

Guidance on Visa-related Tasks for International Students for the 2nd Semester of 2026 (Visa Extension and Alien Registration)

We are providing guidance on visa extensions and alien registration for international students for the 2nd semester of 2026 as follows, so please refer to it.

■ **Visa Extension** ※ **Note: Group (agency) application is not available for students in night degree programs under the jurisdiction of the Chuncheon Immigration Office.**

1. Application Method

- **A. Online e-Civil Service:** [HiKorea Website \(www.hikorea.go.kr\)](http://www.hikorea.go.kr) Login > e-Civil Service (Available weekdays 07:00 ~ 22:00 / Excluding Saturdays, Sundays, and public holidays)
- **B. Immigration Visit Reservation:** [HiKorea Website \(www.hikorea.go.kr\)](http://www.hikorea.go.kr) > Visit Reservation > Visit Reservation Application (Non-member) > Verification via Registration Number or Passport Number > Visit after reserving date/time
- **C. Online Agency Application (HireVisa App):** Apply anytime when the remaining period until expiration is 4 months or less
👉 [Go to HireVisa Visa Extension Application](#)

2. Guidance and Required Documents (Refer to attached file forms)

Category	Detailed Guidance and Required Documents
Fee	75,000 KRW (Based on agency application via HireVisa app)
Processing Time	4–5 weeks from the application date ⚠ International travel prohibited until screening is complete (Application will be canceled if you leave before approval)
Mandatory Checks Before Applying	• If passport has been reissued: Report changes in registration details (Online HiKorea or immigration visit) • If residence has changed: Report change of residence (Online

	HiKorea, community center, or immigration visit)
Common Required Documents	1) Integrated Application Form: Provide a Korean cell phone number and email address (See attached file) 2) Alien Registration Card: Returned after the permit period is printed on the back 3) Copy of Passport Bio-data Page: The barcode at the bottom must be clearly visible 4) Certificate of Enrollment & Tuition Payment Receipt: Documents must be issued within 20 days of the application date 5) Transcript: - A 'Statement of Academic Performance' may be requested after grade review - If GPA is below 2.0 (C) or attendance is below 70%, a bank balance certificate of 10,000,000 KRW is mandatory 6) Financial Documents (Issued within 20 days): Not required for students who do not fall into the poor academic performance or extra semester categories below 1) Extra semester Bachelor's (D2-2), Master's/PhD (D2-3/D2-4): Bank balance certificate under own name at a local bank - 1-semester extension: 3,850,000 KRW+ / 2-semester extension: 7,680,000 KRW+ 2) Night program students without day courses: Mandatory bank transaction statements for the last 6 months (<i>Online agency application not available for Chuncheon jurisdiction</i>) 7) Proof of Residence: Latest 'Notice of Stay Expiration', 'Utility Bill', or separate proof (Refer to notice for documents by type)
Additional Documents	1) Extra Semester – Bachelor's: Confirmation from academic advisor on credit acquisition (<i>Signatures from advisor and international office required / Clearly state reasons; submit timetable if exceeding credit shortage</i>) 2) Thesis-writing Master's/PhD: Certificate of Completion + Confirmation from advisor on thesis guidance schedule (<i>Signatures</i>

	<i>required / Specify detailed monthly schedule)</i>
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3. Precautions

- **A.** Visit without reservation is strictly prohibited (*If visiting on the expiration date, receive a morning standby ticket for processing*)
- **B.** HiKorea e-Civil Service is available until 1 day before expiration (Excluding Sat, Sun, public holidays)
- **C.** Students with status changes (Leave, Withdrawal, Expulsion, Graduation) **must depart within 30 days of the status change** regardless of visa expiration date

■ Alien Registration (Mandatory within 90 days of entry into Korea)

1. Application Method

- **A. Immigration Visit Application:** [HiKorea Website](#) > Visit Reservation > Visit Reservation Application (Non-member) > Verification via Registration Number or Passport Number > Visit after reserving date/time
- **B. On-campus Online Group Application: Aug 11 (Tue) 09:00 ~ Sep 11 (Fri) 18:00**
Strictly Observe Deadline
👉 [Go to Degree Program Group Application](#)
👉 [Go to Exchange Student Group Application](#)

2. Guidance and Required Documents

Category	Detailed Guidance and Required Documents
Fee	Discounted: 25,000 KRW (<i>Group application only; applicable to new degree program students</i>) ※ 50,000 KRW for exchange students
Processing Time	Approx. 12 weeks from application ⚠ International travel prohibited until screening is complete (<i>No issue if stay exceeds 90 days after entry as long as application was filed</i>)

Required Documents	1. Alien Registration Application Form: Provide accurate email address <i>(Refund impossible if contact fails due to email errors)</i> 2. Passport Photo: Standard photo taken within last 6 months 3. Copy of Passport Bio-data Page: Barcode at the bottom must be clearly visible 4. Visa Grant Notice: Most recently issued Korean visa 5. Certificate of Enrollment: Issued after entering South Korea <i>(Not required for group applications)</i> 6. Proof of Residence: (Attachment file check) - Real estate address, lessor/lessee info, signatures, and period must be verified - Residence period must be at least 2 months; no address changes during screening - Refer to public notice for requirements by residence type
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