

2026 Spring Exchange Student Nomination

Hanyang University ERICA is pleased to announce that we are now accepting nominations for the **2026 Spring semester**. Please note that this instruction **applies only to 2026 Spring nominations**, as we are not yet accepting nominations for future semesters.

Additionally, **nominations are not required** for students who are currently studying at Hanyang and wish to extend their stay for an additional semester. A **separate process** is in place for study period extensions, and instructions will be provided **upon request**.

*** Important:**

*Students who **canceled their participation for Fall 2025** but wish to join in **Spring 2026** **MUST be re-nominated** through the system.*

Nomination Period

October 1st (Wednesday) 00:00 – October 15th (Wednesday) 23:59 KST

Nomination Process

- Online nominations must be submitted through our internally developed system, with detailed instructions provided on **pages 2–3**.
- Nominations must be **completed by the home university coordinator** for each student planning to enroll at Hanyang University ERICA as an exchange student.
- **Email nominations will NOT be accepted.** Even if you have previously sent an email, **please ensure that all students are nominated through our system.**
- **Nominations should be submitted by the deadline.** If meeting the deadline is not possible, please inform us **in advance** via email.

Nomination Details

Qualification	<p>Students must meet all of the following qualifications to be accepted as exchange students at Hanyang. Nominees who do not meet the requirements will not receive an application email.</p> <ul style="list-style-type: none"> ● Number of semesters completed <ul style="list-style-type: none"> - Students must have completed at least one semester at their home university by the time of nomination. - An official transcript with final grades must be provided. ● Cumulative GPA <ul style="list-style-type: none"> - A minimum of 60% or higher, based on the home university's grading system. - The home university's grading system takes precedence over any conversion tables submitted. ● Language Proficiency <ul style="list-style-type: none"> - Students must meet the required level of English or Korean proficiency. - If a student has sufficient language ability to meet the required level, but does not have an official language test score, the student may still be accepted upon submission of a Language Proficiency Form signed by the exchange coordinator at the home university, certifying the student's language proficiency. <p><i>(Please refer to the information sheet for details.)</i></p>
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Matching Nomination & Application Details	<p>The details provided in the nomination must exactly match the details in the student's application. If any changes need to be made after nomination, the home university must update the nomination details, which will then be reflected on the application page.</p> <p>To avoid discrepancies, please consult with your student(s) regarding their study plan before submitting their nomination. If necessary, you may share a copy of the nomination details with your students so they can review and confirm the information before completing their application.</p>
Course Registration Notice	<p>We make every effort each semester to assist students in registering for their desired courses. However, please note that Hanyang's course registration system operates on a first-come, first-served basis. This means that preferred course selections are NOT guaranteed.</p> <p>We strongly encourage exchange students to remain flexible with their course preferences.</p>

Procedure After Nomination

Nomination reviewed by HYU	Application Instructions sent to student(s)	Online Application submitted by student(s)	Admission Letter sent to students via email
Early October – Mid October	Mid October	By October 31	Mid December

How to nominate?

1. Confirm Your University's ID & Password for Spring 2026

- ✓ Each partner university is assigned a **unique account** for nomination.
- ✓ The **ID & password (P/W) will be sent via email**.
- ✓ If you are unable to locate your assigned ID & password, please contact us at ericaincoming@hanyang.ac.kr



2. Access the 2026 Spring Semester Exchange Nomination Webpage

Link: <https://portal.hanyang.ac.kr/haksa/gryu/gryuDamdangjaLogin.do>



3. Log in with Your University's ID & Password

On-line Application

ID

PASSWORD

LOGIN



4. Update Your Account Information

My Account

1. Personal Information

Country	United States			
Institution Name	Northern State University			
New Password				
Repeat Password				

	Staff Name	Email ID	Phone NO.	Name of Office
Exchange Inbound				
Exchange Outbound				
Short Program Outbound				
Mailing Address				

Save & Submit **back**

- ✓ Click on the **'My Account'** → Change the assigned password immediately and update the coordinator's information.
- ✓ Make sure to click on the **'Save & Submit'** after making changes.

* Important

- This account will be required for future nominations. If there is a staff change in your office, please ensure the account information is transferred accordingly.
- Please update the **Exchange Outbound Coordinator's information and Mailing Address** as needed.



5. Fill Out the Nominee's Information and Submit the Nomination

✖ Steps

- ① Set **'Year & Semester'** to **2026 Spring Semester** → Click the **'Search'** button (**DO NOT FORGET!**)
- ② Click the **'Nominate Now'** button.

My Nomination

Year: 2023 Semester: Spring Semester

Search

Nominate List You can nominate up to 4 students to Hanyang university(ERICA) for 2023 Spring

Nominate now Delete Down Load

Date	Last Name	First Name	Date of Birth	Email	Study Level	Year of Study	Study Period	Program Eligibility	Campus	college
No inquired data or no data available.										

back

- ③ Once the nomination page appears, **fill in the nominee's information** → Click the **'Submit'** button.

Nomination

Last Name: HANYANG First Name: ERICA

Date of Birth: 2000.01.01

Email: ericaincoming@hanayng.ac.kr

*Please note that the email will be the ID for the student's online application and all the important notes will be sent to this email so please enter an email address which is frequently used by the student.

Campus Selection: ☐ Seoul Campus ☒ ERICA Campus

☐ Colleges in Seoul Campus: https://www.hanyang.ac.kr/web/eng/s_college_department-info?
☐ Colleges in Erica Camus: https://www.hanyang.ac.kr/web/eng/e_college_department-info

Study Level: ☒ Bachelor(Undergraduate) ☐ Master(Graduate)

*(Hanyang's undergraduate is 4-year program and graduate is 2 years.)

Year of Study at HYU: 4

College: COLLEGE OF BUSINESS AND ECONOMICS

Study Period: ☒ One Semester ☐ Two Semester

Indicate specifically: 2023 Spring Semester ~ 2023 Spring Semester

*Please indicate the semester/year when your student will be studying at Hanyang.

CGPA: The student has achieved 60% of CGPA or higher based on the grading system of home university.
☒ Yes ☐ No

Submit **Cancel**

④ Confirm that your nomination has been successfully submitted.

My Nomination

Year Semester :

☒ Nominate List -You can nominate up to 4 students to Hanyang university(ERICA) for 2023 Spring

Date	Student Information									
	Last Name	First Name	Date of Birth	Email	Study Level	Year of Study	Study Period	Program Eligibility	Campus	college
<input type="checkbox"/> 20220929	HANYANG	ERICA	20000101	ericaincoming@hanyang.ac.kr	Bachelor (Undergraduate)	4	2023 Spring Semester	Yes	ERICA	COLLEGE OF BUSINESS AND ECONOMICS

*** Important Notes**

- ✓ The **number of students** available for nomination per semester is based on your university's designated seats.
 - If you **exceeded your designated seats** in Spring 2026, the number of available seats for Fall 2026 **will be adjusted accordingly**.
 - Example:
 - If your designated number is **2**, you may send:
4 one-semester students (Spring 2026 & Fall 2026 combined), OR
2 full-year students (either Spring 2026 or Fall 2026).
 - If you wish to **nominate additional students**, please contact us in advance at **ericaincoming@hanyang.ac.kr**.
- ✓ **Do NOT use diacritic marks** such as č, å, ü, ñ, etc.
- ✓ Only the student's email provided during nomination will be activated for the online application.
- ✓ Please ensure that the email submitted is actively used by the student.
- ✓ **Click 'Submit' after completing all fields in the form.**