Online application & payment Guide

명지대학교 한국어교육센터
Korean Language Education Center(KLEC), Myongji University

Step 1. Fill out the basic information. Remember your e-mail address and password.

Online application link: https://uwaymju.cafe24.com/application/application.php?sMenu=kor22

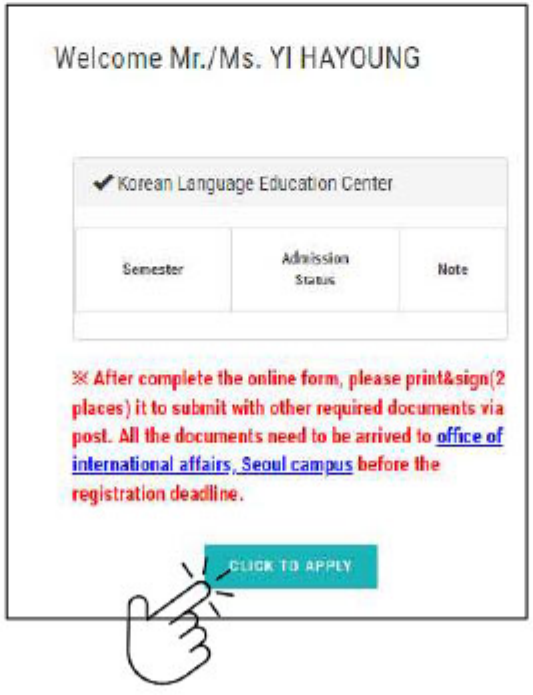
KOR

ENG

CHN

Step 2. Click the "click to apply" button

KOR



ENG

CHN

Step 3.

After fill out all the information, you may see following 3 buttons on the last page.
You may 'SAVE' the information temporarily, or click 'To apply' to complete your application.

Step 1.

"신청하기" 누른 후에는 수정할 수 없습니다. 수정을 원할 경우 kli@mju.ac.kr 로 메일주세요.

You cannot revise your application after click "To Apply" button. If you wish to make changes, please e-mail to kli@mju.ac.kr .

点击"申请"后不能修改申请表。希望修改的请发邮件给 kli@mju.ac.kr 。

Step 2.

"신청하기" 누르고 지원서 출력하여 2곳에 서명한 후 기타 제출자료와 함께 우편으로 보내주세요.

After click "To Apply" button, please print out the form and sign on 2 places. Then send us with other required documents via post(EMS/DHL,etc)

点击"申请"后把申请表打印后在两处签字，跟其他所需材料一并邮寄到学校。

Step 3.

합격/불합격 여부는 지원마감일 2주일 이후 온라인 지원서 페이지에서 로그인하여 확인하세요. 합격자는 온라인 지원 페이지에서 "합격통지 및 수강료납입고지서"를 다운받을 수 있습니다.

Please re-login online application to find out whether you've been accepted after 2 weeks from the registration deadline. Those who got admitted can download "Acceptance Letter & Tuition invoice" in the same page(URL).

在申请截止日过两周后在"网上报名"再注册后确认是否合格。被录取的能在同一网页上下载"录取通知及学费缴纳通知书"。

MUST READ

임시저장 | 신청하기 | 뒤로가기

SAVE | TO APPLY | 뒤로가기

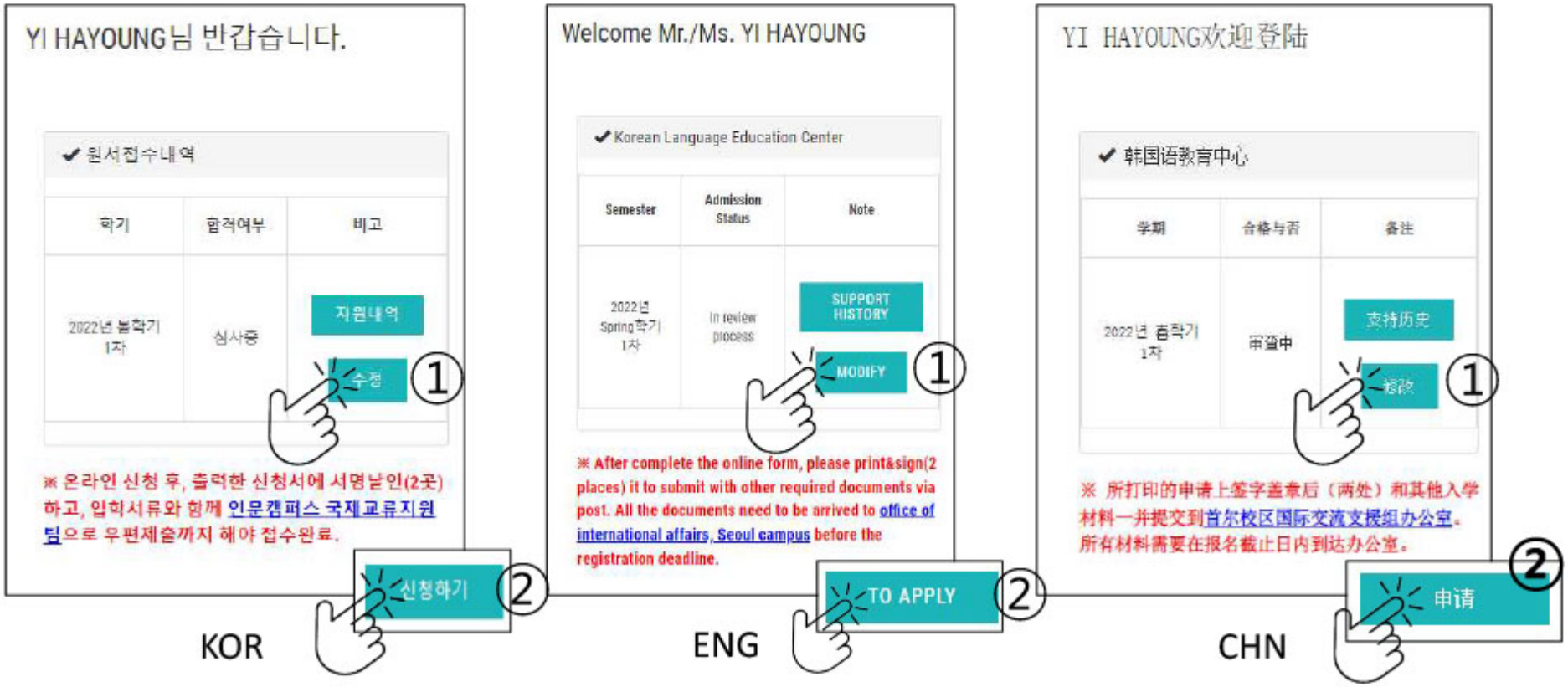
ENG

临时储存 | 申请 | 返回

CHN

Step 4.

If you clicked 'SAVE' to save the information temporarily,
re-login and click ①'MODIFY' to complete(②To Apply) the application.



Step 5.

After complete the application, you may see “print application” button.
Click “print application” and print it out.

KOR

ENG

CHN

Step 6. Sign 2 places and submit other required documents via post.

3. 재정 보증인(부모) Financial Sponsor(Parents) 经济担保人(父母)	
성 명	본인과의 관계
전화번호	
4. 추천인 RECOMMENDER 推荐人	
명지대학교를 소개해준 사람 이름 또는 회사 이름과 연락처를 써주세요	
신청경로 □ 유학업체 ☑ 개인	추천인 또는 회사 이름
전화번호	본인과의 관계

5. 학력사항 Educational Data 学籍信息

고등학교 Name of Secondary School (High School) 高中名 123	입학(년/월) 1970년 01월	졸업(년/월) 1970년 01월	
	주소 ㅈㄷㄱ		
	전화 123	팩스 123	이메일 asdl@asd.com
대학교 Name of University or college 大学名 ㄴㅇㄹ	입학(년/월) 1970년 01월	졸업(년/월) 1970년 01월	
	주소 ㄴㅇㄹ		
	전화 123	팩스 123	이메일 123@sdf.com

본인은 입학지원서에 기재한 모든 내용이 진실임을 서약합니다. 기재 사항이 틀리거나 진실이 아닌 것으로 밝혀질 경우, 그에 따른 입학 및 학력 취소, 학적 삭제, 징계 등 불이익을 감수하겠습니다.
또한 외국인 입학 전형 서류로 제출한 졸업증명서 및 성적표의 진위 여부를 확인하기 위하여 명지대학교가 본인의 학적 및 성적을 조회함을 동의합니다.

2021-11-23

① 지 원 자 : YI HAYOUNG (서명)

명지대학교 총장 귀하

이름, 성별,국적 Name, Gender, Nationality 名字、性别、国籍	공항픽업 Airport Pickup 接机	픽업대행업체 Pickup Service Agency 接机代理公司	1달 1 Month 1个月
이름, 학번,생년월일, 성별, 학적정보,국적 Name, Student ID Number, Date of Birth, Gender, Academic Info, Nationality 名字、学号、生年月日、性别、学籍信息、国籍	장학금제공 Scholarship 提供奖学金	장학금관련외부기관 External Scholarship Organization 奖学金有关机构	체학기간 Period of Attendance 在学期间
이름, 학번,생년월일, 성별, 학적정보,국적 Name, Student ID Number, Date of Birth, Gender, Academic Info, Nationality 名字、学号、生年月日、性别、学籍信息、国籍	기숙사제공 Provision of Dormitory 提供宿舍	기숙사위탁업체 Dormitory Agent 宿舍托机构	3년 3ear 3年
이름, 학번, 학적정보 Name, Student ID Number, Academic Info 名字、学号、学籍信息	학생증발급 Student ID Card 发学生证	학생증발급기관 Issuing Institution 学生证制作机构	1년 1Year 1年
사진, 동영상 Photo, Video 照片、映像	학교홍보자료 제공 Promotional Contents of the University 提供学校宣传信息	SNS 및인쇄물 Social Network Services and Printed Materials 社交网站及印刷品	2년 2ear 2年

※ 위의 개인정보 제3자 제공에 관한 동의를 거부할 권리가 있으나 동의를 거부할 경우, 입학 신청이 제한될 수 있습니다.
You have the right to refuse the term above. However, refusal may impede or terminate the admission procedure
☞ 위와 같이 개인정보 제3자 제공에 관한 동의에 동의하십니까?
☞ Do you agree with the Personal Information Transfer Agreement?
☞ 你对个人信息转给第三者同意吗?
☑네. 동의합니다. Yes. I agree. 是, 我同意. □아니오. 동의하지 않습니다. No. I don't agree. 不是, 我不同意.

② 날짜 / Date / 日期 2021-11-23
이름 / Name / 名字 YI HAYOUNG (서명 / Signature / 签字)

Step 7. After 2 weeks, **re-login** and check your admission status.

Welcome Mr./Ms. YI HAYOUNG

✔ Korean Language Ed

Semester	Admission Status	Note
2022년 Spring학기 1차	In review process	SUPPORT HISTORY PRINT APPLICATION

※ **Print Notice**
- If you are using Internet Explorer to print:
1. File- Page Setup - Check the box "Print Background Colors and Images"
2. Setup Header and Footer to 'Empty'
3. Setup Top and Bottom Margins to "10", Left and Right Margins to "0"

※ **After complete the online form, please print&sign(2 places) it to submit with other required documents via post. All the documents need to be arrived to office of international affairs, Seoul campus before the registration deadline.**

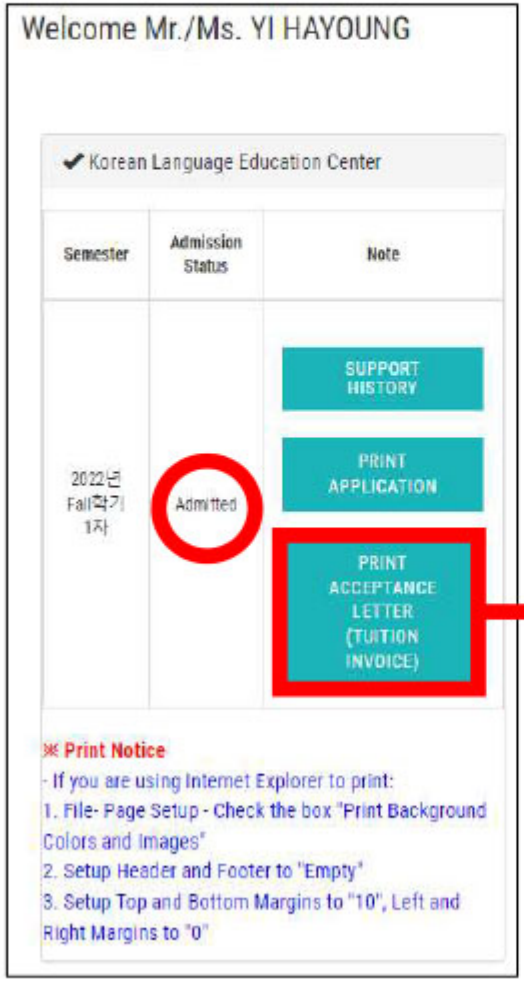
✔ List of document submission

Required documents	Submission
1. High school(or undergraduate) Certificate of Graduation (copy)	O
2. Certificate of Graduation Apostilled (hard/original file)	X
3. High school(or undergraduate) official transcripts (copy)	X
4. Copy of identification of applicant and both parents	F/M
5. Copy of applicant's passport	O
6. Official document indicating parent-child relationship between the applicant and his/her parents	X
7. Certificate of deposit balance of applicant, with a minimum of 10,000 USD(hard/original)	O
8. Parent's certificate of employment or certificate of business registration and property tax payment	X
[those request to submit] Letter of guarantee	Not applicable
[those who have it] TOPIK transcript	X

※ Please check the 'Admission' —'Admission guide' —'Required documents' tap.
※ Please check the bulletin board for the supplementary document submission deadline.

Step 8.

If you've been admitted, "Print Acceptance Letter(Tuition Invoice)" button will show up. Please wire the payment as the letter written.



Step 8. If you've been admitted, , "Print Acceptance Letter(Tuition Invoice)" & "Click to wire tuition(flywire)" button will show up.

Welcome Mr./Ms. YI HAYOUNG

You may also find the payment detail in advance.

✔ Korean Language Education Center

Semester	Admission Status	Note
2024년 Spring학기 3차	Admitted	HISTORY PRINT APPLICATION PRINT ACCEPTANCE LETTER (TUITION INVOICE)

CLICK TO WIRE TUITION(FLYWIRE)

* Only for those who wire tuition abroad(off-Korea)
* Those who wish to wire the tuition by Korea account, please wire it to the account stated in the Acceptance Letter(Tuition Invoice)

✔ Payment detail

등록금 Tuition 学费	신청비(Application fee/报名费)	KRW 50,000
	수강료(Tuition/学费)	KRW 1,450,000 ₩ 1,450,000 * 1개학기(Term/学期)
거주 Housing 住宿	숙소비(Accommodation Fee/宿舍费)	KRW 0 ₩ 신청하지 않음
합계(Total/总计)		KRW 1,500,000

✔ List of document submission

Required documents (O, X, do not required)	Submission (O, X, do not required)
1. High school(or undergraduate) Certificate of Graduation (copy)	
2. Certificate of Graduation Apostilled (hard/original file)	
3. High school(or undergraduate) official transcripts (copy)	
4. Copy of identification of applicant and both parents	

Step 9. **If you wish to wire the fee abroad(outside of Korea),** please click “Click to wire Tuition(Flywire)” and proceed the payment.

Welcome Mr./Ms. YI HAYOUNG

✔ Korean Language Education Center

Semester	Admission Status	Note
2024년 Spring학기 3차	Admitted	HISTORY PRINT APPLICATION PRINT ACCEPTANCE LETTER (TUITION INVOICE)

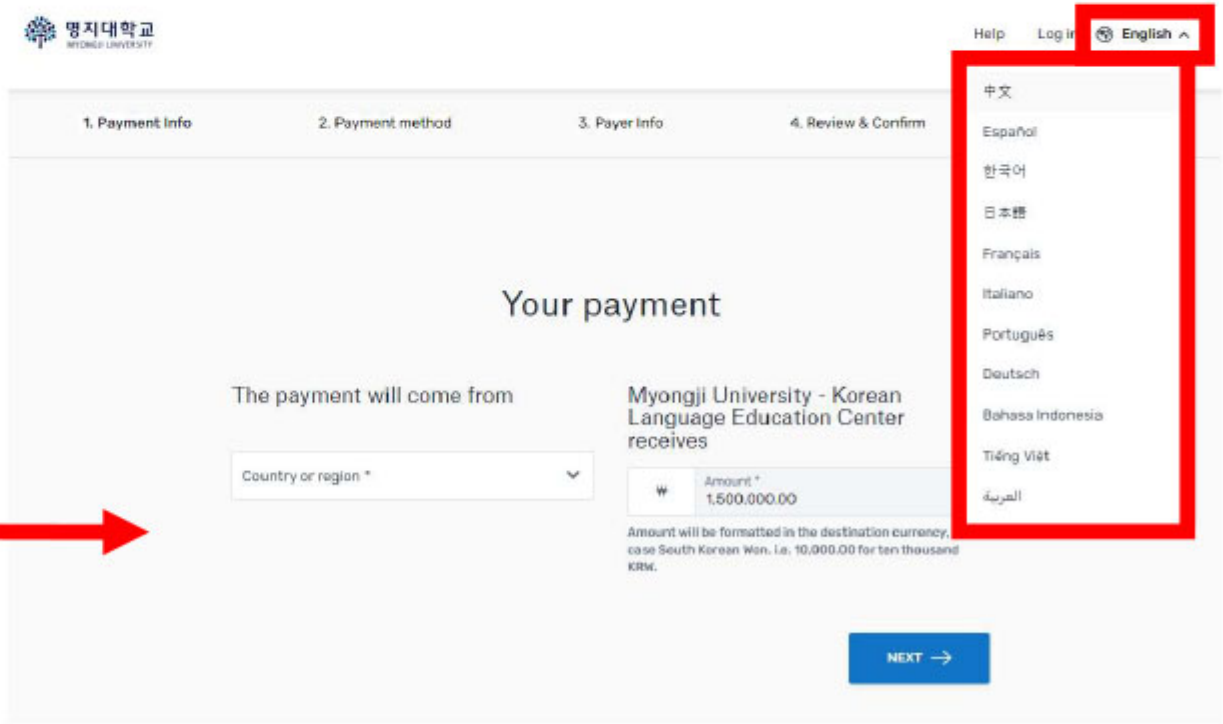
CLICK TO WIRE TUITION(FLYWIRE)

* Only for those who wire tuition abroad(off-Korea)
* Those who wish to wire the tuition by Korea account, please wire it to the account stated in the Acceptance Letter(Tuition Invoice)

VISA MasterCard UnionPay AMEX BANK TRANSFER

powered by flywire

<Flywire payment page>



Step 10.

If you wish to wire the fee through Korea Account, please click "Print acceptance letter(tuition invoice)" and learn how to make the payment.

Welcome Mr./Ms. YI HAYOUNG

✔ Korean Language Education Center

Semester	Admission Status	Note
2024년 Spring학기 3차	Admitted	HISTORY PRINT APPLICATION PRINT ACCEPTANCE LETTER (TUITION INVOICE)

CLICK TO WIRE TUITION(FLYWIRE)

* Only for those who wire tuition abroad(off-Korea)
* Those who wish to wire the tuition by Korea account, please wire it to the account stated in the Acceptance Letter(Tuition Invoice)

Step 10.

Please be aware, there are two method to wire the tuition depending on pay **in Korea** or **abroad**.

Welcome Mr./Ms. YI HAYOUNG

✔ Korean Language Education Center

Semester	Admission Status	Note
2024년 Spring학기 3차	Admitted	HISTORY PRINT APPLICATION PRINT ACCEPTANCE LETTER (TUITION INVOICE)

CLICK TO WIRE TUITION(FLYWIRE)

* Only for those who wire tuition abroad(off-Korea)
* Those who wish to wire the tuition by Korea account, please wire it to the account stated in the Acceptance Letter(Tuition Invoice)

Payment in Korea(Korea account)

※ 반드시 **지원자 이름**으로 입금해주세요. Fee must be wired **by the applicant name**. 费用需要按**申请者姓名**。

(이름이 길 경우 여권번호 입력/Enter your **Passport number** if your name is too long to memo.)

▸ **납부 계좌/Account Information/银行帐户** ◂

한국계좌 납부자만

Only for those who wire the tuition in Korea(by Korea account)

权限韩国内转账者（使用韩国银行存折）

- 은행명(Bank/银行名): 하나은행(HANABANK)
- 계좌번호(Account Number/银行帐户号码): **299-910003-46804**
- 계좌명(Account Name/银行帐户名): **명지대학교 MYONGJI UNIVERSITY**

International payment(abroad)

VISA MasterCard UnionPay AMERICAN EXPRESS BANK TRANSFER

powered by flywire

FAQ

Q1. My previous records do not appear when I log in again after filling out all the application.
A1. Please tell us your registered last name and first name at kli@mju.ac.kr

Q2. I need to change some information in the application.
A2. Please let us know the name of the applicant at kli@mju.ac.kr . We will change the your status to 'temporarily saved'. After editing is complete, be sure to click the 'Submit (Save)' button again.

Q3. I'm at overseas and would like to pay the tuition fee by domestic remittance(Korea bank).
A3. When making domestic remittances, please make sure to pay in the name of the applicant. Matching names through the deposit recodes takes a long time, which delays the issuance of visa documents.

Q4. I want to send money overseas using a method other than Flywire.
A4. Collection of tuition fees becomes difficult due to the deduction of fees incurred by country when sending money abroad, difficulties in matching applicant names, etc. When sending money overseas, please make sure to send money through Flywire.

Q5. I don't have a Kakao ID yet.
A5. Please open a Kakao ID if possible. If opening is difficult due to country circumstances, please leave it blank.

See you soon in the Campus~