



# 대한민국 비자신청 가이드북

## 학생 비자

### Student visa information

KVAC Paris

2023

## VISA TYPE LIST

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Student from,  
**Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam**

▼ ▼ Please follow the list below. ▼ ▼

- |    |  |                    |
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| 10 | 사증발급 인정 번호를 보유한 자<br>Those who has a visa issuance number<br>(*Student from <b>Cuba, Syria, Macedonia, Kosovo</b> must have Confirmation of Visa Issuance to apply for a visa) | <a href="#">13</a> |

## □ 비자 종류별 정보 / Visa type Information

### D-2-1 ~ D-2-4 Student Visa D-2-1 ~ D-2-4 학생 유학 비자

91일 이상, 단수 입국 (독일인, 일본인만 복수)  
Over 91 days, Single entry (Only German, Japanese Multiple entry)

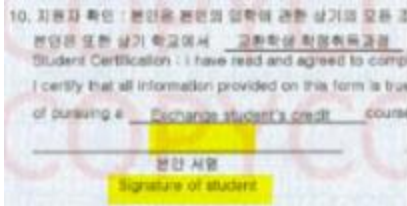
### ➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

### Student from the countries below, please go to the [\(Page No.9\)](#).

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

### ➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> e-signature not permitted/전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	<p><b>Certificate of Admission/표준입학허가서</b></p> <p>❖ Please make sure the following points are valid:</p> <ol style="list-style-type: none"> <li>1) Stamp of the University is clearly visible</li> <li>2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document</li> <li>3) Document is issued within 3 months</li> <li>4) "Signature of Student" <b>(Only hand signature will be accepted.)</b></li> </ol> <div style="display: flex; align-items: center;">  <div style="margin-left: 20px; background-color: #e0ffe0; padding: 5px; border: 1px solid #c0ffc0;"> <p><b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b></p> </div> </div>
5	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
6	Proof of Payment Receipt / 송금내역서
7	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
8	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

□ 비자 종류별 정보 / Visa type Information

**D-2-6 Exchange Student Visa**  
**D-2-6 교환학생 비자**

91일 이상, 단수 입국 (독일인만 복수)  
Over 91 days, Single entry (Only German Multiple entry)

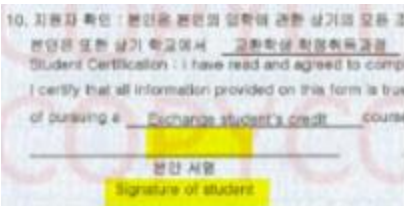
➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below, please go to the [\(Page No.10\)](#).

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> e-signature not permitted/전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	<p><b>Certificate of Admission/표준입학허가서</b></p> <p>❖ Please make sure the following points are valid:</p> <ol style="list-style-type: none"> <li>1) Stamp of the University is clearly visible</li> <li>2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document</li> <li>3) Document is issued within 3 months</li> <li>4) "Signature of Student" <b>(Only hand signature will be accepted.)</b></li> </ol> <div style="display: flex; align-items: center;">  <div style="border: 1px solid green; padding: 5px; background-color: #e8f5e9;"> <p><b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b></p> </div> </div>
5	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
6	Proof of Payment Receipt / 송금내역서
7	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
8	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

□ 비자 종류별 정보 / Visa type Information

**D-2-8 Visiting Student**  
**D-2-8 방문학생**

91일 이상, 단수 입국 (독일인만 복수)  
Over 91 days, Single entry (Only German Multiple entry)

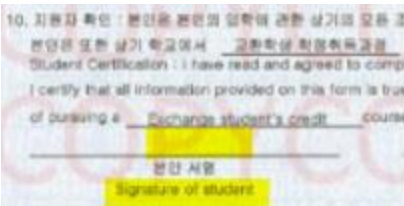
➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below, please go to the [\(Page No.11\)](#).

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> e-signature not permitted/전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	<p><b>Certificate of Admission/표준입학허가서</b></p> <p>❖ Please make sure the following points are valid:</p> <ol style="list-style-type: none"> <li>1) Stamp of the University is clearly visible</li> <li>2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document</li> <li>3) Document is issued within 3 months</li> <li>4) "Signature of Student" <b>(Only hand signature will be accepted.)</b></li> </ol> <div style="display: flex; align-items: center;">  <div style="border: 1px solid green; padding: 5px; background-color: #e0f0e0;"> <p><b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b></p> </div> </div>
5	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
6	Proof of Payment Receipt / 송금내역서
7	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
8	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

□ 비자 종류별 정보 / Visa type Information

**D-4-1 Korean Language Trainee**  
**D-4-1 한국어연수 비자**

91일 이상, 단수 입국  
Over 91 days, Single entry

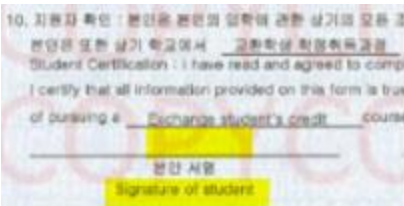
➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below, please go to the [\(Page No.12\)](#).

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> e-signature not permitted/전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	<p><b>Certificate of Admission/표준입학허가서</b></p> <p>❖ Please make sure the following points are valid:</p> <ol style="list-style-type: none"> <li>1) Stamp of the University is clearly visible</li> <li>2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document</li> <li>3) Document is issued within 3 months</li> <li>4) "Signature of Student" <b>(Only hand signature will be accepted.)</b></li> </ol> <div style="display: flex; align-items: center;">  <div style="margin-left: 20px; background-color: #e0ffe0; padding: 5px;"> <p><b>*If your CoA has wrong information, please contact your university directly.</b> <b>False information can not be accepted.</b></p> </div> </div>
5	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
6	Proof of Payment Receipt / 송금내역서
7	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
8	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

## □ 비자 종류별 정보 / Visa type Information

**사증발급인정 번호를 보유한 자**  
**Those who has a visa issuance number**

91일 이상, 비자타입에 따라 다름 (법무부 확인 필요)  
over 91 days, depends on visa type

▶ Student from **Cuba, Syria, Macedonia, Kosovo** must have Confirmation of Visa Issuance to apply for a visa. Please contact your university.

### ➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

### ➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17-3) / 사증발급신청서 (제17-3호서식)</a> e-signature not permitted/ 전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Address in Korea and contact information on a separate paper
5	Proof of Payment Receipt / 송금내역서
6	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
7	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

▶▶ Please read this notice carefully ◀◀

The KVAC is not responsible for delays that are due to mistakes from your side. The months from January to March and June to August are considered peak season. Please prepare your document attentively to avoid your delay.  
(Visa processing time in peak season: 2-6 weeks)

If you are a student from below countries,  
**(Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam)**  
There are **two cases** to apply for a visa. First, please check your eligibility below.

- Case 1: If your university is on the **Excellent accredited Universities** (Only student from university on “EXCELLENT” list can choose case 1. Please check carefully on the list.)

**excellent accredited university**

- Select universities with particularly excellent internationalization capabilities among accredited universities for autonomous quality management

List of excellent accredited universities (13)	
division	University Name (Publication Date: March 2023)
General University (9 schools)	Konkuk University, Korea University, Seokyeong University, University of Seoul, Sungshin Women's University, Ulsan Institute of Science and Technology, Ewha Womans University, Hanyang University, Hongik University
Graduate University (4 schools)	University of Science and Technology, National Cancer Center Graduate School of International Cancer, Korea Development Institute Graduate School of International Policy Studies, Korea Electric Power International Graduate School of Nuclear Energy

- Case 2: If your university is not on the **Excellent accredited Universities**, you must prepare the documents for case 1 and 2. For more information, please find your documents list per your visa type.

If your country is on the **high risk of tuberculosis**, you must submit the “tuberculosis certificate” extra.

**If you've been staying more than 6 months in Europe, you do not need to submit it.**



☐ 비자 종류별 정보 / Visa type Information

**D-2-1 ~ D-2-4 Student Visa**  
**D-2-1 ~ D-2-4 학생 유학 비자**

91일 이상, 단수 입국  
Over 91 days, Single entry

➤ 비자 + 서비스 수수료 / Visa + Service fee

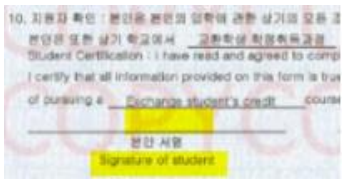
Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below,

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

**CASE 1 : If your university is on the [Excellent](#) accredited Universities list**

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> <b>e-signature not permitted/전자서명 불가</b>
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Documents proving that you are a permanent resident/long-term resident in your current country of residence. - <b>Proof of staying in the country of residence for more than 2 years before the submission date.</b> <b>*If you can not provide it, please submit <a href="#">incomplete document form</a>.</b>
5	<b>Certificate of Admission/표준입학허가서</b> ❖ Please make sure the following points are valid: 1) Stamp of the University is clearly visible 2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document 3) Document is issued within 3 months 4) "Signature of Student" ( <b>only hand signature will be accepted.</b> )  <b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b>
6	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
7	Proof of Payment Receipt / 송금내역서
8	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
9	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

**CASE 2 (CASE 1 + 2) : If your university is **NOT** [Excellent](#) accredited Universities list**

1	<b>Documents proving your last academic background certification</b> - <b>Original and Apostille</b> document should be submitted *If your country of origin is not among the Apostille Convention countries, please visit the Embassy of your country of origin located in the country where you are studying/have studied
1	<b>Financial proof (over 20.000USD)</b> - Your bank statement issued <b>within 1 month</b> (Original needed). - If you submit parents' bank statement, please submit your <b>birth or family certification</b> . (Please translate the document if it is <b>not</b> written in English or Korean. And submit a <a href="#">translate verification</a> .)

□ 비자 종류별 정보 / Visa type Information

**D-2-6 Exchange Student Visa**  
**D-2-6 교환학생 비자**

91일 이상, 단수 입국  
Over 91 days, Single entry

➤ 비자 + 서비스 수수료 / Visa + Service fee

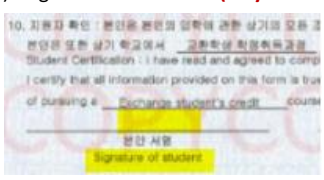
Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below,

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

**CASE 1 : If your university is on the **Excellent** accredited Universities list**

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호서식)</a> <b>e-signature not permitted/전자서명 불가</b>
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5x4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Documents proving that you are a permanent resident/long-term resident in your current country of residence. - <b>Proof of staying in the country of residence for more than 2 years before the submission date.</b> <b>*If you can not provide it, please submit incomplete document form.</b>
5	<b>Certificate of Admission/표준입학허가서</b> ❖ Please make sure the following points are valid: 1) Stamp of the University is clearly visible 2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document 3) Document is issued within 3 months 4) "Signature of Student" ( <b>only hand signature will be accepted.</b> )  <b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b>
6	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
7	Proof of Payment Receipt/ 송금내역서
8	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
9	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

**CASE 2 (CASE 1 + 2) : If your university is **NOT Excellent** accredited Universities list**

10	<b>Documents proving you have attended university for more than one semester</b> - <b>Original and Apostille</b> document should be submitted *If your country of origin is not among the Apostille Convention countries, please visit the Embassy of your country of origin located in the country where you are studying/have studied
11	<b>Financial proof (670EURO * 00Months)</b> - Your bank statement issued <b>within 1 month</b> (Original needed). - If you submit parents' bank statement, please submit your <b>birth or family certification</b> . (Please translate the document if it is <b>not</b> written in English or Korean. And submit a <a href="#">translate verification</a> .)
12	A visa request letter(reference letter) issued by <b>the Principal</b> of home country university. (Submission of the Incomplete document form is not acceptable) - The principal's stamp or signature must be included.
13	Document proving that you are an exchange student. (Submission of the Incomplete document form is not acceptable) 1) Exchange student agreement between the two universities. <b>OR</b> 2) Letter of Acceptance

## □ 비자 종류별 정보 / Visa type Information

### D-2-8 Visiting Student D-2-8 방문학생

91일 이상, 단수 입국  
Over 91 days, Single entry

#### ➤ 비자 + 서비스 수수료 / Visa + Service fee

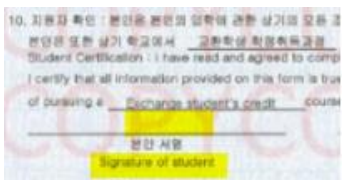
Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

#### Student from the countries below,

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

#### ➤ 필수 제출 서류 / Mandatory documents to be submitted

#### CASE 1 : If your university is on the **Excellent** accredited Universities list

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> <b>e-signature not permitted/전자서명 불가</b>
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Documents proving that you are a permanent resident/long-term resident in your current country of residence. - <b>Proof of staying in the country of residence for more than 2 years before the submission date.</b> <b>*If you can not provide it, please submit <a href="#">incomplete document form</a>.</b>
5	<p><b>Certificate of Admission/표준입학허가서</b></p> <p>❖ Please make sure the following points are valid:</p> <ol style="list-style-type: none"> <li>1) Stamp of the University is clearly visible</li> <li>2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document</li> <li>3) Document is issued within 3 months</li> <li>4) "Signature of Student" (<b>only hand signature will be accepted.</b>)</li> </ol>  <p><b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b></p>
6	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
7	Proof of Payment Receipt / 송금내역서
8	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
9	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

#### CASE 2 (CASE 1 + 2) : If your university is **NOT Excellent** accredited Universities list

1	Documents proving your <b>last and current</b> academic background certification
0	- <b>Original and Apostille</b> document should be submitted *If your country of origin is not among the Apostille Convention countries, please visit the Embassy of your country of origin located in the country where you are studying/have studied
1	<b>Financial proof (670EURO * 00Months)</b>
1	- Your bank statement issued <b>within 1 month</b> (Original needed). - If you submit parents' bank statement, please submit your <b>birth or family certification</b> . (Please translate the document if it is <b>not</b> written in English or Korean. And submit a <a href="#">translate verification</a> .)

□ 비자 종류별 정보 / Visa type Information

**D-4-1 Korean Language Trainee**  
**D-4-1 한국어연수 비자**

91일 이상, 단수 입국  
Over 91 days, Single entry

➤ 비자 + 서비스 수수료 / Visa + Service fee

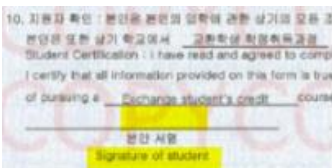
Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

Student from the countries below,

Bangladesh, Cameroon, China, Ethiopia, Egypt, Ghana, Guinea, Iran, India, Indonesia, Kazakhstan, Kyrgyzstan, Nigeria, Nepal, Mali, Myanmar, Mongolia, Pakistan, Peru, Philippines, Sri Lanka, Thailand, Ukraine, Uzbekistan, Uganda, and Vietnam.

➤ 필수 제출 서류 / Mandatory documents to be submitted

**CASE 1 : If your university is on the [Excellent](#) accredited Universities list**

1	<a href="#">Visa Application Form (Form no. 17) / 사증발급신청서 (제17호 서식)</a> <b>e-signature not permitted/전자서명 불가</b>
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Documents proving that you are a permanent resident/long-term resident in your current country of residence. - <b>Proof of staying in the country of residence for more than 2 years before the submission date.</b> <b>*If you can not provide it, please submit <a href="#">incomplete document form</a>.</b>
5	<b>Certificate of Admission/표준입학허가서</b> ❖ Please make sure the following points are valid: 1) Stamp of the University is clearly visible 2) Your name, passport number, and date of birth, Nationality are correctly written on your CoA document 3) Document is issued within 3 months 4) "Signature of Student" ( <b>only hand signature will be accepted.</b> )  <b>*If your CoA has wrong information, please contact your university directly. False information can not be accepted.</b>
6	Business registration of the university in Korea issued within 3 months 한국 대학교의 사업자등록증 (발급 3개월 이내)
7	Proof of Payment Receipt / 송금내역서
8	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
8	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.

**CASE 2 (CASE 1 + 2) : If your university is **NOT Excellent** accredited Universities list**

1	<b>Documents proving your current or last academic background certification</b> - <b>Original and Apostille</b> document should be submitted *If your country of origin is not among the Apostille Convention countries, please visit the Embassy of your country of origin located in the country where you are studying/have studied
1	<b>Financial proof (670EURO * 00Months)</b> - Your bank statement issued <b>within 1 month</b> (Original needed). - If you submit parents' bank statement, please submit your <b>birth or family certification</b> . (Please translate the document if it is <b>not</b> written in English or Korean. And submit a <a href="#">translate verification</a> .)
1	The language training plan includes - Lecture schedule, teacher's profile, training facility information, etc.

## □ 비자 종류별 정보 / Visa type Information

**사증발급인정 번호를 보유한 자**  
**Those who has a visa issuance number**

91일 이상, 비자타입에 따라 다름 (법무부 확인 필요)  
over 91 days, depends on visa type

▶ Student from **Cuba, Syria, Macedonia, Kosovo** must have Confirmation of Visa Issuance to apply for a visa. Please contact your university.

### ➤ 비자 + 서비스 수수료 / Visa + Service fee

Visa Fee (Mandatory)	Please check your visa fee <a href="#">HERE</a>
Service Fee (Mandatory)	60.00 EURO
Courier Return service (CASEal)	10.00 EURO

### ➤ 필수 제출 서류 / Mandatory documents to be submitted

1	<a href="#">Visa Application Form (Form no. 17-3) / 사증발급신청서 (제17-3호서식)</a> e-signature not permitted/ 전자서명 불가
2	Passport with at least 6 months remainder validity / 여권 유효기간이 최소 6개월 이상 남아있는 여권
3	One 3.5X4.5 cm picture taken in the past 6 months. Please glue the photo on the Application Form. 최근 6개월 이내 촬영한 3.5X4.5 cm 사진. 사증발급신청서 사진 란에 풀로 부착.
4	Address in Korea and contact information on a separate paper
5	Proof of Payment Receipt / 송금내역서
6	<a href="#">KVAC Waiver Courier / 우편 접수 시 책임면책서</a> Please clearly write down the address where you wish to have your passport sent back including C/O. 반드시 여권을 돌려받아야 하는 주소를 정확하게 기재해주시기 바랍니다. (우편함 이름까지 기재)
7	<a href="#">KVAC Consent Form and Terms of Use / KVAC 이용 약관 동의서</a> On page 2, "I have the right to contact IOM at _____", please write Berlin 2번째 장, "I have the right to contact IOM at _____" 에는 Berlin 을 기재해주시기 바랍니다.