

Appendix 4-1

Part-time Work Confirmation Form for International Students

Part-time Work Confirmation for International Students									
Applicant	Name				Alien registration No.				
	Department (Major)				Semester				
	Tel no.				e-Mail				
Expected Workplace	Company name								
	Business registration No.					Type of Industry			
	Address								
	Employer	(Seal/Signature)				Tel no.			
	Employment Period					Wage (per hour)			
	Working Hours	Weekday:				Weekend:			
			Weekday :			hours		Weekend: hours	
		day	Mon	Tue	Wed	Thu	Fri	Sat	Sun
hour									
I hereby confirm that the above named student is enrolled at our university, and that the part-time job indicated above will not impede his/her learning (research) at school considering his/her academic and research progress hitherto. ※ The number of allowed hours for part-time work (For those submitting the Korean language proficiency standard) is 20 hours per week for language training students, 20 hours per week for undergraduate students (25 hours for IEQAS-certified universities), and 30 hours per week for masters/doctoral degree students. ▶ Korean language proficiency standard (TOPIK): Language training level 2, Associate degree level 3, Bachelor's degree (1st-2nd year) level 3, Bachelor's degree (3rd-4th year) level 4, Masters/doctoral degree level 4 or higher - In case the Korean language proficiency standard is not fulfilled, the number of allowed work hours is limited to 10 hours for language training/undergraduate students, and 15 hours for masters/doctoral degree students ※ Both students and employers may be subject to punishment if working before obtaining a part-time work permit. (Employment activities are allowed only at a permitted workplace) MM/DD/YYYY									
TO: Chief of ○○ Immigration (branch) Office									
Confirmation by University Officer	University				Name	(Seal/Signature)			
	IEQAS	YES ☐	NO ☐						
	Position								
	(Tel no.)								