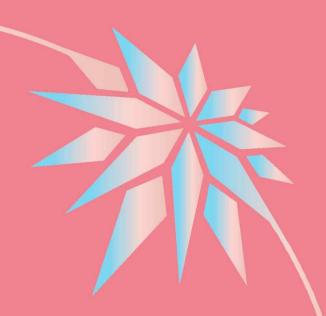
# 2022 Fall Semester Admissions Guide for International Student



성신여자대학교

# SUNGSHIN VVOMEN'S UNIVERSITY



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# I. Admission Schedule

Procedure	Schedule	Notes	
Application	Mon, May 16, 2022 (11 AM) - Wed, May 18, 2022 (6 PM)	<b>Website</b> (ipsi.sungshin.ac.kr)	
Document Submission	Mon, May 16, 2022 (11 AM) – Fri, May 20, 2022 (6 PM)	By post mail or in person (when applying via post mail, the application must be postmarked by the deadline)  ** Failure to submit the document in time will result in disqualification.	
Announcement for the Interview Test Date and Venue	Tue, May 24, 2022	Website (ipsi.sungshin.ac.kr)	
Interview	Thu, May 26, 2022 - Fri, May 27, 2022		
Announcement of Admissions Decision	Fri, Jun. 10, 2022 (scheduled)	Website (ipsi.sungshin.ac.kr)	
Printout Admission Certificate and Tuition Bill	Mon, Jun. 13, 2022 - Wed, Jun. 15, 2022		
Tuition Payment Period	Mon, Jun. 13, 2022 - Wed, Jun. 15, 2022 (9 AM - 4 PM)	Kookmin Bank(KB) (at any branch in Korea)	
First day of school	Thu, Sep. 1, 2022		

# II. Fields of Study

### 1. Freshmen

■ There is no set limit on the number of international students admitted. It is subject to the capacity of each department (faculty) and scholastic ability of each applicant.

\*Department (Faculty) of Arts and Physical Education

College	Department
College of Humanities	Korean Language and Literature English Language and Literature German Language, Literature and Culture French Language, Literature and Culture Japanese Language, Literature and Culture Chinese Language, Literature and Culture History
College of Social Sciences	Political Science and Diplomacy Psychology Geography Economics Media Communication School of Business Administration(Business Administration/Global Business Major) Social Welfare
College of Law	School of Law
College of Natural Sciences	School of Mathematics, Statistics and Data Science (Mathematics/Fintech Major) School of Mathematics, Statistics and Data Science (Statistics/Big Data Science Major) School of Chemistry and Energy(Chemistry/Smart Energy Major)
College of Knowledge-Based Services Engineering	Services and Design Engineering Convergence Security Engineering Computer Engineering Environment & Energy Engineering Food Science and Biotechnology Biotechnology School of Al Convergence(Al/Smart IoT Major)
College of Nursing	Nursing Sciences
Health & Wellness College	School of Biopharmaceutical and Medical Sciences (Bio New Drug/Global Medical Science Major) School of Biohealth Convergence(Bio-Health Service/Food and Nutrition major) School of Sports and Science(Sports and Leisure Major)* School of Sports and Science(Exercise Rehabilitation Major)*
International College of Beauty and Living Industry	Fashion Industry  Beauty Industry*  Consumer Science and Living Culture Industry
College of Arts	Oriental Painting* Western Painting* Sculpture* Crafts* Industrial Design*
College of Music	Vocal Music* Instrumental Music* Composition*
College of Convergence Culture and Arts	Culture & Arts Management Acting for Visual Media* Contemporary Music* Dance Art*

<sup>%</sup> Only women can apply for admission to each department.

### 2. Transfer Student

■ There is no set quota for the number of International students admitted. It depends on capacity of each department and scholastic ability of each applicant.

\*Arts, Music and Physical Majors

College	Department	
College of Humanities	Korean Language and Literature English Language and Literature German Language, Literature and Culture French Language, Literature and Culture Japanese Language, Literature and Culture Chinese Language, Literature and Culture	
College of Social	History Political Science and Diplomacy, Psychology, Geography,	
Sciences	Economics, Business Administration, Media Communication	
College of Law College of Natural Sciences	Law, Knowledge-Based Industry and Law  Mathematics, Statistics, Chemistry	
College of Knowledge-Based Services Engineering	Services and Design Engineering, Convergence Security Engineering, Computer Engineering, Information System Engineering, Environment & Energy Engineering, Food Science and Biotechnology, Biotechnology	
College of Nursing	Nursing Sciences	
Health & Wellness College	Global Medical Science, Food and Nutrition, Social Welfare, Sports and Leisure*, Exercise Rehabilitation Welfare	
International College of Beauty and Living Industry	Global Business, Fashion Industry, <b>Beauty Industry*</b> , Consumer Science and Living Culture Industry	
College of Arts	Oriental Painting*, Western Painting*, Sculpture*, Crafts*, Industrial Design*	
College of Music	Vocal Music*, Instrumental Music*, Composition*	
College of Convergence Culture and Arts	Culture & Arts Management, Acting for Visual Media*, Contemporary Music*, Dance Art*	

<sup>\*</sup> Only women can apply for admission to each department.

### 3. Notification of Education Curriculum Accreditation

■ The following department has been accredited by the designated institutions of the Ministry of Education for its education curriculum.

Department	Accreditation Institute	Result	Valid until	Note
Nursing Science	Korean Accreditation Board of Nursing Education	Accreditation Approved	~ Dec 16(Fri), 2022	Bachelor's Degree Course

<sup>(</sup>However, only those who have obtained an associate degree as a 'Makeup Design Major' from an exchange College and studied at Sungshin Women's University for one or more semesters as an exchange student are eligible for transfer admission to the 'Beauty Industry Department' regardless of gender.)

# III. Eligibility for Application

### 1. Freshmen

■ Applicants must meet all requirements as follows.

	Eligibility
	① Non-Korean nationality (Applicants and their both parents)
	② High School Graduation Requirements: Applicants must have graduated from a high
Freshmen (First Year)	school in South Korea or other country, or be a graduate-to-be set to graduate in August 2022.
	③ Students who have a TOPIK test score of Level 3 or higher
	- Official language proficiency certificate must be valid (within two years of expiry based
	on the online submission deadline)

- Applicants who have a Level 3 TOPIK test score can be conditionally admitted; However, they must receive Level 4 TOPIK before graduation from Sungshin Women's University.
- Entertainment/sports and clothing industry majors who obtained TOPIK Level 2 may apply. Successful applicants must complete at least 300 hours in the Korean Language Programat Sungshin Women's University for 1 year after admission.
- Applicants who are expected to achieve the required TOPIK test score may apply with the condition of submitting their qualifying score by Thu, Aug. 18, 2022. However, submission failure will result in disqualification.

### 2. Transfer Student

Applicants must have the equivalent for freshmen eligibility and meet one of the requirements as follows.

	Academic Requirements
	① Those who completed two years (four semesters) of study at a 4-year university
Transfer Student	(Korea or abroad) (including those expected to complete two years by Aug., 2022),
(Third Year)	and have taken at least 1/2 of the minimum credit requirements.
(11 100.)	② Those who obtained a diploma from a community/technical college (Korea or abroad,
	2- or 3-year course), or expected to obtain a diploma before Aug., 2022, or
	obtained an equivalent degree.

- Classes taken during Summer/Winter vacation can count towards GPA/credits, but not for semesters completed.
- For schools that do not issue Certificate of Completion, applicant must have completed 2 years or 4 semesters of courses, and have taken more than 1/2 of the minimum credit requirements (for U.K. schools, more than 2/3).
- Applicants only from same department affiliated study can apply for Arts, Music and Physical Majors. (Other departments are open to all majors.)
- Transfer student will be admitted as a junior(third year) student. Those who have taken three years or more in the same field of Beauty Industry at a higher education (Korea or abroad) will be admitted as a senior(forth year) at the department of Beauty Industry.
- Those who have obtained an associate degree in 'Makeup Deseign Major' from an exchange College and studied at Sungshin Women's University for more than one semester as an exchange student can apply for a transfer admission to the 'Beauty Industry Department' regardless of gender.
- \* If the student and both parents are foreigners, location of schools attended does not matter.
- \* Students who have double citizenship (citizen of Republic of Korea and another country) cannot apply for the

# IV. Application Instructions

### 1. Application and Document Submission

Procedure	Application	Document Submission
Period	Mon, May 16, 2022 (11 AM) - Wed, May 18, 2022 (6 PM)	Mon, May 16, 2022 (11 AM) – Fri, May 20, 2022 (6 PM)
Submission Method	Online	Submit by post mail or in person (when applying via post mail, the application must be postmarked by the deadline).
Address	ipsi.sungshin.ac.kr	Sungshin Women's University Admissions Team (Administration Bldg. 104) 2 Bomun-ro 34 da-gil, Seongbuk-gu, Seoul 02844

- Applicant is allowed to apply to one department only.
- Failure to submit the documents by the deadline will result in disqualification.
- Please write the content of the particular document, and applicant's name in the lower, right-hand column of the document being submitted.
  - (ex: Sungshin Kim(name), Transcript of high school)
- All forms such as Application forms, Letter of agreement to release of information forms can be downloaded from the website(ipsi.sungshin.ac.kr).

### 2. Notes on submitting application documents

- 1) Applicant should check eligibility requirements carefully before submitting the application.
- 2) Once the application is completed, it is not possible to cancel or make changes in the stated information. Application fee is not refundable under any circumstances. However, in the case of circumstances such as natural disasters, diseases and other accidents beyond human control, a student concerned can get full or part of application fee refunded through due deliberation after submitting a refund application and related documents. Submission deadline for application fee refund request and supporting documents Thu, Aug. 18, 2022

### Pro-rata refund of tuition

- According to Article 34.4.5. of the Higher Education Act, after the completion of admission screening, the university will return the amount of money left over after all expenditures related to admission screening have been subtracted from income related to applicants for the admission screening in proportion to the fees paid by the applicants in the method of payment selected by the applicants at the time of making the application.
  - Visit the university in person or
  - Wire transfer refund amount to the designated bank account at the time of payment
- In the case of wire transfer, wire transfer fee will be deducted from the refund amount. In addition, if the wire transfer fee equals or exceeds the whole refund amount, nothing will be refunded.
- 4) Applicant is responsible for all consequences caused by errors, mistakes, omissions, misspellings, insufficient materials, and late submission.
  - Please note that the university will send out various information necessary for applicants via e-mail during

the screening period. Make sure to enter the correct e-mail address. Applicants will be responsible for any problems occurring by submission of an incorrect e-mail address.

### 5) Notes on submitting photo

- Submit personal portrait photos(color, 3cm x 4cm) taken within the past three months.
- Applicants must not submit a photo of another person. Applicants must not submit a photo that
  has been heavily edited. Applicants must not submit a photo where your identity cannot be
  easily verified such as by wearing a hat, face mask, or sunglasses.

### 6) Notes on Personal information

- The applicant's personal information will be collected with the permission of the applicant and will not be used for other purposes than admission and academic sources.
- Collected personal information: Name, Foreign Permanent Resident Number, name of affiliated school, photo, address, telephone number, mobile number, e-mail, and bank account details to receive refunds

### 7) Video Interview

- The university's admissions office will consider and determine whether to conduct the interview test through a virtual meeting for those who are residing overseas or experiencing special circumstances (natural disasters, infectious disease, etc.)
- Applicants who wish to conduct the interview test virtually must make a request to the admissions office before submitting their application in order to discuss the eligibility and method of the virtual interview.
  - \* The eligibility for the video exam will be determined by Admissions Team (contact: admissions@sungshin.ac.kr / 82-2-920-2000)
- Designated time for Video Interview will be announced through the guide to examinations for applicants when offering test venues. Hours are based on Korean Standard Time.
- Applicants must submit a proof of overseas residence and other supporting documents
   (Certificate of Entry & Exit, medical certificates, etc.) when requested by the admissions office.
- The acceptance for entrance will be canceled if the candidate applied for video interview by using false information or a proxy interview have taken place.

### 3. Application Fee

- 1) General majors: KRW 130,000
- 2) Department (Faculty) of Arts and Physical Education: KRW 150,000

# V. Required Documents

List of required documents	Note
■ Application Form (Prescribed form of Sungshin Univ.)	
<ul><li>Personal Statement and Study Plan (Prescribed form of Sungshin Univ.)</li></ul>	<ul> <li>Mentioning names or company names of the applicant's parents or relatives on the personal statement is prohibited.</li> </ul>
<ul> <li>Request Form for Eligibility Confirmation (Prescribed form of Sungshin Univ.)</li> </ul>	
■ Letter of Agreement to release of information form (Prescribed form of Sungshin Univ.)	- Freshmen: High school / Transfer students: Fill in information on your college (university)
<ul> <li>Highschool Transcripts of academic records and certificates of (prospective) diploma (Freshmen only)</li> <li>College Transcript or Certificate of (expected) Graduation (Transfer Students only)</li> </ul>	<ul> <li>Schools overseas: All certificates must have an Apostille stamp or verification from the embassy</li> <li>Schools in China: Submit a certificate of academic history (Please refer to the information section below the list of required documents)</li> </ul>
■ Identification cards (applicant and parents)	- Identification cards (may be replaced with documents issued by a government agency, and a copy of passport)
<ul> <li>Certificate of nationality and certificate of family relationship (for applicant and parents)</li> </ul>	<ul> <li>Chinese applicants: Hukoubu(户口簿) and Certificate of family relationship(亲属关系证明)</li> <li>Vietnamese applicants: So Ho Khau</li> <li>Mongolia: Certificate of kinship</li> <li>Philippines: Family Census</li> <li>Indonesian applicants: KARTU KELUARGA</li> </ul>
■ A copy of passport (applicant)	- Passport: Photocopy of the front page with personal information
■ Foreign Permanent Resident Card (only for those who have one)	- Submit if you are registered as a foreign permanent resident and currently living in South Korea
■ Certificate of Entry and Exit (applicant)	- Submit if you are currently living in South Korea
■ Certificate of Test of Proficiency in Korean(TOPIK)	- Verification slip are accepted if you are expecting to achieve test scores
■ Documents validating financial capabilities	<ul> <li>A certificate of bank deposit balance belonging to the applicant (or the financial guarantor) (USD 20,000 or more, deposited by Thu, Sep. 1, 2022)</li> <li>A letter of sponsorship for the cost of study overseas (for the parents or the guarantor of applicants. Prescribed form of Sungshin Univ.)</li> <li>Each guarantor is allowed to serve only one student. An applicant cannot be serve as one's own guarantor.</li> </ul>

### ☐ Information on the certificate of academic history for applicants who graduated from schools in China

- 1. Freshmen:
  - A. General high schools: Submit a Verification Report issued by the Educational Background and Degree Certification Center run by the Ministry of Education in China
  - B. Vocational high schools: Select one of following 1), 2), or 3) for submission
  - 1) Graduation certificate issued by the school (must be confirmed by the provincial department of education, and include consular confirmation from the Chinese embassy)
  - 2) Graduation certificate issued by the provincial department of education (must be confirmed by the Korean consulate in China)
  - 3) Vocational high schools under China's MOHRSS (must have MOHRSS certification AND consular confirmation from the Chinese embassy required)
- 2. Transfer students: Submit Verification Report issued by the Educational Background and Degree Certification Center such as a certificate of diploma or higher
- \* Issuance: Educational Background and Degree Certification Center under the Ministry of Education of China (http://chsi.com.cn)), and Seoul Confucius Academy

### □ Notes on submitting documents

- 1) Applicants are required to submit original documents. If an applicant submits copies of original documents, the successful applicant is required to submit original documents by Thu, Aug. 18, 2022.
- 2) Any documents written in foreign languages other than Korean or English must be translated and notarized in Korean or English.
- 3) Notes on submitting transcript and (expected) graduation certificate
  - Transcript and (expected) graduation certificate issued by foreign academic institutions must be verified and certified by the Korean Embassy in the applicant's country or by the applicant's country's embassy to Korea. If the institution is located in a member state that recognizes Apostille Convention, apostilled documents may be attached.
- 4) Graduates-to-be must submit certificate of graduation after being accepted. (must include official documents, such as letter of apostille, international institution or consular confirmation.)
- 5) If the submitted documents are issued under a different name from the applicant's, the applicant must also submit supporting documents to prove that the two people are the same person (issued by the court of the relevant country or the head of diplomatic office).
- 6) The University reserves a right to demand additional documents to prove or verify the authenticity of application requirements.
- 7) All submitted documents and portfolio will not be returned to applicants.
- 8) If the applicant is found to be not qualified for application, admitted by illicit admission or the submitted document is found to be forged, the admission will be cancelled.

## VI. Admission Criteria & Selection Methods

### 1. Admission Criteria

Туре	Document	Interview
All Majors	Pass/Fail	100%

<sup>\*</sup> However, some general majors, and arts, music, and physical majors may require undergoing a practical evaluation during the interview test.

### 2. Selection Methods

- 1) Admission decisions are made according to total scores for each field of study. Points will be added according to the ratio predetermined.
- 2) Applicants with the same scores will be ranked based on the University's official guidelines.
- 3) Admission decision could be revoked after reviewing of applicant's scholastic ability or financial state.
- 4) After reviewing the applicant's academic background, admission may be rescinded when it turns out that the applicant has submitted any false information or is not qualified.
- 5) Those who are not qualified, absent at the tests, cheat or fail to submit required documents will be rejected.
- 6) Admission may be rescinded if the applicant submits falsified materials or is found to have made inaccurate statements. If the applicant is found to be not fully eligible for the requirement, admission may also be rescinded.

### VII. Additional Notes

### 1. Important Notes for All Applicants

- 1) The date and time of the interview test will be posted on the university admissions website (ipsi.sungshin.ac.kr). The test schedule cannot be changed for individuals.
- 2) Applicant must bring personal ID(foreigner registration card, valid passport) to the sites.
- 3) Applicant cannot use a cellular phone or other devices that may interfere with the exam.
- 4) Since Sungshin Women's Univ. has two campuses as Donam-Sujeong Campus and Mia-Woonjeong Green Campus, please make sure to check your test site and time for the interview when the location of test venue is announced.
- 5) Admission decision will be announced exclusively through the website(ipsi.sungshin.ac.kr) and applicants will not be notified personally.
- 6) Application form must include emergency local contact information, and an applicant bears all responsibilities for not providing proper contact information. (Enter a correct e-mail address)
- 7) Other items, which are not stated in this guide, will be dealt with under the decisions made by the Sungshin Women's Univ. Admissions Management Committee.
- 8) Applicant should refer to the Guide for Applicants for further information. For more information, please contact University Admissions Team.
  - Tel: 82-2-920-2000 Website: ipsi.sungshin.ac.kr Email: admissions@sungshin.ac.kr

### 2. Important Notes for Admitted Applicants

- If it is revealed that the applicant gave false information on submitted materials, altered their content illegally or performed any wrongdoing during the application process, the university can cancel the admission at any time and is not obligated to refund tuition and other fees already paid.
- 2) Payment Period:

Division	Tuition Fee Payment Information		
Printing tuition bill	Mon, Jun. 13, 2022 - Wed, Jun. 15, 2022 Admissions website		
Payment period	Mon, Jun. 13, 2022 - Wed, Jun. 15, 2022 (9 AM - 4 PM)		
Fees paid	Registration fee		
Payment locations	Nationwide branch of Kookmin Bank		

- 3) Payment Locations: Kookmin Bank(KB) (at any branch in Korea)
- 4) If you do not wish to pursue the admission process, download the Admission Cancellation Oath from the university's admissions office website. Submit the completed form to the admissions office.

### 3. Medical Checkups

- 1) Student must take physical examination after admission. Detailed schedule will be announced through the university website(www.sungshin.ac.kr).
- 2) Applicants must select the department (faculty) carefully in order to prevent any inconveniences caused by interference with any ailments or physical disorders they may have.

### 4. Medical Insurance for foreign students

In accordance with the National Health Insurance Act and the Enforcement Rules of the same Act, foreign students will become local subscribers to the national health insurance from March 2021.

# VIII. Scholarships / Support

1. Admission Scholarships for Foreign Students (Admission scholarships will be granted during the first semester.)

	Qualification		
Type	Freshmen and 3 <sup>rd</sup> year Transfer Students	4 <sup>th</sup> year Transfer Students	Payment
Admission Scholarships for foreigner 1	* Level 6 or above in TOPIK	-	100% of the tuition (Except admission fee)
Admission Scholarships for foreigner 2	* Level 5 in TOPIK	-	80% of the tuition (Except admission fee)
Admission Scholarships for foreigner 3	* Level 4 in TOPIK	-	60% of the tuition (Except admission fee)
Admission Scholarships for foreigner 4	* Those who have completed (or will complete) two semesters or Level 3 in the Korean Language Program at Sungshin	* Level 5 or above in TOPIK	50% of the tuition (Except admission fee)
Admission Scholarships for foreigner 5	* Level 3 in TOPIK	* Level 4 in TOPIK  * Those who have completed (or will complete) one semester or Level 3 in the Korean Language Program at Sungshin	40% of the tuition (Except admission fee)
Admission Scholarships for foreigner 6	-	* Level 3 in TOPIK	30% of the tuition (Except admission fee)
Admission Scholarships for foreigner 7	* Level 2 in TOPIK  * Graduate of level 3 (or above) in Korean Language Program (or one set to graduate such a course) from a different university.	* Level 2 in TOPIK  * Graduate of level 3 (or above) in Korean Language Program (or one set to graduate such a course) from a different university.	20% of the tuition (Except admission fee)

2. Academic Scholarships for Foreign Students (\*\* Admission scholarships will be granted during regular semesters(except the first semester).)

Туре	Qualification		
	Level 3 in TOPIK (including those who do not have TOPIK scores)	Level 4 or higher in TOPIK	Payment
Academic Scholarships for foreigner 1	-	Over 4.3 of pre-semester's GPA	100% of tuition
Academic Scholarships for foreigner 2	Over 4.3 of pre-semester's GPA	Over 4.0 ~ under 4.3 of pre-semester's GPA	80% of tuition
Academic Scholarships for foreigner 3	Over 4.0 ~ under 4.3 of pre-semester's GPA	Over 3.5 ~ under 4.0 of pre-semester's GPA	60% of tuition
Academic Scholarships for foreigner 4	Over 3.5 ~ under 4.0 of pre-semester's GPA	Over 3.0 ~ under 3.5 of pre-semester's GPA	40% of tuition
Academic Scholarships for foreigner 5	Over 3.0 ~ under 3.5 of pre-semester's GPA	Over 2.5 ~ under 3.0 of pre-semester's GPA	20% of tuition

# 3. Other Scholarships for foreign students (Admission scholarships will be granted during regular semesters.)

Type	Qualification		Payment
Encouragement Scholarships for foreigner	Foreign students who have been recommended by the relevant department in consideration of their household circumstances.		
	Foreign students volunteer work a		
Global Plus Scholarships	Type	Description	
	Global Friends (Tutoring) Completion	After teaching Korean students their native language, foreign students who meet the requirements for their activities will receive scholarship.  (at least 10-times participation per semester)	Some of the living expenses
	Global Plus Scholarship Activities	Foreign students selected for Global Plus Activities and participate in various events and tasks organized by the Office of International Affairs will receive different amount of scholarships depending on the cumulative time of participation.	

<sup>\*</sup> For details about scholarships, call the Scholarship team at 02-920-7012

### 4. Other support services

### Sungshin Global Friends (Buddy)

Program to facilitate Sungshin foreign students' adjustment to life in Korea and at Sungshin. Buddies will be Sungshin Korean undergraduate students who will be matched 1-1 with foreign students.

### (Tutoring)

Tutoring is a language and culture exchange program that allows foreign students to be tutors and Korean students to be tutees. Those who meet the criteria while participating in Tutoring program may receive a Global Plus Scholarship.

### Korean Cultural Experience Programs

Held  $1\sim2$  times a semester; students can participate in activities and events which will introduce Korean culture.

### Support for TOPIK test

Foreign students receive financial support for the TOPIK test application fee every year.

### Medical Check-up

Foreign students receive free medical check-up every year.

### Various Education seminars

Seminars to inform students about immigration policies, career paths, fire safety, crime prevention, etc.

### Other services and support

Foreign Students receive one-stop service and guidance on academics, grades, everyday-life and sojourn in Korea from the Office of International Student Services.

# Sujung Campus





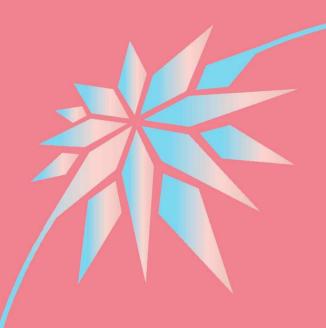
1. Administration Office 2. Nan-Hyang Building 3. Plastic Arts Building 1 4. Plastic Arts Building 2 5. Music Hall 6. Sujung Building 7. Science

Building
8, Prime Hall 9, Sungshin Building 10, Sports Complex 11, Central Library 12, Student Center 13, Dormitory 14, Media & Information Building

# Woonjung Green Campus









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