



Ministry of Justice
Korea Immigration Service

ALIEN REGISTRATION CARD



Hannah Park
hpark42@gmu.edu
Office: G546

Office Hours
Monday – Friday
(10:00 am – 5:00 pm)



ALIEN REGISTRATION CARD (ARC) Guideline

- Application Form
- Valid Passport
- 1 Color Photos (3.5 cm x 4.5 cm)
 - Incheon Immigration Office: KRW 8,000
- Application Fee CASH ONLY:
 - Delivery to GMUK Office: KRW 35,000
- Certificate of Enrollment (Academic Affairs)
- Proof of Tuition Fee Payment/Scholarship Receipt (MK Finance)
- Confirmation of Accommodation (Student Affairs)
- Copy of Business Registration (Student Affairs)

Processing Time: 3 Weeks



HOLD ON ACCOUNT:

Alien Registration Card Receipt Submission

Fall 2021 Extension Decision

ALIEN REGISTRATION CARD (ARC) Timeline

Dates	
Tues Feb 9, 2021	Spring 2021 International Student Orientation (Day 2) Schedule appointment with the Incheon Immigration Office
Fri Feb 19, 2021	Spring 2021 Tuition Fee Payment Deadline * Students receiving financial aid will have a payment extension.
Tue Mar 9 – Fri Mar 19, 2021	Pick up Alien Registration Card supporting documents in G546. Please make an appointment: Click HERE
Mon Mar 15 – Fri Mar 26, 2021	Visit Incheon Immigration Office for Alien Registration Card application
Mon Apr 5 – Fri Apr 16, 2021	Receive Alien Registration Card * Alien Registration Card will be delivered to the Office of Student Affairs (G414). MKSA will email you to confirm the receipt and schedule the pick up.

ALIEN REGISTRATION CARD (ARC) Guideline

Please contact the Immigration Office if:

- Your card is lost,
- Your card is damaged,
- You need to change particulars (e.g., name, gender, birth date, or nationality).

Re-Issuance of Your Alien Registration Card

Re-issuance should be directly applied by the cardholder within 14 days from the date of occurrence.

The student may be subject to a fine if they do not adhere to the policy and regulation. Please refer to the Immigration Contact Center
Phone: 1345 (Using from a Korean number)

Consequences for Lost/Expired ARC

When leaving Korea for the last time, international residents can be asked to turn in their ARC and may be required to pay a fine if the ARC has been lost or expired.



Penalty/Fine: KRW 200,000 per day after expiration date
(Subject to change according to Korean Immigration Policy)

Immigration Contact Center



1345



VISA EXTENSIONS

International students at GMUK may request for the D-2 visa extension, with prior approval from the University and four months before the expiration of their Alien Registration Card.

- Remaining in South Korea beyond the visa expiration date may result in legal penalties against the student. Penalty/Fine: KRW 200,000 per day after expiration date (Subject to change according to Korean Immigration Policy). Students are responsible for all legal penalties and fines.



Extension Decision Deadline: Friday April 30, 2021

Contact Grace Lee (glee36@gmu.edu)

DIRECTIONS

Incheon Immigration Office

Transportation (One Way)

1. Subway (KRW 1,350)
2. Taxi (KRW 30,000-45,000)
3. Bus (KRW 1,450)

Incheon Immigration office

- Address: Incheon Immigration Office, 1-31 Hang-dong 7(chil)-ga, Jung-gu, Incheon
- Hours: 9:00 am – 6:00 pm
- Google Map: <https://goo.gl/maps/yygXAUFKY1gYuYH37>

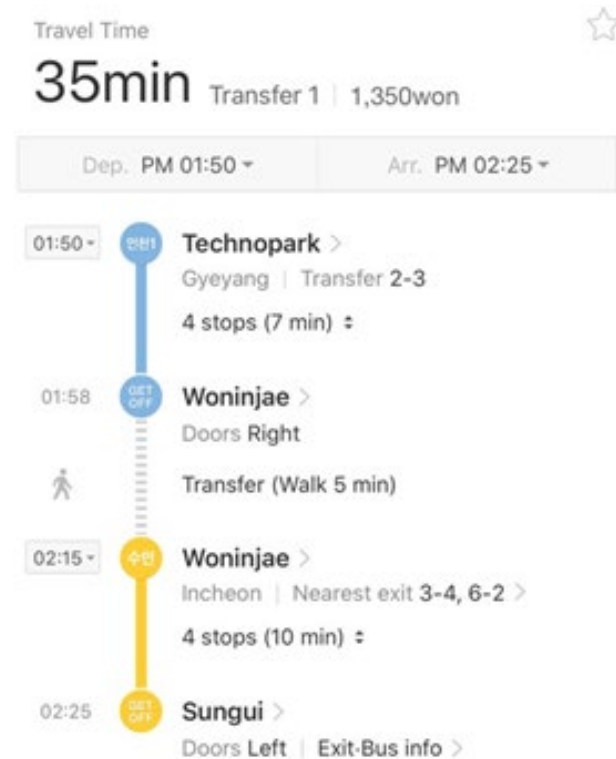


DIRECTIONS

Incheon Immigration Office

Subway

Take Incheon 1 ('Technopark' or 'Campus town') and transfer to line Suin at 'Woninjae' and go to 'Sungui' station



DIRECTIONS

Incheon Immigration Office

Subway



- Exit number 2, and please follow the direction in the picture

Incheon Immigration office

- Address: Incheon Immigration Office, 1-31 Hang-dong 7(chil)-ga, Jung-gu, Incheon
- Hours: 9:00 am – 6:00 pm
- Google Map: <https://goo.gl/maps/yygXAUFKY1gYuYH37>

DIRECTIONS

Incheon Immigration Office

Taxi

Download KakaoTaxi App



Incheon Immigration office

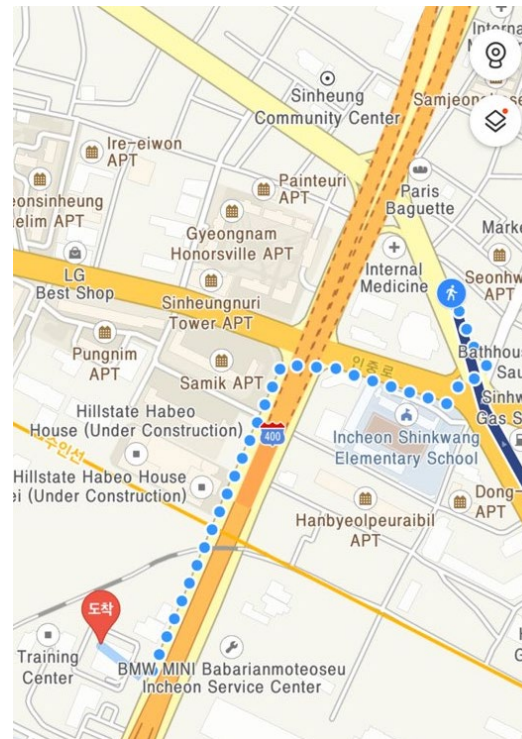
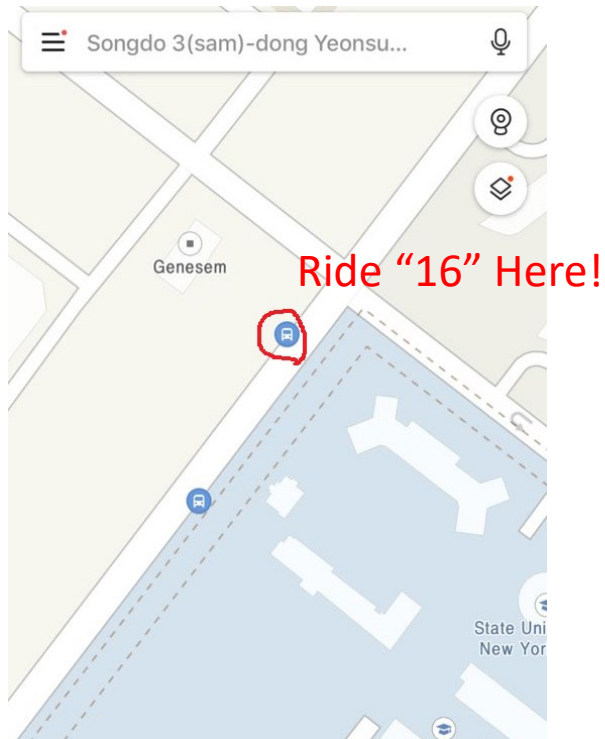
인천 출입국 관리 사무소

- Address: Incheon Immigration Office, 1-31 Hang-dong 7(chil)-ga, Jung-gu, Incheon
- Hours: 9:00 am – 6:00 pm
- Google Map: <https://goo.gl/maps/yygXAUFKY1gYuYH37>

DIRECTIONS

Incheon Immigration Office

BUS



Get off at "Shin Heung Si Jang (Market)"

Please follow the blue dot on the map

ALIEN REGISTRATION CARD WORKSHOP



Students who are planning to extend their stay in Korea, students are required to attend the following session to prepare your next steps:

Date	Time	Zoom
Wednesday May 12 , 2021	12:00 PM – 2:00 PM	https://gmu.zoom.us/meeting/register/tJcofuyopz0uH9VOMsQmilQY1-IBBRF-84FJ

The session will be recorded. Students are responsible for preparing for the Alien Registration Card individually.

- Questions? Please make an appointment at the Office of Student Affairs (G546): <https://mason360.gmu.edu/meetings/1490780/hannah>

ALIEN REGISTRATION CARD (ARC) Extension

- Application Form
 - Valid Passport
 - Valid Alien Registration Card
 - 1 Color Photos (3.5 cm x 4.5 cm)
 - Incheon Immigration Office: KRW 8,000
 - Application Fee CASH ONLY:
 - KRW 60,000
 - Certificate of Enrollment (Academic Affairs)
- Proof of Tuition Fee Payment/Scholarship Receipt (MK Finance) ***MUST pay tuition fee in advance**
 - Confirmation of Accommodation (Student Affairs)
 - Copy of Business Registration (Student Affairs)

• Please email the front and back sides of your extended Alien Registration Card to hpark42@gmu.edu to confirm your Alien Registration Card Extension

National Health Insurance (Mandatory: More than 6 months in Korea)



Starting March 1, 2021, international students who enter the country planning to stay more than six months and holding a D-2 visa should sign up for the state health insurance.

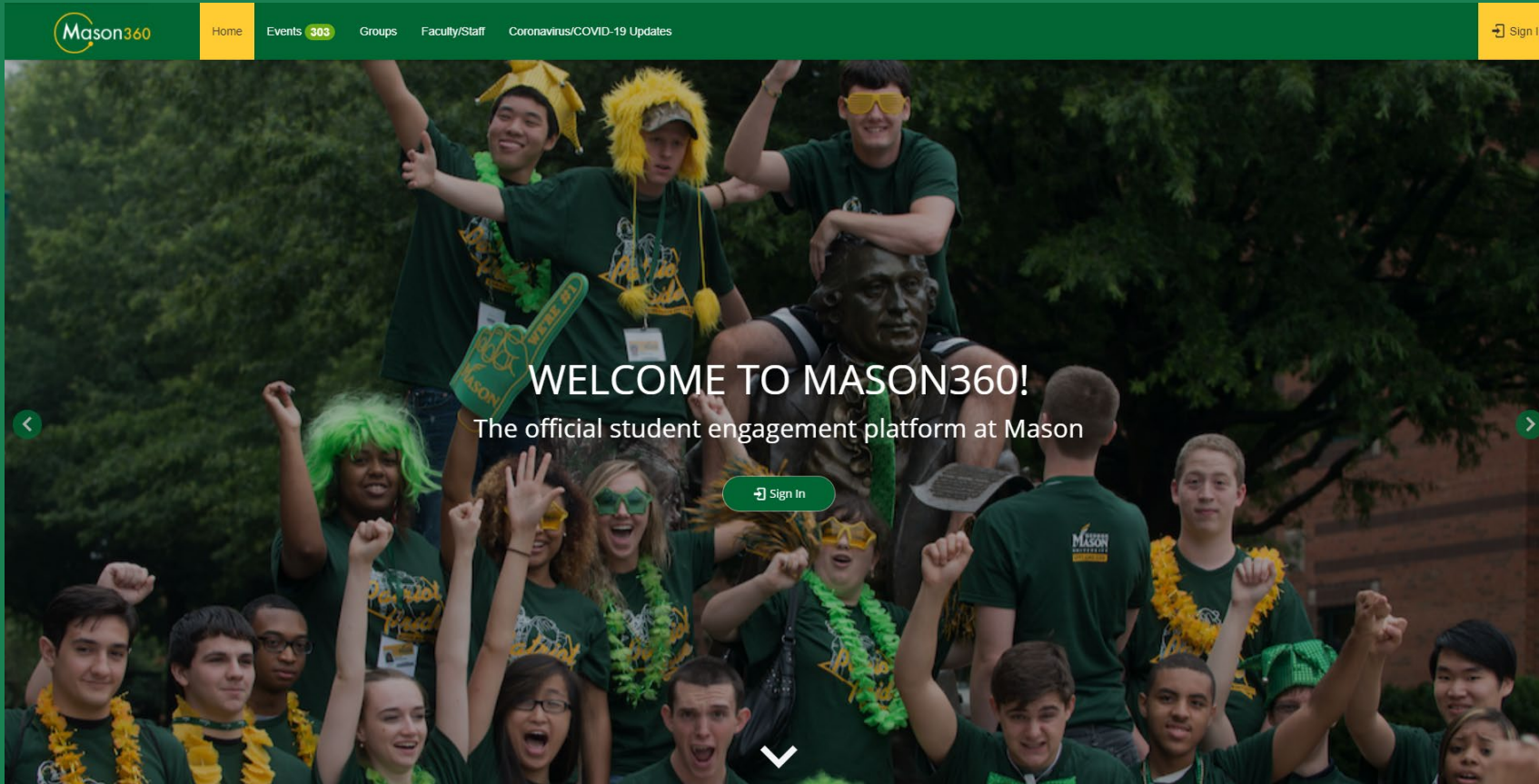
National Health Insurance Program

The National Health Insurance Corporation (<http://www.nhis.or.kr>) provides health insurance for international students.

To apply, the student must submit a copy of his/her alien registration card and verification of his/her purpose of stay at the NHIS branch in Korea.

English call center service is available for foreign students at 82-33-811-2000.

SCHEDULE AN APPOINTMENT



<https://mason360.gmu.edu/meetings/1490780/hannah>

UPCOMING: SPRING 2021 International Student Orientation

	Date	Time	Zoom
Day 1	Monday February 8, 2021	1:00 PM – 3:00 PM	Zoom Link Meeting ID: 963 7449 1983 Passcode: 775818
Day 2	Tuesday February 9, 2021	1:00 PM – 3:00 PM	Zoom Link Meeting ID: 939 4196 6624 Passcode: 007548
		3:00 PM – 4:00 PM	IBK Bank Account Application Zoom Link
Day 3	Wednesday February 10, 2021	10:00 AM – 5:00 PM	Zoom Link Meeting ID: 960 5264 3541 Passcode: 297983

SPRING 2021 International Student Orientation

For more information: Click on image

DAY 1

MONDAY FEBRUARY 8, 2021

- 1:00 PM WELCOME & INTRODUCTION
- MASON KOREA STUDENT AFFAIRS
- STUDENT COUNCIL
- PATRIOT ACTIVITIES COUNCIL (PAC)
- RESIDENT ADVISORS
- 2:00 PM INTERNATIONAL STUDENT
- WE WANT TO GET TO KNOW YOU BETTER!
BE PREPARED TO INTRODUCE YOURSELF TO YOUR PEERS!
* PLEASE BE CAMERA-READY

UPCOMING: TUESDAY FEBRUARY 9, 2021

SUBMIT YOUR QUESTIONS AND WE WILL ANSWER ON DAY 2 OF OUR INTERNATIONAL STUDENT ORIENTATION

[CGLINK.ME/S42159](https://cglink.me/s42159)

DAY 2

TUESDAY FEBRUARY 9, 2021

- 1:00 PM QUARANTINE CHECK OUT PROCESS & EMERGENCY PROTOCOL (JOANNA PARK)
- 2:00 PM ALIEN REGISTRATION CARD APPLICATION & SCHEDULE APPOINTMENT AT THE INCHEON IMMIGRATION OFFICE (HANNAH PARK)
- 3:00 PM INDUSTRIAL BANK OF KOREA (IBK) BANK ACCOUNT APPLICATION SESSION (MIHEE CHO)

MANDATORY ATTENDANCE FOR ALL NEW INTERNATIONAL STUDENTS

CONTACT INFORMATION

JOANNA PARK : SPARK214@GMU.EDU
HANNAH PARK: HPARK42@GMU.EDU
MIHEE CHO: MCHO14@GMU.EDU

DAY 3

WEDNESDAY FEBRUARY 10, 2021

- 10:00 AM LEARN ABOUT MASON KOREA
- 11:00 AM N- LINGUAL - FIRST AID KIT #1
- LEARN ABOUT SOUTH KOREA'S UNIQUE CULTURE & BASIC EXPRESSIONS
- 12:30 PM - 2:30 PM VIRTUAL ICE-BREAKER GAMES
- K-POP SONG GAME
- SCAVENGER HUNT
- SEOLLAL BINGO (CELEBRATING KOREAN NEW YEAR)
* PRIZES AWARDED TO ALL WINNERS

BREAK

4:00 PM - 5:00 PM
Q & A SESSION
HANNAH PARK / JOANNA PARK / ILYA KIM



감사합니다 **THANK YOU**