

D-4-1 (Korean Language Trainee visa) Visa checklist

Note: Mark the items on the checklist that apply to your situation, print it, and submit it with your application.

A	Standard required documents	
1.	Current Original Passport ▷ Your passport must be valid for at least six months from your travel date and have at least two blank pages.	☐
2.	Copy of First & Last page of Passport	☐
3.	One recent photograph (3.5 x 4.5 cm) with a white background must be affixed to the visa application form. The face should occupy approximately 80% of the photo.	☐
4.	Declaration Form	☐
5.	The fully completed online visa application form ▷ Print the completed application and write your name and signature on the last page. ▷ Please ensure that your Aadhaar card number is entered in the 'National Identity No.' section of the application form.	☐
6.	Copy of Aadhaar card (for Indian nationals)	☐
7.	Covering letter (입국사유서) ▷ Briefly state the purpose of the visit in the covering letter. ▷ Include the applicant's full name, date of birth, and passport number, mobile number, purpose of visit, and duration of stay.	☐
8.	Certificate of Admission(표준입학허가서)	☐
9.	A copy of the Korean institution's business registration certificate	☐
10.	Apostilled original academic document certifying the highest level of education	☐
11.	Training Plan (including lecture schedule, lecturer profiles, and training facility details)	☐
12.	TB Certificate ▷ Information about designated hospitals for the TB certificate is provided on the notice board.	☐
Documents to be submitted if financially supported by parents		
1.	Parent's passport or ID copy	☐
2.	Letter of financial support from parents ▷ For students under the age of 30 who are financially supported by their parents, the original financial documents of the parents must be submitted.	☐
3.	Parent's employment certificate on the company's letterhead ▷ The original letterhead must include the company's address, email, website, and office contact number. ▷ The original certificate of employment must be submitted with the company seal and the signature of the authorized person. ▷ Documents with electronic signatures are not acceptable. →A digitally issued certificate of employment is accepted if it includes the original company seal.	☐
4.	2 Yrs' income tax return ▷ In case of non-filing of the ITR, an explanatory statement will be required. ▷ The parent's financial documents are acceptable.	☐
5.	6 months' bank statement ▷ The bank's original seal and signature are required. ▷ The parent's financial documents are acceptable.	☐