

Korea University Business School

Fact Sheet for Student Exchange Program (AY 2022-2023)



Contact	
Mailing Address	KUBS International Office Korea University Business School 304, Business School Main Hall 145 Anam-ro, Seongbuk-gu, Seoul, Republic of Korea (South) 02841
Telephone & Fax	Tel: +82-2-3290-5362 Fax: +82-2-3290-5368

Websites	
Korea University	korea.ac.kr
Korea University Business School	biz.korea.ac.kr/en
Korea University Global Services Center	https://gsc.korea.ac.kr/usr/main/main.do

KUBS International Office		
Int'l Partnership, Exchange Slot Management, Accreditation	Ms. Kim, Yoon Young	E-mail: kubs_exchange@korea.ac.kr Tel : +82-2-3290-5363
Inbound Student Exchange (to KUBS) International Student Support	Ms. Shin, Aryoung	E-mail: kubs_exchange@korea.ac.kr Tel : +82-2-3290-1387
Outbound Student Exchange (from KUBS)	Ms. An, Harang	E-mail: kubs_exchange@korea.ac.kr Tel : +82-2-3290-1389

Students General Inquiries	
General Inquiries	E-mail: kubsintl@korea.ac.kr



Global Initiative Korea University Business School

KUBS History	1905	First Commerce Department in Korea
	1953	First MS/Ph.D. program in Korea
	1963	First Evening MBA (Korea MBA) in Korea
	1994	First Global Internship Program in Korea
	2003	First Executive MBA program in Korea
	2006	First Full-Time MBA Programs (Global MBA, Finance MBA) in Korea
	2007	Accreditations from AACSB (2005) and EQUIS (2007)
	2008	Tri-University Collaboration Program (S ³ Asia MBA: Fudan-NUS-KU)
	2010	Re-accreditations from AACSB and EQUIS
	2011	First Business School in Korea to be ranked in the UTD Top 100 Business School Rankings
	2015	2 nd re-accreditation from AACSB and EQUIS
		Academic member of CEMS alliance in Korea
	2016	Founding of KUBS Worldwide University Business Research Rankings
		Opening of KUBS Startup Institute
	2017	Asia Tri-lateral Seminar (KUBS-Hitotsubashi-PHBS)
	2018	The largest number of KUBS alumni among current CEOs at Korea's 100 most influential companies.
	2019	Ranked 1 st in producing the most successful CPA candidates for 4 consecutive years (109 in 2019).
	2020	49th place in Business & Management studies in 2020 QS World University Rankings, ranks 1st among private Korean universities
KUBS Achievements	◆ Dual International Accreditations: First Institution in Korea accredited by both AACSB (2005) and EQUIS (2007) ◆ Faculty Size: 84 full-time faculty members (largest in Korea at the college level) ◆ Ranked 19th in Financial Times Top 100 Executive MBA Rankings 2020 (1st in Korea) ◆ Ranked 48th in Business & Management, 57th in Accounting & finance in 2021 QS World University Rankings by subject ◆ Ranked 148th (1st in Korea) in 2021 Best Global Universities Rankings: Economics and Business Area (U.S. News & World Report) ◆ Ranked 117th in THE World University Rankings 2021 by Subject (Business & Management) ◆ Ranked No. 1 Business School in Korea for 13 consecutive years (2008-2020, Hankyung Business Survey of HR managers from the Top 300 companies) ◆ Highest pass rate on CPA exam for five consecutive years (127 students qualified in 2020) ◆ No. 1 Producer of CEOs of Korea's top 100 companies as a single university department – Hankyung Business	



KUBS Student Body (as of Dec 2021)

Programs		Target Segments	Total No. of Students	No. of International Students	
Undergraduate Degree (BBA)		Top-level high school graduates	1,757	397	
Academic Graduate Degree Programs	MS	4 Year college graduates	169	59	
	Ph.D.	Master graduates	78	9	
	MS & Ph.D. Integrated	Integrated course of the master’s and the doctor’s	19	1	
Professional Graduate Degree Programs	Full-time	S ³ Asia MBA	Mid-level managers in Korea, China, and Singapore	14	8
		Global MBA	Mid-Level managers	46	11
		GMIM (CEMS)	4 Year college graduates	7	3
	Part-time	Korea MBA	Part-time (Evening) MBA	367	5
		Executive MBA	Senior managers	106	0
		Finance MBA	Prospective finance industry experts	67	1

KUBS Academic Programs for Exchange Students

Program	Term	Details
BBA (Undergraduate)	Semester	63% of courses conducted in English
MS (Graduate)	Semester	50% of courses conducted in English - Research oriented, theory-based courses - Eligibility: Students studying at the MS (or graduate) level who acquired a Bachelor's degree.
Global MBA (GMBA)	Module	- Approximately 90% of courses conducted in English - Practice oriented courses - Eligibility: students who acquired a Bachelor's degree (or equivalent, Master's/Doctor's degree if applicable) work experience recommended - MS students are able to apply GMBA Program

Academic Schedule & Deadlines

Academic Schedule			Nomination Deadline	Application Deadline
Month	Semester (BBA&MS)	Module (GMBA)		
September 1 ~ December 21	Fall Semester (1 st semester)	Module 1	April 8	April 30
		Module 2		
March 2~ June 21 (tentative)	Spring Semester (2 nd semester)	Module 4	October 8	October 29
		Module 5		



Nomination & Application	
Entry Requirements	• Must have good academic standing (GPA 3.0 above recommended) • Must be currently enrolled at home institution (should be registered at least 2 semesters) • Must be officially nominated by home institution • Must be fluent in either Korean or English (recommended English Proficiency Test scores: TOEFL IBT 89, TOEIC 800, or IELTS 6.5.) • Students who are in their final year of study and/or have required courses that must be taken for graduation are not recommended to participate in our exchange program, as there is a high demand for several of our business major courses and it is highly possible that students will be unable to take the courses that they need.
Required Documents for Application	1) Online application form 2) One photograph (ID picture) 3) Official academic transcript 4) Letter of academic reference - MUST be completed by a student's professor or an academic advisor who is familiar with the student's college-level work and is able to attest to his or her character, maturity and self-sufficiency - MUST include the recommender's name, title, and the school's logo 5) Certificates of Health - All exchange/visiting students are required to complete this form and submit it within the application period. Those who do not submit the form will not be accepted to Korea University Business School. This form must be completed by a physician/doctor only. * Only the examination taken in August to October for spring semester and February to April for fall semester is acceptable. (examination date must be within 2 months from the start of the application period) 6) Statement of purpose and goals – describes the purpose and goals of his or her exchange semester in 1 or 2 pages (A4 size) 7) Copy of Passport Identification Page (which shows a student's photo, name, and passport number, etc.) – MUST be valid for 6 months beyond the period of student's intended stay in Korea 8) Letter of confirmation for private insurance (for non-Korean passport holders only) - MUST state the dates of coverage and benefits in ENGLISH - Insurance MUST be valid throughout the entire study abroad period - Insurance can be submitted by July 31, 2022(Fall), January 31, 2023 (Spring) to program manager. *All incoming international students are required to enroll in the mandatory Korean National Health Insurance plan from March 2021 due to Korean government's policy change. The fee is approximately KRW 44,000 per month (students must pay during their stay in Korea). No action is required from students, as they are automatically subscribed to health insurance by the NHIS after creating their Alien Registration Card. It is required for the students to have both private insurance and Korean National Health Insurance. 9) Bank Statement- Show proof of financial ability to study abroad 10) Pledge – Available at KUBS online application link 11) Agreement to 10-Day Quarantine – Available at KUBS online application link.
Nomination and Application Procedure for Student Exchange Program	1. Before the official nomination, program managers at partner universities MUST jointly agree on the number of slots for each academic year with the KUBS exchange program manager. 2. Once the number of nominees are confirmed, the KUBS Nomination Link will be distributed at the end of March (for fall semester) and end of September (for spring semester). 3. A link to KUBS's online application will be given to the nominees within one week after the nomination, and they MUST complete the online application by the deadline indicated. 4. By the early June (for fall) and December (for spring), the 'Admission Package' including 1) original copy of Letter of Admission, 2) Certificate of Admission, and 3) Business License of Korea University will be sent to the students to their e-mail. 5. All the exchange students MUST have worldwide insurance coverage for a study abroad program during the whole duration of their stay at KUBS. Those who do not submit the letter of confirmation for private insurance will NOT be allowed to enroll at KUBS even if they have received the Letter of Admission. 6. The letter of confirmation for private insurance can be submitted either at the time of online application or via e-mail by end of July (for fall semester) and January (for spring semester).



Course Information															
Majors	Accounting / Finance / International Business / Logistics, Service & Operations Management (LSOM) / Management / Marketing / Management Information System (MIS)														
Course List	Refer <Academic offerings> from page 6														
Class Size	• BBA: 15~100 (35 students per class on average) • MS: 5~15 (less than 20 students per class on average) • GMBA: Different each semester														
Tests	Midterm exam, Final exam, Presentations, Group work, etc. (varies by class)														
Workload per Credit Hour	• 3 credits= 3 hrs/wk, 16 wks/semester • 2 credits= 4 hrs/wk, (GMBA) 8 wks/module														
Credit Hour Limit	•<table border="1"><thead><tr><th>Program</th><th>Maximum Limit</th><th>Regular (non-exchange)</th></tr></thead><tbody><tr><td>BBA</td><td>19 credits per semester</td><td>Normally take 4-6 classes (12 - 18credits)</td></tr><tr><td>MS</td><td>12 graduate credits per semester (If student takes undergraduate courses, max 19 credits)</td><td>Normally take 3-4 classes (9 - 12credits)</td></tr><tr><td>GMBA</td><td>Two modules cannot exceed 19 credits</td><td>Normally take 2-4 classes each module</td></tr></tbody></table> Students must take at least 1 course per semester/module.			Program	Maximum Limit	Regular (non-exchange)	BBA	19 credits per semester	Normally take 4-6 classes (12 - 18credits)	MS	12 graduate credits per semester (If student takes undergraduate courses, max 19 credits)	Normally take 3-4 classes (9 - 12credits)	GMBA	Two modules cannot exceed 19 credits	Normally take 2-4 classes each module
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Grading System		
Professors have full authority for evaluating students. Each student's academic performance is graded according to the following criteria: exams and assignment results, attendance, and class participation, etc. A minimum of 70% attendance is required in order for a student to earn a passing grade.		
Letter Grade	Grade Point	Percentage
A+	4.5	95 – 100
A	4.0	90 – 94
B+	3.5	85 – 89
B	3.0	80 – 84
C+	2.5	75 – 79
C	2.0	70 – 74
D+	1.5	65 – 69
D	1.0	60 – 64
F	Fail	59

Academic Offerings	
BBA Courses (Undergraduate)	http://sugang.korea.ac.kr > Major Subject > Korea University Business School • Students may refer to the course list from the previous corresponding semester. (e.g. 2020 Spring semester for 2021 Spring Semester) The course list are to be used as reference not all courses may be offered.



	- Students are responsible for checking the latest course list in July for the fall semester and in January for the spring semester. The lists offered in Fall and Spring may differ, so please check carefully. - Courses conducted in English are indicated as “(English)”. - All KUBS undergraduate courses taught in English are open to the exchange students. (Exception: “BUSS163 Introduction to Business” and “BUSS402 Management Strategy”) - Click on the Course No. link to see the syllabus. If no information is available, please click the ‘Upload File’ link at the bottom of the page for the syllabus. - Exchange students can take non-business courses if pre-requisites are met and they have successfully registered online. (Non-available subjects: Medicine, Nursing, Law, Information Security, and all the courses provided by the departments at <i>Sejong</i> campus, which is indicated as S in the Campus category) - BBA students CANNOT take MS/MBA courses.
MS Courses (Graduate)	http://sugang.korea.ac.kr/graduate > Search course: Graduate Course > Select Graduate School > Department of Business Administration - Students may refer to the course list from the previous corresponding semester. (e.g. 2020 Fall semester for 2021 Fall Semester) However not all courses are guaranteed to be open, and only a selected number of classes will be available among the courses which will be announced after application. - Courses offered in English are indicated as “(English)”. - Click on the Course No. link to see the syllabus of each course. If none is available, please click the ‘syllabus document’ link at the bottom of the page. - The final list of business courses available to exchange students will be distributed via email to individual students in August for the fall semester and in February for the spring semester. - Students MUST be aware that not all business graduate courses are available. By participating in KUBS exchange program, they will be coming at their own risk of taking limited courses. - Students can take graduate courses provided by other departments regardless of major, as long as they meet the requirements (prerequisites) and have the professor’s permission. (Only subjects under the category of “Graduate School” are available. MBA courses or Graduate School of International Studies are not available. Non-available subjects: Medicine, Nursing, Law, Information Security, and all the courses provided by the departments at <i>Sejong</i> campus) - MS students are allowed to take BBA courses but GMBA courses are not available (students are responsible for checking with the program manager at their home institution regarding the compatibility of undergraduate courses in terms of credit transfer).
MBA Courses	http://sugang.korea.ac.kr/graduate > Search course: Graduate Course > Choose semester (fall incoming- > Module 1 & 2/ Spring incoming Module 4 & 5) > Business Administration > Global MBA * The semester should be set as Module #, not fall or spring - Change the setting for Year and Term to the previous corresponding module. (e.g. 2021 module 4 for 2022 module 4) - Click on the Course No. link to see the syllabus. If no information is available, please click the ‘syllabus document’ link at the bottom of the page for the syllabus. - The final list of courses available to exchange students will be distributed via email in August for module 1, September for module 2, February for modules 4 and March for module 5. - As core courses are offered in the fall (modules 1&2) and electives are offered in spring (modules 4&5), it is recommended for exchange students at the MBA level to come in spring in terms of course selection since most students will have already taken their core courses at their home institution. - MBA students CANNOT take BBA/MS courses, or courses other than GMBA



Korean Language Courses	- Korean language courses for BBA/MS students are offered during regular semesters. There are 6 different levels from Beginner to Advanced. - Korean courses for exchange students can be found at http://sugang.korea.ac.kr > General Subject > General Studies > Electives > IFLS108 – 113 / IFLS240 – 247. - Non-credit Korean language classes for 4 weeks are offered during the summer/winter vacation to exchange students who completed a regular semester at KU, regardless of academic level. For further information please refer to https://klc.korea.ac.kr/index.do
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Course Registration						
Schedule	Fall Semester			Spring Semester		
	BBA	MS	MBA	BBA	MS	MBA
Preparatory Preferred Course Listing	Early August	N/A	N/A	Early February	N/A	N/A
Course Registration	Mid-August	End of August	Mid-August	Mid-February	End of February	Mid-February
Add/Drop Period	Early September	Early September	First week of first module	Early March	Early March	First week of first module
- Preparatory Preferred Course Listing for BBA students allows students to expedite course registration before the official registration period begins. - Detailed information with specific dates and complete instruction will be sent to students prior to the course registration period in July/August for the fall semester and January/February for the spring semester, and students are responsible for reading and following the guideline very carefully.						

Accommodation					
On-campus Accommodation		All on-campus accommodations are located within about 20 minutes of walking distance from the main campus.			
Residence Hall	Type	Fall Semester (124 nights)	Summer A / Winter A (29 nights)	Summer B / Winter B (54 nights)	Spring Semester (124 nights)
CJ International House (w/ Bath)	Single	KRW 2,070,800	KRW 484,300	KRW 901,800	KRW 2,070,800
	Double	KRW 1,661,600	KRW 388,600	KRW 723,600	KRW 1,661,600
Anam International House (w/ Bath)	Single	KRW 2,070,800	KRW 484,300	KRW 901,800	KRW 2,070,800
	Double	KRW 1,661,600	KRW 388,600	KRW 723,600	KRW 1,661,600
Applying for On-campus Accommodation		Online Application Period - Fall Semester: Early June ~ Early July - Spring Semester: Early December ~ Early January Residence Office Web: http://reslife.korea.ac.kr E-mail: reslife@korea.ac.kr Phone: +82-2-3290-1554 Fax: +82-2-929-3184 However, please note that IT IS VERY DIFFICULT FOR KUBS EXCHANGE STUDENTS TO GET A ROOM IN ONE OF THE ON-CAMPUS DORMITORIES due to its assignment priority and limited spaces. Therefore, it is highly recommended for students to find and prepare to stay in off-campus accommodation in case on-campus housing is not provided (which is very likely).			

Off-campus Accommodation	There are numerous private student accommodations called <i>Goshitel</i> near campus, in 5-10 minutes walking distance. These accommodations vary widely in terms of room size and rate. Prices range from approximately KRW 500,000 to KRW 700,000 per month, and the average price is about KRW 550,000. General information on housings in Seoul is also available at the <i>Seoul Global Center</i> website, http://global.seoul.go.kr <i>Homestay Korea</i> (http://homestaykorea.com) can arrange students with families willing to host a homestay student, and reservations are available in English.
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Insurance	
Private Health/Travel Insurance (for non-Korean passport holders only)	All KUBS incoming exchange students except for those with Korean citizenship MUST have worldwide insurance coverage, and the benefits should provide for all injuries and illnesses that may occur during the entire duration of their stay in Korea. ** All incoming international students are required to enroll in the mandatory Korean National Health Insurance plan from March 2021 due to Korean government's policy change. The fee is approximately KRW 44,000 per month (students must pay during their stay in Korea). No action is required from students, as they are automatically subscribed to health insurance by the NHIS after creating their Alien Registration Card. <i>It is required for the students to have both private insurance and Korean National Health Insurance.</i>

Visa	
For foreigners of non-Korean descent	KUBS exchange students of non-Korean descent MUST have a D-2 student visa to study at KUBS. They can apply for a visa at the nearest Korean Embassy or Korean consulate in their home country by submitting the documents in the admission packet: Certificate of Admission, Letter of Admission, and Business License of Korea University (students with Chinese nationality MUST apply in the country where their home institution is located). Those who are going to travel and apply for the student visa in other countries than their home country MUST make sure to check if they can process the visa application there. Important notice: When the student comes to Korea with a single-entry visa and the student leaves Korea before making an Alien Registration Card (ARC), their visa will be cancelled. Please remember this before making travel plans after arriving Korea.
For foreigners of Korean descent / individual holding Korean and other (dual) citizenship	Requirements for obtaining a visa may vary for foreigners of Korean descent and/or individuals holding Korean and other (dual) citizenship. Thus, they MUST check with the Korean Embassy or Korean consulate in their place of residence before applying to our exchange program.
For Korean passport holders / F-4 visa holders	Students holding a Korean passport or F-4 visa do not have to apply for any other specific visa to study at KUBS.

Arrival Guide	
Orientation for Exchange Students (Orientation is currently replaced online due to the COVID-19)	Orientation is MANDATORY for all incoming exchange students. - Fall Semester: a week before the semester starts in August - Spring Semester: a week before the semester starts in February * Specific dates to be announced.
Airport Pick-up Service (Currently Not Available Due to the COVID-19)	Before the first day of the orientation in August (for fall) and in February (for spring), airport pick-up service is provided for students who are staying at either the KU on-campus accommodation or the off-campus housing options around the campus. Those who would like to apply for this service MUST submit the online request form at http://oia.korea.ac.kr > Exchange/Visiting > Requests > Airport Pickup. * Specific dates to be announced. (Usually around the weekend before orientation)



Recommended Arrival Date	On-campus Accommodation Move-in Date • Fall Semester: Mid-August (10 days prior to the semester start date) • Spring Semester: Mid-February (10 days prior to the semester start date) On-campus Accommodation Move-out Date • Fall Semester: Sunday right after the finals week • Spring Semester: Sunday right after the finals week However, unlike the on-campus dormitory, there are no official check-in/out dates for off-campus housing, as the rental fee is calculated according to the date the student moves in.
COVID-19 (10 days quarantine required as of December 2021)	As of December 2021, the Korean government is asking all passengers entering Korea to follow 10-days of self-quarantine (both for vaccinated and non-vaccinated foreigners). In accordance with self-quarantine, students MUST arrive in Korea before 10 days prior to the semester starts. If the policy changes, KUBS will update again. Latest notification can be found here: https://gsc.korea.ac.kr/usr/exchange/notice_list.do
How to Get to KUBS	Those who are not able to use the KU airport pick-up service on the official dates or are coming to visit KUBS for non-academic purposes will need to arrange their own means of transportation. • Airport Help Center: http://www.airhelp.co.kr • By public transportation: http://oia.korea.ac.kr > Introduction > Visit KU > Transportation

Estimated Living Expenses in Seoul	
Tuition Fee	Waived at the host institution; paid only to the student's home institution
Korean National Health Insurance Fee	Approx. KRW 44,000 per month
On-campus Accommodation	KRW 880,000 ~ KRW 2,000,000 (4 months)
Off-campus Accommodation	KRW 450,000 ~ 650,000 per month
Food/Meals	Approx. KRW 400,000 per month
Local Transportation	Approx. KRW 80,000 per month
Academic Expenses	Approx. KRW 200,000 per semester (mainly textbooks)
Personal Expenses	Approx. KRW 200,000 per month but may vary

Student Services	
Korea University Buddy Assistants (KUBA)	KUBA is a buddy matching program that connects incoming exchange students with KU domestic students. International students will have the opportunity to experience and participate in KU's events and learn about Korean culture while building strong friendships with their buddies. All exchange students will be assigned to a KUBA buddy by default.
KUBS Buddy Program (undergraduate only)	KUBS Buddy is a KUBS student organization specifically designed to help KUBS exchange undergraduate students (not available to MS and GMBA students) adjust to KUBS life and give advice in course selections. KUBS undergraduate exchange students will join the KUBS Buddy program without an application.
Campus Facilities	Library, Computer Lab, Fitness Club, Bookstore, Print Shop, Post Office, Stationery, Bank, ATMs, Cafeteria, Restaurant, Mobile Shop, Hair Salon, Convenience Store



Activities & Events

Seoul City Tour	August	February	A sightseeing tour to famous places in Seoul
Annual Korea University – Yonsei University Sporting Event	October		A sporting event between Korea University and Yonsei University
University Festival (<i>Ipselenti</i>)	May		KU's annual school festival

Academic Transcript

KUBS sends out students' initial copies of academic transcripts to their home institutions in January (for fall) and in July (for spring) free of charge when they complete their semester(s) at KUBS.

- Fall Semester: at the end of January
- Spring Semester: at the end of July

* Should students need more copies, they can make an online request and pay extra fees at <http://oia.korea.ac.kr> > Exchange/Visiting > Requests > Transcript Request.