procedures.

#### Students may apply for the RC using two methods,

- Applied individually by student,
- Applied through the visa agency, HireVisa (Only available for Seoul Campus students)

More information about RC Application will be shared during the upcoming Student Orientation.





# YOUR WAY ABROAD

The world has an interesting way of giving great experiences  
to the ones who are passionate about their dreams.

*Miia Muukkonen, Asia Exchange student*

