

# Student Exchange Program

## Fact Sheet 2026/27



### School Address:

**KAIST College of Business**  
External Affairs Center, SUPEX 450  
85 Hoegiro, Dongdaemun-gu,  
Seoul, Korea 02455  
<http://business.kaist.edu>

### International Team:

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# Introduction to KAIST College of Business



**KAIST College of Business (KCB)**, established in 1996, has been a pioneer in advancing business education by integrating management and technology. KCB is accredited by AACSB and is a member of GMAC, PIM, and AAPBS.

KCB comprises two schools: the School of Management Engineering (Seoul) and the School of Business and Technology Management (Daejeon). The School of Management Engineering, located on the Seoul campus, includes the KAIST Graduate School of Business and the Graduate School of Finance.

**Seoul**, a vibrant city that embodies the economic dynamism of Northeast Asia, allows students and faculty to maintain a global perspective while staying rooted in Korea's culture and innovation.



# **Academic Information**

## **Eligibility**

- Students must be enrolled in an MBA or Master's program in business and be able to take a minimum of 9 credits per semester, equivalent of full-time enrollment at KAIST.
- Students must have an academic performance equivalent to a GPA of 3.0 or higher on a 4.3 scale (approximately 69%).
- Students must be able to stay for the full duration of the semester (16 weeks).

## **Language Requirements**

- Minimum scores: TOEIC 720 / TOEFL iBT 83 / IELTS 6.5 or a confirmation letter from your home program coordinator.
- Not required if you are currently studying in a country where English is an official language.

## **Course Information**

- All exchange students will be enrolled in the general MBA program (KAIST MBA).
- Students may take courses across various programs such as KAIST MBA, Impact MBA, Finance MBA, and Management Engineering.
- *It is strongly recommended to register for 9–12 credits per semester.*
- Course offerings will be announced 1–2 months before the start of the semester.

## **Course Structure**

- Most courses are either 3 credits or 1.5 credits.
- One KAIST credit equals 16 contact hours.
- 3-credit courses run for 16 weeks, while 1.5-credit courses are offered in half-semester formats (Weeks 1–8 or Weeks 9–16).

## **Class Format**

- Attendance is mandatory. Grades are based on attendance, participation, individual and group projects, assignments, presentation, and exams.
- Transcripts will be shared by email after the end of the semester.

## **KAIST Grading Scale**

- A+ 4.3/A 4.0/A- 3.7/B+ 3.3/B 3.0/B- 2.7/C+2.3/C 2.0/C- 1.7/D+ 1.3/D 1.0/D- 0.7

# **Nomination and application process**

Students must be officially nominated by their home university.

Detailed application guidelines and procedures will be provided to nominated students **after the nomination period ends**.

## **Nomination and Application Deadlines**

Semester	26 Fall	27 Spring
Nomination Deadline	March 30	Oct. 30
Application Deadline	April 30	Nov. 30

## **Nomination Requirements**

- Official nomination form from the home university (Excel format)
- Must be a graduate-level student to take MBA courses
- Minimum GPA: 3.0 on a 4.3 scale (equivalent to 69%)
- Must meet the English language requirement

## **Application Documents**

- Application form
- Recommendation letter
- Curriculum Vitae
- Official Transcript from Current Institution
- Certificate of Enrollment (with **Apostille** or Korean consul confirmation)\*  
*\*If your home university is located in an OECD country, you may be exempted.*
- Proof of Financial Ability : Bank Balance of \$5,000
- Proof of English proficiency
- Passport scan

## **Academic Calendar**

Semester	26 Fall	27 Spring
First Day of Classes	Aug.31(Mon)	Mar.2(Tue)
Course Add/Drop	Aug. 24(Mon) - Sept. 7(Mon)	Feb. 22(Mon) - Mar. 8(Mon)
Dorm Check-in (tentative)	Aug. 24(Mon) - Aug.31(Mon)	Feb. 22(Mon) - Mar.2(Tue)
Mandatory Orientation	Aug. 28(Fri)	Feb. 26(Fri)
Full Semester Period	Aug.31(Mon) - Dec. 18(Fri)	Mar. 2(Tue) - June 18(Fri)
Exam Period	Dec. 14(Mon) - Dec. 18(Fri)	June 14(Mon) - June 18(Fri)
Holidays (No classes)	Sept.24(Thurs)&25(Fri), Oct.5(Mon)&9(Fri)	Mar. 1(Mon), May 5(Wed)&13(Thurs)

# Student Life

## On-campus Dormitory

The exchange program application includes a **housing request** section:

- **Students who wish to live in the dormitory** must select this option when submitting their application.
- **Students who do not wish to live in the dormitory** are responsible for arranging off-campus housing on their own.



- Single room with bed & mattress, desk, and closet
- Shared toilets & shared shower room in each wing (8 rooms)
- Dorm Fee: 270,000 KRW (approx. USD 200/EUR 180) per month
- Must pay dormitory fee for 4–4.5 months in total upon arrival (based on 15-day rate, according to the academic schedule).
- Students are responsible for their [own mattress covers, pillows, and blankets.](#)
- Loud noise, music, and drinking in the dormitory is strictly prohibited.

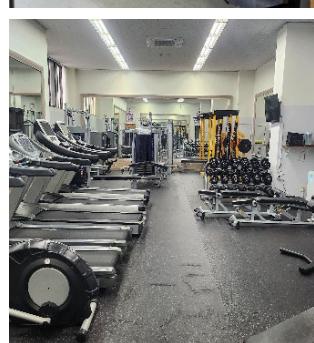
## Study Lab

Exchange students are also **automatically** assigned to a study lab - a room with 8-10 personal desks. Each student will be given a private desk to study and store personal items.



## Cafeterias

- Student Cafeteria: lunch & dinner
- Faculty Restaurant: lunch
- Atrium: light snacks & coffee



## Sports Facilities

- Indoor gym & exercise room
- Indoor table-tennis room & golf zone
- Outdoor basketball & tennis court

## Estimated Living Expenses

Dormitory Fees 4~ 4.5 months	KRW 1,080,000 ~ 1,215,000 (KRW 270,000 per month)
National Health Insurance(mandatory)*	KRW 229,170 (76,390 per month(2025) X3 months)
Meals and Food	KRW 300,000 -500,000 per month

### Alien Registration Card(ARC)

- This is your official ID in Korea and allows you to stay more than 90 days and re-enter the country.
- Your ARC (Duration of Stay) shows your valid stay period, usually about a month after semester ends — end of July for spring, end of January for fall.
- We will apply for it as a group during the exchange student orientation, and detailed instructions will be provided later.

### National Health Insurance Service (NHIS)\*

- All exchange students(D2-6 visa holders) will **automatically** be signed up to NHIS approximately 2-3 weeks after arrival.
- It is mandatory to pay the NHIS bill for the duration of your exchange.
- As the NHIS will start around mid or late March/September, you will be charged with insurance fee for 3 months: April, May and June or Oct., Nov. and Dec..
- You will need to pay around 76,390 KRW per month, a total amount of around 230,000 KRW for 3 months. (2025)
- NHIS will cover approximately 70% of your medical expense when visiting the hospital/doctor's office.
- If you have private insurance with full and unlimited coverage, you can apply for an exemption. The process must be handled directly by the individual, please contact NHIS at 033-811-2000

### Private Insurance for your first 1 month

- The National Health Insurance (NHI) will not take effect until your Alien Registration Card (ARC) is issued, which is usually around mid to late March/September. Therefore, you must purchase travel insurance that covers the period from your arrival in Korea until at least late March/September.

# After Application

## **1. Apply for a Visa**

- You will receive your **Certificate of Admission** about **2 months before** the semester begins.
- Contact your **nearest Korean Embassy** and apply for an **Exchange Student Visa (D-2-6)**.
- All exchange students **must obtain a D-2-6 visa** before entering Korea — it is **not optional**.

## **2. Prepare to Enter Korea**

Prepare the following:

- **Passport-sized photo** (3.5cm × 4.5cm) for ARC.
- **[Dormitory residents only]** Health Certificate completed by a doctor (form will be provided)
- **Flight ticket**
- **Travel insurance** that covers the **first month** of your stay (The remaining months will be covered by the **mandatory Korean National Health Insurance**.)

## **3. Start Packing**

- Dorm rooms include an **empty mattress** only. Please bring or purchase your own **bedsheet, pillow, and blanket**.
- The **heating system is centrally controlled**, and it can get quite cold at night — please prepare accordingly.
- **Average temperatures:**
  - Spring: March – Mid-June (15°C / 59°F)
  - Summer: July – Mid-September (25°C / 77°F, August up to 30°C / 86°F)
  - Fall: Mid-September – November (13°C / 55°F)
  - Winter: December – February (5°C / 41°F)
- **Other essentials:**
  - Bring your **own laptop**.
  - **Electricity:** 220V / 60Hz

## **4. Upon Arrival**

- **Check in to the dormitory** by visiting the **guard's office on the 1st floor** of the dormitory building. The guard will guide you to your room.
- Attend the **mandatory orientation** and **apply for the Alien Registration Card (ARC)** as a group.
- **Check your course registration:** Online add/drop period begins **one week before classes start**.