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UNIVERSITY OF LEEDS

## South Korea

### Visa Arrangements

*Please be aware that Study Abroad Office staff are not qualified to offer consultations or in-depth advice regarding visa applications. Immigration laws are complex and subject to frequent changes, and you should note the date of last revision at the bottom of this document. If you do have any further questions about the process of applying for your visa you will need to contact the appropriate embassy or consulate directly. The information below is intended as guidance only and unless otherwise stated applies only to UK citizens without exceptional circumstances.*

#### Application timing:

You can only apply for your visa once you have received your acceptance pack from your host university. You should not apply for your visa more than 3 months before departure for Korea as your visa will only remain valid for your first entry for 3 months after being issued. The Korean consulate recommends applying no more than 2 months before your planned departure.

#### Application process

Information about the process can be found at the Embassy of the Republic of Korea website:

<http://gbr.mofa.go.kr/english/eu/gbr/visa/issuance/index.jsp>

At the link above you should check the requirements for a D-2 Study visa.

You will need certain documents to obtain a Student Visa for South Korea. Please note any document provided to the consulate must be no more than 3 months old. Required documents include:

- A completed, printed and signed visa application form
- A recent passport Photograph (3.5 x 4.5 cm, colour)
- Passport
- Certificate of Admission from your university in South Korea
- Certificate of Registration from the University of Leeds (provided by the Study Abroad Office)
- Documents proving financial support (see below)
- A copy of the Exchange Agreement between the universities
- A letter of recommendation from the University of Leeds
- Business Registration Certificate of your university in South Korea
- Visa fee – currently £173 for multiple entry visa for UK nationals

#### Financial evidence

You need to show you have enough money to cover the whole cost of your stay. The exact amount is written on your certificate of admission, but we expect it to be approximately £9500. There are three means of proving your access to funding for the year:

**1. Your own funds:**

- Submit bank statements in your name for the previous 6 months.
- You must have held the requested amount in your account for at least 1 month.
- The bank statement must be issued no more than 2 weeks before the date of your visa application.
- Printed statements from internet banking are not accepted.
- To apply in the UK, the bank statements need to be from a UK bank account.

**2. Your student loan:**

- If you are not able to show sufficient funds your own bank account, you may also submit your student loan statement for the academic year you will spend abroad.
- You must still submit your bank statements as above together with your loan statement.

**3. Parental support:**

- Instead or in addition to the above two options, you may show evidence of access to funding by submitting bank statements of a parent as follows.
- 6 months of bank statements in a parent's name showing the necessary balance has been held for the past month.
- Photocopy of the your parent's passport.
- Birth certificate to confirm the relationship between you and your parent.
- An original signed letter from your parent explaining that they will support you financially for the year abroad.

**Submitting your application**

You do not currently need to make an appointment to submit your application, and you can send another party to submit it on your behalf. If you choose to apply by post we strongly recommend you use a courier service, or a recorded delivery service.

Address: 60 Buckingham Gate, London SW1E 6AJ

Phone: +44 (0)20 7227 5500

E-mail: [visasectioninuk@mofa.go.kr](mailto:visasectioninuk@mofa.go.kr)

Website: <http://gbr.mofa.go.kr/eng>

Visa Service Office Hours: 10:00 – 12:00, Monday - Friday

**Entry into South Korea**

Upon entering South Korea, we understand that you will need to register at a local Immigration office within 90 days from the date of your entry. At this registration you will need the following:

- A valid passport
- Your visa
- Your Entry and Departure Card

You will receive advice and support from the exchange office at your host university with any processes you need to follow after arrival in Korea.