

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										
<p>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.</p> <p>※ 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.</p> <p>▶ 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</p> <p>– 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</p> <p>※ 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)</p> <p style="text-align: center;">MM/DD/2025</p>										
TO: Chief of ○○ Immigration (branch) Office										
Confirmation by University Officer	University	서울대학교			Name	(Seal/Signature)				
	IEQAS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
	Position (Tel no.)	(02-880-4447)								