

Guideline for Online Application to Ajou International Program

<Exchange/Visiting program, International Summer School>

◆◆ Before you start: Please use Window System and Internet Explorer

1. Fill out your Name, Date of Birth and E-mail address and Click Enter.

As this information will be used for the further contact, please write the correct information.
It should be exactly same with the information on your passport.

	Last Name	First Name
Name(Family / Given)	Family	Given
Date of Birth(YYYYMMDD)	<input type="text"/>	<input type="button" value="CAL"/> (ex:19901231)
E-mail	<input type="text"/>	

#Application Guide Document :

2. Admission Information

- 1 Choose one from 'Partner/ ISEP/ Non-partner'
- 2 Click a regular semester box if you are applying for an exchange student program on the regular semester.
Click an International summer school box if you are applying for an Ajou International Summer School.
In case you applying for both summer and regular semester, please click both.
- 3 Type the year of you are applying and choose a semester.
- 4 Click and type year and choose a semester if you are applying more than a semester.

The screenshot shows the 'ADMISSION INFORMATION' form. Annotations are as follows:

- 1**: Points to the dropdown menu for 'Partner/Non-Partner' with the following options: Partner Univ., ISEP, Non-partner Univ., and Ajou Univ.
- 2**: Points to the checkboxes for 'regular semester' and 'International Summer School'.
- 3**: Points to the input fields for 'Year/Semester of application' for both the regular semester and International Summer School.
- 4**: Points to the 'Save' and 'Submit Application' buttons.

Other visible fields include:

- Passport: RACHEL
- Family / Given: SONG
- KOREA NAME: RACHEL , SONG
- City: [Empty]
- Country: [Empty]
- Gender: [Empty]

* Only JPG File

> Find Photos

3. Personal information

Fill out all the information and click 'Find Photos' button and upload your face photo.

The picture should be less than 200kb in JPEG format. This picture will be used for your student ID card at Ajou.

PERSONAL INFORMATION		* Only JPG File		Find Photos	
Name as passport	NAYOUNG	KIM	Faimly / Given	KOREA NAME	NAYOUNG , KIM
Place of Birth	City	Country		Gender	
Date of Birth	20120330	Passport No.		Nationality	
E-mail	inter@ajou.ac.kr	Religion			
Mailing address				Tel	


4. Emergency Contact

Your Family, Friend or Your Home University coordinator could be fine as far as we can reach them properly in the emergency state.

EMERGENCY CONTACT	
NAME	First, Middle, Last(Family) Relationship to you
Address	
Tel	E-mail

5. Academic Information of your home University

Click the box and search
for your university

ACADEMIC INFORMATION										
home university	Continent		Country		University					
Attended period		CAL	(YYYYMMDD)~		CAL	(YYYYMMDD)	Major		Year of enrollment	

6. Home University Information

Please fill out the correct information because your home coordinator will be the main person whom we are contacting for the application, admission procedure.

After the semester, the transcript will be sent to this address. (Transcript for ISEP application will be sent to ISEP central)

HOME UNIVERSITY INFORMATION									
Home Coordinator					First, Middle, Last(Family)	Title			
Address									
Tel		Fax			E-mail				

7. Required documents

Please upload 1. Self-Introduction (A4 1 page) 2. Passport copy 3. Transcript 4. Heath Checkup.

The forms for Self-Introduction and Health Checkup can be downloaded if you click 'download'

The scanned file of a transcript and a passport copy should be in JPEG or PDF format. ****Close your file first and attach***

REQUIRED DOCUMENTS									
Self-Introduction		Search	Download	Passport Copy		Search	Transcript		Search
Health Checkup		Search	Download	Bachelor's degree certificate(for postgraduates only)					Search

8. Choose your answers for following 3 questionnaires

QUESTIONNAIRE

Why did you choose to study in Korea ?	<div></div> <div>Other (Specify) <div></div></div>
Why did you choose to study at Ajou University ?	<div></div> <div>Other (Specify) <div></div></div>
How did you know Ajou University's international program ?	<div></div> <div>Other (Specify) <div></div></div>

9. How to submit the application

Click “Save” on the top of the web page first and then click “Submit Application” to complete your online application.

Before you click the submit button, you can save and modify your application, but after submission, *it cannot be modified.*

ADMISSION INFORMATION		1 Save		2 > Submit Application	
Partner/Non-Partner	regular semester	<input type="checkbox"/>	Year/Semester of application	<input type="checkbox"/>	<div></div>
<div></div>	International Summer School	<input type="checkbox"/>	Year/Semester of application	<input type="checkbox"/>	<div></div>
PERSONAL INFORMATION				* Only JPG File <div></div> > Find Photos	
Name as passport	NAYOUNG	KIM	Faimly / Given	KOREA NAME	NAYOUNG , KIM