

Student ID Card Issuance Guide For Foreign Students (2025-2 Seoul Campus)



INDEX

00. 25-2 Student ID Card Instructions

01. Mobile Student ID

02. Initial Student ID Card Issuance

03. Re-issuance of Student ID Card



Student ID Card Instructions

For 25-2 Freshmen

Student ID Card Pick-up Schedule for 25-2 Freshmen

Due to the high number of applications and issuances at the beginning of the semester, student ID cards will be distributed according to the schedule below. Please refer to page 7 for the student ID card application procedure.

Application Date	Available Pick-up Date(Pick-up location : Student Affairs Team/Building 107 2F)
9/1(Mon)~9/4(Thur)	9/8(Mon)
9/5(Fri)~9/11(Thur)	9/15(Mon)
9/12(Fri)~9/19(Fri)	9/22(Mon)
9/20(Sat)~	Immediate Issuance Available(Student Affairs Team)

- For applications submitted between 9/1(Mon) ~ 9.19(Fri) :
If you do not pick up your card by the end of the semester(25-2), your card will be discarded. In this case, a re-issuance fee of 3,000KRW will be charged.
- A valid ID (passport or alien registration card, etc.) is required when picking up your student ID card.
- Please use the mobile student ID(Hey-young) until you receive the Physical Student ID. Please refer to page 5 for mobile student ID application procedure.

Instructions Regarding Student ID

Mobile Number Registration

Student ID issuance/reissuance notifications are sent via Hey-Young app. Register your mobile number on the HY-in portal to receive them.

Linking Student ID card to Debit Card

If you wish to use your student ID as a debit card, please visit the Shinhan Bank Hanyang University branch(Building 605).

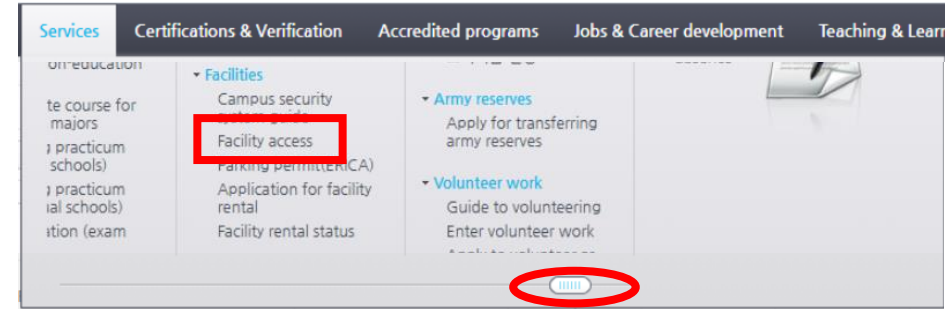
Facility Access Verification Method

For Facility access, you may use *either* the mobile student ID *or* the physical card — not both. Set your preferred access method in your HY-in Portal. (Please refer to following page for the procedure)

1. Click 'Services' in your HY-in Portal

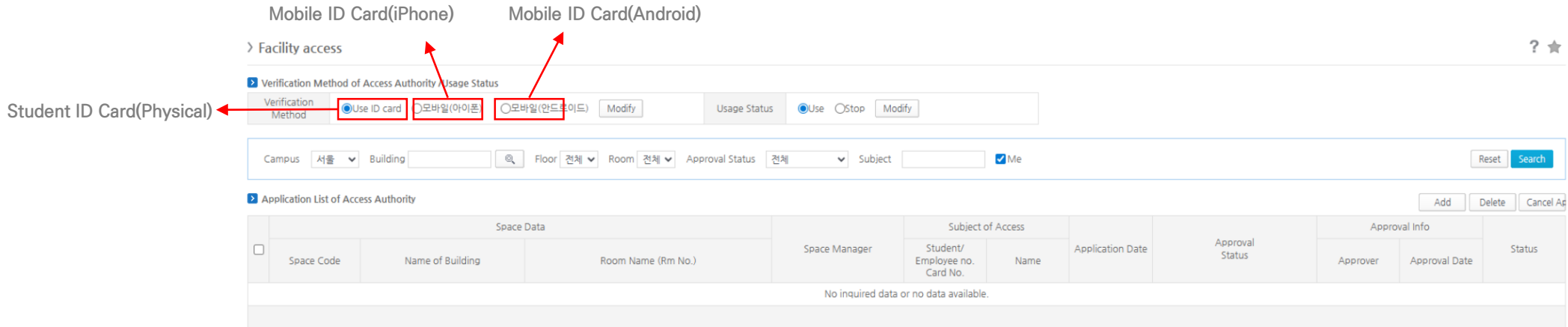


2. Click 'Facility access'



Scroll Right if you can't find the menu

3. Select Verification Method and Modify



1. Download Hey-young Campus App



Search 'Hey-young Campus' in your App Store and Download

2. Search 'Hanyang University'



Search '한양대학교(Hanyang University)'

3. Confirm



4. Login



Login with your Student Number And password in Your HY-in Portal

5. Agree to Terms and Conditions



6. Use it as Student ID Card



You can enter the library through QR or NFC

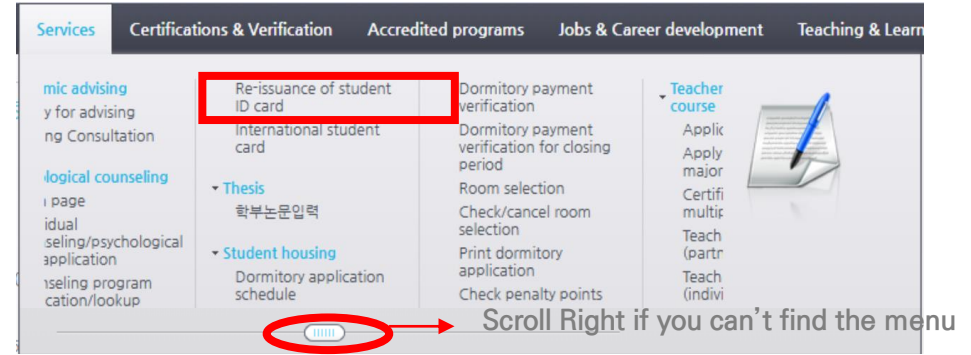
02 Initial Issuance of Student ID Card

HY-in Portal

1. Click 'Services' in your HY-in Portal



2. Click 'Re-issuance of student ID card'



3. Apply for Student ID Card(First Issuance)

발급비용 : 무료

○회생발급(키오스크)

신규발급(Foreigner)

○재학생의 유학기간 연보

○전과

○학과명칭변경

○개명

○건물출입이상

○재입학

○기타

신청

① Check '신규발급(Foreigner)'

② Press '신청(Apply)'

4. Check Your Application Detail Below

Date of Application

※ 학생증 신청내역 및 취소

선택	신청일자	처리상태	발급일자	발급사유
	2025.01.31	발급완료	2025.02.10	분실발급
	2022.03.07	발급완료	2022.03.07	신입생(접수마감)

For student who are willing to apply Student ID card in September, Please check the student ID pickup schedule on page 3.

03 Re-Issuance of Student ID Card

HY-in Portal

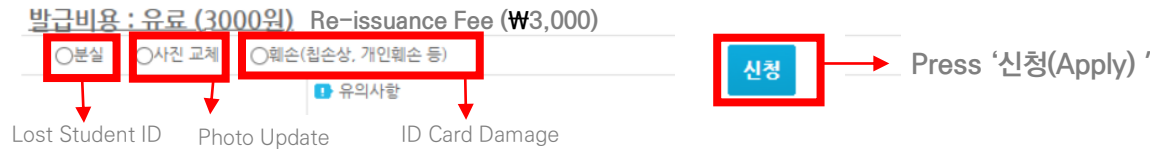
1. Click 'Services' in your HY-in Portal



2. Click 'Re-issuance of student ID card'



3-1. Re-issuance due to Lost ID card/Photo Update/ID Card Damage



After submitting your application, please deposit 3,000 KRW into the account below, And then send an email to the Student Affairs Team.

Deposit Account : (Seoul Campus) Shinhan Bank 100-024-619603 / Account Holder: 한양대학교(행사1)
(The depositor's name must be your full name)

Please capture a screenshot of the payment confirmation and email it to the Student Affairs Team.
Student Affairs Team Email(Seoul Campus) : hystudent@hanyang.ac.kr
(The email subject line must include "Name + Department + Student ID Number")

In case of re-issuance due to Photo Update/ID card Damage, You must return your existing student ID card to the Student Affairs Team for approval.

You will receive a notification through Hey-young App after approval
(Re-issuance location : Student Affairs Team)

3-2. Re-issuance Fee Exception

발급비용 : 무료 The reissuance fee will be waived for the following cases.

- 학부별 재입학 (Domestic)
- 신규발급 (Foreigner)
- 체크카드 유효기간 만료 Debit Card Validation Date Expired
- 전과 Transfer of Major
- 학과명칭변경 Change of Department Name
- 개명 Name Change
- 건물출입이상 Building Access Malfunction
- 재입학 Re-admission
- 기타 Other issues



If you are applying for a student ID reissuance for one of the above reasons, You must return your existing student ID card to the Student Affairs Team for approval.

The Student Affairs Team staff will review the application and approve it as appropriate.

You will receive a notification through Hey-young App after approval
(Re-issuance location : Student Affairs Team)