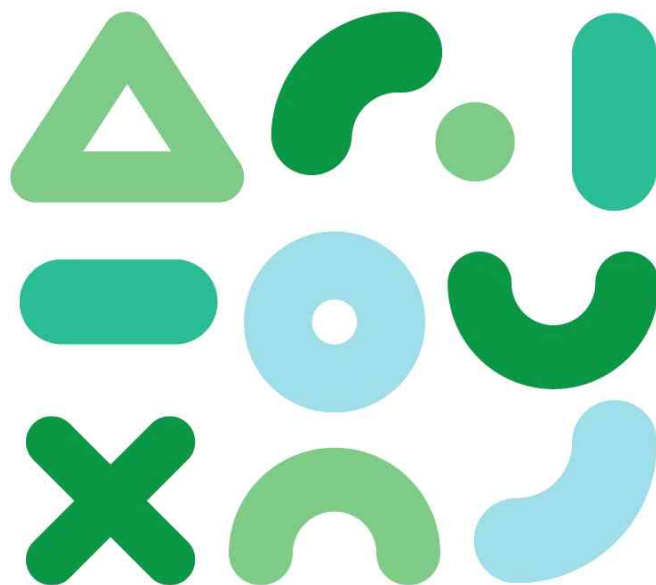


September Semester 2024

Sungkonghoe University

Transfer 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



인권과 평화의 대학 -

성공회대학교

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

■ DIVISION OF GLOBAL STUDIES — MAJOR OF GLOBAL DIGITAL MANAGEMENT

- Language: Chinese + Korean (Bilingual course)
- Goal: To provide various opportunities for international students who want to learn global business administration courses and work for Korean and global companies through management using digital technology
- Career path after graduation
 - Enterprises and industries (general enterprises, banks, securities firms, insurance companies, consulting firms, trading firms, accounting firms, labor firms, research firms, etc.)
 - National and private research institutes related to business and economics, national and private research institutes related to social sciences, etc.
 - Public organizations related to management, such as central and local governments
- Certificate of International Business Major
 - Appraisal firm, management advisor, certified labor manager, logistics manager, insurance broker, tax accountant, consumer professional counselor, computerized accounting manager, e-commerce manager, e-commerce manager, convention planner

Division	Major	Academic Year	Quota
DIVISION OF GLOBAL STUDIES *ONLY for International Students	MAJOR OF GLOBAL DIGITAL MANAGEMENT	4 th grade	No quota

※ Before entering, student MUST complete the pre-Korean intensive training at Sungkonghoe University.

 **[2] Transfer 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 send: International & Local Affairs on 1F of Sungkonghoe University, 320 Yeondong-ro, Guro-gu, Seoul

| **Direct submission**

- ① Place: International & Local Affairs on 1F of Lee Chun-Whan Kwan(Computer Science Building), Sungkonghoe University
- ② Time: Weekdays from 09:00 to 17:00 during the document submission period
(Lunch time 12:00~13:00 and weekends/holiday submissions are not allowed)

Order	Classification	Date	Place	Notes
First 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 Payment	2024.5.20.(Mon) ~ 2024.5.31.(Fri) 13:00	Account Transfer	You will receive an email with payment instructions.
	Issuance of Certificate of Admission	2024.7.1.(Mon)	Will be provided individually via email	
Second 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)	Will be provided individually via email	

※ The above schedule is subject to change. Any changes will be updated on the website and notified by email.

※ All dates and times are based on Korea Standard Time(KST).

2. Eligibility

Nationality	<u>A pure foreigner(a foreigner who separents are both foreigners)</u>
Academic ability	Graduate (expected) from a domestic or international 3-year college or university
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) Passed the Korean Language Proficiency Test at Sungkonghoe University 4) Those who are judged by the university to have equivalent Korean language proficiency
Previous University Major	No restrictions (Applicants can apply regardless of their previous college major)

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 Evaluation 100%

- 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. 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 within 6months (3.5*4.5cm)
Official Agreement for Enrollment and Academic Credits		
High School and 3-year colleges Graduation (expected) certificate	For those who received their diploma in a country other than China	<ul style="list-style-type: none"> ▪ One copy each of a high school and three-year college graduation (expected) certificate
	For those who received their diploma in China	<ul style="list-style-type: none"> ▪ One copy of the Certificate of (Expected) Graduation or Certification of High School and 3-Year College Graduation issued by the China Academic Degrees and Graduate Education Development Center. - For the certificate issued by the Academic Degrees and Graduate Education Development Center, there is no need for Apostille or authentication by overseas embassy.
Transcript of Records for High School and Previous College		<ul style="list-style-type: none"> ▪ One copy of the transcript of records for high school and previous college, including grades for all courses.
Family Register/ Relationship Certificate issued by government(notorized)		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		(Submit only if you have an alien registration card while living in Korea) <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

Documents Checklist	Notes
Photocopy of the Passport Information (photo) Page or ID Card of Parents	<ul style="list-style-type: none"> ■ 1 copy each of parents <ul style="list-style-type: none"> 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) Applicants who provide false information on their application or submit altered documents, engage in proxy testing or misconduct, will be disqualified. If it is discovered that an individual has been admitted through improper means, their admission will be revoked even after enrollment. In such cases, refunds of already paid tuition fees will be handled according to the regulations outlined by the Ministry of Education's "Rules on University Tuition Fees."
- 2) Once the examination fee has been paid, the application cannot be canceled, and the examination fee cannot be refunded.
- 3) Any disadvantages arising from omissions, incorrect entries, incomplete supplementary documents, changes in contact information, or other reasons related to the information provided on the application, including the applicant's name, reachable telephone number, etc., are the responsibility of the applicant.
- 4) If an applicant is scheduled to graduate from 3-year college at the time of application, but fails to graduate by August 2024, their admission will be canceled.
- 5) If an applicant is admitted to more than one university, they must enroll in only one university. Maintaining dual enrollment will result in the cancellation of all admissions.
- 6) If documents are submitted as copies, originals must be submitted after final registration. Original documents will not be returned.
- 7) Matters not specified in these guidelines will be implemented in accordance with the regulations and internal rules of Sungkonghoe University.

8. Curriculum

Classification	Period	Content
Korean Intensive Education	Pre-admission, Online	- Must complete 45 hours of intensive online Korean language program prior to enrollment - Additional cost: 1,000,000 KRW
1st Semester, 4th Year	Fall Semester 2024	- 3 credits of business administration major courses X 6 courses = 18 credits
Vacation	Winter Break 2024	- 3 credits in business administration X 2 courses = 6 credits - Separate cost: 80,000 won per credit X 6 credits = 480,000 won
Korean Intensive Education	Winter Break 2024	- 45 hours of face-to-face course (not online) - Additional cost: 1,000,000 KRW
2 nd Semester, 4th Year	Spring Semester 2025	- 3 credits of business administration major courses X 6 courses = 18 credits

※ Graduation credits: Major credits from previous university (88~102 credits) + 42 credits from business administration major = 130+ credits in total

※ Degree Title: Bachelor of Business Administration

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



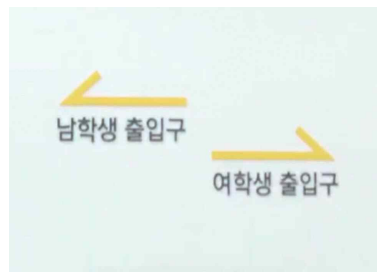
| Joining the dormitory and facilities |

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

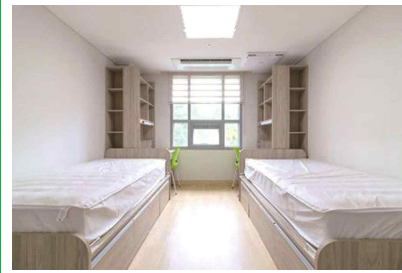
Dormitory Photos and Amenities



Dormitory Room Structure



Separate entrance for male and female



Dormitory Room (2 persons 1 room)



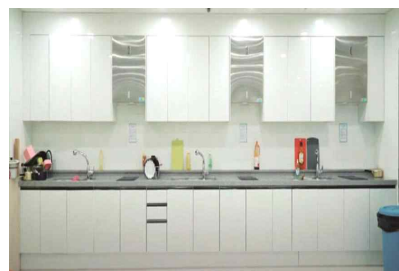
Toilet in dormitory room (toilet and shower room separate)



Laundry/drying room (separate male and female)



Seminar Room



Dormitory shared kitchen (restaurant, refrigerator on all floors)

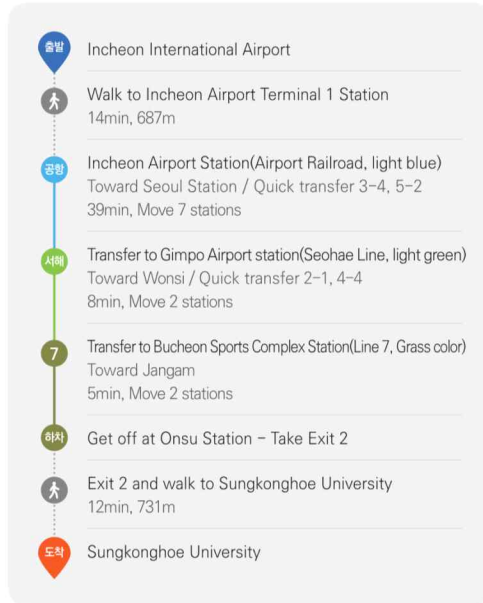
※ For more information such as joining the dormitory and in-house facilities, refer to the website(<https://skhu.happydorm.or.kr/>)

Directions

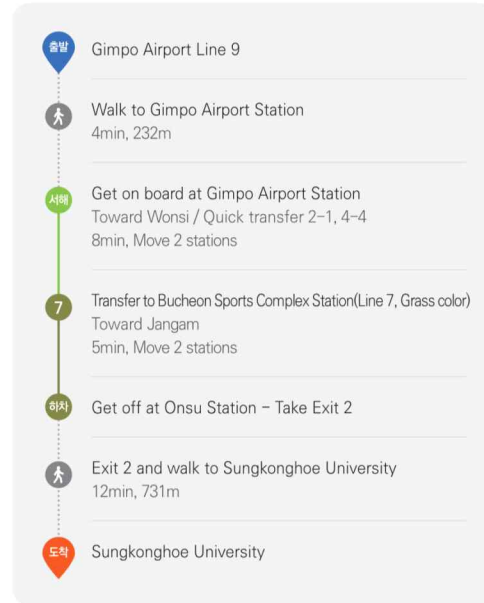


Airport

• Incheon Airport – Onsu Station

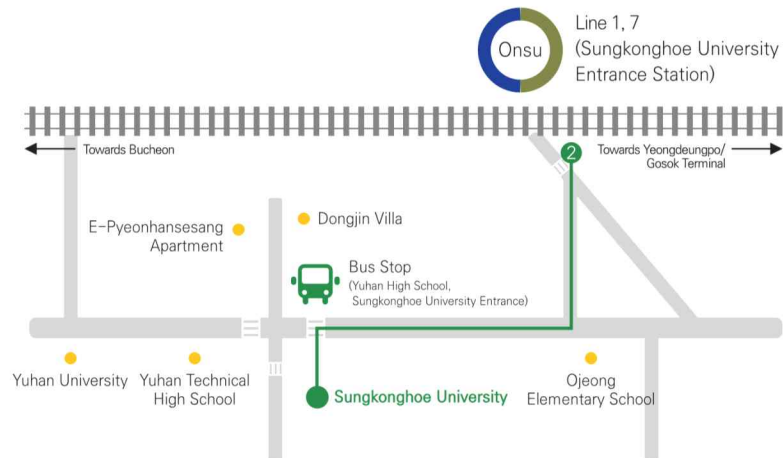


• Gimpo Airport – Onsu Station



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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