Support for the International Student Network in 2023

(UST Student Services Division, 2023.04.21)

◇ **UST HQ intends to support foreign student networks by nationality and region in order to ensure stable academic performance and settlement in Korea**

□ Purpose

◦ **(Settlement of foreign students in Korea)** Strengthening bonds and sharing academic/life-related information through exchanges among foreign students in the school/region

□ Progress

◦ (2022. 7.) Formed a network of 8 student representatives from each of the five major countries and three continents

◦ (2023. 3.) Identified the number of current students by country/continent

No.	Country/Continent	Number of current students	Remarks
1	Pakistan	95	
2	Vietnam	79	
3	Indonesia	63	+20 current students
4	India	49	
5	Ethiopia	27	
6	Asia	80	
7	Africa/Middle East	39	A country with less than 30 current students
8	Europe/Americas/Oceania	39	

<Note> Continental categories(countries with less than 30 current students)

1. Asia (80): Mongolia, Bangladesh, China, Sri Lanka, Uzbekistan, Philippines, Myanmar, Kazakhstan, Thailand, Nepal, Laos, Cambodia
2. Africa (21): Ghana, Uganda, Egypt, Jamaica, South Africa, Tanzania, Tunisia
3. Middle East (18): Iran, Jordan, Turkey
4. Europe (27): Belarus, Ukraine, Russia, Netherlands, Romania, Belgium, UK, France
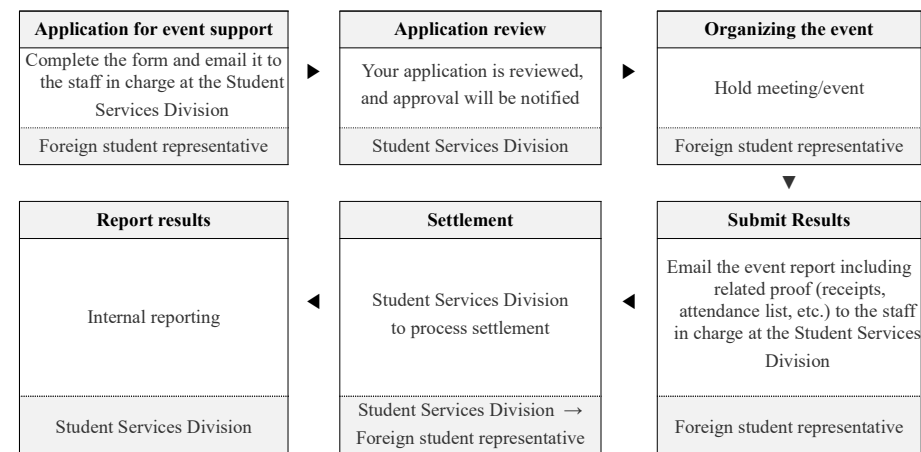5. Americas (12): Ecuador, US, Guatemala, Mexico, Canada, Colombia, Panama

□ Support Plan

◦ (Fund available) Approval depends on the available budget of UST

◦ (Support method) Support for voluntary engagement events between current international students
- Support for meetings/events of international student network and engagement events

Category	Support for international student network meetings and engagement events
Eligibility	- Events with 3 or more foreign students attending ※ This support is available only for foreign students at UST and not for other participants.
Details	- Up to KRW 30,000 per attendee for food (including refreshments)
Administrative matters	- Report to UST after meetings and events including attendance list, receipts, etc.
Other matters	- Students from 2 or more schools are compulsory to attend

◦ All expenses will be reimbursed AFTER filing the event report and proof of expenditure.
- Only tax invoices or cash receipts issued in the name of UST are accepted as proof of expenditure. (Card receipts are not accepted, Use the UST business registration no. (314-82-09115) for getting receipts)

□ Application process

Application for event support	Application review	Organizing the event
Complete the form and email it to the staff in charge at the Student Services Division	Your application is reviewed, and approval will be notified	Hold meeting/event
Foreign student representative	Student Services Division	Foreign student representative

Report results	Settlement	Submit Results
Internal reporting	Student Services Division to process settlement	Email the event report including related proof (receipts, attendance list, etc.) to the staff in charge at the Student Services Division
Student Services Division	Student Services Division → Foreign student representative	Foreign student representative

Application for Student Community Event Support

○ Applicant information *(example)*

Name	Affiliation	Category
John Doe	*XX School*	*Alumni*

○ Event information *(example)*

Event category	*Student Community Event*
Event title	*Regular Engagement Event for XX Country/Continent*
Event type	*Engagement Event: Student Engagement Event*
	Student Event: By country/continent
Time and date	*17:00~ on __, __, 2023*
Venue	*University Headquarters / XX Dining Hall / YY Cafe / ZZ Study Cafe*
Estimated attendance	*Total of XX(00 students)*
Details	*- Welcome and self-introduction* *- Information presentation* *- Collecting opinions such as suggestions*
Other requests	*ex. Request for Access to Science Hall at the University Headquarters*

I hereby apply for support for the student community event above.

Event representative: _____(Sign/Seal)

Student Community Event Report

○ Applicant information *(example)*

Name	Affiliation	Category
John Doe	*XX School*	*Current student*

Event title	*Student Community Event*			
Event type	*Engagement Event: Student Engagement Event*			
	Student Event: By country/continent			
Time and date	*17:00~ on __, __, 2023*			
Venue	*University Headquarters / XX Dining Hall / YY Cafe / ZZ Study Cafe*			
Attendance	*Total of XX*			
Details	Time	Details		Remarks
	17:00~17:30	*Self-introduction*		
	17:30~18:20	*Information presentation*		
	18:20~19:00	*Voluntary presentation*		
Amount to be spent	Category	Details	Amount	Remarks
	Meal	*Dinner, 23,000 KRW × 20 attendees*	*000,000*	
	Refreshments	*Purchase of refreshments*	*00,000*	
	Total		*000,000*	

Results	
Attachments	*Attendee list, event photos, receipts, etc.*

I hereby report the result of the student community event.

Event representative: _____(Sign/Seal)

(Attachment) Photos and receipts from the meeting and event

Group photo
Event photos (luncheon or dinner)
Event photo (Presenter)
Event photo (others)
Cash receipts
Tax invoice

(Attachment) Attendance list

Attendee list

○ Time and date: *17:00~ on __, __, 2023*
○ Venue: *University Headquarters / XX Dining Hall / YY Cafe / ZZ Study Cafe*

No.	Category	Name	Affiliation	Sign
1	*Current student*	*(Example) Jane Doe*	*UST 000 School*	*Attendee signature*
2				
3				
4				
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11				
12				
13				
14				
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