|  |  |
| --- | --- |
| **기간 Period of Exchange Program or Internship** | 0000.00.00 ~ 0000.00.00 |
| **장소 Location of Exchange Program or Internship** |  |
| **소속 Department** | Division of East Asian Studies |
| **학번 Student Number** |  |
| **이름 Name** |  |
| **생년월일 Date of Birth (YYYY.MM.DD)** | 0000.00.00 |
| **은행명 Bank Name** | \*한글로 작성 |
| **예금주 Account Holder** |  |
| **계좌번호 Account Number** | 1234-567-8910110 |
| **전화번호 Cell Phone Number** | 000-0000-0000 |
| **이메일 E-mail Address** |  |
| **항공료 금액 Airfare Amount****\*결제당시 환율 계산하여 원(₩)화로 작성** | ₩ 000,000 |
| **환급 금액 Reimbursement Amount** | ₩ 000,000 |

항공료 환급 신청서

AIRFARE REIMBURSEMENT APPLICATION

**<Required Documents>**

O A COPY OF THE AIRFARE RECEIPT

O BOARDING PASSES OR E-TICKETS

O A COPY OF THE TRANSCRIPT (in the case of exchange programs)

or THE CERTIFICATE OF COMPLETION (in the case of internships)

O A COPY OF YOUR PASSPORT

O A COPY OF APPROVAL FOR MAJOR COURSES FOR THE EXCHANGE PROGRAM (전공 및 학부과목 인정원)

O A COPY OF YOUR BANKBOOK

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Applicant : (*signature*)