

September Semester 2024

Sungkonghoe University

Undergraduate Admission Guideline

for International Students



- ✓ In Seoul, the capital of Republic of Korea
- ✓ 5 minutes from Onsu Subway Station on Line 1 and 7
- ✓ Intensive Korean language education
- ✓ Dormitory Allocation Priority
- ✓ Internship at Guro & Gasan Digital Complex
- ✓ Various scholarships

CONTENTS

| | | |
|----------|---|-----------|
| 1 | Introduction of Majors and number of Student to be admitted | 02 |
| 2 | Undergraduate Admission Guideline for International Students | 03 |
| | 1. Admission Schedule | 03 |
| | 2. Eligibility | 04 |
| | 3. Application Fee | 05 |
| | 4. Tuition Fee | 05 |
| | 5. Method of Evaluation | 05 |
| | 6. Required Documents | 05 |
| | 7. Precautions | 07 |
| | 8. Scholarships for International Undergraduate Students | 08 |
| | 9. Korean Language Education | 09 |
| | 10. An international undergraduate curriculum | 09 |
| | 11. Contact Information | 09 |
| 3 | Dormitory & Direction | 10 |



[1] Introduction of Majors and Number of Student to be admitted

■ **DIVISION OF GLOBAL STUDIES**(Dedicated to international students, Korean language training provided by level upon admission)

| **MAJOR OF GLOBAL MEDIA ART MANAGEMENT**

In the Global Media Arts Management Major, we aim to provide students with ample opportunities to succeed as skilled content producers through workshops, workshops, and projects while learning theories related to video content in depth.

| **MAJOR OF GLOBAL DIGITAL MANAGEMENT**

The Global Digital Management major is designed for international students who want to learn global management subjects and work in Korean and global companies. Upon graduation with a Bachelor of Business Administration degree, you will have a variety of opportunities in management-related fields such as business managers, global management consultants, management trainers, coaches, and researchers.

| Division | Major | Quota |
|--|--|----------|
| DIVISION OF GLOBAL STUDIES *ONLY for International Students | <ul style="list-style-type: none"> ● MAJOR OF GLOBAL MEDIA ART MANAGEMENT ● MAJOR OF GLOBAL DIGITAL MANAGEMENT | No quota |

※ All the curriculums are Korean tracks.

※ Admission is undergraduate, and two majors are selected in the third semester.

 **[2] Undergraduate Admission Guideline for International Students
(Foreign nationals whose both parents hold foreign citizenship)**

1. Admission Schedule

■ **Guide to submission of documents**

| **Mail submission**

- ① Domestic shipments are recognized by the deadline for submission of documents for each order as of the date of receipt of mail
- ② For overseas shipments, only those that arrive by the deadline for submitting documents are accepted
- ③ Address to be sent: (woo) 08359 International Exchange Office, Sungkonghoe University 320 Yeondong-ro, Guro-gu, Seoul

| **Direct submission**

- ① Location: Sungkonghoe University Lee Chun-hwan Memorial Hall (Information Science Museum) 1st floor, International & Local Affairs
- ② Time: 9:00-17:00 weekdays during the document submission period
(lunch time 12:00-13:00 and weekends/holiday submissions are not allowed)

| Period | Classification | Date | Notes | |
|---------------|--------------------------------------|---|---|--|
| First Period | Application & Document Submission | 2024.3.18.(Mon) 10:00 ~ 2024.3.29.(Fri) 17:00 | Submit by mail or Direct submission | - Refer to document submission guide |
| | Notification of Admission Results | 2024.4.15.(Mon) | Will be provided individually via email | |
| | Tuition Payment | 2024.4.29.(Mon) ~ 2024.5.10.(Fri) 13:00 | Account Transfer | You will receive an email with payment instructions. |
| | Issuance of Certificate of Admission | 2024.7.1.(Mon) | Individual notification | |
| Second Period | Application & Document Submission | 2024.4.22.(Mon) 10:00 ~ 2024.5.3.(Fri) 17:00 | Submit by mail or Direct submission | - Refer to document submission guide |
| | Notification of Admission Results | 2024.5.13.(Mon) | Will be provided individually via email | |
| | Tuition | 2024.5.20.(Mon) | Account Transfer | You will receive an |

| Period | Classification | Date | Notes | |
|---------------------------|--------------------------------------|---|---|--|
| | Payment | ~ 2024.5.31.(Fri) 13:00 | | email with payment instructions. |
| | Issuance of Certificate of Admission | 2024.7.1.(Mon) | Individual notification | |
| 3 rd Period | Application & Document Submission | 2024.5.20.(Mon) 10:00 ~ 2024.5.31.(Fri) 17:00 | Submit by mail or Direct submission | - Refer to document submission guide |
| | Notification of Admission Results | 2024.6.10.(Mon) | Will be provided individually via email | |
| | Tuition Payment | 2024.6.17.(Mon) ~ 2024.6.28.(Fri) 13:00 | Account Transfer | You will receive an email with payment instructions. |
| | Issuance of Certificate of Admission | 2024.7.1.(Mon) | Individual notification | |

※ Any changes will be notified by email, All dates and times are based on Korea Standard Time(KST).

2. Eligibility

| | |
|-----------------------------|---|
| Nationality | <u>A pure foreigner(a foreigner whose parents are both foreigners)</u> |
| Academic ability | Graduated (or will graduate) from a domestic or international high school program |
| Language Proficiency | Applicants must meet one of the following three criteria 1) Test of Proficiency in Korean (TOPIK) level 3 or higher 2) Completed the TOPIK level 4 course or higher at the Korean Language Institute of this university and regular universities in Korea. 3) Those who are judged by the university to have equivalent Korean language proficiency. |

※ Students must obtain TOPIK level 4 or higher while enrolled to receive a bachelor's degree.

3. Application Fee

- KRW 80,000 // Account number: KEB Hana 240-890005-67704 Sungkonghoe University

< Foreign transfer account information >

1. Bank English Address: 218, Gyeongin-ro, Guro-gu, Seoul, Korea
2. SWIFT CODE: KOEXKRSE

※ Admission fees will not be returned.

4. Tuition Fee: (One Semester) KRW 3,980,000원(₩)

※ Tuition fee of 2024 are subject to change.

5. Method of Evaluation: Document Evaluation100%

- 1) Those who do not submit documents and those who do not meet the application qualifications will be rejected.
- 2) Applicants will be selected in the order of total points obtained by the selection method.
- 3) However, regardless of the number of applicants, if it is determined that the applicant does not meet the academic level, he/she may not be selected.
- 4) Qualified applicants with the same scores will all be accepted.

6. Required Documents

<CAUTIONS>

- ① **Official graduation certificates and transcript issued by high schools abroad must be checked at overseas missions or submitted an apostille confirmation to the Sungkonghoe University Admissions Information Office. If original document is not written in Korean or English, submit it after getting its English notarized translation.**
- ② Documents that have not been submitted by the deadline will NOT be accepted, and if they are not submitted, they will be rejected.
- ③ Sungkonghoe University is not RESPONSIBLE for documents that have not arrived within time due to mail delivery accidents, etc., and all documents submitted will not be returned.

| Documents Checklist | Notes |
|--|---|
| Application form | <ul style="list-style-type: none"> ▪ Download the Forms on Sungkonghoe University website (http://www.skhu.ac.kr (입학 > 외국인입학> 신입학모집 > Download)) ▪ Color identification photo which was taken with |
| Official Agreement for Enrollment and Academic Credits | |

| Documents Checklist | | Notes |
|--|--|---|
| | | in 6months (3.5*4.5cm) |
| Official graduation Certificate of High/Secondary School | For those who received their diploma in a country other than China | <ul style="list-style-type: none"> One certificate of high school graduation (scheduled) |
| | For those who received their diploma in China | <ul style="list-style-type: none"> One high school graduation (scheduled) certificate or one high school graduation certificate issued by the Chinese Ministry of Education's academic background certification center - In the case of certificates issued by the Academic Degree Certification Center, there is no need to obtain confirmation of Apostille or diplomatic missions abroad |
| Official Transcript of High/Secondary School | | <ul style="list-style-type: none"> Transcript of entire semester period with apostille or consular authentication - It can be replaced by a school record with grades written on it |
| (if applicable) Certificate of enrollment from elementary, junior high, high school | | <ul style="list-style-type: none"> Submit only if you have studied in two or more different academic systems among those who graduated from the 12th grade or lower school system |
| Family Register/ Relationship Certificate issued by government(notorized) | | <ul style="list-style-type: none"> ex) * China (nationality): Submission of a certificate of kinship (notarized) and a family register * Japan (Nationality): Registration of Family Register |
| (if applicable) Photocopy of the applicant's alien registration card | | <p>(Submit only if you have an alien registration card while living in Korea)</p> <ul style="list-style-type: none"> 1 copy of the side with the photo and alien registration number written on it |
| Photocopy of the Passport Information (photo) Page of the Applicant | | <ul style="list-style-type: none"> A copy of the page with a photo and passport Number - Passports whose passport expiration date is before September 30, 2025 are not allowed |
| Photocopy of the Passport Information (photo) Page or ID Card of Parents | | <ul style="list-style-type: none"> 1 copy each of parents ex) In the case of China, the resident registration card - Submit your sibling's ID if you don't have a parent - Foreign ID cards not listed in English must be translated notarized |
| Proof of Language Proficiency | | <ul style="list-style-type: none"> Test of Proficiency in Korean (TOPIK) level 3 or higher or proof of Korean language proficiency. |
| Proof of Bank Balance | | <ul style="list-style-type: none"> Issued within 6 months of the date of submission Minimum of ₩20,000,000(Korean won)(Account holder must be an applicant or applicant's parent) If applicant has no parents, sibling's account can be the proof (For Chinese nationality) certificate has at least 30 days of validity left. |

※ In addition to the above documents, related documents may be requested

7. Precautions

- 1) Those who falsely submit the application for admission and submitted documents, or submit forged or altered documents, proxy applicants and cheaters will be rejected, and if they are found to have admitted by fraudulent means, the admission will be canceled even after admission. In this case, refunds of tuition fees already paid will be processed in accordance with the Ordinance of the Ministry of Education, "Rules on University Tuition."
- 2) After paying the admission fee, the application cannot be canceled, and the admission fee is not refundable.
- 3) The applicant is responsible for all disadvantages caused by omission of the application, such as the name and contact phone number, incorrect entry, lack of other necessary documents, and report of contact information change.
- 4) If you are scheduled to graduate from high school at the time of submitting application and if you do not graduate by August 2024 after passing, your acceptance will be canceled.
- 5) If you pass more than one university, you must register at only ONE university, and if you maintain double registration, all passes will be canceled.
- 6) If the document is submitted as a copy, submit the original document after the final registration.
- 7) Matters not specified in this guideline follow the school regulations and by-laws of Sungkonghoe University.

8. Scholarships for International Undergraduate Students

Scholarship for freshmen (first semester of admission)

| Classification | Qualification | Amount of benefits |
|--|--|---|
| International student scholarship | TOPIK Level 3 | 40% of tuition fee |
| | Above TOPIK Level 4 | Full tuition fee (Some selection) |
| ODA country scholarship | ODA Korea Website Beneficiaries as of the latest fiscal year | 40% of tuition fee |
| Scholarship recommended by the head of the International and Exchange Administration | A person recommended by the Minister of International Affairs and Exchange | Specify the amount within the tuition range |

Scholarship for enrolled students (from the second semester)

| Classification | Qualification | Amount of benefits |
|---|--|--|
| International student scholarship | Average score of 4.3 or higher for the previous semester | Full tuition fee |
| | Average score of 4.0 or higher for the previous semester | 70% of tuition fee |
| | Average score of 3.8 or higher for the previous semester | 50% of tuition fee |
| | Average score of 3.5 or higher for the previous semester | 20% of tuition fee |
| | Average score of 3.0 or higher for the previous semester | 10% of tuition fee |
| Global Together Scholarship | Beneficiaries from recipient countries with a GPA of 3.0 or higher in the last semester in ODA Korea Website | 30% of tuition fee |
| Recommended Scholarship | A person recommended by the Dean of International&Local Affairs | Specify the amount within the tuition range |
| Language Incentive Scholarship | Earned Topic Level 3 or higher while in University years | (Paid upon completion regardless of tuition range) Topic Level 3: KRW 300,000 Topic Level 4 and above: KRW 400,000 |
| Exemplary Dormitory Student Scholarship | Dormitory Students who Recommended by the Director of Student Life | (Regardless of the scope of tuition fees) KRW 300,000 per semester |

※ The maximum period for scholarships is 4 years (8 semesters).

※ For other matters, apply the provisions of Sungkonghoe University Scholarship Regulations.

9. Intensive Korean language training for international students

| Classification | Contents | Credit |
|---|---|----------------------------|
| Test of Proficiency in Korean (TOPIK) Lower than Level 3 or not submitted | One Year After Admission Korean speaking/listening/writing/reading and Intensive Korean language training | All courses receive credit |
| Test of Proficiency in Korean (TOPIK) Submitters with level 3 or higher | Possible to take all liberal arts classes offered on campus | |

※ Can be changed by University Curriculum.

10. Curriculum

| Classification of completion | Semester | Details |
|------------------------------|----------------------|---|
| Liberal Arts | 1st to 2nd semesters | Korean language education and life adaptation seminars tailored to each level |
| Major Exploring | | Before choosing a major, search for a major that suits students |
| Double major | Semester 3 to 8 | <ul style="list-style-type: none"> Starting from the 3rd semester, students can select 2 majors (When choosing a double major in both majors) students can get 2 Bachelor's Degrees ex) Global Media Art Management Major (Bachelor Of Video Contents) + Global Digital Management Major (Bachelor Of Business Administration) Test of Proficiency in Korean (TOPIK) level 3 or higher Choose one major from any major except international Division of Global Studies |

11. Contact Information [International Team of International & Local Affairs]

- Tel) 02-2610-4340/4152
- Fax) 02-2610-4754
- Email) ryuji@skhu.ac.kr, jwlee@skhu.ac.kr
- Homepage) <http://www.skhu.ac.kr/global/index.do>
- Instagram) @SKHU_global



[3] Dormitory & Direction

■ Dormitory

| Happy Dormitory |

- 168 twin room and 2 rooms for the disabled(capacity 338)
- B1F ~ 10F
- Opening in 2019
- Latest facilities including Wide kitchen, Laundry Room, Seminar Room



| Michael Hall Dormitory |

- 53 twin room(capacity 106)
- 5F ~ 8F
- Opening in 2010
- Wide sharing space, kitchen, resting lounge



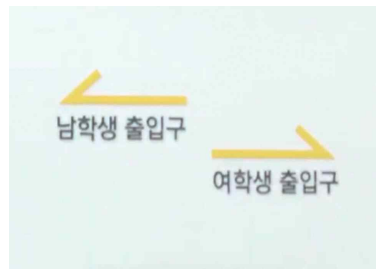
| Joining the dormitory and facilities |

Find more information on our website(<https://skhu.happydom.or.kr/>).

Dormitory Photos and Amenities



Dormitory Room Structure



Separate entrance for male and female



Dormitory Room (2 persons 1 room)



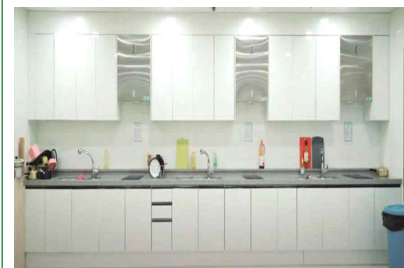
Toilet in dormitory room (toilet and shower room separate)



Laundry/drying room (separate male and female)



Seminar Room



Dormitory shared kitchen (restaurant, refrigerator on all floors)

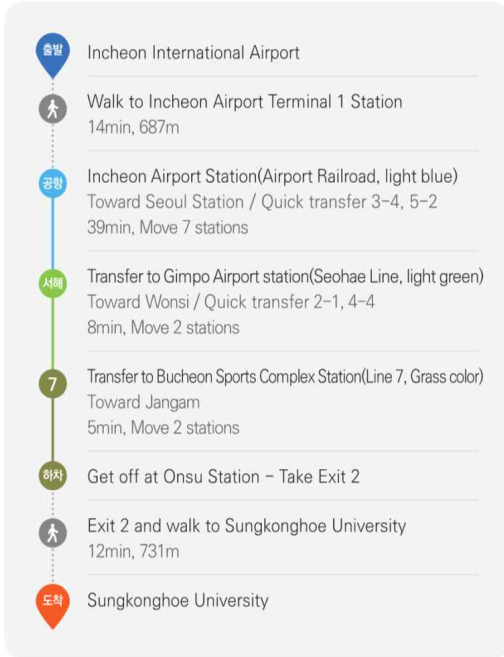
※ For more information such as joining the dormitory and in-house facilities, refer to the website(<https://skhu.happydorm.or.kr/>)

Directions

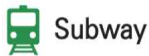
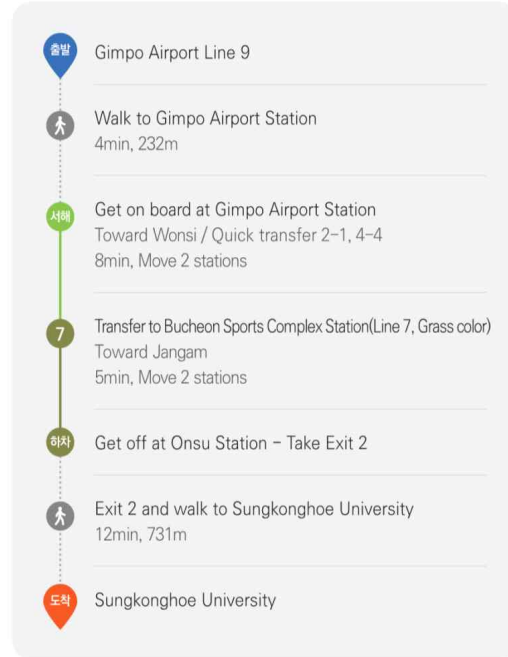


Airport

Incheon Airport – Onsu Station

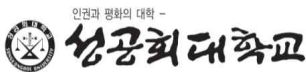
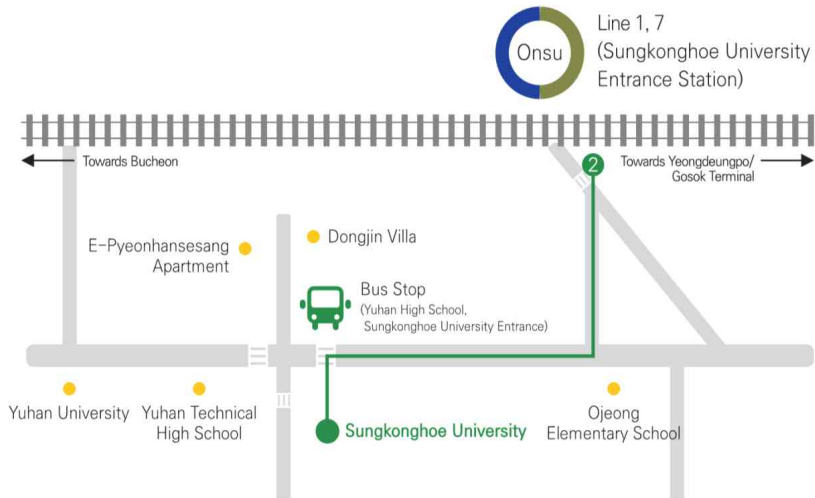


Gimpo Airport – Onsu Station



Subway

- Our campus is conveniently located near the Onsu (Sungkonghoe University) Station, which is accessible via Seoul Subway Lines 1 and 7. It takes approximately 10 minutes on foot to reach our campus from the station.



인간과 평화의 대학 -

성공회대학교

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