**[Spring 2022] Jeju National University Student Exchange Program**

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| **No.** | **Required Documents** | **Remarks** |
| 1 | Student Exchange Program Application Form | Print or type in English or Korean |
| 2 | Study Plan | Print or type in English or Korean |
| 3 | Letter of Recommendation | Written by a professor of affiliated department |
| 4 | Certificate of Medical Examination | Signed and issued by hospital after December 1st |
| 5 | Certificate of Enrollment | Officially issued by home university |
| 6 | Official Transcript | Officially issued by home university |
| 7 | Copy of Passport | Page where photo is printed |
| 8 | Proof of Language Proficiency | If any (English or Korean) |
| 9 | 1 Photo (3cmx4cm taken within 6months) | 1 Photo attach on the application form.  1 digital photo file (Send by email) |

**< Application Procedure >**

1. Exchange Student Nomination

Please send nomination list to [ohrory1123@jejunu.ac.kr](mailto:ohrory1123@jejunu.ac.kr) by October 31, 2021.

(Nomination Form is attached)

1. Send Required Documents

Please send all required (original) documents to the following address by post by November 20, 2021. (Except for No. 4 Certificate of Medical Examination)

**Ms. Eunyeong Rory Oh**

**Office of International Affairs, Jeju National University**

**3F Ara Muse Hall, 102 Jejudaehak-ro, Jeju-si, Jeju-do 63243 Republic of Korea**

**Tel. +82-64-754-8243**

1. Certificate of Admission

Certificate of Admission for student visa application will be sent to coordinator of student’s home university by EMS in mid January 2021.