

Guidelines for Nomination

Nomination at <https://e-onestop.pusan.ac.kr/menu/inbound/exchange/manager>

① First Step

You should create a new account every semester. Please click “Create a New Account”



② Second Step

You should fill out the nomination form. It is difficult to modify the information later, so please **double-check to see if you have filled out the correct information when entering.**

Coordinator Info.	Student Info.
Email address of the coordinator	Name (Should be exactly same as that are on the passport)
Password	Email address (Please double check whether it is valid because all the notice will be delivered via email)
Name	Date of Birth(YYYYMMDD)
Country of home university	Gender
Name of home university	Student type (select 'exchange student')
Office name	Period of Study (Summer School Session A or Summer School Session B)
Job Title	Nationality
Telephone	Current degree level (undergraduate, master's or doctoral)
Mailing address (Zip code should be included)	Major at home university

※Period of Study

Please select **Summer School Session A** or **Summer School Session B**

Student Details + Add Student

This form should be filled out in English.
 All the fields are required.
 Given Name, Family Name fields should only be filled out in Roman alphabet as in the student's passport because the certificate of admission does not allow any other kinds of alphabet by the system. (ex: HONG GILDONG)
 Initial password for student login is set 8-digit number of birthday. (YYYYMMDD ex:19910131)

Given Name	Family Name	Email (ex:test@email.com)	Date of Birth (ex:20170131)	Gender	Student Type	Period of study	Nationality	Current Degree Level	Department at Home University	Saved	Delete
Given Name	Family Name	Email	YYYYMMDD	M	Exchang	One Semester	--Select--	--Select--	Department at Home U		

If the 'Save' button doesn't work and part of the data input changed in red meaning an error, please check the input data correctly, there may be a space character from other language input system than English.
 To solve the problem, please delete the data changed in red, and type in the data (as opposed to just deleting the data).

One Semester (fall 2022)
Summer School (Session A)
Summer School (Session B)
Two Semesters (fall 2022 ~ spring 2023)
Winter School (Session A)
Winter School (Session B)

③Third Step

Once you complete the nomination form, PNU Inbound manager will directly contact your students for the student application.

- Online application link: <https://e-onestop.pusan.ac.kr/menu/inbound/exchange/loginSeason>

Student login details

ID: Student's email address that you registered during the online nomination

PW: 8-digit number of the student's birthday (YYYYMMDD)