

# Seoul National University

## Student Exchange/Visiting Program

### Guideline for Fall 2019



#### Exchange Student Program

SNU Student Exchange Program is for students from SNU's partner universities who wish to study at SNU for one or two semesters and transfer credits to their home university program. The first official student exchange started in 1995 with the University of Tokyo, Japan, and for the last 30 years, the number of student exchange partners has increased to 240 institutions (university-wide) in the globe (as of December 2018). To study as an exchange student, candidates must be officially nominated to SNU by their home university and pay the tuition fee to home university.

#### Visiting Student Program

SNU Visiting Student Program is for students who are from SNU's non-partner universities but wish to study at SNU for one or two semesters. Students should pay the tuition fee directly to SNU and cannot apply for SNU on-campus housing. To apply for visiting student program, students must apply directly to Office of International Affairs (OIA), SNU, through the website (<http://oia.snu.ac.kr>).

#### "Exchange Student" vs "Visiting Student"

	Exchange Student	Visiting Student
<b>Application</b>	Nominated through home university	Apply directly to SNU ( <a href="http://oia.snu.ac.kr">http://oia.snu.ac.kr</a> ) Pay the application fee (82,000 KRW)
<b>Document Submission</b>	<b>Online application ONLY</b>	<b>Both online application &amp; postal submission</b> (official and sealed)
<b>Tuition Fee</b>	To home university only	To SNU
<b>Course</b>	Students can choose their courses <b>even outside their major/department at SNU</b> *Note: Some courses may have restrictions	
<b>Credits</b>	Transferrable	Ask home university before applying
<b>Official Transcript</b>	Posted to home university	Issuable upon request (fee-paying)
<b>On-campus Housing</b>	Eligible (but not guaranteed)	Not eligible
<b>Korean Language Program</b>	Fee-paying; full or partial financial support to be provided *To exchange students with Korean studies major, a 100% tuition fee waiver will be applied.	Fee-paying; no financial subsidy available
<b>More Information</b>	<a href="http://oia.snu.ac.kr/page/exchange_program.php">http://oia.snu.ac.kr/page/exchange_program.php</a>	<a href="http://oia.snu.ac.kr/page/visiting_program.php">http://oia.snu.ac.kr/page/visiting_program.php</a>



## Application Criteria & Process

### 1. Eligibility

#### 1) Qualification

- Candidates must be enrolled in at least second semester at home university program (= have completed at least one semester at the application stage)
  - \* We cannot accept graduate students who are enrolled in the first semester of the Master's program at their application stage.
- Candidates must have a GPA 3.0 or above / 4.0
- Language proficiency of either English or Korean is highly recommended, but no certification is required.

English	TOEFL	IBT 88 or above
	IELTS	6.0 or above
	TEPS	560 or above
Korean	TOPIK	Level 5 or above

#### 2) Restriction (Newly added restrictions: red-colored)

\* Please note that applicants from the college/department-level partner universities can only choose the specific, partnered college/department. We strongly suggest that candidates must be advised of which college/department at SNU they are eligible for.

- **College of Business Administration** is restricted to students who are currently majoring in business or economics at their home institutions.

Considering the current lack of course capacity for exchange students, CBA has decided that from Fall 2019's admission, they will **strictly control the number of accepted exchange students to CBA** to provide quality education and better administrative support. In this regard, it is more likely than the past that students who apply for CBA **might get rejected** during the screening procedure.

- Applicants who apply for **Korean History/Psychology/Statistics/Pharmacy** department must provide proof of Korean language proficiency. A satisfactory level of Korean language ability should be Level 5 or above of the official Korean Language Proficiency Test, TOPIK.

- **College of Law** is NOT open to undergraduate level students from Spring 2018.

\* **School of Law, a specialized law school for graduate level students, however, will be open to undergraduate level students from Fall 2018. Please note that these undergraduate students will be enrolled as graduate (Master's) students in SNU law school during their study.**

- **Applicants who want to study in the discipline of Pharmacy, Dentistry, Nursing, Music, and MBA must, in advance, be advised of their eligibility by SNU exchange program coordinators.**

- **College of Medicine** is NO longer available to exchange students.

- **School of Dentistry** is open only to graduate students currently enrolled in a Master's program at School of Dentistry or the equivalent at home university.

- **Vocal Music** major is restricted to students who are currently studying vocal music at their home university.

- **Graduate School of Business (MBA program)** is restricted to current full-time MBA candidates at home university. Candidates must be aware that the academic system of MBA program differs from that of other programs (Details to be individually announced from the MBA coordinator). For further information about MBA courses, please visit SNU GSB website at [gsb.snu.ac.kr](http://gsb.snu.ac.kr) or contact MBA Office at [mba@snu.ac.kr](mailto:mba@snu.ac.kr) .



## 2. Application Procedure

Semester	Application Deadline	Screening Procedure	Notification of Acceptance	Acceptance Package Sent by
Spring	September 20	October	November	Late November
Fall	March 20	April	May	Late May

## 3. Document Submission

- **Important Notes:** Exchange program candidates can complete the application **by online submission of the required documents**. However, visiting program candidates must complete **both online and postal submission** of the documents.

- All documents should be submitted in original or verified as an official copy (often stamped), and should be in Korean or in English. If the documents are not in Korean or in English, have them translated in Korean or in English and certified and sealed by an authorized body.

- Application documents are non-returnable once submitted to SNU.

- Please be aware that SNU cannot process applications if there is any missing document or information.

The required documents for applicants are as follows:

	List of Required Documents	Notes
A	<p align="center"><b>Online Application</b></p> <p>*In order to start the online application, exchange candidates must be officially nominated to SNU by their home university. The nominated students will receive detailed information on how to log in and apply online by the designated SNU coordinator.</p>	Exchange program candidates should <b>upload</b> the scanned copies of the documents below to the application system.
B	Certificate of Enrollment of Home University	
C	Official Academic Transcript	
D	One Letter of Recommendation from a Professor at Home University	- SNU template available - <b>Exchange program candidates should submit the sealed letter to their exchange program coordinator.</b>
E	Statement of Purpose (Free Essay in English or Korean)	
F	Passport Copy (Personal Information Page)	The passport must be valid during the prospective stay in Korea.
G	Photographs of works/Recording of performances	<u>Fine Arts, Music, and Physical Education applicants only</u>
H	Financial Certificates *Please refer to the OIA website for more information.	- SNU template available - <u>Non-Korean visiting program applicants only</u>
I	Application Fee	<u>Visiting program applicants only</u>

\*The sealed letter of recommendation must be obtained by the applicant and submitted to the exchange program coordinator. The coordinator can open the letter, scan it, and send it to the designated SNU coordinator via e-mail.

#### 4. Screening Procedure

SNU OIA receives applications and reviews if all the application requirements have been met. The applications are then forwarded to the screening committee of each college/department for assessment. Not every candidate nominated will be successful; some may fail to be accepted if the requirements do not meet the committee's expectation. When the acceptance is confirmed, OIA will announce the results through students' home institution. *Please note that SNU OIA is not responsible for the selection process and its results as the decisions are made by each college that candidates apply for.*

#### 5. Acceptance Package

The acceptance package encloses necessary documents for pre-arrival at SNU, including the Certificate of Admission (for non-Korean nationals), an official Letter of Acceptance, and other information. The package will be sent to the accepted candidates shortly after the acceptance announcement.

### Academics & Students Life

#### 1. Academic Calendar

Semester	Date	Grade Submission	Official Transcript Issuance
Spring	March 1 – June 14 (Final exams can be seated afterwards.)	End of June	Mid-July
Fall	September 1 – December 14 (Final exams can be seated afterwards.)	End of December	Mid-January

For exchange students, SNU OIA will post an official academic transcript to home university by the end of July and by the end of January for each semester. Visiting students, however, must request for its issuance in person at SNU Division of Educational Affairs.

#### 2. Courses

- **Regular Curriculum:** The majority of courses are taught in Korean but each college or department offers a number of courses in English as well. The course catalog for the new semester is available at the beginning of January or July each year. Undergraduate students can take courses up to 18 credits and graduate students can take up to 12 credits. More information: <http://sugang.snu.ac.kr>

- **Korean Language Program:** SNU Language Education Institute (LEI) offers Korean Language Programs (KLP) on a fee-paying, extracurricular basis. For exchange students taking KLP classes, however, SNU OIA will provide financial support to encourage international students to learn the Korean language and culture.

More information: <https://lei.snu.ac.kr/mobile/en/klec/main/main.jsp>

#### 3. Housing

- **On-Campus Housing:** Gwanak Residence Halls, SNU's on-campus student dormitories on its main campus, have 18 residential buildings for both domestic and international students. Exchange students can apply for the dormitories, but please note that the room assignment is not guaranteed to every student. These dormitories are not available to visiting students. More information: <http://dorm.snu.ac.kr/eng/>

- **Off-Campus Housing:** Off-campus housing is available around the campus. It is students' own responsibilities to find accommodation outside the campus. More information: [http://oia.snu.ac.kr/page/c\\_housing\\_off.php](http://oia.snu.ac.kr/page/c_housing_off.php)



#### 4. Student Activities

##### - SNU Buddy Program

SNU Buddy was established in 2005 to help international exchange and visiting students and to build a real friendship by multilateral ways of communication. Students will do all the fun, student-oriented activities together with SNU domestic students during their semester. Sign-up notice will be sent through e-mail before the semester starts.

##### - Student Club

SNU offers a variety of student activities and sports clubs. Student clubs include musical bands, choir, orchestra, dance, painting, photography, student newspaper, traditional Korean music, travel clubs and SNU International Students Association. Sports clubs are available in fencing, golf, basketball, rugby, scuba-diving, snowboard, ski, horse riding, baseball, yacht, judo, kendo, soccer, taekwondo, tennis, etc.

#### 5. Estimated Budget to Study at SNU

<b>Tuition Fee</b> (for Visiting Students ONLY)	<b>Tuition fee varies depending on your college/department at SNU</b>
<b>Housing</b>	<b>(On-campus) 456,000 – 762,000 KRW / semester (undergraduate)</b> <b>190,000 – 293,000 KRW / month (graduate)</b> <b>(Off-campus) 300,000 KRW – 700,000 KRW / month</b>
<b>Local Transportation</b>	<b>100,000 KRW / month</b> (A bus/subway ride costs 1,200 KRW.)
<b>Meals</b>	<b>300,000 KRW / month</b> (On-campus meal costs 2,500 – 4,000 KRW)
<b>Books/School Supplies</b>	<b>200,000 KRW / semester</b>
<b>Telecommunication</b>	<b>20,000 KRW - 100,000 KRW / month</b>
<b>Personal Expenses</b>	<b>300,000 KRW / month</b>

*\*Note: The estimation above may vary depending on personal budget.*

#### 6. Insurance & Health Care

##### Travel Insurance

It is mandatory for every exchange/visiting student to obtain a travel medical insurance that covers the entire period of their stay in Korea. Students should comply with the following guidelines:

- Students are required to have an insurance that is valid both in home country and in Korea.
- The insurance policy should cover at least sickness and accident during the stay in Korea.
- It is the responsibility of students that they are insured with an appropriate insurance. No additional assistance can be provided by SNU.

#### 7. Visa

A student visa (D-2) is required for every non-Korean student who will be studying in Korea, and it must be acquired before entering Korea. In most cases, exchange/visiting students can acquire their D-2 visa easily when they present the Certificate of Admission (CoA) issued by SNU to the relevant officials in their home country. For more detailed information on the visa application process, please contact your nearest Korean Embassy or consulate and refer to <http://www.hikorea.go.kr>.



## 8. Contact Information

**General information on Student Exchange Program:** [http://oia.snu.ac.kr/page/exchange\\_program.php](http://oia.snu.ac.kr/page/exchange_program.php)

**General information on Visiting (non-partner) Program:** [http://oia.snu.ac.kr/page/visiting\\_program\\_faq.php](http://oia.snu.ac.kr/page/visiting_program_faq.php)

### Contact Persons for University-wide Partnerships:

Europe: Ms. Jaeyeon SHIN, Office of International Affairs ([colormysoul@snu.ac.kr](mailto:colormysoul@snu.ac.kr))

Asia, America, Oceania: Ms. Joo Hyun PARK, Office of International Affairs ([jd4ever@snu.ac.kr](mailto:jd4ever@snu.ac.kr))

\*The list of the university-wide partners can be found at [http://oia.snu.ac.kr/bbs/board.php?bo\\_table=op\\_partner\\_univ](http://oia.snu.ac.kr/bbs/board.php?bo_table=op_partner_univ)

### Contact Persons for College or Department-level Partnerships:

Please contact the designated coordinator of each SNU college/department.

### Contact Person for Visiting Program Applicants:

Ms. Joo Hyun PARK, Office of International Affairs ([jd4ever@snu.ac.kr](mailto:jd4ever@snu.ac.kr))