Seoul National University
Student Exchange/Visiting Program
Guideline for Spring 2020

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 245 institutions (university-wide) in the globe (as of April 2019).

More information: http://oia.snu.ac.kr/page/exchange_program.php

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. To apply for visiting student program, students must apply directly to Office of International Affairs (OIA), through the website (http://oia.snu.ac.kr).

More information: http://oia.snu.ac.kr/page/visiting_program.php

"Exchange Student” vs “Visiting Student"

<table>
<thead>
<tr>
<th>Application</th>
<th>Required to directly apply to SNU and pay for the application fee (82,000 KRW)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Submission</td>
<td>Both online application and postal submission of original documents required</td>
</tr>
<tr>
<td>Online application ONLY</td>
<td></td>
</tr>
<tr>
<td>Tuition Fee</td>
<td>To SNU</td>
</tr>
<tr>
<td>To home university only</td>
<td></td>
</tr>
</tbody>
</table>

Academics

<table>
<thead>
<tr>
<th>Course</th>
<th>Students can choose courses even outside their major/department at SNU</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Transfer</td>
<td>Transferrable</td>
</tr>
<tr>
<td>Scholarship</td>
<td>Eligible</td>
</tr>
<tr>
<td>Official Transcript</td>
<td>Eligible</td>
</tr>
<tr>
<td>Korean Language Program</td>
<td>Fee-paying; full or partial financial support to be provided</td>
</tr>
<tr>
<td>Visa and Immigration</td>
<td>Exchange Student Visa (D-2-6)</td>
</tr>
<tr>
<td>On-campus Housing</td>
<td>Eligible</td>
</tr>
<tr>
<td>Student Services and Support</td>
<td>Various types of health care and student support services, including buddy program, are available.</td>
</tr>
</tbody>
</table>

*Note: Some courses may have restrictions

*Scholarship availability might vary by semester.

Fee-paying; no financial subsidy available

*Maximum 1 years; part-time jobs and internships might not be permitted.
Application

1. Eligibility

1) Qualification
   - Applicants must currently be enrolled in at least second semester of home university program (= have
     completed at least one semester at the application stage)
     * We cannot thus accept graduate students who are enrolled in the first semester of the Master’s program
       at their application stage.
   - Applicants must have a GPA 3.0 or above / 4.0
   - Fluent level of either English or Korean language proficiency is recommended, but no certification is required.

<table>
<thead>
<tr>
<th>English</th>
<th>TOEFL</th>
<th>IELTS</th>
<th>TEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IBT 88 or above</td>
<td>6.0 or above</td>
<td>560 or above</td>
</tr>
<tr>
<td>Korean</td>
<td>TOPIK</td>
<td>Level 5 or above</td>
<td></td>
</tr>
</tbody>
</table>

2) Restriction (Newly added restrictions: red-colored)
   * Please note that applicants from the college/department-level partner universities can only choose the
     partnered college and department. We strongly suggest that applicants be advised of which
     college/department at SNU they are eligible for by home university in advance.
   * Applicants who wish to study in the discipline of Medicine, Pharmacy, Dentistry, Nursing, Music, and MBA
     must, in advance, be advised of the program availability by SNU exchange program coordinators.
   - Undergraduate applicants for Dept. of Computer Science and Engineering must have earned at least 15
     credits in CSE-related courses (one credit corresponds to 15 lecture hours or 30 lab hours). This must be
     explicitly shown on the official transcript; if not, additional proof must be prepared by the student.
   - College of Business Administration is restricted to students who are currently majoring in business or
     economics at home university.
   - Dept. of Korean History/Psychology/Statistics/Pharmacy requires applicants to provide a 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 available to undergraduate level students from Spring 2018.
     * School of Law, a specialized law school for graduate level students, instead, will be open to
       undergraduate 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.
   - 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.
   - Dept. of Vocal Music is restricted to students who are currently studying vocal music at home university.
   - Graduate School of Business (MBA program) is restricted to current full-time MBA applicants at home
     university. Applicants 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 or contact MBA Office at mba@snu.ac.kr.
2. Application Procedure

<table>
<thead>
<tr>
<th>Semester</th>
<th>Nomination Starts</th>
<th>Application Deadline</th>
<th>Screening Procedure</th>
<th>Screening Result Announcement</th>
<th>Acceptance Package</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>Early July</td>
<td>September 20</td>
<td>October</td>
<td>November</td>
<td>Late November</td>
</tr>
<tr>
<td>Fall</td>
<td>Early January</td>
<td>March 20</td>
<td>April</td>
<td>May</td>
<td>Late May</td>
</tr>
</tbody>
</table>

3. Document Submission

- **Important Notes:** Exchange program applicants can complete application by online submission of the required documents. However, visiting program applicants must complete both online and postal submission of the documents.
- All documents should be submitted in original or verified as an official copy (stamped), and should be in Korean or in English. If the documents are not in Korean or in English, applicants must have them translated in Korean or in English and certified and sealed by the 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:

<table>
<thead>
<tr>
<th>List of Required Documents</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Online Application</td>
</tr>
<tr>
<td>B</td>
<td>Certificate of Enrollment at Home University</td>
</tr>
<tr>
<td>C</td>
<td>Official Academic Transcript</td>
</tr>
<tr>
<td>D</td>
<td>One Letter of Recommendation from a Professor at Home University</td>
</tr>
<tr>
<td>E</td>
<td>Statement of Purpose (Free Essay in English or Korean)</td>
</tr>
<tr>
<td>F</td>
<td>Passport Copy (Personal Information Page)</td>
</tr>
<tr>
<td>G</td>
<td>Portfolio: Photographs of works/Recording of performances</td>
</tr>
<tr>
<td>H</td>
<td>Financial Certificates</td>
</tr>
<tr>
<td>I</td>
<td>Application Fee (82,000 KRW)</td>
</tr>
</tbody>
</table>

*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 and reviews all applications to see if all the requirements have been met. The applications are then forwarded to the screening committee of each department that applicants chose to apply for. During the assessment, not every nominee will be successful; some may be rejected if their credentials do not meet the committee’s expectation. When the decisions are made, OIA will announce the acceptance results to all applicants and home university. Please note that OIA is not responsible for the selection process and its results.

5. Acceptance Package

Acceptance package encloses a Certificate of Admission (CoA, for non-Korean nationals), an official Letter of Acceptance, and other information necessary for pre-arrival. The package will be electronically sent to the accepted students shortly after the acceptance announcement.

Academics

1. Academic Calendar

<table>
<thead>
<tr>
<th>Semester</th>
<th>Welcome Orientation</th>
<th>Dates</th>
<th>Grades Published</th>
<th>Official Transcript Issuance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>February 28 (tentative)</td>
<td>March 1 – June 14 (Final exams and paper deadlines can be seated until the end of June.)</td>
<td>End of June</td>
<td>Mid-July</td>
</tr>
<tr>
<td>Fall</td>
<td>August 31 (tentative)</td>
<td>September 1 – December 14 (Final exams and paper deadlines can be seated until the end of December.)</td>
<td>End of December</td>
<td>Mid-January</td>
</tr>
</tbody>
</table>

More information: http://en.snu.ac.kr/academic-calendar

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

2. List of Academic Programs

All applicants for exchange/visiting program must choose one college and department as their affiliation and in general, applicants choose one that most suits their academic background or study abroad purpose. Applicants from SNU’s university-wide partners can in principle apply for any academic program. Please, however, note that applicants must read the restrictions above thoroughly and applicants might be required to change their choice if SNU finds it difficult to accommodate. Applicants from SNU’s college/department-level partners must choose the specific college and department.


3. Courses

Regular Curriculum

The majority of courses are taught in Korean but each college and department offers some courses in English as well. The course catalog for the new semester is available at the beginning of January and July each year. Undergraduate students can take courses up to 18 credits and graduate students can take up to 12 credits. Korean universities use a credit system based on the number of lecture hours and 1 credit amounts to 15 lecture hours. For credit transferability and conversion criteria, applicants must refer to their home university’s academic policy on study abroad.

More information: http://sugang.snu.ac.kr
Korean Language Program (KLP)
SNU Language Education Institute (LEI) offers credit-bearing Korean Language Programs (KLP) on a fee-paying, extracurricular basis. For exchange students taking KLP, SNU OIA will provide financial support to encourage international students to learn Korean language and culture.

Student Life

1. Visa & Immigration
   Student 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 home country. For detailed information on the visa application process, students must contact the nearest Korean embassy/consulate or refer to http://www.hikorea.go.kr
   Alien Registration
   After arrival in Korea, all international students who stay for more than 90 days are required to apply for alien registration through Korean immigration office. More detailed information will be provided before arrival.

2. Housing
   On-Campus Housing
   Exchange students can apply for on-campus housing, and there are two types of residence halls available on the main campus. More information: http://dorm.snu.ac.kr/eng/
   - Gwanak Residence Halls: Double rooms or shared flats (double rooms) available for undergraduate students (2,428 residents); singled or double rooms available for graduate students (2,349 residents)
   - Global Residence Halls (since Fall 2019): Double rooms or shared flats (single rooms) available for undergraduate and graduate students (960 residents)
   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

<table>
<thead>
<tr>
<th>Estimated Cost for Living in Seoul</th>
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<tbody>
<tr>
<td>Housing</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Local Transportation</td>
</tr>
<tr>
<td>Meals</td>
</tr>
<tr>
<td>(A bus/subway ride costs 1,200 KRW.)</td>
</tr>
<tr>
<td>Books/School Supplies</td>
</tr>
<tr>
<td>Telecommunication</td>
</tr>
<tr>
<td>Personal Expenses</td>
</tr>
<tr>
<td>300,000 KRW / month</td>
</tr>
</tbody>
</table>

*Note: The estimation above may vary depending on personal budget.*
3. Health Care & Well-being

Health Insurance
It is mandatory for every exchange/visiting student to obtain a travel/study abroad medical insurance that covers the entire period of their stay in Korea, which should cover potential medical expenses incurred by sickness and accident during the stay in Korea. No additional financial assistance can be provided by SNU.

From March 2021, all non-Korean international students will be mandatorily and automatically subscribed to Korea’s National Health Insurance. We will send out detailed information on the impact of this new policy and changes made to our student exchange program on a separate note.

SNU On-campus Health Service Center (SNUHSC)
Conveniently located in the center of the campus, SNUHSC runs a comprehensive primary care clinic and various specialty clinics in cooperation with SNU Hospital (SNUHC) and SNU Dental Hospital (SNUDH). It also provides a range of health checkup, immunizations, and medical tests, including Family Medicine, Psychiatry, Ear/Nose/Throat, Dermatology, Ophthalmology, Gynecology, Orthopedics, Smoking Cessation Clinic, and Dentistry. More information: http://health4u.snu.ac.kr/en/home.do

Mental Health
- SNU Health Service Center: SNUHSC offers multiple therapeutic programs, including stress clinic, neurofeedback, biofeedback, and group therapy, along with various campaigns and education programs.
- SNU Center for Campus Life & Culture: The center offers a variety of types of professional counseling programs, including English counseling services for international students.
More information: http://snucounsel.snu.ac.kr/psyhealthup/foreginerCounsel.do

Disabilities
SNU Center for Students with Disabilities, located in the campus center, facilitates academic accommodations and services for students with disabilities so that these students have equal access to any on-campus facilities and offerings and fully immerse themselves into campus life. It is strongly advised that students with disabilities contact SNU OIA as early as possible to inform their necessities.

4. Student Support & Activities

S-CARD
With a student ID card, namely S-CARD, exchange/visiting students can take advantage of access to on-campus facilities and get a discount for every meal on cafeterias.

SNU Buddy Program
SNU Buddy was established in 2005 to help international exchange and visiting students settle in SNU and to build a real friendship and network. SNU domestic and international students by themselves organize intercultural events activities throughout the semester. Sign-up notice will be e-mailed to all incoming exchange/visiting before the semester starts.

Student Club/Society
There are a number of student activities and sports clubs at SNU, including musical bands, choir, orchestra, dance, painting, photography, student newspaper, traditional Korean music, travel clubs and SNU International Students Association (SISA). Sports clubs ranging from fencing, golf, basketball, rugby, scuba-diving, snowboard, ski, horse riding, baseball, yacht, judo, kendo, soccer, taekwondo, tennis, etc.
## Contact Information

**Student Exchange Program**: [http://oia.snu.ac.kr/page/exchange_program.php](http://oia.snu.ac.kr/page/exchange_program.php)

**Contact Persons for University-wide Partnerships:**
- **Europe**: Ms. Jaeyeon SHIN, Office of International Affairs (colormysoul@snu.ac.kr)
- **Asia, America, Oceania**: Ms. Joo Hyun PARK, Office of International Affairs (jd4ever@snu.ac.kr)

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

Each college and department has its own international office or a staff assigned for it.

**Visiting Student Program**: [http://oia.snu.ac.kr/page/visiting_program_faq.php](http://oia.snu.ac.kr/page/visiting_program_faq.php)

**Contact Persons for Visiting Student Program**:

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