

<< Guide of Applying for D-2 Visa Extension (D2→D2 Change of Status) >>

• **Deadline : spring semester – Mar.15th, fall semester – Sep.15th (after deadline you will be fined)**

• **Applicant : from college to undergraduate, from undergraduate to masters, from masters to PhD.**

Document List

1. Application form (specified format, download available from visainkorea.net)

• The form will be provided if you apply with school. The NAME part should be in English and other blanks can be in either English or Korean.

2. Passport copy (page with personal information)

3. ARC or copy of ARC

4. Certificate of admission

5. Certificate of tuition fee payment (payment certificate issued by the school, NOT notification of tuition fee)

6. Certificate of deposit (over 26,000,000 won) (MUST be issued by the bank in Korea)

• If you continue to study at the same university, for example, from undergraduate of SNU to the masters of SNU, you only need 13 million won of deposit.

7. Certificate of final degree and grade

8. Statement of reasons (if relative)

• This is required if the final semester or full semester GPA of the final degree (college/undergraduate/masters) is less than 2.0

9. Housing Contract (You must apply for a change of residence within 14 days of moving, or you will be fined)

| Type of Housing | Document |
|--|--|
| Rent (Under your own name) | Copy of rent contract |
| Rent (Under other's name) | ①Copy of rent contract + ②Copy of renter's ID copy + ③Residence Confirmation Form (거주숙소제공확인서) |
| Dormitory | Dormitory confirmation from dorm office (기숙사 거주확인서) |
| Goshiwon | ①Goshiwon contract + ②Goshiwon business registration (사업자등록증) + ③Rent payment receipt of this month |
| Airbnb | ①Airbnb contract + ②Document that can prove the landlord owns that room (rent contract or business registration) |
| * If you continue to stay after the contract expires, you can submit a screenshot of the monthly rent transfer record or let your landlord mark the extension on the original contract * In the case of Airbnb, the contract needs to be longer than three months * You can download the Residence Confirmation Form from visainkorea.net | |

10. Power of attorney (specified format, download available from visainkorea.net)

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11. 80,000 won in cash

Caution

✓ If there is less than 3 working days left from the end of the stay period (Mar 15th or Sep. 15th), visa extension cannot be applied by agency, you need to personally go to the Immigration Office.

✓ The address on the back of ARC should be the same as the one on the housing contract submitted. In case you apply for a change of residence online after moving but the address is not shown on the ARC, it will not affect your visa extension application.

✓ If you have not applied for a change of residence after moving, you can visit a nearby residence center to do so before applying for visa extension.

✓ The permission will be given within 2-3 weeks, but the speed will have a slight impact depending on the amount of work available for immigration officers.

✓ D-2-2 → D-2-3 / D-2-3 → D-2-4 / D-2-4 → D-2-5 is visa extension, not change of visa status, so there will not be a new ARC issued.

✓ If you submit your application document before the end of the stay period, even though you do not receive a extension permission before the end of the stay period, you will not be regarded as illegal stay.

✓ After submitting documents, you can check the extended stay period on the hikorea website when you receive a text message from 1345 saying, '[Hi Korea] Sehyeon Administration Agency's application for extension on X month X day has been approved.' You do not have to update the date on the back of the ARC.

✓ To update the date on the back of the ARC for leaving Korea or banking business, you can go to the nearest Immigration Office without an appointment or issue a 'Certificate of Alien Registration' at the nearest resident center.