



# **THE ENGLISH TEACHER'S GUIDE TO KOREA**

**Living, Working, and Thriving in Korea Sparkling**

**By**  
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**Tom Rainey-Smith**  
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**Matt Henderson**

**Chapter 5**

ATEK Press

**The Association for Teachers of English in Korea provides the following services to the general public, members and non-members alike:**

- Monitoring of proposed legislation and regulations which may affect non-citizen English teachers in Korea.
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 Published by ATEK Press, a division of the Association for Teachers of English in Korea.  
 Design and composition by Tony Hellmann. Copyedited by Jason Thomas  
 Cover: Art by Jeffrey Morabito. [www.jeffreymorabito.com](http://www.jeffreymorabito.com). Photo by Trey Ratcliff, [www.stuckincustoms.com](http://www.stuckincustoms.com)



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This book is published in both print and electronic formats.

Printed in the Republic of Korea

10987654321

## CHAPTER 5: LIVING AS AN INSTRUCTOR IN KOREA

### REASONS TO REGISTER WITH YOUR EMBASSY

As you may know, you can register with your embassy as a foreign resident of Korea. Many people think that registering with the embassy is only important in countries with unstable governments, where there might be a chance that your government may have to evacuate all its citizens, and therefore needs to know your whereabouts. In actuality, there are much more likely reasons than that.

#### **Reason #1: If you die, how will your parents or other family know?**

Two weeks before this article was first penned, an American was found dead in his apartment, of natural causes. The US Embassy was duly notified by the Korean authorities. He had not registered with the embassy, and so the embassy had no listing for his next of kin. It took them two weeks of searching before they finally found his family. Officers searched public directory listings and Google, among other things. Many people think that their government has a huge database that lists every person in the country, cross-referenced by next of kin, but this just isn't the case. People (healthy and sick) die all the time. Imagine your mother or father getting a phone call from the government one day, saying "We regret to inform you that your son died *three weeks ago*. We're very sorry, but he wasn't registered with the embassy and we only just located you today."

**Reason #2: Embassies send out newsletters with topics of interest to expatriates.** You'll want to know about the new virus that has erupted, anti-foreigner riots happening nearby, a new scam that targets foreigners, or when the deadline is for voting in your home country. These are the kinds of things that are contained in your embassy's newsletter. And, if there is need for evacuation, there will likely be an emergency email about that too.

## ALIEN REGISTRATION

Application for your Certificate of Alien Registration (commonly called the Alien Registration Card, or ARC) should be organized within 90 days of your arrival in the country (the previous time frame was 30 days from date of entry, but due to the new visa regulations this period has been extended) – if you are working without a registration card after that you are working illegally. Although many employers will help you attain your registration card, you should be aware that it is technically your responsibility. Every Korean citizen is issued an identity registration number and all new residents are issued an alien registration card. You will be asked to provide a passport size photo for this (considering the complexity of the new visa application requirements, it is always handy to have some passport-sized photos at hand).

You should be taken to the nearest immigration office (the jurisdiction of each immigration office is defined by geography, by *gu*, and therefore it depends on where you live) and asked to fill out an application form. The telephone line for the immigration department has a multilingual service which will help you identify which office you need to contact should you have any queries (dial 1345 to use this service). The immigration office will hold your passport until the alien registration card has been issued. This usually takes about one week.

If your employer does not make an attempt to get you a registration card, you should contact the immigration office yourself so that you do not end up working illegally. There is no legitimate reason for your employer not to want you to be registered.

You need your registration card in order to be fully registered with the immigration department and in order to claim medical insurance (which will greatly reduce your medical costs). Besides this, it is a good idea to carry your registration card with you at all times. It will help you at the bank, video store and other places.

# DAILY LIFE

## WASTE DISPOSAL

There are four types of waste: recyclable, food, household, heavy items. It important to become familiar with the waste regulations so that you can avoid having to pay fines, which are imposed for incorrect disposal of waste, and save yourself money by recycling a large percentage of your waste. And, of course, it's good for the environment.

## RECYCLING

Recycling is compulsory. It is also a cheaper option than having to purchase waste bags, as recycling does not need to be packaged. All recyclable goods can be put out on a particular day of the week for collection (this differs by location). Some larger apartment complexes have recycling areas where you are expected to separate out the different types of goods that are to be recycled into piles. These are glass, plastic, paper, metal (cans). If you do not recycle you are liable for a heavy fine.

The following parameters offer good guidelines for what to do with recyclable goods:

	Recyclable Items	Unrecyclable Items	Instructions
Paper	Newspapers, note-books, wrapping paper, corrugated cardboard, paper bags, paper boxes, milk cartons. Items with paper.	Plastic-coated paper bags, plastic-coated paper cups.	Tie newspapers, calendars, magazines, or notebooks in 30cm bundles (ensure that car-tons are clean be-fore disposing).

	Recyclable Items	Unrecyclable Items	Instructions
<b>Glass</b>	Beer bottles, liquor bottles, soda bottles, items with glass.	Sheet glass, mirrors, heat-resistant dishes, milky white bottles, cosmetic bottles, china dishes.	Wine, beverage, and medicine bottles must be cleaned before disposing.
<b>Metals</b>	Beverage cans, spray can bottles, butane gas bottles, iron tools, iron wires, aluminum, stainless steel dishes. Items with iron or aluminum.	Paint containers, oil containers, or other containers of toxic material.	Metal chairs and stainless steel should be placed separately. Cans of beer, beverages, and powdered milk should be compressed before throwing away.
<b>Styro-foam</b>	Shock-absorbing materials for electronic products, boxes used to transport fruits or fish, clean instant noodle containers.	Disposable dishes.	Cleans these items thoroughly to reduce smell.
<b>Plastic</b>	Items with 'PET, HIPE, LDPE, PP, PS, PVC, or OTH-ER' recycle symbols on the container.	Writing instruments, buttons, sockets, electric heaters, toys, baby walkers, phones, disposable cameras, etc.	Detergent and shampoo containers should be disposed only after rinsing with water.
<b>Milk packs</b>	Milk packs	Foil tops, container labels.	Rinse before disposal.



	Recyclable Items	Unrecyclable Items	Instructions
<b>Fluor- escent lamps</b>	Unbroken flores- cent lamps, light bulbs.	Broken lamps or bulbs.	
<b>Plastic bags</b>	Plastic bags.	Instant noodle wrappers, dirty plastic bags.	
<b>Batter- ies</b>	NOT RECYC- LABLE	Discharge at designated spot at each <i>dong</i> of- fice.	

## DISPOSABLE WASTE

Disposal of other waste must be completed using specially-marked council bags that can be purchased from supermarkets and mini marts. Not all supermarkets or corners stores or mini marts sell the official bags, which include the name of your area, so you will need to make sure you purchase the correct bags. There is a large fine for putting out rubbish in unofficial bags (e.g. shopping bags).

Potentially dangerous or loose goods such as glass from light bulbs, plant matter and other inedible garden matter must be broken down and first wrapped in a firm bag before being placed inside an official refuse bag.

## FOOD WASTE

Food waste needs to be packed into small bags and taken out at the same time as other non-recyclable waste. Some apartments have their own food waste collection bins. This will save you having to buy official bags. These bins are periodically emptied and the food waste is then taken and disposed of.

What qualifies as food waste? Everything that can be consumed by animals should be considered food waste. Bear in mind the following exceptions:

Do not include the following in your food waste	
<b>Fruit and Vegetables</b>	Hard nut shells or outer coverings such as shells of chestnuts, walnut, peanut, acorn, coconut, pineapple,

	coconut palm, cherry or grape stems, etc (although citrus peels are okay). Onion peels, roots of green onion, garlic peels, corn husks, etc.
<b>Meat</b>	Bones and/or feathers from beef, pork or poultry.
<b>Fish and Seafood</b>	Shells of clam, abalone, sea squirt, crab, lobster, etc. Swellfish innards, fish bones.
<b>Others</b>	Tea bags, herb medicine residue, egg shells, etc

## **LARGE ITEMS**

Large volume wastes such as refrigerators and furniture, which are hard to dispose of, should be reported to the Sanitation Division of the District Offices (or Dong offices) 3 days before disposal. A written notice for the fee to be paid at the bank will be given. The fee is determined according to the size of the article. Fees range from 3,000 won for a television or washing machine to 15,000 won for a large wardrobe or a piano.

## ***PAYING BILLS***

There are two possible ways to pay your bills: by automatic payment and through billing statements.

### **AUTOMATIC PAYMENT**

If available, you can set up an automatic billing option when the amount owed will automatically be paid from your bank account or credit card periodically.

### **BILLING STATEMENTS (INVOICES)**

Billing statements (called General Inter-bank Routing Orders – GIROs) are a more common way for foreign instructors to pay their bills. These are sent out monthly to your home or school address. You should be clear where you would prefer them to be sent as they all include a payment deadline which will be roughly a week after the date of receipt.

Some apartments will consolidate your bills into a single monthly payment. This probably means that they control your gas and electricity suppliers and have contracted out to them. Otherwise

you may have to set up your own contracts with various providers (for example, if you want to subscribe to cable television or the internet) and will receive bills separately.

Bills can be paid at any branch of any bank. There are often machines which are designed specifically to process invoices. If you are able to use these they will deduct the money directly from your debit card, or there is an option to place cash into the machine to cover the cost of the invoice. Multiple invoices can be paid off in one transaction. You will need to tear off the large part of the invoice and feed it into the machine, and will keep the receipt for your own records. There is often a friendly staff member who will greet you upon entry into the bank – this person will often be able to show you how to use the machine if you show him or her your invoice. Otherwise, you can collect all your invoices together and take them to a bank teller who will process them for free for you. It is worth becoming familiar with using the automatic machines so as to save time waiting in line.

## ***Housing***

Housing in Korea is relatively small compared to Western countries. The majority of the population live in apartment blocks consisting of uniform structures and standardized interiors. Apartment sizes are measured in ‘pyeong’ – a pyeong is 3.35 square meters, which was traditionally the space a Korean man took up when he laid down on the ground with arms and legs outstretched. The smallest one-bedroom studio apartment is about 7 pyeong. It is advisable to expect somewhat cramped living conditions, although this is completely relative to what you are used to in your home country. Housing tends to get more expensive the closer to the center of the city you live. Some schools in far-removed locations may offer you on-site accommodation. It is worth confirming what kind of accommodation comes with your job and whether or not you will be sharing living arrangements with someone else (another instructor for example).

Most contracts offer either housing or a living stipend to cover rent, although some do not offer either of these. During your first teaching contract in Korea it is advisable to apply for a job that includes housing. As always, ask to speak to an instructor currently

living in housing supplied by the employer – this will give you an indication of what your living conditions will be like.

Please be aware that it is customary to leave one's home dirty for the new tenants to clean. There is a prevalent belief that it is bad luck to move into a clean house and therefore it is common to have to clean your new home yourself when first moving in.

## HOUSING FACILITIES

### *WATER SUPPLY*

Tap water is adequate for drinking in many regions, but using a filtration/purification system or purchasing bottled water is advisable. The average amount used by a household in Seoul per month costs 3,380 won. For any inconvenience related to the water supply, you can report it to your local waterworks offices or in Seoul dial 121. For hot water information see Gas (below).

### *ELECTRICITY*

In Seoul, an average household consumes 263 kw per month for a charge of 25,000 won. Any inconvenience related to the supply of electricity should be reported by dialing 123. The voltage used is 220V / 60hz, and most wall sockets require a European-style plug (some buildings may have US-style sockets, but don't be fooled: it still requires 220V, so plugging a 110V device in will guarantee your device is damaged).

### *GAS (LIQUID NATURAL GAS)*

Petroleum and gas are used for heating and cooking in many homes. Hot water for domestic use, *ondol* radiant floor heating, and air conditioning, all generally use LNG gas. If you want to connect your utilities to the gas system, contact a real estate agency for assistance.

### *TELEPHONE / INTERNET / SATELLITE*

Some providers offer package deals that allow you to purchase multiple services from one provider (e.g. land-line, hi-speed internet and satellite TV), potentially saving you money.

Land-line telephone service information is available from Korea Telecom (KT) by calling 100 (On a mobile phone, dial 02-100),

Ext.#8. You can expect to pay 60,000 won for installation and a monthly basic charge of 5,200 won.

There are three major companies offering internet services: KT Megapass (tel : 02-100, toll free from a land-line) and Hana Fos (tel : 02-106). Initial cost of installation is around 30,000 won and monthly service charges range from 25,000 to 30,000 won. There are also many other (smaller) providers and be aware that some areas are only covered by a single provider. Charges may differ somewhat.

Skylife is a representative satellite provider in Korea. A foreigner can sign up for Skylife services by calling 02-1588-3002. For English, send an email request to [english@skylife.co.kr](mailto:english@skylife.co.kr). To watch satellite programs you need an antenna, receiver, smart card and remote control. The Skylife staff will install this equipment. Monthly rates vary depending on contract length and package selected.

### *HEATING*

Many homes have traditional underfloor heating (although the floor is now heated using modern technology rather than an underfloor fire!) called *ondol* which can be regulated to keep the house warm during winter.

### *AIR-CONDITIONING*

Many people consider air-conditioning a necessity in the summer. Standing and wall-mounted units are available at all appliance stores, but can be expensive to purchase.

### *COOKING*

All apartments include a two-burner range that can be used for cooking food. It is very rare to find an apartment with an oven, although microwaves are common and a relatively inexpensive option.

## ***RELOCATION SERVICES***

This section is most relevant for those who have already stayed in Korea and are looking to move from one location to another. There are a number of different relocation services offered by professional moving companies, starting from a basic “you pack” service to full service. The cost of moving the contents of your home will vary

depending on provider and on the type of service you require (from roughly 200,000 won to 1,300,000 won). The low-end services require you to pack the contents and load the truck yourself, while the high-end services will box everything, move everything, unbox everything at the destination, and will even clean your new home for you. Some services also include storage for those people who are not moving from one place directly to another. It is best to avoid moving on a 'no spirits day' (*son-eobneun-nal*), as many people choose these days to move and fees are increased. These days happen up to six times a month (they fall on the 9<sup>th</sup>, 10<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> days of the lunar calendar), so it is best to check in advance with your provider.

## HEALTH CARE

### OVERVIEW

Regarding overall health care resources, according to the World Health Organization there are 92,056 physicians in South Korea as of 2007, and 2,082 hospital-level health care institutions. The ratio of physicians-to-people in Korea is comparable to Canada. The mortality rate and life expectancy is comparable to the United States and other industrialized nations.

It is important to know that in Korea, the English term "hospital" is used for any physician's office, whether that be at an urban general hospital, or a one-doctor clinic. When most Koreans ask "Did you go to the hospital?" they generally mean "Did you see a doctor?"

Make sure they have your alien registration number, so that your insurance is being billed. Because the cost of medical care is so low compared to some Western countries, foreigners sometimes think they are paying the "insured" rate when in fact they are not. One teacher went to see a doctor for the flu and was asked for 17,000 won after the appointment. She thought that was the fee with insurance, and was happy to pay such a low rate. She came to learn later that the rate for her with insurance was 3,000 won! She had mistakenly given her foreigner number incorrectly, and the clinic thought she had no insurance since the number she gave didn't show up in the computer.

Some people have been asked to pay a foreigner “tax” or “fee” when visiting a doctor. The government does not tax foreigners in this way, and any fees levied are coming directly from the provider. Few providers engage in this practice and it is usually easy to find another provider who does not. Be advised a typical visit to a doctor's office for a cold or flu-like symptoms usually costs between 3,000 and 5,000 won.

Doctors usually have the ability to communicate to their patients in English, although this may be very limited (many Korean medical terms are identical to the English terminology, although pronunciation may be different). As it is very important to understand your results or advice, please take a piece of paper for the doctor to write on or the phone number of a Korean-speaking colleague or friend. On the same token, having your symptoms written in Korean for the doctor to see is also useful. See also *Appendix One: Survival Phrases for Living and Working in Korea* at the end of this guide for medical and illness related words and phrases in Korean.

### ***FIRST RESPONSE (AMBULANCE)***

Dial 119 for an ambulance. Ambulances in Korea respond quickly in urban and suburban areas, but do not have the same level of equipment or staffing as in many Western countries. Foreigners used to a large truck staffed by two paramedics and a driver with the training and equipment to treat a wide range of medical conditions en-route to a hospital may be surprised to see a mid-size van with a driver and one medical technician, with limited capability to do much more than keep patients stable en-route to the hospital.

### ***MEDICAL FACILITIES***

Modern emergency medical services are available in every city with 250,000 people or more, and in many smaller cities as well. Many doctors have some knowledge of English. Specialized non-emergent medical care (such as care requiring a cardiologist, oncologist, endocrinologist, or other specialists) is available in Seoul, Incheon, Pusan, Daegu, Gwangju, Daejeon, Ulsan, and a few other large cities, but is difficult to locate in some suburban and most rural areas.

The Seoul Global Center provides a free medical referral service with foreign volunteers. If you are looking for information on international clinics in Seoul, please contact the MRS team at 010-4769-8212 or 010-8750-8212.

## *PHARMACIES*

Pharmacies are well-supplied, though not all psychiatric medications may be available, and insulin may not be available at some. Pharmacies near major hospitals usually carry a wider range of medications, including insulin. Virtually all pharmacies carry oral contraceptives (birth control pills) and they are available over-the-counter without a prescription. The Korean word for birth control pill is 피임약 (pi-im yak). Emergency contraception (the morning after pill), on the other hand, requires a prescription.

## *SPECIALIZED MEDICINE*

### *GYNECOLOGY*

Foreigners may receive the full range of diagnostics and treatments they would expect from a hospital back home, including cervical exams and pap smears. Those familiar with such services in their home countries should be advised that the customs surrounding such exams are a little different in Korea. For example, it is not uncommon for the professional gathering your health history (including sexual history questions) to do so at the front desk within earshot of everyone in the waiting room. Women are advised to wear a skirt or dress to their appointment; in Korea it is customary to receive gynecological services such as pap smears, sonograms, and cervical exams with one's underwear removed, but skirt on. Korean medical professionals will assume you know this and will be startled and embarrassed if they enter the exam room to see a foreigner naked from the waist down.

### *CONTRACEPTION FOR WOMEN*

Korea practices modern contraceptive methods including oral contraceptives (most not requiring a prescription), intra-uterine devices, sterilization, injectables, hormonal implants, and female barrier devices. Virtually all pharmacies carry oral contraceptives



(birth control pills) and they are available over-the-counter without a prescription.

### ABORTIONS

Chapter 27 of the Criminal Code prohibits procuring and administering abortions. *However*, in 1973, the Maternal and Child Health and the Mother and Fatherless Child Health Acts established a wide array of exemptions from this prohibition. Even though the Korean legal system may punish those that procure and perform an abortion, prosecutors rarely prosecute those that do so because of the exceptions, the fact that doctors can fit their case into the exemptions, and the fact that the attitude of Koreans towards abortion has drastically changed since the imposition of the law. Today, a woman that is pregnant in Korea that wishes to undergo an abortion usually visits her local OB/GYN and the doctor usually performs the abortion or the doctor refers the patient to a clinic that will perform the abortion. In Korea, an abortion can usually be performed up to 28 weeks from conception, but at the 28-week mark, the abortion may be detrimental to the health of the mother.

### DIABETES

Diabetes is also widespread in South Korea, with more than two million people suffering from the disease. Insulin is available with a prescription. While not all pharmacies carry insulin, pharmacies near major hospitals usually do. The Korean word for diabetes is *dang nyo byeong* (당뇨병).

### ASTHMA

Asthma treatment is fully modern in Korea. Asthma medication is available with a prescription. Both “rescue inhalers” and longer term dry powder inhalers (Seretide/Advair) are available with prescription, for a modest fee (around 5,000 won).

### MENTAL HEALTH

Living and working in a foreign country is stressful, and access to Western-style mental health treatment is limited. Individuals suffering from mental conditions that are exacerbated by stress may find Korea a very difficult environment to live and work in. Not all psychiatric medications are available in Korea. Western-style psychotherapy is

difficult to find, even in big cities, because mental health professionals who are both qualified to conduct psychotherapy and fluent in English are rare. There is a major stigma in Korean society associated with seeing a mental health professional, so foreigners are cautioned to use discretion (e.g. asking the English-speaking secretary at one's work to help one find a psychiatrist may not be the best option).

## SERVICES

### *EYE CARE AND VISION*

#### CONTACT LENSES AND GLASSES

When purchasing wither contact lenses or glasses (spectacles), free testing is provided to find the right vision correction for you. Generally, no appointment or prior booking is necessary. Glasses are also easily acquired and lenses are often cut on the spot. A range of frames is usually available, starting at as little as 10,000 won for basic frames to 200,000+ for designer brands. Complete spectacles can be purchased for as little as 40,000 won.

Contact lenses are available without prescription over the counter at all optical stores and can be purchased in hard or soft forms, for long-term and single-use (disposable) wear. Costs vary depending on brand and lens type.

### *POSTAL*

Korea Post runs Korea's national postal system. Post offices are open from 09:00 ~ 18:00 Monday to Friday, and some offices are open on Saturday mornings until 13:00. Visit their website for more information: [www.koreapost.go.kr](http://www.koreapost.go.kr). To post a letter, a postcard or a small package, you may put it in one of the mail boxes on the street, or visit a post office. For over-sized items, you have to visit the post office. The following providers also offer courier and cargo services:

Cargo Service	Tel	URL
DHL Korea	82-1588-0001	<a href="http://www.dhl.co.kr">www.dhl.co.kr</a>
Fedex	080-023-8000	<a href="http://www.fedex.com/kr_english">www.fedex.com/kr_english</a>
UPS	82-2-1588-6886	<a href="http://www.ups.com/content/kr/en/">www.ups.com/content/kr/en/</a>

Hanjin Express    82-2-728-5114    [www.hanjin.co.kr](http://www.hanjin.co.kr)

EMS                    82-2-1588-1300    [www.epost.go.kr](http://www.epost.go.kr)

**Receiving Mail.** Mail from outside of Korea can be addressed to you in either *Hangul* or English.

**Postal Codes.** Visit [www.koreapost.go.kr](http://www.koreapost.go.kr) for a national directory of postal codes.

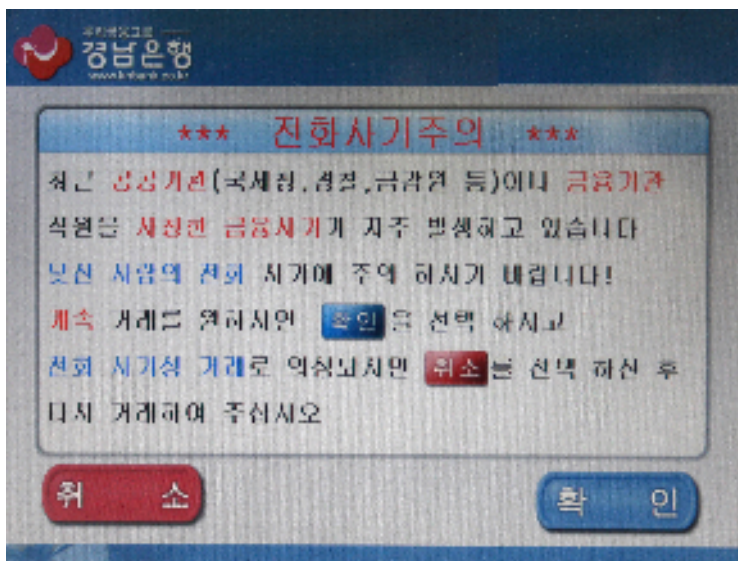
## ***BANKING AND MONEY***

Korean won are issued in coins of 10, 50, 100 and 500 won, and in paper denominations of 1,000; 5,000; and 10,000; with 50,000 won notes to be issued in 2009. There are also “checks” which are issued in denominations of 100,000 won (white) and 1,000,000 won (blue), and are used like cash. They are called checks because they are issued by banks, not by the government, but work just like cash. You can get them in some ATMs and at banks.

### **ATMs**

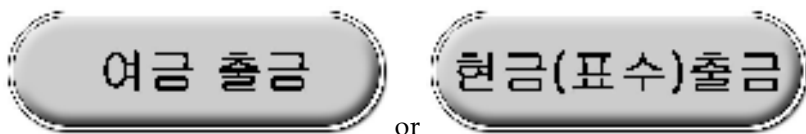
Some Korean ATMs have an English option, but many do not. Even the ones that in English offer limited menus that may not offer all the options available from Korean menus. The most frequently used are withdrawal, deposit, and funds transfers, but lesser used functions such as bill/utility payment, report lost/stolen card, and overseas wire transfer may be useful to you as well. ATMs use various Korean words for these functions, so the most common ones are listed below.

If one needs to use a Korean-language ATM, one also needs to know that 취소 means “cancel” and 확인 means “confirmation” or “confirm.” Often, after inserting your card or account book, the first screen you see after choosing your transaction type will be instructions admonishing you to use the ATM carefully, and warning against fraud. It may look like this:



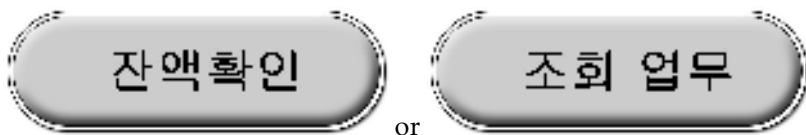
Push **확인** to continue.

### Withdraw Cash



The button on the right literally says “Cash (Check) Withdrawal”  
Note that 출금 means “withdrawal” and appears on both buttons.

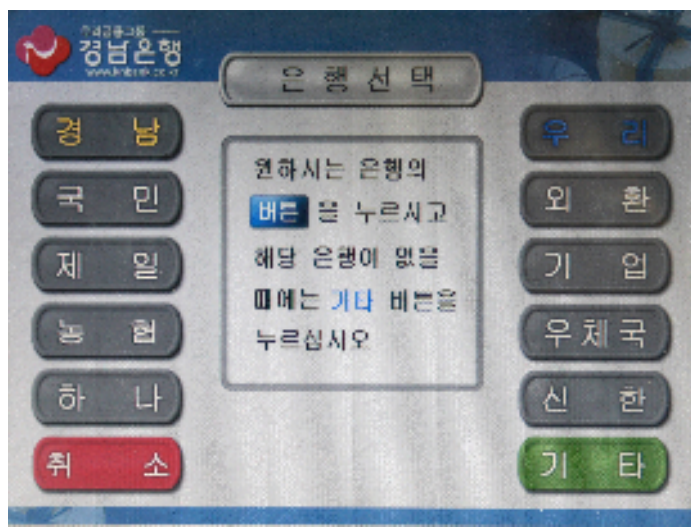
### Balance Inquiry



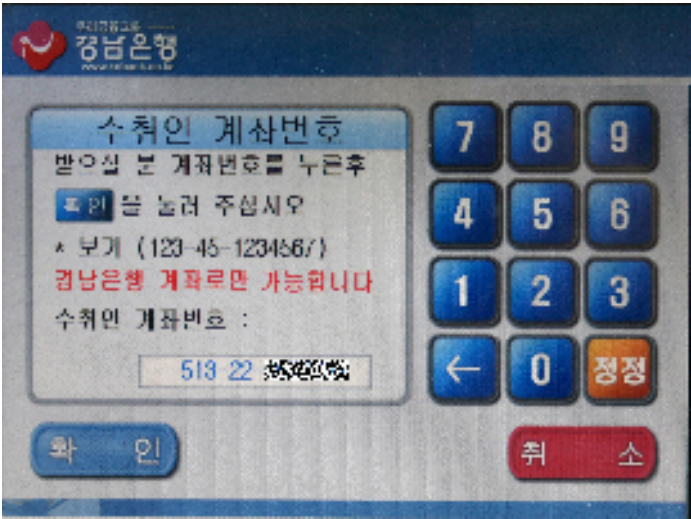
### Electronic Funds Transfer



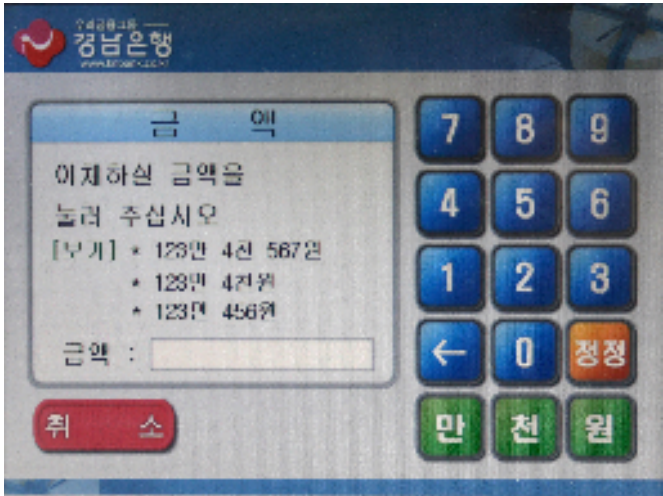
Electronic funds transfers allow you to send money to anyone with a Korean bank account instantly. After selecting this option, you will be prompted to insert your card and enter your PIN number. Upon completing this step you will see a screen that looks a something like this:



This screen prompts you to select the payee's bank. 기타 means "other." Select that if the payee's bank does not appear on this screen. You will be prompted to enter the bank code. Next, you will be prompted to enter the payee's account number, with a screen similar to this one:

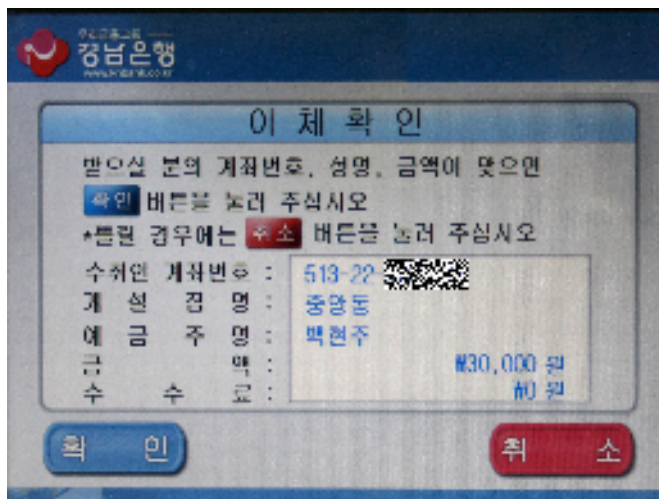


After entering the payee's account number, you will be prompted to specify the amount of money you wish to send, on a screen like this:



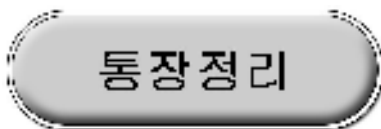
Note that you must specify how many 만 (만: 10,000) won and cheon (천: 1,000) won separately. For example, if I wanted to transfer

314,563 won to someone, I would enter 31 만 4 천 563 원. Next, you will get a transaction confirmation screen, like the one below:



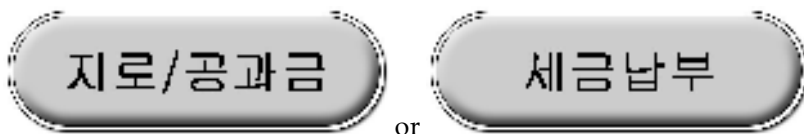
Touch 확인 to confirm. You may get one more screen (not shown) asking if you want a paper receipt or not. Touch 확인 if you want one, or 취소 if you don't.

### Passbook Update



Use this button to have the machine update your passbook. Open your passbook as if you are reading it and insert it into the machine open. The ATM will print an update in your book and return it to you.

### Pay Bills



Note: The button on the right actually says “pay tax” but at some ATMs, the bill paying menu is accessed with this button. Use this button to pay any number of bills. Common options are:

	KT (Phone, Cable, Broadband Internet)
	Power Bill
	Pay Taxes
	Paper Bill
	Water Bill
	Health Care*
	National Pension*
	Pay Traffic Fines

\*English teachers should not be making health care or national pension payments through an ATM. Their employers should be deducting these from their monthly pay. These options exist for small business owners and independent contractors.



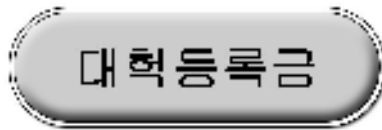
After selecting one of the above buttons, you will see a screen prompting you for your invoice number (not shown). Your invoice number is printed on your bill/statement/traffic citation.

**Pay Taxes**



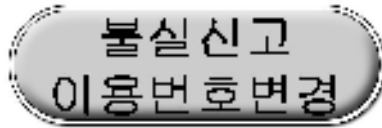
Sometimes the taxes button is separate from the bills button.

**Pay Tuition**

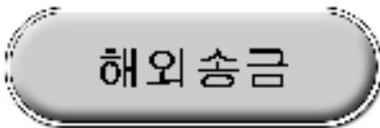


People can pay their university tuition through many ATMs.

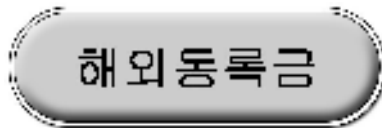
**Report Lost/Stolen Card or Passbook**



**Overseas Remittance**

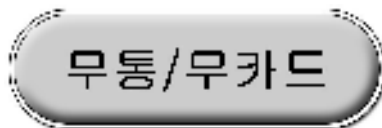


or



To send money overseas via ATM, one must register for this service with their bank. Your registered account(s) will show on the next screen.

**Transaction without Card or Passbook**



If you do not have your bank card or passbook, but know your account number, you may select this option and enter your account number to access ATM services for your account.

Some banks have special services for foreigners. See the *ATEK Products and Services Wiki* for more information.

## ***MOBILE PHONES***

The major phone network companies have English speaking representatives who can help you register for a phone and service contract, or you can go into a store and sign up for a phone. You will need to have your alien registration card, bank book, and passport ready when you call or go in. There are several rate plans available for those who wish to be billed monthly, and prepaid phones are available too. Some prepaid services require users to purchase time on a prepaid card which can be recharged or replaced by a new card when the money runs out. Check the validation period on your prepay cards as they will have an expiration date. See the websites of the two main providers (below) for more information:

SK Telecom: [www.sktelecom.com/eng/index.html](http://www.sktelecom.com/eng/index.html) LG Telecom: [www.lgtelecom.com](http://www.lgtelecom.com)

## ***INTERNET***

Korea is one of the world's largest internet users per capita and also boasts one of the fastest networks in the world. According to a government poll taken in June and July of 2008, 77 percent of the Korean population use the internet. From this percentage, on average 13.7 hours are spent online a week per person. This is easily visible in the number of internet cafes that dot the landscape, whether in the center of a large city or in a largely residential area. Internet access is easy and the internet itself is efficient and relatively affordable. For wireless users, it is useful to know that many cafes offer wireless connection services free-of-charge to customers.

### **INTERNET CAFES (PC방)**

As mentioned above, you can find these everywhere. They are called *PC bangs* and are basically the same as internet cafes. Most *PC bangs* charge a minimum of 1,000 won or more for 1 hour. Additional time can be purchased and there are often incremental discounts the longer

you spend in one sitting. You pay after using the service. You will be given a card with a code that you will need to enter in order to log on to a computer and your time will be recorded by the computer so as to charge you accordingly.

## *ADDITIONAL SOURCE*

Jin, Hyun-joo, "77% of Koreans Use Web," *Korea Herald*, 1 Oct 2008, republished online at *Asia Media: Asia Media News Daily*, <http://www.asiamedia.ucla.edu/article.asp?parentid=98237> (retrieved 15 Oct 2008).

## **INTERNET AT HOME**

Korea offers both dial-up and broadband services. You will need to specify your needs when applying for your internet connection. It is useful to ask co-teachers and/or colleagues to help you with these matters. There are three major companies offering internet services: KT Megapass (tel : 02-100, toll free from a land-line), Hana Fos (tel : 02-106, also toll free) and Powercomm (02-1600-7000). Initial cost of installation is about 30,000 won and monthly service charges range from 25,000 to 30,000 won. Not all three of these companies may be available in a given area. There are also many other (smaller) providers. Be aware that some areas are only covered by a single provider. Charges may differ somewhat from one company to the next.

## *TELEPHONE*

Land-line telephone service information is available from Korea Telecom (KT) by calling 02-100, Ext.#8. You can expect to pay about 60,000 won for installation and a monthly basic charge of 5,200 won.

## **INTERNATIONAL CALLS**

There are multiple providers who allow you to use their service to make a call to an overseas phone number. Be aware that when using Korea Telecom's (001) service you will be billed separately (others should be included in your landline or mobile bill).

**Korea Telecom (001)** Dial 001 + Country Code + Area Code + Phone number

**LG Dacom (002)** Dial 002 + Country Code + Area Code + Phone number

**Onse (00365)** Dial 001 + Country Code + Area Code + Phone number

**Serome (00770)** Dial 00770 + Country Code + Area Code + Phone number

**SK Telecom (00700)** Dial 00700 + Country Code + Area Code + Phone number

### *INTERNATIONAL CALLING CARDS*

You can also purchase international calling cards from most convenience stores. Different cards are better suited for calling different countries and/or global regions, so make sure you choose one that allows you to call to the country you will be calling.

## **PUBLIC FACILITIES**

### *PUBLIC BATHS AND TOILETS*

*Jjimjilbang* ( 찜질방 , literally ‘fomentation rooms,’ but loosely translated as ‘steam rooms’) are popular places among Koreans. Often whole families will go together to bathe and enjoy the other facilities available. They often include public baths which are segregated by gender, as well as unisex areas that include sauna and cooling rooms of differing temperatures, entertainment areas (for example: library, mini-movie theatre, PC room), massage services, and a communal rest area (which you can sleep all night in, if you don't mind sleeping on the floor of a moderately lit room). If you are uncomfortable with public nudity then you may wish to avoid the public baths. They are usually open 24 hours and cost around 6,000 won for a day or 12,000 won for a night (prices will vary from place to place). If you are in need of a cheap place to sleep, this is as cheap as it gets in Korea.

Western-style (sitting) toilets are commonly installed in homes and in many public bathrooms, although the traditional (squatting) toilet is still often found in public areas such as the subway, restaurants, bars and cafes. It is advisable to carry toilet paper with you at all times as many public toilets do not provide this. Vending machines selling toilet tissue are commonly found outside public toilets.

## SPORTS AND RECREATION

There is a strong public awareness of fitness in Korea. Mountain hiking is an extremely popular pastime and there are recreational facilities available to the public free of charge. In the larger cities, where the air is more polluted, it may not be recommendable to do some forms of exercise like running outdoors, but there are plenty of gyms and fitness clubs where you can do these things.

There are at least four major sports festivals held annually in Korea: the Children's National Sports Festival, National Sports Festival (October), National Sports Festival for People with Disabilities, and the National Winter Sports Festival (January).

Two events which helped promote and develop major sports in Korea are the 1988 Seoul Summer Olympic Games and the 2002 Soccer World Cup, which was jointly held by Japan and Korea. The former played a major role in opening Korea up to the international community and the latter saw the development of many modern sporting facilities around the major cities.

### **TRADITIONAL SPORTS**

*Taekwondo*, *hapkido* and *ssireum* (often described as Korean wrestling) are all popular forms of traditional martial arts still practiced and taught today. Taekwondo has gained international popularity and is often taken up by instructors living in Korea as a source of fitness or simply as a fun recreational activity. There is likely to be a training gym near your workplace, so ask a native teacher to help you register if you are interested in joining.

### **NATIONAL SPORTS LEAGUES**

Korea Professional Football League (K-League)

Korea Baseball Organization (KBO)

Korean Basketball League (KBL)

Korean Volleyball League (V-League)

### **STADIUMS**

Stadiums are great recreational facilities. Because of the 2002 FIFA World Cup, all of Korea's major cities include a modern stadium.

Stadiums are often surrounded by running tracks, exercise equipment, sports fields, climbing walls, and the like, and are therefore excellent places for serious exercise or just a kick around.

### ***OTHER PUBLIC RECREATIONAL FACILITIES***

Exercise equipment can be found in many public parks, alongside public walkways, and off mountain trails. There are also many outdoor badminton and basketball courts around public walkways and parks. Climbing is also popular in Korea and climbing walls can be found in many parts of the country and are usually free to use (although you will need to bring your own climbing equipment).

## **BOOKSTORES AND LIBRARIES**

### ***BOOKSTORES IN KOREA***

There are a number of large bookstores in the major cities, many of which include comprehensive sections for foreign language books, the biggest of which will be English. Some of the larger bookstores are listed below, but also included are some second-hand bookstores that sell English language books. If you are in Seoul and have spare time, there is the possibility of finding a nice little bargain amongst the stacks of text books, art books, comic books, technical manuals and novels (you name it) that line the pavement opposite the Dongdaemun textile market, and wading through the piles can be a pleasure in itself for book lovers.

What follows is a list of bookstores that contain English language sections and/or specialize in English instruction material. They are listed in alphabetical order. For further information visit their websites (as listed below). Please visit ATEK's online wiki for a more comprehensive list recommended by other instructors living in Korea.

#### ***Small Bookstores***

**English+:** <http://www.englishplus.co.kr/>.

**English Bookstore GLOVI:** <http://www.glovi.co.kr/>.

**Itaewon Foreign Bookstore:** (No website) Tel: (02) 793-8249, Cell: 016-711-8249, E-mail: [itaewon@korea.com](mailto:itaewon@korea.com).

**Seoul Selection:** <http://www.seoulselection.com/>.

**What The Book?:** <http://www.whatthebook.com/>.

### ***Large Bookstores***

**Yeongpung Bookstore:** <http://www.ypbooks.co.kr/>.

**Kyobo Bookstores:** <http://www.kyobobook.co.kr/>.

**Bandi & Luni's:** <http://www.bandinlunis.com/main.htm>

## ***LIBRARIES IN KOREA***

According to the National Library of Korea there are over 600 public libraries in the country. However, most do not contain a large number of English language books. For this reason it is best to visit a major public library if you have the time and access. Alternatively, university libraries may offer a comprehensive range of books in the English language, but access to them is limited to registered students.

### **NATIONAL ASSEMBLY LIBRARY**

A relatively unknown gem is the National Assembly Library. Located on Yeouido Island, Seoul in the National Assembly building, it is primarily a resource for members of the National Assembly. Although books cannot be withdrawn from the library, there are copying facilities and areas inside the library that allow you to sit and read in comfort. You will have to turn in your alien registration card and obtain a pass at the desk before entering.

### **NATIONAL LIBRARY OF KOREA**

The National Library of Korea is located in Seocho-gu, Seoul. Opened in 1945, it contains a digital multimedia center, Northeast Asian Collections Room, North Korean Collections Room, and an Old & Rare Collection. For opening times (which vary according to section) and further information, see their website at <http://www.nl.go.kr/>.

### **NATIONAL DIGITAL LIBRARY**

You can visit the National Digital Library online at [http://www.dlibrary.go.kr/NEL\\_ENG/Index.jsp](http://www.dlibrary.go.kr/NEL_ENG/Index.jsp). As the most comprehensive database for materials on pre-1950 Korea, it contains sources and information from and on the Japanese Occupation period including old newspapers (pre-1945), official gazettes (1894-1910), periodicals (pre-1950), over 1400 Korean academic journals, and the original images of Korean rare books and old maps are available

online through more than 70 databases of eight Korean national libraries (including those mentioned above): the National Library of Korea (국립중앙도서관), the National Assembly Library (국회도서관), the Supreme Court Library (법원도서관), the KAIST Digital Science Library (한국과학기술원 과학도서관), the Korea Institute of Science and Technology Information (한국과학기술정보연구원), the Korea Education & Research Information Service (한국교육학술정보원), the Korea Agricultural Science Digital Library (농촌진흥청 농업과학도서관), and the Korea Knowledge Portal (국가 지식 포털). In total, it contains over 3,000,000 items.

## *ADDITIONAL SOURCE*

Digital Resources for Korea Studies, Harvard College Library,  
<http://hcl.harvard.edu/research/guides/korean/> (retrieved 15  
Oct. 2008).

## **KOREAN LANGUAGE LESSONS**

As with much of this guide, the information provided below is not exhaustive, but is intended as an outline for those interested in developing their language skills without having to diminish their savings. As these types of services will continually develop and spring up around the country thanks to hard-working people, please see the ATEK Products and Services Guide for Korean language lesson providers in your area.

## *COURSES*

Many of the major universities in Korea offer Korean language courses. These may not be practical for most instructors, depending on your teaching schedule and on your commitment to learning the language. Many instructors are interested in developing their Korean language ability through less formal and cheaper options. Many of the major *hakwon* run Korean language courses at a reasonable price and class times tend to be more flexible. For those who are interested in a more intensive and tailored language course, private tutors are also available, but will charge accordingly.



# **KOREAN LANGUAGE PROVIDERS**

## **ANDONG**

### **Andong National University**

388 Songchon-dong, Andong-si, Gyeongsangbuk-do

Tel: 54-820-5326 <http://eng.andong.ac.kr/>

Contact Person: Kim, Sang Hyo [lang@andong.ac.kr](mailto:lang@andong.ac.kr)

## **BUSAN**

### **Busan Foundation for International Activities**

1st Floor in City Hall 2001, Jungangno, Yeonje-gu, Busan

Tel : 865-0133 [http://www.bfia.or.kr/english/foreigner3\\_2.html](http://www.bfia.or.kr/english/foreigner3_2.html)

### **Busan Metropolitan City Volunteer Center (Korean Language Program)**

Busan Water Authority (10th F) 273-20bunji, Yangjeong 2-dong, Busanjin-gu, Busan

Tel : 864-1365 <http://vt.busan.go.kr>

### **Pusan National University Institute of International Exchange & Education**

San 30bunji, Jangjeon 3-dong, Geumjeong-gu, Busan

Tel : 510-1982 <http://international.pusan.ac.kr/new/english/sub/s4.asp>

[bangjy77@pusan.ac.kr](mailto:bangjy77@pusan.ac.kr)

### **Pukyung University**

Foreign language Education Center Daeyeon 3-dong Nam-gu, Busan

Tel : 620-6952 [http://web.pknu.ac.kr/~flec/korean/school\\_regular.htm](http://web.pknu.ac.kr/~flec/korean/school_regular.htm)

### **Pusan University of Foreign Studies (Korean Language & Culture Center )**

#314 Korean Language & Culture Center San55-1bunji, Uam 1-dong, Nam-gu, Busan

Tel : 640-3633 [http://eng.pufs.ac.kr/html/00\\_main/](http://eng.pufs.ac.kr/html/00_main/)

[wy0200@pufs.ac.kr](mailto:wy0200@pufs.ac.kr)

### **Busan Campus of Youngsan University Korean Language School**

249bunji, Bansong 3-dong, Haeundae-gu, Busan

Tel : 540-7104 <http://www.ysu.ac.kr/eng/>

[kols@webmail.ysu.ac.kr](mailto:kols@webmail.ysu.ac.kr)

### **Dong-eui University Foreign Language Education Center**

Central Library (6th F) San24 Gaya-dong, Busanjin-gu, Busan

Tel : 890-1770~2 <http://language.deu.ac.kr>

### **Dong-a University Office of International Affairs**

Dong-a Univ. 840bunji Hadan 2-dong, Saha-gu, Busan

Tel : 200-6342 <http://global.donga.ac.kr/english/lectures/lectures.html>

[global@donga.ac.kr](mailto:global@donga.ac.kr)

### **Silla University Korean Language Institute**

Silla Univ. San 1-1bunji Gwaebeop-dong, Sasang-gu, Busan

Tel : 999-5755 <http://www.silla.ac.kr/eng/>

[interpro1@silla.ac.kr](mailto:interpro1@silla.ac.kr)

### **Korean Language Institute For Foreigners KLIFF**

Geumjeong-gu, Jangjeon-1 dong, 388-12, Busan

Tel : 513-0131 <http://www.kliff.co.kr>  
[jennakang@hanmail.net](mailto:jennakang@hanmail.net)

**Association for Foreign Workers' Human Rights in Busan**

Yusin Bldg.(4th F) 193-9bunji, Jeonpo 2-dong, Busanjin-gu, Busan

Tel : 802-3438 <http://fwr.jinbo.net>

[noja@kornet.net](mailto:noja@kornet.net)

**Korea-Japan Cultural Exchange Association**

Byeogam Bldg. 1157-2bunji Choryang 3-dong, Dong-gu, Busan

Tel : 465-7323 <http://www.kojac.or.kr>

[lesson@kojac.or.kr](mailto:lesson@kojac.or.kr)

**International Friendship Program (PNUF)**

Pusan National University Inmungwan Room 120

Tel : 019-9669-1123 <http://cafe.daum.net/pnuf>

[pnufmail@daum.net](mailto:pnufmail@daum.net)

**CHANGWON****Changwon National University Language Education Center**

65 Sonamu 5-gil, Changwon-si, Gyeongnam

+82-55-279-8041 <http://www.changwon.ac.kr/~lang/>

Contact: Choi, Mi Kyung [cielbleu03@hotmail.com](mailto:cielbleu03@hotmail.com)

**CHEONAN****Sunmoon University Korean Language Institute**

381-7 Samyong-dong, Cheonan-si, Chungcheongnam-do

+82-41-559-1332 <http://kli.sunmoon.ac.kr>

Contact: Shin, Nyeong Mok [ymshin62@daum.net](mailto:ymshin62@daum.net)

**CHEONGJU****Chungbuk National University International Education Center**

12 Gaesin-dong, Heungduk-gu, Cheongju

+82-43-261-3299 <http://cie.chungbuk.ac.kr/>

Contact: Hwang, Sun Young [jiayou@chungbuk.ac.kr](mailto:jiayou@chungbuk.ac.kr)

**CHUNCHEON****Hallym University Korean Language Education Center**

39 Hallymdaehak-gil, Chuncheon-si, Gangwon-do

+82-33-248-2973 <http://www.klec.or.kr/eng>

Shin, Jae Eun [de2973@hallym.ac.kr](mailto:de2973@hallym.ac.kr)

## **DAEJEON**

### **Chungnam National University Language Education Center**

220 Gung-dong, Yuseong-gu, Daejeon

+82-42-821-8804 [http://www.cnu.ac.kr/~lang\\_res/korean/koreanlanguage\\_eng.htm](http://www.cnu.ac.kr/~lang_res/korean/koreanlanguage_eng.htm)

Roh, Hyun Seo [flec@cnu.ac.kr](mailto:flec@cnu.ac.kr)

### **Hyecheon College Korean Language Institute**

333 Boksu-dong, Seo-gu, Daejeon

+82-42-580-6158 <http://www.hcc.ac.kr/> (tno website for Korean Language Institute)

Cho, Yeon Gil [atkorea@hcc.ac.kr](mailto:atkorea@hcc.ac.kr)

## **GWANGJU**

### **Chonnam National University Language Education Center**

333 Yongbong-ro, Buk-gu, Gwangju

+82-62-530-3630 [http://language.chonnam.ac.kr/cnu\\_lect\\_eng/Curriculum/index01.asp](http://language.chonnam.ac.kr/cnu_lect_eng/Curriculum/index01.asp)

Contact: Moon, Ji Yul [jymoon@jnu.ac.kr](mailto:jymoon@jnu.ac.kr)

## **INCHEON**

### **Inha University Language Training Center**

253 Yonghyun-dong, Nam-gu, Incheon

+82-32-860-8302 <http://site.inha.ac.kr/ltc/>

Kim, Mi Kyung [mk0914@inha.ac.kr](mailto:mk0914@inha.ac.kr)

## **JEONJU**

### **Chonbuk National University Language Education Center**

664-14 1 ga Dukjin-dong, Dukjin-gu, Jeonju

+82-63-270-2250

Lee, Bo Eun [lec@chonbuk.ac.kr](mailto:lec@chonbuk.ac.kr)

## **NONSAN**

### **Geumgang University Korean Language Program**

14-9 Daemeong-ri, Sangwol-myeon, Nonsan-si, Chungcheongnam-do

+82-41-731-3043 <http://glc.ggu.ac.kr/>

Lee, Hak Yong [leigh@ggu.ac.kr](mailto:leigh@ggu.ac.kr)

## **SEOSAN**

### **Hanseon University Institute of Language and Culture**

360 Daegok-ri, Haemi-myun, Seosan-si, Chongchungnam-do

+82-41-660-1302 <http://www.hanseon.ac.kr/eng/>

Lee, Yoon Soo [leey95@hanseo.ac.kr](mailto:leey95@hanseo.ac.kr)

## **SEOUL**

### **Chung-Ang University Korean Language Institute**

221 Heukseok-dong, Dongjak-gu, Seoul

+82-2-820-6122 <http://korean.cau.ac.kr/>

Kim, Young Chan [youngcha@cau.ac.kr](mailto:youngcha@cau.ac.kr)

**Dongguk University Center for Korean Language Education**

Institute of International Education, 26, 3ga Pil-dong, Jung-gu, Seoul

+82-2-2260-3471 <http://iie.dongguk.edu>

Kim, Tae Hyung [iie@dgu.edu](mailto:iie@dgu.edu)

**Ewha Women's University Language Center**

11-1 Daehyun-dong, Seodaemun-gu, Seoul

+82-2-3277-3182 <http://elc.ewha.ac.kr:1004/en/index.asp>

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