

USC MARSHALL SCHOOL EMBA EXPORT CLASS 40

SEOUL, SOUTH KOREA

OCTOBER 19TH – 25TH, 2025

TRIP INFORMATION

DOCUMENTS

When traveling to South Korea, you should have the following items:

- Passport valid at least 6 months with sufficient blank visa pages for entry and exit stamps.
- South Korea visa (if required)
- Immigration officials or airline staff may ask for your onward/return ticket.
- All travelers must submit an arrival card. You can now submit an e-Arrival Card online in advance 3 days before arrival: [E-Arrival Card](#)

AIRLINE CHECK IN INFORMATION

Due to (Transportation Security Administration) TSA procedures, we encourage you to arrive at the airport at least 3 hours ahead of flight time. Two bag tags are being provided, one for your check-in luggage, and one for your small carry-on.

LUGGAGE

From the U.S. on international flights, you are generally allowed two pieces of luggage provided that the dimensions (length + height + width) of each bag do not exceed 158 cm (62 in). The weight of each bag cannot exceed 23 kg (50 lbs) and the sum of the dimensions of the two bags cannot exceed 273 cm (107 in). Please check with your airline for baggage allowance updates.

ARRIVING IN SEOUL

- There are 2 airports in Seoul: **Incheon Intl Airport (ICN) & Gimpo Intl Airport (GMP)**. Incheon is the main airport and handles most of the international travels to and from Seoul.
- Have your passport & visa (if required) ready
- Transfer service is provided for pax arriving in Seoul on Oct 19th or for pax arriving before Oct 19th and planned to stay at the Conrad Seoul. Please refer to the arrival transfer list provided and make sure that your name/flight is on the list. If not listed, please contact Crown: crown.emba@travelstore.com ASAP.
- After clearing immigration, collect your luggage and exit through the closest gate from the assigned baggage carousel.
- Look for the driver or airport staff holding a “USC EMBA” sign to assist with the transfer to the hotel.

HOTEL INFORMATION

- Be prepared to show your passport upon check in.
- Each person will need to give their credit card imprint, and the hotel will put a \$\$ **hold** on the card for incidentals.
- **Check in time at the hotel is 4:00pm.**
 - Early check in is not guaranteed and is subject to hotel’s availability.
 - If you’re scheduled to arrive before check in time, you may ask concierge to assist in storing your luggage while waiting for your room.
 - To guarantee early check in, you must reserve and pay for the night prior.
- Breakfast daily will be at the Zest Restaurant from 6:30am – 10:30am. *You may need to provide your room#*

Conrad Seoul

10 Gukjegeumyung-ro Yeouido,
Yeongdeungpo-gu Seoul, 07326 S. Korea

In: Sunday, October 19th

Phone: 011-822-6137-7000

Out: Saturday, October 25th

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DEPARTING SEOUL

- **Check out time at the hotel is 11:00am**
- Airport transfer is provided on October 25th only. Please refer to the departure transfer list provided and make sure that your name/flight is on the list. If not listed, please contact Crown: crown.emba@travelstore.com ASAP.
- We will try our best to accommodate any last-minute changes but cannot guarantee. If you have made changes to your departure flight, please let us know at least 72 hours before departure so we can make the necessary arrangement accordingly.