

Spring Semester 2017

ADMISSIONS GUIDELINES
FOR INTERNATIONAL STUDENTS

Seoul National University of
Science and Technology
(Office of International Affairs)

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<Application Forms>

- **Checklist for Application Documents(Form 1)**
- **Application Form (Form 2)**
- **Personal Statement/Study Plan (Form 3)**
- **Recommendation(Form 4)**
- **Financial Certification (Form 5)**
- **Agreement for Verification of Academic Record (Form 6)**

1. Admission Schedule

Application Procedure	Time Period	Notes
Online Application	Sep.28(Wed), 2016 ~ Nov. 8(Tue), 2016	<ul style="list-style-type: none"> •Apply on the website http://www.studyinkorea.go.kr •Download application forms http://admission.seoultech.ac.kr http://www.studyinkorea.go.kr
Application Submission (in person or via mail)	Sep.28(Wed), 2016 ~ Nov. 8(Tue), 2016	<In person> <ul style="list-style-type: none"> •Time : 09:00 ~ 16:00(weekdays only) •Place : Office of International Affairs Room 115(Building No.38)
		<Via Mail> <ul style="list-style-type: none"> •Office of International Affairs(Building #38), Seoul Tech, 232 Gongneung-ro, Nowon-gu, Seoul, 01811, Republic of Korea
Application Fee Payment	Sep.28(Wed), 2016 ~ Nov. 8(Tue), 2016	<ul style="list-style-type: none"> • Bank remittance (The depositor's name must be the applicant's name. Refer to p.9.)
Confirmation on Application fee payment	Sep.28(Wed), 2016 ~ Nov. 8(Tue), 2016	<ul style="list-style-type: none"> •Confirmation email will be sent.
Interview	Early to Mid Dec.	<ul style="list-style-type: none"> • Interview schedule will be informed by email.
Announcement of Admissions Decision	Late Dec. to Early Jan.	<ul style="list-style-type: none"> •The result will be informed by email.
Registration (Tuition Payment)	Mid Jan.	<ul style="list-style-type: none"> • Designated bank by SeoulTech
X-ray Certificate Submission	Late Jan.	<ul style="list-style-type: none"> • Only for dormitory applicants (Refer to p.8)
Classes Begin	Mar.2(Thu), 2017	

Please Note

- Please make sure to provide **accurate contact information** (email and telephone number) so that you can be reached concerning the submission of documents, interviews, announcements of admissions decisions, etc.
- **Applications are only processed after application fees are paid in full.**
- **Online application, submission of application documents and application fee must be completed by the deadline. If not, applicants will be rejected.**
- The venue for document submission is expected to draw large crowds close to deadline. To ensure proper handling of your case, please submit your documents as early as possible.
- The dates above are subject to change.

2. Admission Units

A. Undergraduate (Freshmen, Transfer)

(☎Phone : +82-2-970-Extension)

College	Major		Extension	Remarks
College of Engineering	*Department of Mechanical System and Design Engineering		6351,6385	
	*Department of Mechanical & Automotive Engineering		6334,6303	
	Department of Safety Engineering		6372,6382	
	Department of Materials Science & Engineering		6613,6637	
	*Department of Civil Engineering		6501,6585, 6579,6582	
	School of Architecture	*Architectural Engineering Program	6551	
Architectural Design Program		6562,6471	5years	
College of Information and Communication Engineering	*Department of Electrical and Information Engineering		6402,6471	
	*Department of Electronic and IT Media Engineering		6452,6480, 6425,6427	
	*Department of Computer Science and Engineering		6707,6721	
College of Energy and Biological Science	*Department of Chemical and Biomolecular Engineering		6601,6680	
	*Department of Environmental Engineering		6623,6683	
	Department of Food Science and Technology		6732,6733	
	Department of Fine Chemistry		6682,6689	
	Department of Optometry		6225,6226	
	Department of Sports Sciences		6367,6368	language exemption
College of Art & Design	Department of Design		6667,6678, 6650,6652	language exemption
	Department of Ceramic Arts & Design		6618	language exemption
	Department of Metal Art & Design		6664,6675	language exemption
	Fine Arts		6635,6640	language exemption
College of Humanities & Social Sciences	Department of Public Administration		6489,6490	
	Department of English Language and Literature		6377,6378	
	Department of Creative Writing		6291,6292	TOPIK 6 required
College of Business & Technology	Department of Business Administration	Business Administration	6447,6488	
		GTM(Global Technology Management)	7284	
	Department of Industrial & Systems Engineering	Industrial & Information Systems Engineering	6465,6482	
		MSDE(Manufacturing Systems and Design Engineering) (English Track)	6932,7277	Certificate of English Test required
		ITM(IT Management) (English Track)	7279	Certificate of English Test required

Please Note

- Majors with asterisks(*) offer the ABEEK(Accreditation Board for Engineering Education of Korea) program.
- Architectural Design Program is a 5-year course and offer the KAAB(Korea Architectural Accrediting Board) program.
- All of the courses of English Track majors(MSDE, ITM) are offered in English. However, some elective courses of general education are offered in Korean language.
- Names of departments and programs are subject to slight variation.

B. Master's / Doctoral / Combined Master's and Doctoral programs

Classify	Major	Extension	M.S.	Ph.D.	Combined	Note	
Graduate School	Dept. of Mechanical Design and Robot Engineering	6351, 6385	o	o	o		
	Dept. of Mechanical Engineering	6303	o	o	o		
	Dept. of Safety Engineering	6372, 6382	o	o	o		
	Dept. of Product Design and Manufacturing Engineering	6306, 6386	o	o	o		
	Dept. of Materials Science & Engineering	6613, 6637	o	x	x		
	Dept. of Automotive Engineering	6334, 6335	o	o	o		
	Dept. of Civil Engineering	6501, 6585	o	o	o		
	Dept. of Architecture	Architectural Engineering	6551	o	o	o	
		Architectural Design	6562, 6563	o	o	o	
	Dept. of Electrical and Information Engineering	6471	o	o	o		
	Dept. of Electronic Engineering	6452, 6480	o	o	o		
	Dept. of Computer Science and Engineering	6707, 6721	o	o	o		
	Dept. of Media IT Engineering	6425, 6427	o	x	x		
	Convergence Institute of Biomedical Engineering and Biomaterials	Convergence Program of Biomedical Engineering and Biomaterials	9915	o	o	x	
		Program of New Materials Engineering	6613, 6637	x	o	x	
		Architecture Program	6551,6562	x	o	x	
		Electrical and Information Program	6538	x	o	x	
	Dept. of Smart Manufacturing Systems	7277	o	x	x		
	Dept. of Interdisciplinary Bio IT Materials	Bio IT Program	6452, 6480	x	o	x	
		Electronic Engineering Program		x	o	x	
	Dept. of Chemical Engineering	6601, 6680	o	x	x		
	Dept. of Environmental Engineering	6623, 6683	o	x	x		
	Dept. of Food Science and Technology	6732, 6733	o	x	x		
	Dept. of Fine Chemistry	6682, 6689	o	o	o		
	Dept. of Industrial Design	6667	o	x	x		
	Dept. of Visual Design	6650	o	x	x		
	Dept. of Ceramic Arts & Design	6618	o	x	x		
	Dept. of Metal Arts & Design	6664	o	x	x		
	Dept. of Fine Arts	6635	o	x	x		
	Dept. of Business Administration	6477, 6488	o	x	x	Korean Language required	
	Dept. of English Language and Literature(TESOL)	6377, 6378	o	x	x	Korean Language required	
	Dept. of Creative Writing	6291, 6292	o	x	x	TOPIK LEVEL 6 required	
	Dept. of Optometry	6225, 6226	o	o	o		
Dept. of Sports Science	6367, 6368	o	x	x			

Classify	Major	Extension	M.S.	Ph.D.	Combined	Note
Graduate School of Railroad	Dept. of Rolling Stock System	6792	0	0	0	
	Dept. of Electrical and Signaling Engineering		0	0	0	
	Dept. of Railroad Construction Engineering		0	0	0	
	Dept. of Railroad Management and Policy		0	0	0	Korean Language required
	Dept. of Railroad Safety Engineering		0	0	0	
Graduate School of Public Policy & Information Technology	Dept. of Public Policy	6797	0	0	0	Korean Language required
	Dept. of Industrial Information Systems		0	0	0	
	Dept. of Broadcasting & Communication Policy		0	0	0	Korean Language required
	Dept. of Digital & Cultural Policy		0	0	0	Korean Language required
Graduate School of Energy & Environment	Dept. of New Energy Engineering	6798	0	0	0	
	Dept. of Energy and Environment		0	0	0	
	Dept. of Energy System Engineering		0	0	0	
	Dept. of Energy Policy		0	0	0	Korean Language required
Graduate School of Nano IT Design Fusion	Dept. of Nano IT Fusion Engineering	6799	0	0	0	
	Dept. of IT Design Fusion		0	0	0	
	Dept. of Information Technology & Media Engineering		0	0	0	
	Dept. of Design Engineering		0	X	X	

3. Number of Admissions (Supernumerary Application)

The available number of supernumerary seats shall be given on the basis of academic achievement

4. Eligibility for Application

- Applicants must meet Nationality, Academic and Language Requirements.

Type	Eligibility	Selection Process
Undergraduate Freshman Applicants	<p>(Nationality Requirements) Applicant and both parents must be non-Korean citizens. If the parents of the applicant have been divorced, remarried or deceased, the applicant is required to submit additional documents such as birth certificate, death certificate, etc.</p> <p>(Academic Requirements) Applicant must have completed or expect to complete high school prior to admission.</p>	Application Screening and Interview
Undergraduate Transfer Applicants	<p>(Nationality Requirements) Applicant and both parents must be non-Korean citizens. If the parents of the applicant have been divorced, remarried or deceased, the applicant is required to submit additional documents such as birth certificate, death certificate, etc.</p> <p>(Academic Requirements) Applicants must meet a or b.</p> <p>a. Applicants must have completed or expect to complete at least two years of a degree program at a four-year university.</p> <p>b. Applicants must have completed or expect to complete 2-3 year community college.</p> <p>※ Applicants must have completed at least 50% of their previous program's credits to qualify as a transfer student.</p>	Application Screening and Interview
Graduate Program Applicants	<p>(Nationality Requirements) Applicant and both parents must be non-Korean citizens. If the parents of the applicant have been divorced, remarried or deceased, the applicant is required to submit additional documents such as birth certificate, death certificate, etc.</p> <p>(Academic Requirements) Applicants must have or expect to have a Bachelor's degree (and Master's degree for Doctoral program).</p>	Application Screening and Interview
Common requirements for all programs	<p>(Language Requirements) Applicants must meet a or b.</p> <p>a. Applicants must have obtained TOPIK level 3 or above</p> <p>b. Applicants must have completed Level 4 of SeoulTech Korean Language Courses.</p> <p>※ (Exceptions)</p> <ol style="list-style-type: none"> 1. Applicants to <u>English Track (ITM, MSDE)</u> are exempt from the Korean Language requirements, but must have obtained TOFEL iBT 80 (CBT 210, PBT 550), IELTS 5.5, TEPS 550 or above. Students from countries where English is an official language are also exempt from this English proficiency requirements. 2. Applicants to the <u>College of Art & Design of Undergraduate</u> are exempt from the language proficiency requirements. 3. Applicants to <u>Graduate School of Art & Design or Graduate School of Engineering</u> are exempt from the language proficiency requirements. 4. Applicants to the <u>Department (Major) of Creative Writing</u> must have obtained TOPIK Level 6. 	

※ **(Conditional Admission)**

- Applicants who do not meet the minimum requirements for Korean proficiency may be granted conditional admission. If granted conditional admission, the student will be required to enroll in Korean language program of Seoul Tech and to receive TOPIK Level 3 within a year or complete Level 4 of SeoulTech Korean language courses. The Language program registration confirmation should be submitted after paying the tuition fee.
- ※ Korean citizens who hold dual citizenship are not eligible to apply as international applicants.
- ※ Seoul Tech does not generally acknowledge international schools located in Korea as foreign schools.
- ※ For some required classes, English track majors might have to take courses offered in Korean language.
- ※ The eligibility for application can be decided from the admission committee of OIA(Office of International Affairs) considering unusual cases and an applicant's individual circumstances.

5. Application Submission

A. List of Required Documents for Application

No	Required Documents	Undergraduate		M.S	Ph.D	Note
		Freshman	Transfer			
1	Checklist (Form 1)	○	○	○	○	
2	Application form(Form 2) * Check to apply Dormitory and Meal, Attach ID Picture	○	○	○	○	
3	Study plan and personal statement (Form 3)	○	○	○	○	
4	A letter of recommendation from a professor(Form 4)			○	○	
5	Official high school transcripts and graduation certificate.	○	○			Documents (5-8) must be certified by Korean Embassy or Apostilled.
6	Official undergraduate transcripts and certificate of enrollment (Graduation certificate if graduated from junior colleges)		○			
7	Official transcripts, graduation certificate, and notarized certificate of bachelor's degree			○	○	
8	Official transcripts, graduation certificate, and notarized certificate of master's degree				○	
9	Score report of language proficiency (TOPIK Level 3 or above) or Certificate of Level 4 (or above) completion at Seoul Tech Korean language program *English track applicants: English Test Reports (iBT 80 or above)	○	○	○	○	
10	Financial certification (Form 5)	○	○	○	○	
11	Certificate of bank deposits (with minimum \$15,000) * Issued within past 3 months, sponsor's name = depositor's name	○	○	○	○	
12	A copy of the Alien Registration Card by Korean Ministry of Justice (if available)	○	○	○	○	
13	A copy of the applicant's passport and copies of both parents' passports (or other official document indicating their nationality)	○	○	○	○	
14	Official document indication parent-child relationship between the applicant and his/her parents (usually birth certificate) If the parents have been divorced, remarried or deceased, submit additional documents such as birth certificate, death certificate, etc.	○	○	○	○	
15	Certificate of Household Register(only for Chinese, original certificate and a notarized English translation)	○	○	○	○	
16	Agreement for verification of academic record (Form 6)	○	○	○	○	
17	Verification from the China Academic Degree & Graduate Education Development Center (for applicants who graduated from universities in China)			○	○	
18	Supplementary materials (only if available) *refer to p.8	○	○	○	○	
19	Additional materials (portfolio, photographs of works, recordings of performances, etc.) * for applicants to Art & Design Programs	○	○	○	○	

※ All documents must be in English or Korean.

※ Documents in another language must be accompanied by a notarized English or Korean translation.

※ The name of sponsor (No.10) and the depositor's name on the certificate of bank deposit (No.11) must be the same.

B. Important Notes

1. All documents should be in English or Korean. Documents in another language should be accompanied by **a notarized English or Korean translation.**
 - ※ When submitting the notarized documents, put the original ones right before the notarized ones.
2. **Original documents must be submitted.** Should they be unavailable, however, photocopies must be authorized by the originating institution before they are submitted.
3. Application documents must be submitted in the order of the list of required documents on page 6.
 - ※ When submitting documents, put the "Checklist (p.14)" on the first page.
4. Transcripts and diplomas issued by non-Korean academic institutions must be verified and certified by the Korean Embassy in the applicant's country or in the applicant's country's embassy in Korea. If the institution is located in a member state that recognizes Apostille Verification, apostilled documents may be attached.
5. An enclosed letter of recommendation in the packet is permissible.
 - ※ Recommendation Letter must be sealed in another envelope signed on the rear flap by the recommender.
6. Applicants who have not graduated at the time of application must submit a certificate of graduation within 15 days after their enrollment at Seoul Tech.
7. Transcripts and Certificates from Chinese universities MUST be accompanied by verification from the China Academic Degree & Graduate Education Development Center. Refer to the website <http://www.cdqdc.edu.cn>
8. All transfer applicants who have completed at least two years of a degree program at a four-year university must submit documentation that verifies that their current institution is equivalent to a four-year university.
9. The admissions staff reserves the right to require additional documents from the applicant, should a need arise to verify the authenticity of submitted materials
10. Be sure to make and keep photocopies of all completed forms. Submitted documents become property of Seoul Tech and will not be returned to the applicants.
11. Admissions scores remain undisclosed.
12. If there is a problem with the document authenticity, eligibility, exam cheating, etc., admission will be revoked.
13. Those applicants who were previously admitted to Seoul Tech through international admissions and intend to apply to a Master's or Doctoral program are exempt from submitting the following: official certificates of graduation and transcripts from institutions outside of Korea. The applicants must submit the Certificate of Attendance or Graduation at Seoul Tech instead.

C. Supplementary Materials

1. Applicants to undergraduate programs

Records of tests and various awards attained in high school will be considered in the admissions decision if submitted.

- *The relevant country's qualifying test for high school graduation or university admission test:* British GCE A-Level, Japanese Admission Center Exam, Chinese Unified Exam, German Abitur, French Baccalaureate, etc.
- *Standardized tests and other indicators of academic achievement:* IB Diploma, IB Certificate, AP, SAT, AICE, AEA, etc.
- *Records of accelerated and rigorous coursework:* AP, IB, Honors, etc.
- *Official letter or other document* by the high school that indicates the applicant's class rank or percentile (if not stated in applicant's academic transcript)
- *Proof of language proficiency:* HSK, JLPT, DELF, ZD, DELE etc.

2. Applicants to graduate programs

- *Proof of language proficiency* such as HSK, JLPT, DELF, ZD etc.
- Academic awards, certificates, test reports (GRE, GMAT, etc.)

D. Additional Notes

1. Those who will stay at dormitory must submit a chest X-ray result for tuberculosis screening by email.

- The chest X-ray result must be taken after Jan. 2017
- Submission Period: End of January
- The x-ray result should be in Korean or English.

2. Medical Insurance for International Students.

All the international students should purchase medical insurance. Seoul Tech international students purchase medical insurance in group. If you already have medical insurance, you must submit the photocopy of the insurance certificate.

* Notice regarding Insurance will be given on the orientation day.

E. Application Fee: 100,000KRW (US \$100)

- Bank Name : Nong-hyup (NH bank)
 - Account Number : 301-0079-6618-71
 - Beneficiary's Name : Seoul National University of Science and Technology
 - Swift Code : NACFKRSE
 - Depositor's Name : Applicant's Name (The depositor's name have to be the applicant's name)
- ※ If the depositor's name is different from applicant's name, application confirmation can be delayed.
- ※ Application will be completed only after application fees are paid in full.
- ※ **The International remittance charge is on each applicant's responsibility.**
- ※ Application fee is not refundable after the interview.

6. Admissions Criteria

Admissions decisions are based on the candidates' academic achievements, potential, his or her personal accomplishments as well as interviews. Applicants residing abroad may interview by telephone or online. (However, they may be exempt from interviews.)

7. Contact Information

Contacts

○ Office of International Affairs

- **Inquiry about Admission**

- **Address** : Office unit# 115, Bldg.# 38, Seoul National University of Science and Technology, 232Gongneung-ro, Nowon-gu, Seoul, 139-743, Republic of Korea

- **Tel** : +82-2-970-9220

- **Fax** : +82-2-970-9229

- **E-mail** : admission@seoultech.ac.kr

- **Website**

- Seoul National University of Science and Technology
(<http://www.seoultech.ac.kr>)

- Study in Korea

- (<http://www.studyinkorea.go.kr>)

- **Inquiry about Korean Language Program**

- **Tel** : +82-2-970-9220

- **Website** : Office of International Affairs (<http://global.seoultech.ac.kr>)

○ Inquiry about Scholarships

- **Undergraduate program**

- : Scholarship & Welfare Team of Office of Student Affairs

- **Tel** : +82-2-970-6053

- **Graduate program**

- : Office of Graduate School

- **Tel** : +82-2-970-6792~99

○ Inquiry about Course Enrollment

- Refer the contact number of each department on pages 2-4.

○ Inquiry about Housing

- Office of Dormitory

- **Tel** : +82-2-970-9142

- **E-mail** : hsy0219@seoultech.ac.kr

- **Website** : <http://dormitory.seoultech.ac.kr>

8. Tuition Fees (as of spring 2016)

○ Undergraduate

(Unit : won(KRW))

College		Total	
College of Humanities & Social Sciences		2,362,940(Approx.\$2400)	
College of Engineering, Energy & Biotechnology, Information & Communication Engineering		2,770,210(Approx.\$2800)	
College of Art & Design		2,815,710(Approx.\$2800)	
Architecture Program of School of Architecture		2,815,710(Approx.\$2800)	
College of Business and Technology	Global Business Administration	Business Administration	2,362,940(Approx.\$2300)
		GTM	2,362,940(Approx.\$3900) + 1,500,000 (Approx.\$1500, program fee)
	Industrial Engineering	Industrial & Information Systems Engineering	2,770,210(Approx.\$2800)
		MSDE/ ITM	2,770,210(Approx.\$2800) + 2,330,000 (Approx.\$2300, program fee)

※ Entrance fee (approx. \$20) is not included. ※ Scholarships do not cover program fees.

○ Graduate

(Unit : won(KRW))

Graduate	Type	Total	
Graduate School	Master's Program	Engineering Programs Master's Program	3,540,000(Approx.\$3500)
		Humanities & Social Sciences Programs	3,280,000(Approx.\$3300)
		Art & Design Programs	3,500,000(Approx.\$3500)
	Doctoral Program	Engineering Programs	3,987,000(Approx.\$4000)
Graduate School of Railroad	Master's Program	Engineering Programs	3,579,000(Approx.\$3600)
	Doctoral Program	Engineering Programs	3,639,000(Approx.\$3600)
Graduate School of Public Policy & Information Technology	Master's Program	Humanities & Social Sciences Programs	3,359,000(Approx.\$3400)
	Doctoral Program	Humanities & Social Sciences Programs	3,419,000(Approx.\$3400)
Graduate School of Energy & Environment	Master's Program	Engineering Programs	3,579,000(Approx.\$3600)
	Doctoral Program	Engineering Programs	3,639,000(Approx.\$3600)
Graduate School of NID Fusion Technology	Master's Program	Engineering Programs	3,579,000(Approx.\$3600)
	Doctoral Program	Engineering Programs	3,639,000(Approx.\$3600)
Graduate School of Industry	4 Semesters Master's Program	Engineering Programs	3,135,800(Approx.\$3100)
		Humanities & Social Sciences Programs	2,715,800(Approx.\$2700)
		Art & Design Programs	3,195,800(Approx.\$3100)
	5 Semesters Master's Program (Night)	Engineering Programs	2,705,800(Approx.\$2700)
		Humanities & Social Sciences Programs	2,285,800(Approx.\$2300)
	Art & Design Programs	2,755,800(Approx.\$2800)	
Graduate School of Housing	Master's Program (Night)	Engineering Programs	2,705,800(Approx.\$2700)

※ Entrance fee (approx. \$20) is not included.

※ The amount of fee is subject to change due to a studio laboratory, specific programs, etc.

9. Scholarships

○ For the 1st semester only

Type	Requirement		Benefits
Undergraduate	TOPIK level 4 or TOEFL iBT 80 ¹ + Documents review result :Level B or above		50% of Tuition fee
	TOPIK level 5 or TOEFL iBT 90 ² + Documents review result :Level B or above		Full Tuition fee
	TOPIK level 6 or TOEFL iBT 100 ³ + Documents review result :Level A		Full Tuition fee + Full Boarding fees
Graduate	Graduate School	International Scholarships for Outstanding Students -Based on the candidates' academic achievements, Language Score, etc.	50 to 100% of Tuition fee
	Special Graduate School	•TOPIK level 4 or TOEFL iBT 80 ⁴ + Documents review result :Level B or above	50% of Tuition fee + Full Boarding fee
		•TOPIK level 5 or TOEFL iBT 90 ⁵ + Documents review result :Level B or above	50% of Tuition fee + Full Boarding fee (Additional scholarships for TA or RA may be given.)
	Professional Graduate School	•TOPIK level 4 or TOEFL iBT 80 ⁶ + Documents review result :Level B or above	50% of Tuition fee + Full Boarding fee
		•Documents review result :Level A or •TOPIK level 5 or TOEFL iBT 90 ⁷ + Documents review result :Level B or above	50% of Tuition fee + Full Boarding fee (Additional scholarships for TA or RA may be given.)

- ※ Screening Documents: Decisions of Screening Documents are based on the language ability, the academic achievements, study plan, SAT, etc. as A(Excellent), B(Normal), C(Unsatisfactory).
- ※ For graduate students, boarding fees will not be provided for single rooms.
- ※ Scholarships **do not cover the entrance fee and program fees**. Therefore, even if you get a scholarship, an additional fee may be charged.
- ※ The requirements and Benefits are subject to be changed.

○ After students' enrollment at SEOULTECH

Type	Requirement		Benefits	Note
Undergraduate	Freshman	GPA 2.0 or above	50% of Tuition fee	<ul style="list-style-type: none"> • Must complete at least 12 credits without receiving an F grade, • Must have at least TOPIK level 4 (or above) or TOEFL iBT 80 (or above) or equivalent official English tests. • Boarding fees is for quad (four beds) room, and will be provided except vacation time.
		GPA 2.5 or above	Full Tuition fee	
		GPA 3.0 or above	Full Tuition fee + Full Boarding fees	
	Sophomore	GPA 2.5 or above	50% of Tuition fee	
		GPA 3.0 or above	Full Tuition fee	
		GPA 3.5 or above	Full Tuition fee + Full Boarding fees	
	Junior ~ Senior	GPA 3.0 or above	50% of Tuition fee	
GPA 3.5 or above		Full Tuition fee		
GPA 3.8 or above		Full Tuition fee+ Full Boarding fees		
Graduate	Graduate School	GPA 3.5 or above	50 to 100% of Tuition fee	<ul style="list-style-type: none"> • Must complete 6 credits at least with C grades or above. • Additional scholarships for TA or RA may be given.
	Special Graduate School	GPA 3.7 or above	50% of Tuition fee	
		GPA 4.3 or above	50% of Tuition fee + Full Boarding fees	
	Professional Graduate School	GPA 3.7 or above	50% of Tuition fee	
		GPA 4.3 or above	50% of Tuition fee + Full Boarding fees	

- ※ For graduate students, boarding fees (except single room) will be provided including vacation time.
- ※ **Scholarships do not cover program fees.**
- ※ The requirements and Benefits are subject to be changed.

¹TOEIC 780 / TEPS 557 / IELTS Band 6.0 / TOEFL iBT 80, PBT 550, CBT 213 or above.

²TOEIC 850 / TEPS 680 / IELTS Band 6.5 / TOEFL iBT 90, PBT 577, CBT 233 or above.

³TOEIC 900 / TEPS 780 / IELTS Band 7.0 / TOEFL iBT 100, PBT 597, CBT 250 or above.

⁴TOEIC 750 / TEPS 550 / TOEIC Speaking 140 / IELTS Band 5.5 / OPIc IM / TOEFL PBT 550, CBT 210, ITP 550 or above

⁵TOEIC 810 / TEPS 570 / TOEIC Speaking 150 / IELTS Band 6.0 / OPIc IH / TOEFL PBT 570, CBT 230, ITP 570 or above

⁶TOEIC 750 / TEPS 550 / TOEIC Speaking 150 / IELTS Band 5.5 / OPIc IM / TOEFL PBT 550, CBT 210, ITP 550 or above

⁷TOEIC 810 / TEPS 570 / TOEIC Speaking 150 / IELTS Band 6.0 / OPIc IH / TOEFL PBT 570, CBT 230, ITP 570 or above

10. Dormitory

○ Housing Fees (as of spring 2016)

(Unit : won (KRW))

Room Options		Fee (Per 4 months)
Sung Lim dormitory male hall(Quad Room)		608,700(Approx.\$600)
Sung Lim dormitory female hall (Double Room)		752,800(Approx.\$740)
Sung Lim dormitory International hall	Single Room	1,637,000(Approx.\$1600)
	Double Room	1,106,100(Approx.\$1000)
	Quad Room	862,000(Approx.\$830)

- ※ Duration of Stay : Mar. 1 (Wed.), 2017 ~ Jun. 21 (Wed.), 2017 (subject to change)
- ※ Move-in date : From Feb.27 (Mon), 2017 (subject to change)
Move-in time : 9:00 A.M. to 6:00 P.M. (Check in)
- ※ Select your room type preference on your application.
Although we try to allocate accommodation based upon your preferences, it is not always possible to assign your choices of room types.
- ※ There is no additional fee and the payment should be made in a lump sum.
- ※ The dormitory fee should be paid after you arrive at school.

○ Meal Fee (as of spring 2016)

(Unit : won (KRW))

Meal Plan	Fee (Per 4 months)
No Meal	-
14 meals per week	613,760(Approx.\$600)
21 meals per week	856,800(Approx.\$840)

- ※ Sung Lim dormitory male/female hall is not equipped with cooking facilities.
- ※ The fee should be paid in a lump sum and the meal plan you have chosen cannot be changed or cancelled after submitting the application.

○ Facilities

Category	Sung Lim Student Dormitory Male/Female Hall	Sung Lim Student Dormitory International Hall
In-room	Desk, Chair, Bookshelf, Bed, Wardrobe, Shoe Closet, Bathroom, Air Conditioner, Intercom	
	-	Microwave, Sink, Refrigerator, Washing machine, TV, Table
Common Area	Vending Machine, Water Purifier, Fitness Center, Study Room, Cafe, Table Tennis Room, Convenience Store	

<Form 1>

Checklist for Application Documents

*submit the checklist with the required documents.

- Name :
- Desired Major :
- Application Category : Undergraduate Freshman / Undergraduate Transfer
 Master's / Doctoral / Master's and Doctoral combined
- Eligibility for Application : Applicants whose parents are both foreign nationals

No	Required Documents	Undergraduate		M.S	Ph.D	Note
		Freshman	Transfer			
1	Checklist (Form 1)					
2	Application form(Form 2) * Check to apply Dormitory and Meal, Attach ID Picture					
3	Study plan and personal statement (Form 3)					
4	A letter of recommendation from a professor(Form 4)					
5	Official high school transcripts and graduation certificate.					Documents (5-8) must be certified by <u>Korean Embassy or Apostilled.</u>
6	Official undergraduate transcripts and certificate of enrollment (Graduation certificate if graduated from junior colleges)					
7	Official transcripts, graduation certificate, and notarized certificate of bachelor's degree					
8	Official transcripts, graduation certificate, and notarized certificate of master's degree					
9	Score report of language proficiency (TOPIK Level 3 or above) or Certificate of Level 4 (or above) completion at Seoul Tech Korean language program *English track applicants: English Test Reports (iBT 80 or above)					
10	Financial certification (Form 4)					
11	Certificate of bank deposits (with minimum \$15,000) * Issued within past 3 months, sponsor's name(NO.10) = depositor's name					
12	A copy of the Alien Registration Card by Korean Ministry of Justice (if available)					
13	A copy of the applicant's passport and copies of both parents' passports (or other official document indicating their nationality)					
14	Official document indication parent-child relationship between the applicant and his/her parents (usually birth certificate) If the parents have been divorced, remarried or deceased,submit additional documents such as birth certificate, death certificate, etc.					
15	Certificate of Household Register(only for Chinese, original certificate and a notarized English translation)					
16	Agreement for verification of academic record (Form 6)					
17	Verification from the China Academic Degree & Graduate Education Development Center (for applicants who graduated from universities in China)					
18	Supplementary materials (only if available) *refer to p.8					
19	Additional materials (portfolio, photographs of works, recordings of performances, etc.) * for applicants to Art & Design Programs					

※ Submit this checklist with required documents after completing online application through the website of Study in Korea (<http://www.studyinkorea.go.kr>).

<Form 2>

Application Form for International Students (Spring 2017)

*Please, apply online first(<http://www.studyinkorea.go.kr>), print out the online application form and submit it. (Only in English or Korean)

Application Category		<input type="checkbox"/> Undergraduate Freshmen <input type="checkbox"/> Undergraduate Transfer <input type="checkbox"/> Master's program <input type="checkbox"/> Doctoral program <input type="checkbox"/> Combined Master's & Doctoral						
Desired College/ Graduate School		Ex) College of Engineering			Desired Major		Ex) Department Materials Science & Science	
Information Personal	Name	English	Write your name exactly as shown in your passport					
		Korean	(If you have)					
	Passport Number		Date of Birth	mm/dd/yyyy				
	Alien Registration Number (If you have)		Gender	F / M				
	Place of Birth		Nationality					
	Cell Phone	Country code included	Phone	Country code included				
	Home Address							
	Address for getting post	Write Postal Code						
E-mail	Clarify 0 and zero.(Write number 0 to Ø) / Do not Write "qq.com"							
Family Information		Father			Mother			
	Full Name							
	Date of Birth							
	Nationality							
Financial Sponsor	Name	Name of Financial Guarantor = Name on Certificate of Bank Balances			Relationship	Ex) Self, Father, Mother, Professor		
Korean Language Study	Institute	Ex) Seoul Tech			Korean Language Student No.	Ex)16290040 (Only for Seoul Tech Students)		
Proficiency Language		Korean			English			
	Test							
	Score/Level							
	Date of Acquisition							

Academic Information	Elementary School			
	School Name		Country	
	Phone #		F A X #	
	Dates Attended	Ex) mm/yyyy ~ mm/yyyy ~		
	Address			
	Middle School			
	School Name		Country	
	Phone #		F A X #	
	Dates Attended	Ex) mm/yyyy ~ mm/yyyy ~		
	Address			
	High School			
	School Name		Country	
	Phone #		F A X #	
	Dates Attended	Ex) mm/yyyy ~ mm/yyyy ~		
	Address			
	Undergraduate School (University)			
School Name		Country		
Phone #		F A X #		
Dates Attended	Ex) mm/yyyy ~ mm/yyyy ~			
Address				
Graduate School				
School Name		Country		
Phone #		F A X #		
Dates Attended	Ex) mm/yyyy ~ mm/yyyy ~			
Address				
Housing & Meal	Dormitory	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Room Type Preference	Building & Room Type		Preference (1 to 4)
		Sung Lim dormitory male hall Quad Room		
		Sung Lim dormitory female hall Double Room		
		Sung Lim dormitory International hall	Single Room (M/F)	
			Double Room (M/F)	
Quad Room (M/F)				
※ rank the room types in order of your preference.(Refer to p.13)				
Meal Plan	<input type="checkbox"/> 3 meals per day <input type="checkbox"/> 2 meals per day (Breakfast, Lunch) <input type="checkbox"/> 2 meals per day (Lunch, Dinner) <input type="checkbox"/> 2 meals per day (Breakfast, Dinner) <input type="checkbox"/> No Meal			
Medical Insurance	Medical Insurance	<input type="checkbox"/> Purchase Insurance in Group <input type="checkbox"/> already have Insurance ※ If you have Insurance, submit the certificate of insurance.		

SEOUL NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Form 3: Personal Statement & Study Plan

REGISTRATION NUMBER

*Please, complete this online first(<http://www.studyinkorea.go.kr>), print it out and submit it. (Only in English or Korean)

*Leave this box blank

Applicant's Name _____ Date of Birth _____
mm/dd/yyyy

Desired College(Graduate School) _____

Desired Department(Major) _____

1. Personal Statement

The personal statement helps the university learn more about you as an individual beyond your grades and test scores, and other objective data. You should present your thoughts, ideas and views in a focused and convincing manner. Please write a statement in Korean or English. If needed, you may attach your statement on separate sheets.

2. Study Plan

Please explain in some detail your purpose in studying at Seoul National University of Science and Technology and your plans for study. Be as specific as you can describe your academic interests and the curriculum you expect to follow in achieving your goals.

3. Signature

I certify that all information submitted in the admissions process – including the application, the personal essay, any supplements, and any other supporting materials – is my own work, factually true and honestly presented. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation or expulsion, should the information I've certified be false.

Applicant's Signature _____

Date _____
mm/dd/yyyy

SEOUL NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Form 4: RECOMMENDATION

REGISTRATION NUMBER

*Leave this box blank

- **Please type or print in English or Korean.** This form is two pages in length.
- Mail the completed form to the following address by the application deadline.
An enclosed letter of recommendation in the application packet is permissible, however, it must be sealed in another envelope signed on the rear flap by the recommender.

Office of International Affairs

Seoul National University of Science and Technology
232 Gongneung-ro, Nowon-gu, Seoul, 01811, Republic of Korea
Tel: +82-2-970-9220, Fax: +82-2-970-9229

• TO BE COMPLETED BY THE APPLICANT

- Complete this section and give this form with a stamped and addressed envelope to a recommender who knows you well.

Applicant's Name:

Current/Last School:

Passport No.:

Date of Birth (DD/MM/YY):

Proposed Dept./Program:

E-mail:

1. I request that this recommendation be treated confidentially by the officers and faculty members of SNUST.
2. I waive my right of access to this recommendation.
3. I take full responsibility for any falsity in the submitted materials.
4. I hereby affirm that all the contained information is true and complete.

Applicant's Signature

Date (DD/MM/YYYY)

TO BE COMPLETED BY THE RECOMMENDER

- We appreciate your candid evaluation of the named applicant and his or her capacity for success as a student in the proposed field of study. Your recommendation plays an important role in the admissions process. We will not evaluate a candidate's application until your recommendation is received.

Name: E-mail:

Title, Position and Institution:

Address:

Telephone:

How long have you known the applicant and in what context?

- Please rate the applicant by checking the appropriate box. Relative to other students you have known, how do you rate this applicant in terms of:

	Below average	Average	Good	Excellent	Top few ever encountered	No basis for judgment
Academic achievement						
Academic motivation						
Future academic potential						
Leadership / Influence						
Emotional maturity						
Written expression						
Oral expression						
Creativity/Originality						
Respect for differences						

Please comment on the nature and quality of the applicant's academic performance and potential and also about your impression of the applicant as a person. Is there anything else we should know about this applicant?

Recommender's Signature

Date (DD/MM/YY)

SEOUL NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Form 5: FINANCIAL CERTIFICATION

REGISTRATION NUMBER

*Leave this box blank

APPLICANT'S INFORMATION

Name (English): _____
Family/Last (□) First (□) Middle (if any)

Salutation: Mr. Ms. Marital Status: Single Married Other

Proposed Dept./Program of Study: College/School: Dept./Major:

For each dependent accompanying you, please list the following information:

Name	Gender	Relationship to applicant	Date of Birth	Nationality

PLEASE READ CAREFULLY

- You and/or your sponsor are responsible for all educational and living expenses for the entire duration of your study at SEOULTECH. This includes the living costs of any accompanying dependents or family members.
- The minimum amount of funds that should be available is **US\$15,000** in the bank account(s) of you and/or your sponsor. If you are receiving a scholarship from an organization toward your studies at SEOUL TECH, please describe it under the sponsor information.
- Only the applicant him/herself or his/her parents can be the sponsor. (For graduate school applicants, the supervisor also can be their sponsor.)
- For your VISA issuance, additional certificates (certificate of employment/business registration, certificate of tax payment, etc.) will be required by the authorities.

SPONSOR INFORMATION

PERSONAL OR FAMILY SPONSOR

Name:
Relationship to Applicant: Occupation:
Address:
Tel:
Name of Bank: Tel/Fax:
Amount of Deposit: US\$

ORGANIZATION (Government, Educational Institution, or Official Agency)

Name of Organization:
Address:

Tel.: Fax: Amount of Financial Support: US\$

I certify that I have sufficient funds for the studies of above applicant at SEOUL TECH and the information provided on this form is accurate. I understand that any untrue or misleading information may result in the applicant's disqualification from further consideration.

Sponsor's Signature

Date (DD/MM/YYYY)

SEOUL NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Form 6: AGREEMENT FOR VERIFICATION OF ACADEMIC RECORD

REGISTRATION NUMBER

*Leave this box blank

By making application for admission to Seoul National University of Science and Technology, I hereby authorize administrator or other persons to confer with others to obtain and verify my credentials and qualifications as a provider.

I release from any and all liability all organizations or individuals who act in good faith and without malice to provide the information.

I consent to the release by any person to other institutions of all information that may be relevant to an evaluation of my credentials and qualifications and hereby release any such person providing such information of any and all liability.

Signature _____ Date _____
mm/dd/yyyy

Name _____