

Dear Partner,

Greetings from Hanyang University.

We are writing to inform you about a change in the visa documentation required for our Exchange Student Program.

Until last semester, we had been sending an original copy of the Certificate of Admission through regular airmail post to the student's home university, which was forwarded to the applicant.

However, according to the Sojourn Guide for Foreigners released by the Korea Immigration Office at the Ministry of Justice last year, the original copy is no longer needed for the visa application.

Therefore, from now on, the Certificate of Admission will be sent to each applicant electronically along with the other documents (Invitation Letter, Certificate of Business Registration).

In order to provide for a smooth process and in an attempt to prevent any demands for additional documents from the embassy, we ask that your students print all documents in full color.

We believe this change will help to expedite the process as it will shorten delivery time to students while lowering the risk of loss/misplacement.

Moreover, possible errors can be detected faster, which will allow us to take immediate action.

For your information, currently about 80% of the applications received have been reviewed and forwarded for the certificate issuance stage.

We will begin sending the certificate out this week so your students will be receiving an email from us soon.

Please contact us if you have any questions concerning this change.

Sincerely,

**Suhjin Kim (Ms.)**

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