**List of Documents by Visa**





Chinese counseling - wechat ID : JYP-JJ English & Korean Counseling kakaotalk ID : onepublic

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| **Division** | **Alien Registration** |  **Change of Status of Sojourn (D-2)** | **Extension of Sojourn of Period (D-2)** |
| **Documents** | 1. An application form 2. A Copy of Passport (Information & Visa page)3. A color photograph (White background 3\*4cm)4. A Certificate of enrollment5. A copy of lease contract | 1. An application form 2. A Copy of Passport 3. An alien registration card4. A color photograph (White background 3\*4cm)5. A standardized acceptance letter6. A doc of final level of education7. A doc of bank account balance (over 20 million won)8. A Certificate of enrollment9. A transcript (attendance rate)10. A Certificate of tuition fee payment11. A copy of lease contract12. A statement of reasons (nor needed by all ) | 1. An application form 2. A Copy of Passport3. An alien registration card4. A Certificate of enrollment5. A Certificate of tuition fee payment6. A transcript (all semester)7. A copy of lease contract8. A doc of bank account balance (nor needed by all / over 5million won )9. A statement of reasons (nor needed by all )10. A confirmation document of your academic adviser in The university (nor needed by all) |
| **※ Read the notice carefully.****1. Change of Status of Sojourn (D-2)**- Those who with less than 70% attendance rate on the Korea language school or less than 2.0 in your transcript on the university prepare to bank account balance.**2. Extension of Sojourn of Period (D-2)** - Those who with less than 2.0 in your transcript on the university prepare to bank account balance. - Those who graduation was postponed due to poor performance prepare to “A confirmation document of your academic adviser in the university.” - In the above mentioned document, it is mandatory to have sign of a tutor and a staff member for foreign students.**3. Lease contract** - If you live in a property contracted in the name of a friend : A copy of lease contract + Residence confirmation with a friend's name signed +A copy of your friend's ID card.  - Those who live in Dormitory or Accommodation : Please need to get a Residence confirmation from the manager of Dormitory or Accommodation.**4. Writing method of “A statement of reasons.”** -Write down the reasons for poor performance by hand on A4 paper in Korean language. |