

# FACTSHEET 2025-2026

## KMU College of Business Administration

| General Information         |                                                                                                                                                 |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Full Name in English        | Kookmin University                                                                                                                              |
| Full Name in Local Language | 국민대학교                                                                                                                                           |
| English Brochure            | <a href="https://biz.kookmin.ac.kr/pdf/2022_cba_br.pdf">https://biz.kookmin.ac.kr/pdf/2022_cba_br.pdf</a>                                       |
| Address                     | Kookmin University College of Business Administration<br>Business Hall #105<br>77 Jeongneung-ro, Seongbuk-gu, Seoul 02707,<br>Republic of Korea |
| Name of Person in charge    | Seongeun Jung (Ms.)                                                                                                                             |
| Position                    | International Exchange Coordinator                                                                                                              |
| Office                      | College of Business Administration – International Affairs                                                                                      |
| E-mail                      | <a href="mailto:bizintl@kookmin.ac.kr">bizintl@kookmin.ac.kr</a>                                                                                |
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| Fax                         | +82-2-910-5209                                                                                                                                  |

## 2025-2026 Academic Information

| 2025-2026 Academic Information |                          |                                                |
|--------------------------------|--------------------------|------------------------------------------------|
| Fall Semester 2025             |                          | September 1 <sup>st</sup> 2025 ~ December 2025 |
| Schedule                       | First Day                | September 1 <sup>st</sup>                      |
|                                | Course Add & Drop period | First week of September                        |
|                                | Mid Term Examinations    | October 20 <sup>th</sup> ~ 24 <sup>th</sup>    |
|                                | Final Examinations       | December 8 <sup>th</sup> ~ 12 <sup>th</sup>    |
|                                | Last Day                 | December 19 <sup>th</sup>                      |
| Spring Semester 2026           |                          | March 3 <sup>rd</sup> 2026 ~ June 2026         |
| Schedule                       | First Day                | March 3                                        |
|                                | Course Add & Drop period | First week of March                            |
|                                | Mid Term Examinations    | Middle of April                                |
|                                | Final Examinations       | Middle of June                                 |
|                                | Last Day                 | Middle of June                                 |

\* The academic schedule is subject to change without notice.

## Exchange Program Application for Fall Semester of 2025

|                           |                                                  |                                                                                                                                     |
|---------------------------|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Required Documents</b> | <b>The first submission</b>                      |                                                                                                                                     |
|                           | <b>Deadline: 2<sup>nd</sup> May. (Fri.) 2025</b> |                                                                                                                                     |
|                           | 1                                                | Application form (Attached)                                                                                                         |
|                           | 2                                                | Statement of Purpose (Attached)                                                                                                     |
|                           | 3                                                | Transcript (English version of Home Institution)                                                                                    |
|                           | 4                                                | Certificate of Enrollment                                                                                                           |
|                           | 5                                                | Copy of Passport<br><small>* If you have dual nationality, please submit two passports</small>                                      |
|                           | 6                                                | Student Photo (3x4 size and jpg.) (Must be in color)                                                                                |
|                           | 7                                                | Personal Information Consent Form (Attached)                                                                                        |
|                           | <b>Second submission</b>                         |                                                                                                                                     |
|                           | <b>Submission date to be announced later</b>     |                                                                                                                                     |
|                           | 1                                                | Financial Statement for Study Abroad Students (Attached)                                                                            |
|                           | 2                                                | Proof of funds for Financial Statement<br><small>* Official proof such as "Bank Balance Certificate" is only acceptable</small>     |
|                           | 3                                                | Proof of International Student Insurance<br><small>* It should state your personal information and the stay period in Korea</small> |
|                           | 4                                                | The Result of TB Test ( <b>Only for students who want dormitory</b> )                                                               |

★ **[NOTE]** For students of NOT OECD member countries would be asked to submit original copies of required documents and supplementary documents.

|                            |                                                                                                                                                                                                                                                                                                                                |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Submission</b>          | Via Email (bizintl@kookmin.ac.kr)                                                                                                                                                                                                                                                                                              |
| <b>Deadline</b>            | <b>Nomination: 11<sup>th</sup> April. (Fri.) 2025</b>                                                                                                                                                                                                                                                                          |
|                            | <b>Application: 2<sup>nd</sup> May. (Fri.) 2025</b>                                                                                                                                                                                                                                                                            |
| <b>Application Process</b> | 1. Nomination from Partner University<br>2. (The first) Application Submission by the Deadline<br>3. Application Review<br>4. (Second) Application Submission by the Deadline.<br>5. Issuance of "Certificate of Admission"<br><b>*CoA is issued around middle of July 2025</b><br>6. Confirmation of Course List (Study Plan) |

|                                                |                                                                                                                                                                                                                                                                                                                                                        |                              |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| <b>Available Courses for Exchange Students</b> | <b>Will be distributed in the last week of July 2025</b><br>(Available Courses are changed every semester)                                                                                                                                                                                                                                             |                              |
| <b>Course Registration</b>                     | Period                                                                                                                                                                                                                                                                                                                                                 | In August 2025               |
|                                                | How                                                                                                                                                                                                                                                                                                                                                    | Through Registration Website |
| <b>Important Note</b>                          | 1. Korean Universities use "Competing System (First-come-first-served basis)" for course selection and registration.<br>* Students should select courses that they want to take by themselves and may not be able to take a course they wish if they fail to register the course.<br>2. Students should use Internet Explorer for course registration. |                              |

**\* The above information is subject to change without notice.**

## Accommodation Information

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Overview</b> | <ol style="list-style-type: none"> <li>1. The type of the dormitory and rooms are assigned randomly<br/>(Students will be assigned for On&amp;around)</li> <li>2. You can enter the dorm during the designated period and the period of entering is announced once you apply for the dormitory</li> <li>3. Once you enter the dorm, you will receive the receipt in 2weeks approximately. -&gt; To pay the bill, go to Wooribank on campus and pay the cash at once by the designated deadline.</li> <li>4. For more information:<br/><a href="https://english.kookmin.ac.kr/study/living?tab=1">https://english.kookmin.ac.kr/study/living?tab=1</a></li> </ol> |
| <b>Options</b>  | <p><b>[On &amp; around Campus]</b></p> <ul style="list-style-type: none"> <li>· 2 Types: On-Campus Dormitory, Jeongneung Dormitory<br/>(Fee for a semester: Approx. USD 800)</li> <li>· Facilities: Bed, Desk, Bathroom, Free Internet Access etc.</li> <li>· How to see the dormitories photos<br/><a href="https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:28e364de-6c02-44bf-bc6b-5f561a86bf4f">https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:28e364de-6c02-44bf-bc6b-5f561a86bf4f</a></li> </ul>                                                                                                                                     |
|                 | <p><b>[Private]</b></p> <ul style="list-style-type: none"> <li>· Students can look for private houses on their own such as Airbnb</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |