2026 Academic Year - Kunjang University Language Center

Recruitment of International Language Trainees for Winter Term (1-Year Program)

2026.08.03.

I Application Schedule and Submission

1. Application Schedule

	Category	Period	Remarks
Winter Term	Application Submission	2026.08.10 (Mon) ~	Submission by email
	1st Deadline	2026.09.30 (Wed)	
	2nd Deadline	2026.10.19. (Mon)	Deadline for Arrival of Original Documents
	Entry into Korea	2026.12.04. (Fri)	Group entry pickup support provided
	Class begins	2026.12.07. ~ 2027.02.16.	Make-up classes held separately

※ The above schedule is subject to change depending on university circumstances

2. Class Schedule

• Four terms per year (Spring, Summer, Fall, Winter) • Each term: 10 weeks (160 hours) • Classes held Monday to Thursday (4 class periods per day) • Subjects include Speaking, Listening, Writing, Vocabulary & Grammar, Reading, and TOPIK, conducted as level-based, in-person classes

Term	Class Hours	Class Days	Completion Requirements
Spring	10 weeks per term (160 hours)	Mon–Thu (4 days per week)	Average score of 60 or above
Summer			
Fall			Attendance rate of 80% or higher
Winter			

3. Tuition and Dormitory Fee Payment

Tuition and dormitory fees		Payment account information	
Tuition (1 year)	Dormitory Fee (6 months)	Bank Name	Kookmin Bank
		Account Number	502301-04-397054
4,400,000 WON	900,000 WON	Account Holder	KUNJANG UNIVERSITY COLLEGE
		SWIFT CODE	CZNBKRSEXXX
		Sender Name	Must be the same as the applicant's name

※ New students are required to reside in the dormitory for the first 6 months

※ Submission of a remittance receipt is required after transfer

1) Fax: +82-63-450-8305

2) Email: roselee@kunjang.ac.kr(scanned copy attached)

▶ Tuition Refund Policy

※ Refunds are processed in accordance with the university's refund regulations

※ Overseas remittance fees are borne by the applicant

※ Refund processing may take a certain period of time

4. Application Submission and Contact Information

1) Email : roselee@kunjang.ac.kr (※After sending the email, applicants must confirm receipt with the staff)

2) Contact Number : Vietnam: +82-63-450-8470 / Uzbekistan: +82-63-450-8157 / Korean: +82-63-450-8151

※ If the required documents are not submitted by the deadline after application, acceptance may be canceled

Ⅱ Required Documents

No.	Document	Details	Remarks
1	Application Form	• Application form (with photo) • Personal Statement • Study Plan • Consent to Collection and Use of Personal Information	Basic application documents
2	ID Photos	• 3 original photos • Image file (JPG)	
3	Passport	• Copy(Color)	
4	Family Relationship Certificate	• English notarized translation required • ID documents must be submitted as copies	
5	Birth Certificate		
6	Student and Parents' ID		
7	High School Graduation Certificate	• High school GPA of 6.8 or higher • Issued within 6 months from application date • English notarized translation required • Additional documents required if currently enrolled in or graduated from a university	Apostille or Consular Authentication
8	High School Transcript Certificate		
9	Bank Balance Certificate	Vietnam ➜ Minimum KRW 8,000,000 deposited as study expense guarantee	Financial documents
		Uzbekistan ➜ Minimum KRW 8,000,000 deposited at KDB Bank for at least 3 months ※only balance certificates with QR code verification are accepted	
10	Basic Financial Supporting Documents	Parents' Employment Documents ➜ Certificate of Employment, Labor Contract, Salary Statement, etc	
		Business Documents ➜ Business Registration Certificate, Tax Payment Certificate, or Tax Exemption Certificate ※ If business registration is within the last year, additional explanation documents are required	
		Property / Asset Documents ➜ Land registry, vehicle ownership certificate, etc. (tax or tax-exemption proof required)	
11	Application for Certificate of Visa Issuance		

Important Notes

※ All required documents must be submitted in original form before visa application review

※ All documents must be submitted with a notarized translation in English or Korean

1. Vietnam: If the parents' occupation listed on the high school transcript is different from the current occupation, additional explanation documents are required
2. If there is a gap of two years or more after high school graduation, explanation documents for that period are required
3. If the applicant has enrolled in or graduated from a university after high school, academic documents must be submitted (Certificate of Enrollment or Graduation Certificate)
4. Uzbekistan: Only bank balance certificates that can be verified by QR code are accepted
5. For study abroad and Korean language training documents, the parents' occupation must be clearly stated in the occupation section
6. Assets such as real estate or vehicles are accepted only if owned for at least three months from the acquisition date
→ Documents that do not show the acquisition date will not be accepted
7. If engaged in agriculture or other occupations, supporting documents such as land registry records, real estate records, or vehicle (heavy equipment) registration certificates must be submitted

• Apostille •

(1) Countries that are members of the Apostille Convention: Academic documents must be submitted with an Apostille certification
(2) Countries that are not members of the Apostille Convention: Graduation certificates and transcripts must be notarized in English or Korean and then consularly certified by the Korean Embassy

※ Submission of Original Documents

Submission Period : By the original document submission deadline
Submission Address : Office of International Affairs, 13, Gunjangdae-gil, Seongsan-myeon, Gunsan-si, Jeonbuk-do, 54045, Korea

Ⅲ Additional Information

- ❑ **The Language Center operates four terms per year (Spring, Summer, Fall, and Winter)**
- ❑ **Tuition Fee :** KRW 4,400,000 per year (4 terms), KRW 900,000 (6 months) ※ Fees must be paid in full
- ❑ **Courses :** Speaking, Listening, Writing, Vocabulary & Grammar, Reading, and TOPIK
- ❑ **Visa Extension :** The Visa (D-4) is extended every 6 months and can be extended up to a maximum of 2 years
- ❑ **Admission Procedure :**

Documents Submission →	Document Review →	Interview →	Announcement of Pass or Fail →	Invoice Issuance →
Confirmation of Tuition Payment →	Certificate of Admission Issuance →	Visa Application →	Admission & Entry Procedures →	Start of Semester

1. Student Welfare Services

Location	Services	Remarks
On Campus	study rooms, lounge, student cafeteria, PC room, etc.	Free use of various facilities and free school bus service
Dormitory	Seminar room, study room, kitchen, laundry room, etc.	
School Bus	Free shuttle service	

2. Programs and Events

Term	Events	Remarks
Spring	OT, Korean Cultural Experience, Completion Ceremon	Each term includes various activities and prize events
Summer	OT, Korean Cultural Experience, Completion Ceremony	
Fall	OT, Sports Festival, Chuseok Cultural Experience, Completion Ceremony	
Winter	OT, Korean Speaking Contest, Korean New Year Cultural Experience, Completion Ceremony	