

2027 Admissions Guidelines for International Applicants

Required Document Checklist and Important Notes

This guideline specifies the list of required documents and important instructions for applicants to the **International Admissions Track** for the 2027 academic year at **Gyeonggi Academy of Foreign Languages**. Because required documents vary based on the applicant's place of residence (in Korea or overseas), please review the table below carefully.

1. Mandatory Documents by Place of Residence (Identity Verification & Basic Records)

Category	Required Documents	Where to Obtain & Important Notes
Residents in Korea (Foreign nationals residing in Korea)	• Copy of Residence Card (formerly known as Alien Registration Card or ARC) or Certificate of Alien Registration (1 copy) • Certificate of Domestic Residence Report (if applicable) • Copy of passport (1 copy each: Student, Father, and Mother) • Middle school transcript	[Issuing Authorities] Immigration Offices, District Office (Gu Office), Community Service Center (Dong Resident Center), Government24 (Online Government Services), middle school attended [Important Notes] • Applicable only to foreign nationals (both applicant and parents must hold non-Korean nationality). • As of the application submission date, the applicant and both parents must have their registered place of stay (address) in Gyeonggi Province. • Graduates (or prospective graduates) of Korean middle schools: Submit middle school academic transcripts and School Record II (for Foreign Language/International High School admissions) - 2 copies. • Students with foreign educational records (no Korean academic record): Must submit [2. Academic Records from Overseas Schools] detailed below.
Overseas Residents (Foreign nationals residing abroad)	• Copy of Foreign National ID / ID Card (1 copy each: Student, Father, and Mother) • Copy of passport (1 copy each: student, father, and mother) • (Mandatory) Academic records from overseas schools	[Issuing Authorities] Relevant government offices of home country, middle school attended [Important Notes] • Applicable only to foreign nationals (both applicant and parents must hold non-Korean nationality). • Must submit [2. Academic Records from Overseas Schools] detailed below.

2. Academic Records from Overseas Schools **[Important]**

Required for applicants residing overseas. Applicants residing in Korea are required to submit these documents only if they have no academic records from a school in Korea.

- **Required Documents:** Copy of Certificate of Enrollment (or Certificate of Graduation) and Official Academic Transcripts (Original documents must be presented for verification).
- **Content Requirements:** Grade/year enrolled, period of attendance, and grades must be stated.
- **Mandatory Authentication:** Must be authenticated via Local Apostille or Consular Legalization from a Korean Diplomatic Mission (Embassy or Consulate).
- **Translation & Notarization:** Documents issued in languages other than English must be submitted with a notarized Korean translation.

3. Important Notes for All Applicants

- **Validity Period of Documents:** Certificates issued in Korea (such as the Certificate of Alien Registration, etc.) must be issued **within 7 days** prior to the application submission date.
- **Verification of Academic Records:** The Admissions Committee may request additional supporting documents to verify whether the overseas school attended is an officially recognized educational institution.
- **Submission Deadline:** All relevant supporting documents must be submitted by the document submission deadline: December 10, 2026, at 17:00 (KST).