2021 Spring 4th Round
General Graduate School
Application Guide
for International Students

CONTENTS

[Forms]
- Form 1. Application Form
- Form 2. Self-Introduction
- Form 3. Study Plan
- Form 4. Consent Form of Academic Inquiry
- Form 5. Letter of Request for Academic Inquiry
- Form 6. Certificate of English Proficiency
- Form 7. Recommendation Form
  - Applied Artificial Intelligence

○ SKKU Graduate School Application Key Point

❶ **This application guide is focused on the special admission of international students into Sungkyunkwan University's General Graduate School.**

▸ General Korean citizens who do not satisfy the qualification for this type of admission cannot apply this way. Unless you have foreign citizenship and your parents are also both foreign citizens, please follow the General Graduate School's other admission processes such as the general admission. (Refer to the page 3)

※ 1) Those who have completed their entire education outside of Korea and 3) North Korean Refugees can apply for this type of admission as other qualifications of admission.

❷ **For the convenience of the applicants, document submission progresses online only.**

▸ Document submission is available online only, and the accepted candidates need to submit the necessary documents offline later in the designated period.

▸ Applicants need to fill in the application form online, and documents need to be submitted as attached files in the form of PDF. (Refer to the pp. 5-7)

▸ Some departments may require part of the necessary documents to be submitted by post.

❸ **Some of the details of this application guide could be subject to change.**

▸ Any changes will be posted on the Global Admission website. : (http://admission-global.skku.edu/eng/) 'Graduate' - 'Notice'.

❹ **The successful candidates from 4th round application will not be able to apply for dormitory for self-quarantine, due to the operation of dormitory.**

▸ The application of regular dormitory will be available from 4th of Feb (Thursday) until 10th of Feb (Wednesday). The detailed information can be obtained later by referring to successful candidates guide or homepage of SKKU dormitory.

❺ **Depending on the examinee's situation, the 4th round application successful candidates may face inconvenience upon conducting self-isolation after entering the country and the responsibility should be taken individually.**

❻ **For other inquiries about admission, please contact to the Office of International Student Services.** (intlgrad@skku.edu, +82-31-290-5028)

＊ **Medical Insurance Information: From March 2021, all international students are compulsory to join the National Health Insurance according to the National Health Insurance Act. Therefore, students do not need to purchase private insurance separately.**

1. Application Schedule _

	Schedule	Remarks
Application & Submission of Documents	Jan. 25. (Mon.) - Jan. 26. (Tues.), 2021	100% Online Application and Document Submission by Upload. ※ If needed, submit part of the documents by post or in person to the Office of International Student Services. (※ Submission through email is unacceptable)
Interview or Written Test	Jan. 30. (Sat.), 2021 (* Expected date)	※ Please refer to each department. (refer to pp. 8-10) Schedule & Method: expected to be posted on Jan. 27 (Wed) 2021
Announcement of Acceptance	Feb. 03. (Wed.), 2021	http://admission-global.skku.edu
Submission of Original Document	Feb. 04. (Thu.) - Feb. 15. (Mon.) 2021	※ Only for the successful candidates, they need to submit by post or in person.
Registration	Feb. 04. (Thu.) - Feb. 05. (Fri.) 2021	※ It will be announced individually for the successful candidates later.
Issuance of Certificate of Admission	After Feb. 04. (Thu.) 2021 *Issuance after confirmation of deposit payment	

2. Quota & Requirements _

A. Quota: There is no quota for the admission for international students, and students shall be selected according to their scholastic abilities.

B. Requirements

[Degree]	**[Master's Applicant / Combined Master & PhD Applicant]** (Either of the following) 1) Those who have earned a Bachelor's degree or those who are expecting to acquire a Bachelor's degree by February 2021 2) Those who have academic qualifications equivalent to a Bachelor's degree **[PhD Applicant]** (Either of the following) 1) Those who have earned a Master's degree or those who are expecting to acquire a Master's degree by February 2021 2) Those who have academic qualifications equivalent to a Master's degree ※ Applicants who are granted degrees from overseas universities: applicants need to check whether the university they graduated from is listed on the "International Association of Universities' Worldwide Database of Higher Education Institutions, Systems and Credentials (IAU WHED)" in collaboration with UNESCO. If the university is not on the list or its English name is not identical, it is necessary to submit a certificate issued by a Korean embassy in the country that the school is located in or the embassy of the country located in Korea, to prove that the university is accredited by its government. (Applicants who fail to submit this document shall be considered disqualified. If having some difficulty submitting this certificate, then please contact to our office.) (https://whed.net/home.php)
[Nationality]	**Applicants must satisfy one of these conditions:** If you satisfy both 1) and 2), then submit the documents proving 1). 1) Those who have foreign citizenship and whose parents are also both foreign citizens. 2) Those who have completed their entire education outside of Korea (all elementary, junior high, high school, and undergraduate courses) 3) North Korean refugees with a "North Korean Refugee Registration Certificate"
[Language Requirement] ※ Confirm each department's requirement (pp. 8-10) ※ Only a valid result at the date of submission shall be accepted. Those who do not satisfy the language requirement will be disqualified.	**[Department requiring Korean Proficiency]** (Either of the following) 1) Submit the Korean Language Proficiency Test (TOPIK) score ※ Only for the students from SKKU, they can submit TOPIK score which is out of date. (The majority of these belong to Humanities and Social Sciences departments) - Refer to each department 2) Submit the Korean Language Examination score hosted by Sungkyunkwan University (Exam completed on October 10, 2020 (no additional exams). Depending on the department, the result may not be used, you also may need to take separate supplementary education or submit TOPIK score based on the requirement of each department after enrollment.) **[Department requiring English Proficiency]** Submit one of the certificates below (The majority of these belong to Natural Sciences and Engineering departments) 1) Official English test score ① TOEFL iBT 71 or above / or ② IELTS 5.5 or above 2) "[Form 6] Certificate of English Proficiency" signed by the dean of the department. (Contact the department's office. - Refer to page 13.) 3) Documentation proving one of the conditions below: ① Applicant holding the nationality of a country in which the official language is English ② Applicant who has completed his/her higher education in English (If the university is located in a country in which the official language is not English, then the Certificate with Korean Embassy confirmation or Apostille is necessary.) ※ Depending on the countries the applicants are from, additional certificates of English proficiency can be required by the Korean Embassy(or consulate) of the corresponding area when issuing the Visa.

3. Application Procedure _

	Schedule
Application & Submission of Documents	Jan. 25. (Mon.) - Jan. 26. (Tues.), 2021
	▶ **How to Apply (Either of the following)** 1) 100% Online Application: (http://admission-global.skku.edu/ 〉 Graduate 〉 Application 〉 Regular Admission) 　: If needed, submit part of documents by post / in person additionally. (Submission through E-mail is unacceptable. Write your application number at the top-right of the documents.) I.e.) Evidences of your excellence, Artwork portfolio, and so on. (Refer to '4. Required Documents and Remarks', and '6. Department & Details / Language Proficiency'.) ※ In principle, any modification of admission program and/or cancellation is not allowed after completion of the application. It can be modified and re-uploaded before the end of the subscription. ※ If you cannot apply online in the designated application period due to some reasons that are possible to be checked officially, such as natural disasters, communication loss, unavailability of access and etc., after being confirmed about the relevant reason through intlgrad@skku.edu, you can submit the application form and all the related documents by post or in person. 　- By post: Office of International Student Services, 03101 Student Center, Sungkyunkwan University, 2066, Seobu-ro, Jangan-gu, Suwon, Gyeonggi-do, Korea (16419) 　　※ When submitting by post, only documents with a shipment confirmation date by Jan. 26. (Tues.) shall be accepted. 　- Visit: Office of International Student Services, 1F Student Center, SKKU Natural Sciences Campus, Suwon. ▶ **Application Fee: 100,000 KRW or 100 USD** ①Credit Card, ②Account Transfer or ③Mobile Payment - Payment can be done by one of the methods above. - Inquiry: intlgrad@skku.edu
Interview or Written Test	Jan. 30. (Sat.), 2021 (∗ Expected date) ※ The date of interview can be changed by each department's decision.
	1) Check whether or not the department requires an interview/written test in advance, referring to pp. 8-10 (Departments without interviews evaluate based on the submitted documents) ※ Interview method: Video interview (Phone interview may be conducted depending on the department) (Some departments may vary. In this case, the students will be notified by wire or e-mail) 2) Notification of the schedule and method of video interview(written test): 　It is expected to be posted on Jan. 27. (Wed.) 2021 at http://admission-global.skku.edu/ ※ You must comply with the online preliminary call for each department. If you do not comply with the preliminary call without any reason, there may be disadvantages in evaluation.
Announcement of Successful Candidates	Feb. 03. (Wed.), 2021
	▶ **Announcement of Successful Candidates** : http://admission-global.skku.edu/ 　※ To check it, the applicant's name, application number, and his/her birth date are needed. If successful, the confirmation document will be issued.
Submission of Original Documents for Successful Candidates	Feb. 04. (Thu.) - Feb. 15. (Mon.) 2021
	▶ **Only for the successful candidates, submit the original documents (Refer to '4. Required documents and Remarks', p5-7.)** 　- By post: Office of International Student Services, 03101 Student Center, Sungkyunkwan University, 2066, Seobu-ro, Jangan-gu, Suwon, Gyeonggi-do, Korea (16419) 　- Visit: Office of International Student Services, 1F Student Center, SKKU Natural Sciences Campus, Suwon.

	Feb. 04. (Thu.) - Feb. 05. (Fri.) 2021
Final Registration of Successful Candidates (Paying the tuition fee)	▶**Tuition Bill** : Print tuition bill online (http://admission-global.skku.edu/) during the final registration period. ▶**Registration** : Transfer to the student virtual bank account or visit a Woori bank branch and pay it in person. 　※ Only the same or even more amount on the tuition bill in KRW can be transferred successfully. 　→ Issuance of Certificate of Admission: After Feb. 04. (Thu.) 2021 　※ It will be announced for successful candidates later.

4. Required Documents and Remarks ᐖ

A. For all the documents, the original copies in English or Korean (or the original notarized documents translated into English or Korean) need to be scanned in color, and submitted online as PDF files. (No document submission by post.) Refer to p.7 for the example of document submission by qualification.

B. Admissions offers will be rescinded if false information or unfair practice for admissions is found to have been used at any time during the application period. This condition applies even after the admission or enrollment at SKKU.

C. The admissions staff reserves the right to require additional documents from applicants, should there be any need to clarify the eligibility or to verify the authenticity of the submitted materials. Applicants are fully responsible for any disadvantages they may incur due to errors and omissions in the information provided in the application.

D. Only for the successful candidates, they need to submit the original documents to the Office of International Student Services by post or in person. (Submitted documents can not be returned)

Document	Details	Upload	Submit after accept-ance
① Application Form	- [Form 1] in English or Korean ※ The overseas university's official English name must be written.	Online Applica-tion	✕
② Self-Introduction & Study Plan	- [Form 2], [Form 3] in English or Korean		✕
③ Consent of Academic Inquiry & Letter of Request for Academic Inquiry	- [Form 4], [Form 5] (Both) ※ PhD applicants must submit both documents for their Bachelor's and Master's degrees. ※ Applicants need to fill in the blanks marked with the ♣ symbol, and submit the document without confirmation from the schools they graduated from, leaving the blanks without the symbol empty.		✕
④ Documents Concerning Nationality of the Applicant and His/Her Parents	**[Those who have foreign citizenship and whose parents are also both foreign citizens]** (Submit both 1 & 2)		
	1) Scanned files of the applicant's passport and his/her both parents' local ID cards (or passport)	④-1	✕
	2) Certificate proving the relationship among the applicant and his/her parents (Notarization is necessary) ※ Official documents issued by the government and notarized within 6 months of the date of submission. (Embassy Legalization is not needed.) ※ If you cannot submit your both parent's local ID cards due to the divorce or death of your parents, submit the certificate proving it which was issued by the government. ※ Chinese Nationality: Submit both **the notarized Family Relation Certificate and notarized Family Registry Certificate.** (Embassy Legalization is not needed.)	④-2	〇
⑤ Certificate of Language Proficiency	Refer to p. 3, pp. 8-10. (English or Korean Proficiency according to the requirement of each department) ※ Only for the students from SKKU, they can submit TOPIK score which is out of date.	⑤-1	〇

Document	Details	Upload	Submit after accept-ance
⑥ Graduation Certificate of Undergraduate /Graduate School (or expected graduation) & Undergraduate/Graduate School Transcript with Every Completed Class with Korean Embassy Legalization or Apostille (Except Expected Graduation Certificate) ▶ The Degree/Graduation certificate and transcript from overseas schools must be submitted with an apostille or confirmation from the Korean Embassy in the school's country (refer to p.14, Except the Certificate of Expected Graduation).	**[Applicant for Master's degree course / Combined Master's & PhD course]** (1) Bachelor's Degree Certificate / (Expected) Course Graduation [or that stipulates a Bachelor's Degree from a 4-year college] ※ If graduated from a university in China: Submit both the Certificate of Graduation and Degree Certificate(Notarization is necessary for both, Embassy Legalization is not necessary.)	⑥-1	○
	(2) Undergraduate school transcript with every completed class	⑥-2	○
	[Applicant for PhD course] (1) Bachelor's Degree Certificate / Course Graduation [or that stipulates a Bachelor's Degree from a 4-year college] ※ If graduated from a university in China: Submit both the Certificate of Graduation and Degree Certificate (Notarization is necessary for both, Embassy Legalization is not necessary.)	⑥-1	○
	(2) Master's Degree Certificate / (Expected) Course Graduation [or that stipulates a Master's Degree] ※ If graduated from a university in China: Submit both the Certificate of Graduation and Degree Certificate (Notarization is necessary for both, Embassy Legalization is not necessary.)	⑥-3	○
	(3) Undergraduate and graduate school transcripts with every completed class	⑥-2 ⑥-4	○ ○
	* Those who apply to **transfer** to SKKU need to submit (1) Certificate of (expected) Graduation, (expected) Completion, Enrollment or Attendance (Choose one of these) at the previous university, (2) transcripts with every completed class from the previous university and [Form 4,5] for it as well, besides the academic documents from your previous courses. ※ **Instructions** **1. Applicant submitting a certificate of expected graduation** : Need to submit the documents below **within 15 days after entering SKKU.** (If not, the application and admission will be rejected.) (1) Degree Certificate / Graduation (2) Transcript including the last semester's results (2nd semester of senior year in undergraduate course for master's applicants / 4th semester in the graduate course for PhD applicants). (The Expected Graduation Certificate needs notarization but not Embassy Legalization/Apostille, however the final Degree/Graduation Certificate is required to have Embassy Legalization/Apostille.) **2. An applicant that transferred must** also submit their previous university's transcript. (In the case that it is located in China, a Credentials Report is also necessary) **3.** If an applicant's transcript does not include information about their Grade Point Average (GPA), or it is difficult to convert it into a percentage, they are required to submit an official document issued by the school they graduated from describing the university's evaluation system and the applicant's academic achievements. ※ Document submission exemption: Applicants of advanced courses within 3 years after entering SKKU through the admission for international students are not required to submit graduation certificates or transcripts from overseas schools. (If the previous documents submitted when entering into the previous course did not include Korean Embassy Legalization or Apostille, then it can be requested to submit them again later.) - How to be exempted: When submitting the application documents, please submit the proof of (expected) graduation or the degree from SKKU and SKKU transcript.		
⑦ CREDENTIALS REPORT (Only for those graduating from a university in China)	'CREDENTIALS REPORT': 认证报告, refer to http://www.cdgdc.edu.cn (Embassy Legalization is not needed, but if it is a Chinese language version, it needs to be translated and notarized. If it is in English version then the original document is needed.)	⑦-1	○
⑧ Recommendation Form by Department	The majority of these belong to Natural Sciences and Engineering Departments (Refer to p.8-16 '6. Department & Details / Language Proficiency')	⑧-1	×
⑨ Evidences of Excellence and so on.	Award, Scholarship, Language Proficiency except the requirement, Degree Dissertation, Artwork Portfolio, and so on. (Refer to '6. Department & Details / Language Proficiency')	×	-

Document	Details	Upload	Submit after accept-ance
Document Proving Financial Ability (Tuition & Living Expenses) Only for the Successful Candidates after the Announcement	After the Announcement of Acceptance, the accepted candidates need to submit the copy of the Document Proving Financial Ability (Tuition & Living Expenses) explained below. **It will be noticed later.** 1) Certificate of Deposit Balance of more than 20,000 USD from the student or one of his/her parents issued by a bank (domestic or overseas). (The owner of the bank account is limited to be one of the student's parents. If both of the student's parents are deceased or are completely unable to be contacted, it is possible to use a brother or sister's account.) ▸Issue Date: Submit a certificate issued within 30 days from the submission date. If there is an expiration date on the certificate, it is accepted until that (only accepted within 6 months of the date of issuance.) ※ To extend a student's stay or change their qualification from language study to studying abroad, only the student' own certificate issued by a domestic (Korean) bank is accepted. ※ For the students who receive scholarships (tuition & living expenses) from universities or their countries' embassies, they can be substituted with certificates of scholarship payment issued by the president of the university, confirmation documents of tuition support issued by the embassies, etc. (If a student is being supported by a religious organization, overseas Korean foundation or so on, a confirmation document from the relevant group director stating the correct amount of support funding and the student's ID card info must be submitted.) ※ If the applicant earns enough scholarship funds from SKKU, such as STEM, then the tuition and living expenses will be covered, so this document is exempted.	It will be announced after acceptance	

Additional Guide for the Successful candidates

For the Successful Candidates, in order to get Visa from a Korean Embassy in their country, they need to bring the documents below when visiting.

> 1. Certificate of Admission
> 2. Passport
> 3. TB test report and other required documents
> 4. Certificate of Degree / Graduation and Transcript (Notarization is necessary.)
> 5. Document Proving Financial Ability or enough Scholarship Funding Certificate such as that of STEM
> ※ Additional documents can be required depending on the embassy and the student.

<Documents Submitted>	Storage Limit	Chinese Nationality				Other Nationality			
		Master, Combined		Ph.D		Master, Combined		Ph.D	
		Online Upload	After Accept ance	Online Upload	After Accept ance	Online Upload	After Accept ance	Online Upload	After Accept ance
④-1 **The applicant's passport and color copy of both parents' local ID cards**	2MB	○	×	○	×	○	×	○	×
④-2 China **Both the notarized Family Relation & Registry Certificates** (Embassy Legalization not needed.)	6MB	○	○	○	○	-	-	-	-
④-2 Others **Certificate proving the relationship among the applicant and his/her parents.** (Notarization needed)		-	-	-	-	○	○	○	○
⑤-1 **Certificate of Language Proficiency** * Refer to 6. Department & Details / Language Proficiency	2MB	○	○	○	○	○	○	○	○
⑥-1 **(Expected) Graduation / Degree Certificate of Bachelor's** (or Bachelor degree stipulated)	5MB	○	○	○	○	○	○	○	○
⑥-2 **Undergraduate school transcript** with every completed class	4MB	○	○	○	○	○	○	○	○
⑥-3 **(Expected) Graduation / Degree Certificate of Master's** (or Master degree stipulated)	5MB	×	×	○	○	×	×	○	○
⑥-4 **Graduate school transcript** with every completed class	4MB	×	×	○	○	×	×	○	○
⑦-1 **Certification Report** (认证报告, CREDENTIALS REPORT) (Only for those graduating from a university in China)	2MB	○	○	○	○	○	○	○	○
⑧-1 **Recommendation Form by Department** (Refer to '6. Department & Details / Language Proficiency')	2MB	○	×	○	×	○	×	○	×
⑨ **Evidence of Excellence**: Award, Scholarship, Language Proficiency except the requirement, Degree Dissertation, Artwork Portfolio (if the department requires) and so on. (Refer to '6. Department & Details / Language Proficiency')	-	×	×	×	×	×	×	×	×
		by post or in person							

5. Admission Criteria & Evaluation Method _

A. Each applicant will be evaluated based on the application form, self-introduction, study plan, transcript, certificate of language proficiency, achievement results and other reference documents that the applicant submitted, and selected considering his/her study achievements, academic experience, aptitude for their major, language proficiency, and practical capabilities.

B. Each department can suggest the qualification for language proficiency or extra detailed criteria, including interview or written test (Every applicant must check about the department they apply to).

C. All of the applicants to the departments requiring interviews or written tests must participate.

6. Department & Details / Language Proficiency _

A. Colleges of Humanities, Social Sciences, and Arts (Humanities and Social Sciences Campus - Seoul)

Area of study	Department	Course(First Year)			Course(Transfer)			Evaluation & Language Efficiency		
		Master	PhD	MS/PhD	Master	PhD	MS/PhD	Interview	Interview Language	Language Proficiency
Social Sciences	Business	○	X	X	X	X	X	○	Korean/English	Refer to the following (Both Korean and English)

[Specific Major] **Frontier Business Administration**
※ Applicants need to mark the major on their study plans (application only for full-time students).
※ **Korean Language Proficiency Requirement**:
  (1) Frontier: TOPIK level 5 or above
※ **English Language Proficiency Requirement:** ① (attach the certificate with other documents)
- Applicants who satisfy the conditions ② or ③ are exempted from submitting an English test score.

♣ Certificate of English Proficiency Conditions (one of these):
  ① Applicants who have an official English test score that is valid at the time of submission (within 2 years): TOEFL(PBT) 569, TOEFL(CBT) 230, TOEFL(IBT) 91, TOEIC 800, TEPS 700, G-TELP level 2 76, IELTS 6.0 or above (one of these)
  ② Applicants who have obtained a bachelor's or master's degree in countries with English education
  ③ Applicants who have obtained SKKU's Asia MBA or GSB master's degree

- The English test is held on the date of the interview before the interview. (passing point: 70points, Information of the interview would be provided in advance for applicants)
  ※ Contact: 82-2-760-0958/0959

B. Colleges of Natural Sciences, Engineering, Sports Science, and Medicine (Natural Sciences Campus - Suwon)

Area of study	Department	Course (First Year)			Course (Transfer)			Evaluation & Language Proficiency		
		Master	PhD	MS/PhD	Master	PhD	MS/PhD	Interview	Interview Language	Language Proficiency
Natural Sciences	Biophysics	X	○	○	X	○	○	○	English	Certificate of English Proficiency
Engineering	Applied Artificial Intelligence	○	○	○	X	X	X	X	-	Certificate of English Proficiency

[Specific Major] Biophysics
※ Interview via Zoom will be conducted. (The interview date will be noticed individually.)
※ Application documents: Review paper (must contact the department office) and applicants must submit relevant documents (including research results, papers, awards, etc.).
※ Every applicant must contact the department office in advance.
※ Contact : 031-299-4790 / bp.dept@skku.edu

[Specific Major] Applied Artificial Intelligence ※ Campus: Humanities and Social Sciences Campus (Seoul)
※ Every applicant must submit a recommendation letter from an advising professor at SKKU and mark the name of advising professor on the application form (The form in the end of the guide [Form 7]).
※ Applicants for PhD: submission of masters degree thesis (Submit draft for those who are scheduled to graduate), certificate of English or Korean proficiency are recommended
※ Contact: 02-740-1781, 1782

Area of study	Department	Course (First Year)			Course (Transfer)			Evaluation & Language Proficiency		
		Master	PhD	MS /PhD	Master	PhD	MS /PhD	Inter view	Interview Language	Language Proficiency
Engineering	Mechanical Engineering	○	○	○	X	X	X	X	-	Certificate of English Proficiency
		[Specific Major] Mechanical Engineering ※ Every applicant must get permission from an advising professor in the department of Mechanical Engineering at SKKU in advance and mark the name of advising professor on the application form. ※ Contact: 82-31-290-5882									
	Civil, Architectural and Environmental System Engineering	○	○	○	X	X	X	X	-	Certificate of English Proficiency
		[Specific Major] Structural Engineering, Water Engineering, Ground Engineering, Geodesy, Environmental Engineering, Construction and Constructive Management, Architectural Environment and Facilities ※ Every applicant must contact one of the professors in the department in advance via email and get counselling. ※ Every applicant must get permission from an advising professor in the department at SKKU in advance and mark their name on the application form. ※ For inquiries and questions about the application or interview, please contact the department office. ※ Contact: 82-31-290-7840/ navlse@skku.edu									
	Landscape Architecture	○	○	○	○	○	○	○	Korean	Certificate of English Proficiency
		[Specific Major] Landscape Architecture, Environmental Greenery ※ There will be an interview for those who have ARC or are able to be contacted in Korea (English interview is available if Korean is not possible). ※ Portfolio required (design major only) ※ For inquiries and questions about the application or interview, please contact the department office. ※ Contact: 82-31-290-7840/ navlse@skku.edu									
	Industrial Engineering	○	○	○	X	X	X	X	-	Either TOPIK level 4 or above or Certificate of English Proficiency
		[Specific Major] Industrial Engineering ※ Contact: 82-31-290-7590/ ywkim123@skku.edu									
	Nanoscience and Technology	○	○	○	X	X	X	X	-	Certificate of English Proficiency
		[Specific Major] Nanoscience, Nanotechnology ※ Every applicant must select an advising professor in advance. ※ Study plan and self-introduction must be written in English ※ Contact: 82-31-299-4115									
	Global Smart City	○	○	○	X	X	X	X	-	Certificate of English Proficiency
		[Specific Major] Global Smart City　　　※ Contact: 031-299-4785 ※ E-mail consultation with a SKKU advising professor is required before application ※ For inquiries regarding application and interview, please contact the department office									
Arts&Sports	Sport Science	○	○	○	X	X	X	X	-	Certificate of English Proficiency
		[Specific Major] Exercise Physiology, Biomechanics, Sports Measurement & Statistics, Sports Psychology, Sports Sociology, Sports Marketing & Management ※ Every applicant must specify the major field they are applying for on the top (header) part of the study plan. ※ Contact: 82-31-299-6920									

General Graduate students who have admitted based on English proficiency must know the regulation of Korean Proficiency Certification and need to fulfill the criterion **within the 3rd semester** for the thesis and graduation.

☐ **Description**

❍ General Graduate Students admitted via English track must satisfy minimum Korean proficiency certification **within the 3rd semester.**

❍ The students must submit one of the documents to Office of International Student Services as follows
  1. TOPIK result of level 1 or above
  2. Certificate of completion of Korean Courses level 1 or above in a language institute affiliated with any University in South Korea.
  3. The documents that prove completion of Korean Language Courses (more than 120 hours); Free Korean Language courses will be provided by SKKU for graduate school students.
  ※ **Acceptable Range of Korean Language Courses**: All On-line, Off-line Korean Courses which are conducted by Sungkyun Language Institute, Central/ local governments or NGOs, etc.

❍ Submission Deadline
  1. Spring Semester: August 31 every year
  2. Fall Semester: February 28 every year

❍ Penalty
  1. Graduate Students who are not qualified with Korean Proficiency Certification cannot graduate and apply for the Final Defense of the Thesis.
  2. However, if students fulfill the condition later, the students can apply for the Final Defense of the Thesis from the next semester.

❍ The waiver of requirement for Korean Proficiency Certification is applied to the following students.
  1. Graduate Students sponsored by Korean Government (KGSP)
  2. Dispatched Scholarship students form Foreign Government
  3. Transfer students
  4. The Students of the contract department
  5. Professional Graduate School, Special Graduate School

7. Tuition & Scholarship

A. Tuition Fees by Department

* The following amounts are based on the 2020 school year, and tuition fees are subject to change.

Department	Tuition per semester	Admission fee	Total	Remarks
Humanities, Social Sciences	₩5,824,000		₩7,022,000	
Interaction Science	₩6,945,000		₩8,143,000	
Sciences/Sports/Medicine	₩6,977,000		₩8,175,000	Medicine: Biomedical Science
Energy Science Global Biomedical Engineering	₩7,479,000	₩1,198,000	₩8,677,000	
Engineering/Biotechnology and Bioengineering/Arts	₩7,980,000		₩9,178,000	
Pharmacy	₩8,037,000		₩9,235,000	
Clinical Medicine	₩9,161,000		₩10,359,000	

B. Scholarships

(1) Scholarships for international students of Natural Sciences, Engineering, and Medical departments (STEM)
   - Qualification: International students will be eligible if they have successfully attended Natural Sciences, Engineering or Medical departments, satisfied some specific qualifications, and received recommendations from their advising professors at SKKU.
     ※ It is necessary to contact the advising professor prior to applying
     ※ Applicants who will receive this scholarship from SKKU will be exempted from submitting the document proving financial ability.
   - Amount: depends on the result of each department's evaluation (maximum 100%)
   - PhD students can be awarded extra scholarships for a research enrollment semester
   - Initial settlement fund: ₩600,000 for all new students after admission
   - STEM scholarship can be continued with every semester's recommendation of the advising professor

(2) Admission Scholarship for international students of Humanities, Social Sciences, and Art departments
   - Qualification: International students will be eligible if they have successfully attended Humanities, Social Sciences or Art departments and are selected according to the application results by the International Affairs Division.
   - Amount: 100%, 70%, 50%, 25% or 10% of admission fee and tuition for the first semester.

(3) Grade-based Scholarships for international students during semesters
   - Qualification and Amount: International students who have foreign citizenship
     1) Average GPA 4.2 or above in the last semester: 50% tuition waiver
     2) Average GPA 3.8 ~ 4.2 in the last semester: 30% tuition waiver

(4) Graduate School-affiliated Scholarships
   - Qualification: For the students who plan to enter the general graduate school, those who have notable academic records and research results. (the details will be announced later.)
   - Amount: Part of the tuition fee (including the admission fee)

8. Traffic Information _

A. Humanities and Social Sciences Campus (Seoul) Address: 25-2, Sungkyunkwan-ro, Jongno-gu, Seoul
  ❶ Subway line 4, Hyehwa Station - On foot: Exit 4 → SKKU (15 min.)
                                    - Shuttle bus: Exit 1 → shuttle bus (₩300)→SKKU (5 min.)

  ❷ Subway line 3, Anguk St. Exit 2 or Subway line 1, Jong-gak St. Exit 2, 3 → Public bus (Jongno-2) → SKKU (5~10 min.)

  ❸ Bus: Get off at Myungryun-dong (SKKU) stop. (In the direction of Changgyeonggung Palace·Seoul Nat'l Univ. Hospital and the direction of Hyehwa-dong Rotary)
    100, 102, 104, 106, 107, 108, 109, 140, 143, 150, 151, 160, 162, 171, 172, 272, 273, 301, 601, 710, 2112

B. Natural Sciences Campus (Suwon) Address: 2066, Seobu-ro, Jangan-gu, Suwon, Gyeonggi-do
  ❶ Subway - Line 1 Seoul St. → SKKU St. (50 min.)
      - Line 4 Sadang St. 4 → Kumjeong St. → SKKU St. (35 min.)

  ❷ Shuttle bus: (Charged) Sadang St. (in front of HOMEPLUS Market), Seohyeon St. Bundang (in front of the airport bus stop), Madu St. Ilsan (Exit 1), Incheon/Bucheon (U-turn point on the road between Songnae-Nambu St.)

  ❸ Bus - Intra city bus: 62-1, 82-2, 39 / Intercity bus: 7790, 7800, 3003

9. Administration Contacts _

【Please contact the Administrative Office for inquiries regarding courses, curriculums, etc.】

Major	Administrative Office	Contact Number
Department of Confucian Studies, Eastern Philosophy and Korean Philosophy	Office of Confucian Studies and Liberal Arts	82-2-760-0913
Korean Language&Literature, English Language&Literature, French Language&Literature, Chinese Language&Literature, German Language&Literature, Russian Language&Literature, Korean Literature in Classical Chinese, History, Korean Education	Office of Confucian Studies and Liberal Arts	82-2-760-0915
Law, Forensics	Office of Law School	82-2-760-0924
Political Science, Media Communication, Sociology, Social Welfare, Psychology, Consumer Science, Child Psychology & Education	Office of Social Sciences, Economics and Art	82-2-760-0935
Fine Arts, Design, Dance, Film, Television and Multimedia, Fashion Design, Acting for Theatre, Film and Television, Interdisciplinary Info Design	Office of Social Sciences, Economics and Art	82-2-760-0933
Economics, International Trade	Office of Social Sciences, Economics and Art	82-2-760-0942
Business (MIS&Operations&SCM / Marketing / HR& Organization / Finance / Frontier Business Administration / Accounting)	Office of Business	82-2-760-0959, 0958
Fintech Convergence	Office of Fintech	82-2-760-0736
Education	Office of University College and Education	82-2-760-0965
East Asian Studies	Office of East Asian Studies	82-2-760-0784, 0777
Global Biomedical Engineering / Energy Science	Office of BME Office of Energy Science	82-31-299-4340 82-31-299-4272
Biological Sciences, Mathematics, Physics, Chemistry, Interdisciplinary Course of Physics and Chemistry	Office of Science / Biotechnology & Bioengineering / Sport Science	82-31-290-5803
Biophysics	Office of Biophysics	82-31-299-4790
Electrical and Computer Engineering, Computer Science and Engineering, Super-Intellgence Engineering, Interdisciplinary Program in Energy Systems Engineering, Interdisciplinary Program in Photovoltaic System Engineering, Interaction science, Artificial Intelligence	- Electrical and Computer Engineering - Computer Science and Engineering - Super-Intelligence Engineering - Interdisciplinary Program in Energy Systems Engineering - Interdisciplinary Program in Photovoltaic System Engineering - Interaction science - Artificial Intelligence	82-31-290-5818/5868 82-31-290-5825 82-31-299-4670 82-31-290-5818 82-31-290-5818 82-2-740-1882/1855 82-31-290-5828
Chemical Engineering, Polymer Science&Engineering, Advanced Materials Science&Engineering, Mechanical Engineering, Civil, Architectural&Environmental System Engineering, Architecture, Convergence Engineering for Future City, Landscape Architecture, Industrial Engineering, Management of Technology, Interdisciplinary Course of Applied Chemical Materials, Interdisciplinary Course of Mechatronics Engineering, Service Design Interdisciplinary Major, Program of Interdisciplinary Material Science and Engineering, Global Smart City, Smart Fab. Technology	Office of Engineering	82-31-290-5813
Food Science and Biotechnology, Bio-Mechatronic Engineering, Integrative Biotechnology, Interdisciplinary Program in Biocosmetics	Office of Science / Pharmacy / Biotechnology & Bioengineering / Sport Science	82-31-290-5803
Pharmacy, Clinical and Social Pharmacy, Industrial Pharmaceutical Science Biopharmaceutical Convergence	Office of Pharmacy Office of Biopharmaceutical Convergence	82-31-290-4370 82-31-290-7703
Sport Science	Office of Science / Pharmacy / Biotechnology & Bioengineering / Sport Science	82-31-290-5803
Nanoscience and Technology	Office of Sungkyun Convergence Institute	82-31-299-4115, 4113
Medicine	Office of Medicine	82-2-2148-9917 82-31-299-6021

10. Apostille and Embassy Legalization _

1. Graduation/Degree Certificate and transcript from overseas universities

Applicants that have graduated from overseas universities must submit either an apostille or confirmation at the Korean Embassy located in the same country that the universities they graduated from are in (received within 1 year of the date of submission, for all academic documents)

※ Only in the case that the applicants have some unavoidable reasons, those documents are accepted within 15 days after the acceptance and entrance into SKKU. Please contact the Office of International Student Services first. If those documents are not submitted by 15 days after the entrance into SKKU, the acceptance and entrance of the applicant will be cancelled. (Those who submitted the Certificate of Expected Graduation in the application period also need to submit their official Graduate/Degree Certificate with the Legalization by this date.)

A. Apostille Certificate

Submit Graduation/Degree Certificate and transcript with apostilles issued by the government office in the country that the school the applicant graduated from is located
※ Apostille confirmation authority
- Ministry of Foreign Affairs Apostille desk: 82-2-2100-7600
- Ministry of Justice Apostille desk: 82-2-720-8027

B. Confirmation from the consul at Korean Embassy (Embassy Legalization)

Submit Graduation/Degree Certificate and transcript with "Confirmation at Korean Embassy" in the country that the school the applicant graduated from is located

2. Apostille Member Countries (2017. 9. 21.)

Area	Member Countries
Asia	Republic of Korea, Mongolia, Brunei, Hong Kong, Macao, Japan, India, Tajikistan
Middle East	Oman, Israel, Bahrain, Morocco
Europe	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, the Netherlands, Norway, Poland, Portugal, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan*, Macedonia, Ukraine, Britain, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan*, Kosovo
America	United States, Argentina, Mexico, Panama, Suriname, Venezuela, Antigua Barbuda, Bahamas, Barbados, Belize, Columbia, Dominican Republic, Dominica, Ecuador, El Salvador, Grenada, Honduras, St. Vincent, Peru*, Trinidad and Tobago, Saint Lucia, Saint Kitts and Nevis, Uruguay, Costa Rica, Nicaragua, Paraguay, Brazil, Chile, Guatemala
Africa	South Africa, Botswana, Burundi, Lesotho, Liberia, Namibia, Sao Tome and Principe, Swaziland, Malawi, Cape Verde, Seychelles
Oceania	New Zealand, Niue, Marshall Islands, Mauritius, Batuanu, Samoa, Seychelles Islands, Cook Islands, Tungga, Fiji, Australia

※ The newest information is accessible on the Hague Conference on Private International Law website (www.hcch.net)

[2021 Spring] Application form - SKKU Graduate School

| 2021 학년도 전기 외국인특별전형 (※ means 'Official Only') | | | 수험번호 (Applicant No.) | ※ | |

성명 (Name on Passport)	Korean		사 진 (Photo) (4cm×5cm)
	English	(Surname)　　　　(Given Names)	
지원학과 (Department you apply)		(the exact name on the guide)	
과정 (Master's/Doctorate/Master's & Doctorate)			
입학구분 (First Year or Transfer)			

생년월일 (Date of Birth)	(Day)	(Month)	(Year)

국적 (Nationality)		성별 (Gender)	
공인어학능력시험 점수 - TOPIK (Official Language Test Results)		공인어학능력시험 점수 – English (Official Language Test Results)	(Test)　　(Score)
여권번호 (Passport No.)		외국인등록번호(Alien Registration No.) (Card Holders Only)	
이메일 (E-mail address)		휴대폰번호(Cellular phone No.)	

성균관대내의 추천교수 성명 및 연락처
Recommending SKKU professor(if any)'s name, phone number, email address
※자연과학, 공학 계열 지원자는 지원 전 지도교수를 선정하여 미리 연락하시길 바랍니다.
Applicants for the department of Natural Science and Engineering are recommended to select his/her adviser and contact the professor prior to applying

학력	학 사 (Bachelor's)	Name of University (Official English Name)			
		Major		Grade Point Average (GPA)	(out of) /
		Date of Admission	(Day/Month/Year)	Date of Graduation	(Day/Month/Year)
	석 사 (Master's)	Name of University (Official English Name)			
		Major		Grade Point Average (GPA)	(out of) /
		Date of Admission	(Day/Month/Year)	Date of Graduation	(Day/Month/Year)
	박 사 (Doctorate)	Name of University (Official English Name)			
		Major		Grade Point Average (GPA)	(out of) /
		Date of Admission	(Day/Month/Year)	Date of Graduation	(Day/Month/Year)

父 국적 (Nationality of Father)		母 국적 (Nationality of Mother)	

Official Only	1.학업계획서	※	7.학력조회의뢰서	※	수입증지※
	2.자기소개서	※	8.학력조회동의서	※	
	3.학사 졸업(예정)증명서	※	9.고등교육학력사순보고서	※	
	4.학사 성적증명서	※	10.어학능력증명서(한국어/영어)	※	
	5.석사 졸업(예정)증명서	※	11.가족관계증명서	※	
	6.석사 성적 증명서	※	12.여권 컬러 사본	※	

서류제출일	※	전산입력일	※

[Form2]

Self-Introduction

자 기 소 개 서(한국어/English)

2021 Spring

지원학과 **Major**		성 명 **Name**	

Study Plan
학업계획서

2021 Spring

Type of Application 구 분	First Year( ) Transfer( ) 신입학 편입학	Degree 과 정	Master( ) Doctorate( ) Master&Doctorate( ) 석사 박사 석·박사통합
Major 지원학과		**Name** 성 명	

※ **Describe your study plan according to headings below(1 page each, in Korean or English).**
입학 후의 학업에 대한 계획을 다음 항목별로 기술하십시오.(각 1매) (한국어 또는 영어로 작성하시오)

1. Personal academic orientation
   개인적 학업 방향

2. Reason of application and personal goal(s)
   지원 이유 및 개인적 목표

3. Future study plan(s) 장래 학업 계획

4. Other(s) 기타

SUNGKYUNKWAN UNIVERSITY GRADUATE SCHOOL

Study Plan
학업계획서

2021 Spring

SUNGKYUNKWAN UNIVERSITY GRADUATE SCHOOL

Study Plan
학업계획서

2021 Spring

SUNGKYUNKWAN UNIVERSITY GRADUATE SCHOOL

[Form 4]

2021 Spring

CONSENT FORM OF ACADEMIC INQUIRY(학력조회동의서)

NO	

SUNGKYUNKWAN UNIVERSITY

Office of International Student Services
2066, Seobu-ro, Jangan-gu, Suwon, Korea

Tel: +82-31-290-5028
Fax: +82-31-290-5022
http://www.skku.edu

※Applicants should fill in the blanks marked with ♣ in English only

To Whom It May Concern:

This letter is to confirm that I graduated from (♣ Name of your graduated school _____).
I have applied to Sungkyunkwan University in Seoul, Korea for the ♣2021 academic year and have agreed to allow Sungkyunkwan University to officially request my academic records from the schools I graduated from.

In this regard, I would like to request your full assistance when the University's Office of International Student Services contacts you regarding verification of enrollment and transcripts.

Enrolled Name: ♣_____

Student ID Number: ♣_____

Date of Birth: ♣_____

Date of Admission (transfer): ♣_____

Date of Graduation (withdrawal): ♣_____

(♣Information at the graduated school)

Sincerely,

♣_____
Signature

♣(month)_____ - (day)_____ - _____
Date

※일자 표기 예시 (Example)
  10 - 10 - 2021
(월:Month) (일:Day) (년:Year)

[Form 5]
2021 Spring
LETTER OF REQUEST FOR ACADEMIC INQUIRY (학력조회의뢰서)

SUNGKYUNKWAN UNIVERSITY

Office of International Student Services
2066, Seobu-ro, Jangan-gu, Suwon, Korea

※Applicants should fill in the blanks marked with ♣ in English only

♣Date:　　　.　　.　　. (dd/mm/yyyy)
♣Name of school:
♣Address of school:
♣Zip Code:　　　　　　　♣School Phone Number:
♣Fax:　　　　　　　♣School or Staff E-mail:
♣Student Name:　　　　　♣Student ID Number:

Subject: Requesting Student Information

Dear Sir or Madam,

The above applicant has submitted educational documents issued by your institution to our university. We ask that you please verify the accuracy and authenticity of the enclosed documents. We need your confirmation about his/her graduation, field of major, and date of graduation. Please fill in the lines below and return this document to our office. You may respond via fax or mail.

Thank you for your cooperation. We look forward to hearing from you soon.

Sincerely,

Vice President of International Affairs _____

Questions to Verify Student Information _____

Student's Name: _____
Degree: _____
Major: _____
Date Conferred: _____
Name of Institution: _____

Signature of University Official _____

영어 능력 확인서
Certificate of English Proficiency

성   명(Name) :
생년월일(Date of Birth) :
수험번호(Application No.) :
지원학과(Major) :
학위과정(Degree) :

  우리 학과는 대학원과정 수업의 대부분이 영어로 진행되고, 학위 논문을 영어로 작성할 수 있습니다.
  위 지원자가 우리 학과 전공 수업을 영어로 수강하고, 학위 논문을 영어로 작성하기 위해 필요한 영어 능력을 충분히 갖추었다고 판단합니다.

  The graduate school of our department offers most of its courses in English, and the graduation thesis can also be written in English.

I hereby confirm that the above applicant has sufficient English proficiency to take our department's English courses and write graduation thesis in English.

202 . . .

지도교수 _____(인)   학과장 _____(인)
Adviser   (Signature)   Chair of Dept. (Signature)

_____ Department
at Sungkyunkwan University

Recommendation Form
Department of Applied Artificial Intelligence

2021 Spring

지원자 (Applicant)	성명 (Name)		생년월일 (Date of Birth)		
	국적 (Nationality)		연락처 (Contact No.) * Email, Phone No.		
	지원학과 (Prospective Major)		학위 과정 (Degree) * Please Check ✔	석사 (Master's)	( )
				박사 (Doctorate)	( )
	수험번호 (Applicant No.)			석박사통합(Combined Master's & Doctorate)	( )
추천교수 (Recommender)	추천교수 정보 (Information of Professor in SKKU)	성명 (Name)		연락처 (Contact No.)	
		소속 대학 (College)		소속 학과 (Department)	
	추천내용 (Recommendation)	*Please state the level of your recommendation in Korean or English.*			

본인은 위 학생을 <u>2021학년도 전기</u> 신입학 일반대학원 전형에 추천하고자 합니다.

I hereby recommend the applicant aforementioned for admission to the <u>2021 Spring Semester</u> in the General Graduate School.

202 .   .   .

Professor: _____ (Signature)