

# SO GANG UNIVERSITY INFORMATION SHEET

## Office of International Affairs

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## 2017-2018

### Contact Information

#### Incoming Exchange Program

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Incoming exchange program

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### Calendar

#### 2017 Fall Semester: September - December

Classes begin	September 1, 2017
Classes End (Final Exams)	December 22, 2017

#### 2018 Spring Semester: March - June

Classes begin	March 2, 2018
Classes End (Final Exams)	June 22, 2018

※ Incoming exchange student orientation is held 1 or 2 days before the semester starts. All students are required to attend the orientation.

### Exchange Program Application

#### 2017 Fall Semester: September - December

Nomination Deadline	April 15, 2017
Application Deadline	April 30, 2017

#### 2018 Spring Semester : March - June

Nomination Deadline	October 15, 2017
Application Deadline	October 30, 2017

#### APPLICATION PROCESS

1. Students first need to be officially nominated by their home university through our online nomination page in order to gain access to our application page. **We do not receive nominations through e-mail.**  
<http://goabroadia.sogang.ac.kr/index.do>
2. When nominated, students will receive an email with the link to our application website. They should go to the page and submit their exchange application online.  
They should scan the following documents and upload them when submitting their application.
  - Passport
  - Most recent official transcript (in English and should have university seal)
  - ID picture in JPG/JPEG format (3.5cm\* 4.5cm color photo taken within last 6 months, full face without hat, front view against white or off-white background)
  - Dormitory application form
  - Health Report Form (only if student wishes to stay in university dormitory)
  - Health Insurance (must be valid in Korea and state the coverage period)
3. Students should also submit buddy request form, Sogang Global Scholarship form and Korean language application form online through the application page if they wish to apply for them.

※ Please refer to nomination and application guideline.

#### ACCEPTANCE

Students will receive their acceptance package from the beginning of June for the fall semester and from the beginning of December for the spring semester. Acceptance package will be sent to the home university.

## GPA Requirement

There is no GPA requirement for exchange students. However, students must officially be nominated by their home institution and meet the standards set by their home institution to study abroad.

## Language Requirements

### ➤ Courses taught in English

Students do not have to submit proof of English Language Proficiency. However, students from non-English speaking countries are recommended to have English proficiency scores equivalent to TOEFL IBT 79 (PBT 550), IELTS 6.5 or higher.

### ➤ Courses taught in Korean

Students do not have to submit proof of Korean Language Proficiency. However, it is highly recommended that students have Korean Proficiency level equivalent to or higher than TOPIK "level 4" in order to take courses offered in Korean.

## Course Information

### COURSE OFFERINGS

Courses are taught in both Korean and English (about 25-30% of all courses are taught in English).

<http://sis109.sogang.ac.kr/sap/bc/webdynpro/sap/zcmw9016?sap-language=EN>

1<sup>st</sup> semester: Spring, 2<sup>nd</sup> semester: Fall

- Please check the box next to "Courses for Exchange Students" and press search.
- Please note that not all courses offered in English are open to exchange students.
- If proficient in Korean, a student can take courses taught in Korean (for those courses, do not check the box next to "courses for exchange students").
- Undergraduate students are not allowed to take Graduate courses. However, graduate students can take both undergraduate and graduate courses.
- **Course lists for each semester will be available about one and a half month before the semester begins.**

### RESTRICTED COURSES

Some courses are restricted to incoming exchange students. These restrictions are determined by the respective academic department/faculty. Therefore, students must select "courses for exchange students" when viewing the course list.

**Courses from our Law School, Special Graduate Schools and Professional Graduate Schools** except for Sogang Business School(MBA) and Graduate School of International Studies, **are restricted** to exchange students. Course registration for Business courses may be competitive. **Art & Technology courses also have very limited spots available. Therefore, only students from those universities that have a direct bilateral agreement with our Art & Technology department will be able to register for A&T courses.** If there are available spots left in the course, students may register for A&T courses later when the semester begins.

### FULL TIME STUDY AND CREDITS PER SEMESTER

Exchange students can take **minimum 9 credits to maximum 15 credits** per semester.

Generally 3 credits are given per course.

If students need to take additional credits, they must have their home university send an email to our office requesting for additional credits.

### TRANSCRIPTS

Transcripts will be sent to students' home university in February (Fall semester) and in August (Spring semester). Please inform OIA in advance if a student's transcript is urgent.

Office of International Affairs offers scholarships to exchange students who wish to take Korean language course at our Korean Language Education Center (KLEC). The scholarship covers the tuition fee for the Korean language course and the amount differs depending on the course that students choose to take. Korean language course is optional so students are not required to take the course.

Korean Language Education Center <http://klec.sogang.ac.kr>

### Scholarship

- Intensive course (KAP200): 100% scholarship , tuition fee waived but deposit payment required.
  - Evening course (KGP60): about 50% scholarship, USD300 tuition fee charged.
- ※ For both courses, students are responsible for other fees such as textbook, extra activities, etc.

### Intensive Korean language course (Korean Language for Academic Purposes KAP200)

Course	Korean Language for Academic Purposes (KAP200)
Schedule	Mon-Fri (5 times per week) 200hours
Class Size	around 12-16
Levels	1-6
Fee	Tuition waived through scholarship, Textbook KRW50,000 - KRW65,000
Credit	12 credits

**Only students majoring or minoring in Korean Language or Korean Studies will be allowed to register for the intensive program (KAP200). Transcripts that student submit upon application will be used to determine the area of study.** Students who study East Asian Studies or International Studies with a focus on Korea must submit a recommendation letter stating that the student needs to take KAP200 for the student's academic plan.

However, there is a **deposit payment** –USD 300 (which will be returned when students meet the minimum requirement of 80% attendance with passing grade of 70%) that all students need to pay in order to register for the Intensive Korean language course.

If students with other majors wish to take KAP200, they are not subject to our scholarship thus will have to pay 100% tuition.

Students taking KAP200 must register for at least one regular course (3 credits) from the university in addition to the language course in order to maintain their status as an exchange student.

### Evening Korean language course (Korean Language for General Purposes KGP60)

Course	Korean Language for General Purposes (KGP60)
Schedule	Mon, Tue, Thu (3 times per week) 60 hours
Class Size	around 12-16
Levels	1-3
Fee	USD300 Tuition fee, Textbook KRW50,000 - KRW65,000
Credit	3 credits

Students taking KGP 60 will be offered partial scholarship so **students only need to pay USD 300 in order to register for the course.** There is no deposit payment required for students taking KGP60.

**Students must register for the Korean language course and make the deposit payment during the designated registration period as late applications will not be accepted.**

**Scholarship for Korean language course is offered only during the regular semesters (fall & spring), NOT during summer and winter vacations. Students must register and pay directly to the Korean Language Education Center if they wish to take Korean language course during summer and winter.**

### Gonzaga Hall (On-campus dormitory)

<http://gonzaga.sogang.ac.kr/home/main.jsp>

Students must apply for the dormitory during the exchange program application period if they wish to live on campus. They also need to submit a medical report form along with their application. Students will pay the dormitory fee upon arrival by money transfer through a local bank.

#### ➤ Cancellation Policy

Rooms will be reserved in Gonzaga Hall once the students submit their application. If students wish to move to another place, they must inform the OIA before the indicated cancellation deadline. Otherwise, there will be a penalty for cancellation.

#### ➤ Rate Prices in Korean Won (KRW)

	4 Months			6 Months		
Room	1,515,000			2,266,000		
Meals	Plan A	Plan B	No meals	Plan A	Plan B	No meals
	503,100	640,500	-	756,600	962,500	-
Total	2,018,100	2,155,500	1,515,000	3,022,600	3,228,500	2,266,000

※ Prices are based on the rates from 2017 spring semester and are subject to change.

#### ➤ Meal Plan

There are two types of meal plans that students can choose from. Plan A offers 60% of total meals, Plan B offers 85% of total meals. Only breakfast and dinner are served at Gonzaga and there are no kitchens (cooking facilities) available for students' use.



### UR Seoul Residence (off-campus housing)

<http://urseoul.com/>

Students can also choose to live off-campus at UR Seoul Residence. It is a residence for international students located near Seoul Station which is about 15 minutes (by subway) away from campus.

There are different room types students can choose from and the rent ranges from KRW450,000 to KRW1,150,000 per month depending on the room type.

#### Room Facilities

- Fully furnished with a bed, desk, closets, chair, refrigerator, Wi-Fi, air conditioner, bathroom with a shower, and a kitchen
- Cleaning service, 24 hour security service
- Monthly maintenance fee, utility fee and internet fee additionally charged
- Special cultural activities organized for residents

#### Other Off-campus Housing Options

<http://shareplus.co.kr/>

<http://seoul.craigslist.co.kr/roo/>

<http://ko.airbnb.com>

[www.borderless-house.kr/kr/](http://www.borderless-house.kr/kr/)

<http://www.homestaykorea.com/>

## Estimated Cost of Living

Below is a table with the estimated cost of living in Korea. Please note that the numbers indicated below is just to show the approximate cost students should expect. The actual costs can differ depending on the student's life style. Please also note that all costs below are subject to change without prior notice.

Housing (on-campus)	KRW 400,000 per month
Food & Meals	KRW 500,000 per month
Transportation	KRW 100,000 per month
Books & supplies	KRW 100,000 per month
Miscellaneous	KRW 150,000 per month
<b>TOTAL</b>	<b>KRW 1,250,000 per month</b>

※ Please note that living expenses indicated on the Certificate of Admission or required by each Korean Embassy for visa issuance could differ from the amount listed above, depending on the requirements of the individual embassy.

## Health Insurance

Exchange students should submit a copy of medical insurance (in English) that is valid in Korea. Insurance must cover the entire period of stay in Korea and must state the coverage dates.

Insurance must cover illnesses, surgeries, accidents and death during student's stay in Korea.

It is highly recommended that students purchase valid insurance before coming to Korea. However, if it is not possible for the student to purchase insurance in their home countries, they can purchase the insurance that we offer.

Please refer to below website for further information on the insurance plan that can be purchased in Korea. If students choose to purchase insurance in Korea, they must inform our office in advance and receive separate instructions.

[http://www.foreignerdb.com/student/student\\_apply.asp?sn=sogang1](http://www.foreignerdb.com/student/student_apply.asp?sn=sogang1)

## Visa Related Information

Exchange students must apply for a relevant visa at an overseas Korean Embassy or Consulate to study in Korea. In order to apply for a valid visa, students must submit the required documents to the embassy. Since visa issuance process may take a considerable time, students are requested to apply for visa as soon as they get acceptance from Sogang University.

➤ Application Process: Receive confirmation of enrollment from Sogang University (Letter of Acceptance and Certificate of Admission) → Apply for visa at Korean Embassy or Consulate

Please refer to details on our website:

[http://home.sogang.ac.kr/sites/egoabroad/Study\\_Abroad\\_Program/Predeparture/visa11/Pages/D-2.aspx](http://home.sogang.ac.kr/sites/egoabroad/Study_Abroad_Program/Predeparture/visa11/Pages/D-2.aspx)

## Airport Pick-up & Buddy Program

Office of International Affairs runs airport pick-up service and buddy program with student organization H.U.G (Hands Up for Gathering). Students can request for airport pick-up service and apply for the buddy program through the application page when submitting their online application.

## Predeparture and Arrival Information

Students will receive a predeparture information handbook via email when they receive their acceptance package. Students are advised to arrive in time for the designated dormitory move-in period which will be 3 or 4 days before the semester starts. All students are required to attend the orientation which will be held 1 or 2 days before the semester begins