



## Change of Visa Status (D4→D2)



- **Application eligibility:** D-4 visa holders among freshmen by March 2021
- **Date for documentation submission:** 2021. 2. 24.(Wed) 10:00~16:00 (1 day), Lunch time: 12~1pm
- **Place:** Administration office of International Services (N10-office No. 151) (contact no. ☎ 043-261-3890)
- **Attention**
  - You must be wearing your mask before entering the office.  
In case of fever symptoms, please refrain from visiting the office and get in contact with the person in charge as soon as possible.
  - After filling out the application form, print it and submit it. (Photo must be attached)
  - You must submit one (1) photocopy of each: Passport, Proof of Residence
  - The Tuition Payment certificate and the Graduation certificate can be issued in the Total Service Center (N10- No.106) (In case of online issue: check the attached file)
  - In case that your visa expires before the date of 'Group Application' or in case of preferring an 'Individual Application', you must apply for an appointment (on [www.hikorea.go.kr](http://www.hikorea.go.kr)). After that, you must personally go to the Immigration Office and apply for the Visa Change.

Application eligibility	Required documents	
<b>Korean language students</b> <b>Visa changing</b> <b>D-4 ▶ D-2</b>	<ol style="list-style-type: none"> <li>1. Application form</li> <li>2. Admission certificate (It can be issued in the Office of International Services)</li> <li>3. Tuition Payment certificate (It can be issued in the Total Service Center)</li> <li>4. Proof of Residence(select only 1)                             <ul style="list-style-type: none"> <li>- Certificate of dormitory residence</li> <li>- Real estate rent contract (room contract)</li> <li>- The official form "Confirmation of Residence/Accommodation", Copy of the provider's ID card, Standard Lease Contract under the provider's name</li> </ul> </li> <li>5. Academic transcript and Certificate of attendance for all semesters of the Korean language course</li> <li>6. Passport photocopy (1)</li> <li>7. ID photo (within the last three (3) months)</li> <li>8. Commission Fees: 130,000 won</li> <li>9. Lastest Degree Diploma</li> <li>10. Bank balance certificate (Korean bankbook)                             <ul style="list-style-type: none"> <li>- Students from CBNU: approx. 6,500,000 won</li> <li>- Students from another university: approx. 14,000,000 won</li> </ul> </li> </ol> <p>※ The application for changing the Visa Status must be done before the semester begins (on February 26th). Any applications after this date will be fined.</p>	<p>※ <a href="#">Certificate Issuance</a></p> <p>Total Service Center (N10-No.106)</p> <p>※ <a href="#">Certificate types</a></p> <ul style="list-style-type: none"> <li>- Tuition Payment certificate</li> <li>- Enrollment certificate</li> <li>- Transcript</li> <li>- Completion certificate</li> <li>- Graduation certificate</li> </ul>
<b>Undergrad. ▶ Master</b> <b>Master ▶ Doctor (Degree course changer)</b> <b>D-2 ▶ D-2</b>	<ol style="list-style-type: none"> <li>1. Application form</li> <li>2. Admission certificate (It can be issued in the Office of International Services)</li> <li>3. Tuition Payment certificate (It can be issued in the Total Service Center)</li> <li>4. Proof of Residence(select only 1)                             <ul style="list-style-type: none"> <li>- Certificate of dormitory residence</li> <li>- Real estate rent contract (room contract)</li> <li>- The official form "Confirmation of Residence/Accommodation", Copy of the provider's ID card, Standard Lease Contract under the provider's name</li> </ul> </li> <li>5. Passport photocopy (1)</li> <li>6. Commission Fees: 60,000 won</li> <li>7. Undergraduate/graduate certificate</li> <li>8. Bank balance certificate                             <ul style="list-style-type: none"> <li>- Graduate from CBNU: approx. 6,500,000 won</li> <li>- Graduate from another university: approx. 14,000,000 won</li> </ul> </li> </ol> <p>※ <a href="#">Graduates from other universities must additionally submit the Academic transcript</a></p>	<p>※ <a href="#">Inquiry</a></p> <p>☎ 1345</p>