



Step by Step Guide to apply for your E2 Visa for US Citizens	
Step 1	
University Transcripts	Obtained from your university these must remain sealed in the officially stamped enveloped. Must be no more that 3 months old when submitted to Korean Immigration. Cost depends on your university.
University Degree Certificate	Your original degree certificate. This will be returned to you by your employer. Make a photocopy!
Resume	
Copy of your photo page of your passport	
Passport	Make sure your passport is valid for the whole time you will be in Korea plus 6 months.
Signed Employer's Contract	
4 passport photos	
Criminal Background Check <a href="#">See Step 2</a>	Must be no more than 6 months old when submitted to Korean Immigration. Make a photocopy!
Pre-Employment Health Check	We will email you this.
Visa Application Form	We will email you this.

Step 2	Criminal Background Check
Criminal Background Check	Visit your local police department and request a Criminal Background Check at <b>state</b> level. If there is an expedited service option, choose this.
Apostille	<p>When you receive your Criminal Background Check you will to have it authenticated by a State Authentication Authority. Please see below for contact details of an office in your state. You need to mail your Criminal Records Check to the appropriate address to obtain your Apostille. Important: Make sure you also receive an additional piece of paper with the following listed:</p> <ol style="list-style-type: none"> <li>1)Name of the country from which the document emanates;</li> <li>2)Name of person signing the document;</li> <li>3)The capacity in which the person signing the document has acted; in the case of unsigned documents, the name of the authority which has affixed the seal or the stamp;</li> <li>4)Place of certification;</li> <li>5)Date of certification;</li> <li>6)The authority issuing the certificate;</li> <li>7)Number of certificate;</li> <li>8)Seal or stamp of authority issuing the certificate;</li> <li>9)Signature of authority issuing certificate</li> </ol> <p>Korean Immigration is unable to recognize Apostilles that don't fit these guidelines.</p>

Make Photocopies

When you receive your Criminal Background Check and Apostille make 2 photocopies as you might need a copy when visiting the Korean Consulate.

### Step 3

### Sending your Documents

Now you have all your documents. You need to send them all to your employer in South Korea. Your Placement Consultant will provide you with the address and contact. You need to courier the following documents by Fedex , DHL, TNT or UPS.

Original Degree Certificate	Returned to you by your employer.
Sealed Transcripts	They must be sealed.
C.V.	
Copy of passport picture page.	Do not send your passport.
Signed Contract	Sign and date every page.
2 passport photos	
Criminal Records Check with Apostille	
Pre-Employment Health Check	

Your school, once it receives your documents will contact your Placement Consultant and in turn she will contact you to let you know they have received them safely. The school will then submit your documents to Korean Immigration. If all your documents are correct you will be issued with a Visa Issuance Number. Your Placement Consultant will email it to you. Immigration usually takes 7 to 10 days to process your application. During busy periods this can be longer. Now you have your Visa Issuance Number you can move onto Step 4.

### Step 4

### Korean Embassy or Consulate

You can now apply to have your E2 Visa stamped in your passport. Please contact your nearest Consulate for exact instructions. Different Consulates have different procedures. You will need the following documents:

Visa Issuance Number	Emailed to you by your Placement Consultant.
Passport	
Visa Application Form	We will email you this.
2 passport photos	Do not send your passport.
Copy of Degree Certificate	Sign and date every page.
Copy of Criminal Records Check and Apostille	
Self Addressed 24hr Special Delivery Envelope	If applying by mail.
Visa Fee	

Please contact the Korean Consulate in your area for the exact process. Some consulates require an in person interview. So make sure you check the exact process and requirements beforehand. Ask the following questions:

1. Is this the right address?
2. What is the cost to process an E2 visa?
3. What methods of payment do you accept?
4. How would you like me to mail the information? What service and what type of return envelope?
5. What is the timescale of the application?
6. Do you require an interview and how is it conducted?

Step 4A	Visa Application Form
Section 19 Purpose of Entry	Teach English for (name of school).
Section 21 Desired Length of Stay	1 year.
Section 22 Home Address	Address in the US.
Section 23 Address in Korea	School address and phone number.
Section 27 Who Will Pay for your Trip	School name.
Reference in Korea	Director's name and number.

### State Authentication Authorities

#### **Alabama**

Office of the Secretary of State  
 Authentication Section  
 State Capitol, Room E-204  
 600 Dexter Ave.  
 Montgomery, AL 36104  
 334-242-7210  
<http://www.sos.state.al.us/authenticate/index.htm>

**Fee: \$5.00**

Designated Authority: Secretary of State

#### **Alaska**

Notary Administrator  
 Office of the Lieutenant Governor  
 P.O. Box 110015  
 Juneau, AK 99811- 0015  
 907-465-3509  
<http://www.gov.state.ak.us/litgov/notary/authentications.htm>

**Fee: \$2.00**

Designated Authority: Lieutenant Governor; Attorney General; Clerk of the Supreme Court

#### **Arizona**

Office of the Secretary of State  
 Business Services Division, Notary Section  
 1700 W. Washington, 7th Floor  
 Phoenix, AZ 85007-2888  
 602 542-4086/ 602 542-4758  
<http://www.sosaz.com/notary>

**Fee: \$3.00**

Designated Authority: Secretary of State; Assistant Secretary of State.

#### **Arkansas**

Office of Secretary of State  
 Corporations Division  
 State Capitol  
 Little Rock, AR 72201-1094  
 501-682-3409  
<http://www.sosweb.state.ar.us/business.html>

**Fee: \$10.00**

Designated Authority: Secretary of State; Chief Deputy Secretary of State.

#### **California**

Office of the Secretary of State  
 Business Programs Division

Notary Public Section  
P.O. Box 942877  
Sacramento, CA 94277-0001  
916-653-3595  
<http://www.ss.ca.gov/business/notary/notary.htm>

**Fee: \$20.00**

Designated Authority: Secretary of State; any Assistant Secretary of State; any Deputy Secretary of State.

**Colorado**

Office of Secretary of State  
1560 Broadway, Suite 200  
Denver, CO 80202  
303-894-2680  
[http://www.sos.state.co.us/pubs/info\\_center/2001fees.htm](http://www.sos.state.co.us/pubs/info_center/2001fees.htm)

**Fee: By Mail: \$2.00 While You Wait: \$17.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Connecticut**

Office of the Secretary of State  
Authentication Unit  
30 Trinity St.  
Hartford, CT 06106  
860-509-6135  
<http://www.sots.state.ct.us/recordslegislativeservices/authen.html#orders>

**Fee: \$20.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Delaware**

Office of Secretary of State  
Notary Division  
401 Federal St., Suite 3  
Dover, DE 19901  
302- 302/739-4111  
<http://www.state.de.us/sos/sos.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Acting Secretary of State.

**District of Columbia**

Office of the Secretary, D.C.  
Notary Commissions & Authentications Section  
441 4th St. N.W. (One Judiciary Square)  
Washington, D.C.  
202-727-3117  
<http://os.dc.gov/info/notary/notary.shtm#document>

**Fee: \$10.00**

Designated Authority: Executive Secretary; Assistant Executive Secretary; Mayor's Special Assistant and Assistant to the Executive Secretary; Secretary of the District of Columbia.

**Florida**

Department of State  
Office of International Affairs  
Notary Certification/Apostille Section  
The Capitol Building  
Suite 1902  
Tallahassee, FL 32399-0250  
804-488-7521  
<http://notaries.dos.state.fl.us/notproc7.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State

**Georgia**

Georgia Superior Court Clerks' Cooperative Authority  
Notary Division  
1875 Century Boulevard, Suite 100  
Atlanta, GA 30345  
404-327-6023  
<http://www2.gsccca.org/projects/apost.html>

or

Office of Secretary of State  
Administrative Procedures Unit  
2 Martin Luther King Jr. Drive  
Suite 820 - West Tower  
Atlanta, Georgia 30334  
404-656-2885  
<http://www.sos.state.ga.us/administration/notary.htm>

**Fee: \$3.00**

Designated Authority: Secretary of State; Georgia Superior Court Clerks' Cooperative Authority.

**Hawaii**

Office of the Lieutenant Governor  
State Capitol, 5<sup>th</sup> Floor,  
Honolulu, Hawaii 96813  
808-586-0255  
<http://www.state.hi.us/lsgov/page8.html>

**Fee: \$1.00**

Designated Authority: Lieutenant Governor of the State of Hawaii.

**Idaho**

Office of Secretary of State  
Notary Department  
Box 83720  
Boise, ID 83720  
208- 332-2810  
<http://www.idsos.state.id.us/notary/apostill.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Chief Deputy Secretary of State; Deputy Secretary of State; Notary Public Clerk.

**Illinois**

Office of the Secretary of State  
Index Department, Notaries Public Division  
111 E. Monroe St.  
Springfield, IL 62756  
217- 217-782-7017  
<http://www.sos.state.il.us/departments/index/division.html>

**Fee: \$2.00**

Designated Authority: Secretary of State; Assistant Secretary of State; Deputy Secretary of State.

**Indiana**

Office of Secretary of State  
Statehouse  
Suite 201  
Indianapolis, IN 46204  
317-232-6532  
<http://www.in.gov/sos/notary/seal.html>

**Fee: no charge**

Designated Authority: Secretary of State; Deputy Secretary of State

**Iowa**

Office of Secretary of State  
Lucas Building  
First Floor, Public Service  
Des Moines, IA 50319  
515-281-5204  
<http://www.sos.state.ia.us>

**Fee: \$5.00**

Designated Authority: Secretary of State; Deputy Secretary of State

**Kansas**

Office of Secretary of State  
State Capitol  
Second Floor  
Topeka, KS 66612  
913-296-2744  
<http://www.kssos.org>

**Fee: \$5.00**

Designated Authority: Secretary of State; Assistant Secretary of State; any Deputy Assistant Secretary of State.

**Kentucky**

Office of Secretary of State  
Capitol Building  
P.O. Box 718  
Frankfort, KY 40602-0178  
502-564-7330

**Fee: \$5.00**

<http://www.kysos.com>

Designated Authority: Secretary of State; Assistant Secretary of State.

**Louisiana**

Office of Secretary of State  
P.O. Box 94125  
Baton Rouge, LA 70804-9125  
504-342-4981

**Fee: \$5.00**

<http://www.sec.state.la.us/comm/comm-index.htm>

Designated Authority: Secretary of State.

**Maine**

Office of Secretary of State  
Bureau of Corporations  
Elections and Commissions  
101 State House Station  
Augusta, ME 04333-0101  
207-624-7650  
<http://www.state.me.us/sos/cec/rcn/notary/authapos.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Maryland**

Office of Secretary of State  
Statehouse  
Annapolis, MD 21401  
410-974-5520  
<http://www.sos.state.md.us/sos/certif/html/certif2c.html#apos>

**Fee: \$5.00**

Designated Authority: Secretary of State.

**Massachusetts**

Secretary of the Commonwealth  
Public Records Division  
Commissions Section  
McCormack Building, Room 1719  
One Ashburton Place  
Boston, MA 02108  
617-727-2832  
<http://www.state.ma.us/sec/pre/precom/comidx.htm>

**Fee: \$3.00**

**Michigan**

Department of State  
Office of the Great Seal  
7064 Crowser Boulevard  
Lansing, MI 48918  
517-373-2531  
[http://www.michigan.gov/sos/1,1607,7-127-1638\\_8734---,00.html](http://www.michigan.gov/sos/1,1607,7-127-1638_8734---,00.html)  
Fee: \$1.00  
Designated Authority: Secretary of State; Deputy Secretary of State.

**Minnesota**

Secretary of State's Office  
180 State Office Bldg.  
St. Paul, MN 55155  
651-296-2803  
<http://www.sos.state.mn.us/uccd/authinfo.html>

**Fee: \$5.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Mississippi**

Office of Secretary of State  
P.O. Box 136  
Jackson, MS 39205-0136  
601-359-1615  
<http://www.sos.state.ms.us/busserv/notaries/notaries.html>

**Fee: \$5.00**

Designated Authority: Secretary of State; any Assistant Secretary of State.

**Missouri**

Office of Secretary of State  
Commission Division  
600 West Main, Room 367  
Jefferson City, MO 65102  
573-751-2783  
<http://www.sos.state.mo.us/business/commissions/certify.asp>  
Fee: \$10.00  
Designated Authority: Secretary of State; Deputy Secretary of State.

**Montana**

Office of the Secretary of State  
Notary/Certification Division  
State Capitol Rm 260  
PO Box 202801  
Helena MT 59620-2801  
UPS-FedEx-DHL- etc. address: 1236 E 6th Ave Helena MT 59620  
406-444-1877 (Tuesdays - Thursdays only)  
<http://sos.state.mt.us/css/Notary/Certifications.asp>  
email: [sosnotary@state.mt.us](mailto:sosnotary@state.mt.us)  
Fee: \$10.00 per document  
Designated Authority: Secretary of State; Any Deputy Secretary of State

**Nebraska**

Office of Secretary of State  
Notary Division  
Box 95104  
State Capitol  
Lincoln, NE 68509  
402-471-2558  
<http://www.sos.state.ne.us/Notary/notauth.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Nevada**

Secretary of State  
101 N. Carson Street, #3  
Carson City, NV 89701-4786  
775-684-5708  
<http://sos.state.nv.us/notary/apostille.htm>

**Fee: \$20.00**

Designated Authority: Secretary of State; Chief Deputy Secretary of State; Deputy Secretary of State.

**New Hampshire**

Office of Secretary of State  
Statehouse  
Room 204  
Concord, NH 03301  
603-271-3242  
<http://www.state.nh.us/sos/certific.htm>

**Fee: \$5.00**

Designated Authority: Secretary of State; Deputy Secretary of State

**New Jersey**

Department of State  
Notary Public Unit  
Division of Commercial Recording  
PO Box 452  
Trenton, NJ 08625  
609-530-6421  
<http://www.state.nj.us/treasury/revenue/dcr/programs/notary.html>

**Fee: Regular Service: \$25.00 Expedited Service: \$35.00**

Designated Authority: NJ Department of the Treasury, Division of Revenue

**New Mexico**

Office of the Secretary of State  
State Capitol North Annex, Suite 300  
Santa Fe, NM 87503  
505-827-3600  
<http://www.sos.state.nm.us/notary-cert.htm>

**Fee: \$3.00**

Designated Authority: Secretary of State

**New York**

- **Upstate Counties**

Miscellaneous Records  
162 Washington Ave.  
Albany, NY 12231  
518-474-4770  
<http://www.dos.state.ny.us>

**Fee: \$10.00**

Designated Authority: Secretary of State; Executive Deputy Secretary of State; any Deputy Secretary of State; any Special Deputy Secretary of State.

- **Down State Counties**

New York authorities in Albany advise that documents issued in the nine down state counties are authenticated under the Convention by the New York City office. The nine down state counties are New York, Kings, Queens, Bronx, Westchester, Nassau, Suffolk, Rockland and Richmond. The address of the New York Department of State, Certification Unit is 6th Floor, 270 Broadway, New York, New York 10007, tel: 212-417-5684. **Fee: \$10.00**

**North Carolina**

Office of Secretary of State  
Authentication Division  
PO Box 29622  
Raleigh, NC 27626-0622  
919-807-2140  
<http://www.secretary.state.nc.us/authen>

**Fee: \$10.00**

Designated Authority: Secretary of State; Deputy Secretary of State

**North Dakota**

Office of Secretary of State  
Capitol Building  
600 E Boulevard Ave., Dept 108  
Bismarck, ND 58505  
701-328-2900  
<http://www.state.nd.us/sec>

**Fee: \$10.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

**Ohio**

Office of the Secretary of State  
30 East Broad St.  
15th Fl.  
Columbus, OH 43266-0418  
877-767-6446  
[http://www.state.oh.us/sos/authentication\\_of\\_documents\\_stat.htm](http://www.state.oh.us/sos/authentication_of_documents_stat.htm)

**Fee: \$5.00**

Designated Authority: Secretary of State; Assistant Secretary of State.

**Oklahoma**

Office of Secretary of State  
2300 N. Lincoln  
Room 101  
Oklahoma City, OK 73105  
405-521-4211  
<http://www.sos.state.ok.us>

**Fee: \$25.00 (cashiers check or money order)**

Designated Authority: Secretary of State; Assistant Secretary of State; Budget Officer of the Secretary of State.

**Oregon**

Office of Secretary of State  
255 Capitol St.  
Suite 151  
Salem OR 97310  
503-986-2200.  
<http://www.filinginoregon.com/notary/index.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Deputy Secretary of State; Acting Secretary of State; Assistant to the Secretary of State.

**Pennsylvania**

Department of State  
Bureau of Commissions

Elections and Legislation  
North Office Building  
Room 210  
Harrisburg, PA 17120  
717-787-5280  
<http://www.dos.state.pa.us/bcel/certifications/certifications.html>

**Fee: \$15.00**

Designated Authority: Secretary of the Commonwealth; Executive Deputy Secretary of the Commonwealth.

### ***Rhode Island***

Office of Secretary of State  
Notary Division  
100 N. Main St.  
Providence, RI 02903  
401-277-1487  
<http://www.corps.state.ri.us/notaries/notaries.htm>

**Fee: \$5.00**

Designated Authority: Secretary of State; First Deputy Secretary of State; Deputy Secretary of State

### ***South Carolina***

Office of Secretary of State  
P.O. Box 11350  
Columbia, SC 29211  
803-734-2119  
<http://www.scsos.com/notariesbc.htm>

**Fee: \$2.00**

Designated Authority: Secretary of State

### ***South Dakota***

Office of Secretary of State  
500 East Capitol  
Pierre, SD 57501-5077  
605-773-5004  
[http://www.state.sd.us/sos/Notaries/apostilles\\_and\\_authentications.htm](http://www.state.sd.us/sos/Notaries/apostilles_and_authentications.htm)

**Fee: \$2.00**

Designated Authority: Secretary of State; Deputy Secretary of State

### ***Tennessee***

Office of Secretary of State  
James K. Polk Building  
Division of Business Services  
312 Eighth Avenue North  
6th Floor, William R. Snodgrass Tower  
Nashville, TN 37243  
615-741-3699  
<http://www.state.tn.us/sos/service.htm#apostilles>

**Fee: \$2.00**

Designated Authority: Secretary of State.

### ***Texas***

Office of Secretary of State  
P.O. Box 12079  
Austin, TX 78711  
512-463-5705  
<http://txsos-7.sos.state.tx.us/authfaqs.shtml>

**Fee: \$10.00**

Designated Authority: Secretary of State; Assistant Secretary of State

### ***Utah***

Office of the Lieutenant Governor  
210 State Capitol

Salt Lake City, UT 84145-8414  
801-538-1040  
[http://governor.state.ut.us/lt\\_gover/internationaltemplate.html](http://governor.state.ut.us/lt_gover/internationaltemplate.html)

**Fee: Certifying Notary's Seal: \$10.00 Apostille: \$5.00**

Designated Authority: Lieutenant Governor; Deputy Lieutenant Governor; Administrative Assistant.

### ***Vermont***

Office of Secretary of State  
109 State St.  
Montpelier, VT 05609-1103  
802-828-2308  
<http://www.sec.state.vt.us>

**Fee: \$2.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

### ***Virginia***

Office of Secretary of Commonwealth  
Authentications Division  
830 East Main Street, 14th Floor  
Richmond, VA 23219  
804-786-2441  
<http://www.soc.state.va.us>

**Fee: \$10.00**

Designated Authority: Secretary of the Commonwealth; Chief Clerk, Office of the Secretary of Commonwealth.

### ***Washington***

Office of the Secretary of State  
Corporations Division  
Apostille and Certificate Program  
PO Box 40228  
Olympia, WA 98504-0228  
360-586-2268  
<http://www.secstate.wa.gov/apostilles>

**Fee: \$15.00**

Designated Authority: Secretary of State; Assistant Secretary of State; Director, Department of Licensing.

### ***West Virginia***

Office of Secretary of State  
Capitol Building  
1900 Kanawha Blvd. East  
No. 157-K  
Charleston, WV 25305-0770  
304-558-6000  
<http://www.wvsos.com/excrecords/other/authentication.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Under Secretary of State; any Deputy Secretary of State.

### ***Wisconsin***

Office of Secretary of State  
P.O. Box 7848  
Madison, WI 53707-7848  
608-266-3159  
<http://badger.state.wi.us/agencies/sos/authen.htm>

**Fee: \$10.00**

Designated Authority: Secretary of State; Assistant Secretary of State.

### ***Wyoming***

Office of Secretary of State  
The Capitol  
Cheyenne, WY 82002-0020  
307-777-5342

<http://soswy.state.wy.us/authenti/authenti.htm>

**Fee: \$3.00**

Designated Authority: Secretary of State; Deputy Secretary of State.

***American Samoa***

Office of the Governor

Pago Pago, AS 96799

011-684-633-4116

<http://www.amsamoa.com>

Designated Authority: Secretary of American Samoa; Attorney General of American Samoa.

***Guam (Territory of)***

Office of the Governor

P.O. Box 2950

Agana, GU 96910

011-671-472-1537

<http://www.admin.gov.gu/doa>

Designated Authority: Department of Administration

***Northern Mariana Islands (Commonwealth of the)***

Designated Authority: Attorney General; Acting Attorney General; Clerk of the Court, Commonwealth Trial Court; Deputy Clerk, Commonwealth Trial Court

<http://www.saipan.com/gov>

***Puerto Rico (Commonwealth of)***

Supreme Court of Puerto Rico

Office of Notarial Inspection

P.O. Box 190860

San Juan, PR 00919-0860

787-763-8816

<http://www.lexjuris.com/lexnotaria.htm>

Designated Authority: Supreme Court of Puerto Rico

***U.S. Virgin Islands***

Office of the Lieutenant Governor

7 & 8 King St.

Christiansted, St. Croix, USVI 00802

340-774-2991

<http://www.ltg.gov.vi/Departments/Administration/index.html>

No authority designated: refer requests to the U.S. Department of State, Authentications Office, 2400 M Street, NW, Washington, DC 20520. 202-647-5002



**Korean Embassy and Consulates in USA**

**The Embassy of Korea in U.S.A**

2450 Massachusetts Avenue N.W. Washington, D.C. 20008

tel 202 939 5600

fax 202 797 0595

9:00 - 12:00, 13:30 pm - 17:30 pm (Mon - Fri)

Consular Jurisdiction: Maryland, Virginia, Washington, D.C

[www.teflhub.com](http://www.teflhub.com)

[info@teflhub.com](mailto:info@teflhub.com)

**Consulate General in Washington D.C**

2320 Massachusetts Avenue N.W. Washington, D.C. 20008  
tel 202 939 5661, 5662, 5663  
fax 202 342 1597  
09:30 - 12:00, 13:30 pm - 17:00

**Consulate General in New York City**

Office Hours 09:30 - 17:00  
460 Park Ave, (57th St.) 6th Fl. New York, NY 10022  
tel 646 674 6000, 212 692 9120  
fax 212 421 3028  
09:30 - 12:00, 13:30pm - 16:00  
Consular Jurisdiction: New York, Connecticut, New Jersey, Delaware, Pennsylvania, West Virginia

**Consulate General in Los Angeles**

3243 Wilshire Blvd, Los Angeles, CA 90010  
tel 213 385 9300  
fax 213 385 1849  
9:00 - 17:00  
Consular Jurisdiction: Arizona, New Mexico, Nevada, California

**Consulate General in Boston**

One Gateway Center, Suite 251, 300 Washington Street, Newton, MA 02458  
tel 617 641 2830  
fax 617 641 2831  
Consular Jurisdiction: New Hampshire, Maine, Rhode Island, Vermont, Massachusetts

**Consulate General in San Francisco**

3500 Clay Street, San Francisco CA 94118  
tel 415 921 2251  
fax 415 921 5946  
Consular Jurisdiction: Northern California, Utah, Wyoming, Colorado

**Consulate General in Seattle**

2033 6th Avenue, Suite 1125, Seattle WA 98121  
tel 206 441 1011  
fax 206 441 7912  
08:30am - 12:00, 13:00 - 16:30  
Consular Jurisdiction: Montana, Idaho, Oregon, Washington, Alaska

**Consulate General in Chicago**

NBC Tower Suite 2700, 455 N. Cityfront Plaza Drive, Chicago, Illinois 60611 U.S.A.  
tel 312 822 9485  
fax 312 822 9849  
09:00-12:00, 13:00-17:00  
Consular Jurisdiction: Illinois, Michigan, Ohio, Indiana, Missouri, South Dakota, Nebraska, Iowa, Minnesota, Wisconsin, Kansas, North Dakota, Kentucky

**Consulate General in Atlanta**

229 Peachtree St. International Tower Suite 500, Atlanta, GA 30303  
tel 404 522 1611  
fax 404 521 3169  
09:00-17:00  
Consular Jurisdiction: South Carolina, North Carolina, Alabama, Georgia, Tennessee, Florida, Virgin Islands, Puerto Rico

**Consulate General in Honolulu**

2756 Pali Highway Honolulu, Hawaii 96817  
tel 808 595 6109, 6274  
fax 808 595 3046  
08:30-16:30  
Consular Section (Visa & Passport):08:30-16:00  
Consular Jurisdiction: Hawaii, Samoa

**Consulate General in Houston**

1990 Post Oak Blvd. Ste. 1250 Houston, Texas 77056  
tel 713 961 0186, 0798, 0799

fax 713 961 3340

Consular Jurisdiction: Texas, Oklahoma, Arkansas, Louisiana, Mississippi

**Consulate Agency of the Republic of Korea In Hagatna**

125C Tun Jose Camacho St.,

Tamuning, Guam 96931

tel 671 472 6488

tel 671 649 1336

Consular Jurisdiction: Guam

**Medical Examination in Korea**

Within your first week in Korea the school will organize for you to visit a designated state hospital for your medical exam. You will have to take the following tests, checks and give the relevant samples:

- Dental Check
- Eyesight and Colour blindness test.
- Urine sample
- Blood test
- Chest x-ray
- Interview with Doctor

The examination is nothing to worry about. Korean society is completely intolerant of drugs (although alcoholism is rife) therefore they are mainly testing for drugs and HIV. You will need to pass the examination to receive your Alien Card. If you fail the test due to testing positive for drugs or HIV you will be deported.