Yonsei Office of International Affairs (OIA)
Application for fall/year/spring Instructions

Once you are selected to participate by your UC campus, the UCEAP systemwide office will send your information to Yonsei OIA. They will email you a link to complete the Yonsei application.

**Step One**

- Receive an email from Yonsei and complete the online application. (Fall: March 16 - April 30) (Spring: September 1 - October 24)

- Your name and birth date should be entered exactly as it appears on your passport.

- Print a hard copy for your records. Do not submit hard copies to EAP or Yonsei University.

- Your **passport number** and **nationality (not ethnicity)** must be accurate in order for the admission letter to be issued.

- Indicate that you are an **EXCHANGE** student.

- You are required to take Korean language classes each term. However, if you are fluent or plan to take one of the alternative Korean language courses, indicate that you will not take the KLI course.

- Overall GPA: GPA on 100 scale-Indicate your current GPA in 3 digits. For example, 3.50 GPA.

- Overall points (or marks) average: Leave this section blank. It refers to European students.

- Official Transcript Delivery. Indicate “UCEAP” under **Program Officer** and leave the rest blank.

- The person or organization responsible for your **tuition fee and living expenses**: Indicate “UCEAP” under Name and leave the rest blank.

- Health Insurance: You are covered by **UCEAP Travel Insurance**:
  - Name of the insurance company: United Healthcare Global Assistance
  - Policy number: ADD N04834823
  - Coverage period: 14 days before Program Start Date through 31 days after Program End Date
  - Contact information: assistance@uhcglobal.com

**Step Two**

- Upload a copy of your passport, digital photo, and 1 page study plan.

- You will receive a confirmation email from Yonsei requesting the supplemental application materials such as an official transcript. Disregard this email; as an EAP exchange student you are exempt from these requirements. EAP participants are **NOT REQUIRED** to submit any application materials directly to Yonsei University.
*SPECIAL NOTE ABOUT HOUSING*
On campus housing fills fast. Once your application is submitted online and you complete the Predeparture Checklist requirements by the due date, you can expect your admission number from Yonsei by email within 2 weeks. Then you can apply for housing. Once your housing is confirmed, you will receive notification that you must provide a medical report with TB results in order to check into your dorm.

**IMPORTANT:** You must pay for housing on your own, even if you are on financial aid. Financial aid is disbursed after the housing payment is due. Only prompt payment directly to SK Global House by wire transfer will secure your housing. For an estimate, refer to the SK Global House website or UCEAP student budget (Money Matters tab on your PDC).