Admission Guideline for Foreign Students

(Spring Semester, 2015)

Sungshin University



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Guideline of Special Admission for Foreign Students for the Spring Semester of 2015 (Early Admission)

■ Non-Korean Nationality (Foreign applicants and parents)

1. Timeline

| Event | Date & Time | Notes |
|---|---|--|
| Application and document Submission | 2014.7.1(Thu) 10:00 ~ 7.9(Wed) 18:00 | via mail or in person Electronic submission is not accepted. Submission of documents cannot be done on Saturday, Sunday and on holidays. |
| Announcement for taking interviews, written exams and auditions | 2014.7.18(Fri) | ■ Website (http://ipsi.sungshin.ac.kr) |
| Interview Written Examination (All majors except Arts and Music) Live Audition (Arts and Music) | 2014.7.22(Tue) | Test Venue at Sungshin University (Details will be notified later) |
| Admission Announcement | 2014.8.29(Fri) Tentative | |
| Printout Admission Certificate | 2014.8.29(Fri) ~ 12.10(Wed) | Website (http://ipsi.sungshin.ac.kr) |
| Printout Invoice of Registration Confirmation Deposit | 2014.12.4(Thu) ~ 12.10(Wed) | |
| Payment Period for Tuition Deposit | 2014.12.8(Mon) ~ 12.10(Wed) | ■ Kookmin Bank(KB) (at any branch in Korea) |
| Printout Period for Tuition Bill | 2015.1.28(Wed) - 2.3(Tue) | Website (http://ipsi.sungshin.ac.kr) |
| Tuition Payment Period | 2015,1,30(Fri) ~ 2,3(Tue) | ■ Kookmin Bank(KB) (at any branch in Korea) |

^{*} Please note that the above schedule is subject to change

^{*} Application for foreign transfer students is scheduled in December 2014.

2. Fields of Study

| College | Department | College | Department |
|--------------------------------|---|--|---|
| College of Humanities | Korean Language and Literature English Language and Literature German Language and Literature French Language and Literature Japanese Language and Literature Chinese Language and Literature History | College of Social Sciences | Political Science and Diplomacy Psychology Geography Economics Business Administration Media Communication Convergence Security |
| College of Law | Law | College of Natural Sciences | Mathematics Statistics Biological Science and Chemistry Information Technology Interdisciplinary ECO Science |
| College of Human Ecology | Clothing Food and Nutrition Living Culture and Consumer Science Social Welfare Sports and Leisure Exercise Rehabilitation Welfare | College of Nursing | Nursing Sciences Global Medical Science |
| College of Education | Education Social Studies Education Ethics Education Chinese Classics Education Early Childhood Education | 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 Make-up Design |

^{*} 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.

Departments by Campus

| Campus | | Departments | Address |
|------------------------------------|-------------|--|---|
| Donam- Sujeong | 0 0 | Korean Language and Literature, English Language and Literature German Language and Literature, French Language and Literature Japanese Language and Literature, Chinese Language and Literature History Political Science and Diplomacy, Psychology, Geography Economics, Business Administration, Media Communication Convergence Security Law | Sungshin Women's Univ., 2 Bomun-ro 34da-gil, Seongbuk-gu, Seoul, Korea |
| Campus | ous © © © © | Mathematics, Statistics, Information Technology Sports and Leisure, Exercise Rehabilitation Welfare Education, Social Studies Education, Ethics Education Chinese Classics Education, Early Childhood Education Oriental Painting, Western Painting, Sculpture Crafts Industrial Design Vocal Music, Instrumental Music, Composition | Subway: Line 4 Sungshin Women's Univ. Station |
| Mia-Unj eong Green Campus | | Biological Science and Chemistry, Interdisciplinary ECO Science Clothing, Food and Nutrition, Living Culture and Consumer Science Social Welfare Nursing Sciences, Global Medical Science Culture & Arts Managements, Acting for Visual Media Contemporary Music, Dance Art, Make-up design | Sungshin Women's Univ., 55 Dobong-ro 76ga-gil, Seongbuk-gu, Seoul, Korea Subway: Line 4 Mia Station |

^{**} Please be aware when you check the location of test venue that Sungshin Women's University has two campuses in Donam-Sujeong Campus and Mia-Unjeong Green Campus.

3. Eligibility for Application

Applicants must meet all the following criteria below.

- 1) Non-Korean nationality (Applicants and their both parents)
- 2) High School Graduation Requirements: Applicants must be high school graduates or graduates—to—be in February 2015.
- 3) Students who have a Level 4 or higher TOPIK test score are qualified.

Applicants who have a Level 3 TOPIK test score are conditionally admitted; However, <u>they</u> must receive Level 4 TOPIK before graduation from Sungshin University.

If student will be taking the TOPIK test in August 2014, they will still be considered for conditional admission and upon failure to submit a TOPIK score by the designated deadline, the student will be disqualified.

- * 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 Foreign Student Admission.

4. Application Instructions

Applicant is allowed to apply to one department only.

5. Admission Criteria

| Туре | Document | Written Exam | Interview | Audition | Total |
|--|----------|-----------------|-----------------|--------------------|----------------------|
| All majors (except for the departments stated below) | P/F | 30 points (30%) | 70 points (70%) | - | 100 points (100%) |
| Dept. of Sports and Leisure, College of Arts, College of Music, College of Convergence Culture and Arts(except Culture & Arts Managements) | P/F | - | 50 points (50%) | 50 points (50%) | 100 points (100%) |

6. Selection Methods

- A. Admission decisions are made according to total scores for each field of study. Points will be added according to the ratio predetermined.
- B. Applicants with the same scores will be ranked based on the University's official guidelines.
- C. Admission decision can be revoked after reviewing of applicant's scholastic ability or financial state.
- D. After checking 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.
- E. Those who are not qualified, absent at the tests, cheat or fail to submit required documents will be rejected.

7. Document Assessment

- A. Application Materials
- Application Form(Prescribed form of Sungshin Univ.)
- Personal Statement and Study Plan(Prescribed form of Sungshin Univ.)
- Request Form for Eligibility Confirmation (Prescribed form of Sungshin Univ.)
- Letter of Agreement to release of information form(Prescribed form of Sungshin Univ.)
- Transcripts of academic records and certificates of (prospective) diploma
- Certificate of Entry & Exit(applicant)
- A copy of national ID or a certificate of nationality issued by a foreign government (for applicant and parents)
- A copy of alien registration card or passport (for applicant and parents)
- Certificate of Test Of Proficiency in Korean(TOPIK)
- ** Those who are supposed to gain the certificate of TOPIK in Aug 2014 should submit their filling receipt or test identification when turning in the application and they must submit the transcript by Aug 8th 2014.
- Documents validating financial capabilities
 - ① A pledge to assume the cost of study overseas. (for the parents or the guarantor of applicants. Prescribed form of Sungshin Univ.)
 - ② A financial statement of over 15,000 US dollars by self or a financial guarantor. (the deposit due date must be set at least until over March of 2015)
 - 3 A certificate of Employment or Business registration certificate of the Sponsor(the parents)
 - ④ A certificate of Income Tax Payment (or Property Tax Payment) of the Sponsor(the parents)
 - (5) A duplicate copy of financial guarantor's ID card(or passport)
 - © 2 ID pictures of the applicant (in color, 3cm×4cm)
 - * Each guarantor is allowed to serve only one student. An applicant cannot serve as one's own guarantor.
 - ** Chinese applicants must submit the certificate of high school career(高考) issued by Confucius Institute in Seoul (Tel: 02-554-2688, http://www.cis.or.kr/) or Higher Education Qualification Certificates in China(www.chsi.com.cn / www.cdgdc.edu.cn)
- B. Applicants must submit the original copies for all supporting documents. If they cannot submit during the application period, submit the photocopies of documents that are certified by the organizations issued or validated by the Office of Admissions when submitting. All original copies must be submitted after admission by Feb. 27th, 2015(Fri).
- C. Any documents written in foreign languages other than Korean or English must be translated and notarized in Korean or English.
- D. Letter of Agreement to release academic information must be signed by applicant after being printed out from the Internet.

- E. Notes on submitting transcript and graduation certificate
 - 1) Successful candidates must submit certificate of graduation, certificate of registration, transcript from graduated high school with an Apostille issued from the government authorities in the applicant's home country. However, If the country is not in Apostille Convention, then the student needs to follow the following: students need to visit Korean embassies in the country where they have studied and obtain approval from Korean consuls.
 - 2) Graduates-to-be must submit certificate of graduation after being accepted by Feb. 27th, 2015(Fri). In addition, the certificate of graduation successful candidates must include an Apostille issued from the government authorities in the applicant's home country or submit the documents with consular legalization issued from Korean consulate in the applicant's home country.
- F. All transcripts and certificates issued by foreign schools must bear the contact information of the schools, such as address in English, phone number, and fax number. If the contact information is not on transcripts and certificates, applicants must write the information on the document.
- G. If different names are used, proper documentation of name change or proof of identical person from the local court must be submitted.
- H. The University reserves a right to demand additional documents to prove or verify the authenticity of application requirements.
- I. The application fee and submitted documents will not be returned to applicants.

8. Interview/Written Examination/Live Audition

- A. The applicant concerned
 - 1) Interviews: All applicants
 - 2) Written Examinations: All majors except for the departments stated in the item 3)
 - 3) Live Auditions: Dept. of Sports and Leisure, College of Arts, College of Music, Acting for Visual Media, Contemporary Music, Dance Art, Make-up Design
- B. Date & Time: July 22nd, 2014
- C. Announcement of test venues: July 18th, 2014 (tentative) www.sungshin.ac.kr

2015학년도 전기 외국인(부·모·본인 모두 외국인) 특별전형

D. Examination Subjects for Performances

1) Sports and Leisure

| Dept. | Subject |
|--------------------|----------------------------------|
| Sports and Leisure | Trunk Flexion Forward, Cross Run |

2) College of Arts, Dept. of Make-up Design

| Dept. | Subject |
|-------------------|--|
| Oriental Painting | 1) A portfolio that consists of 6 pages (On each A4 size paper, |
| Western Painting | only one photo of one work should be attached.) |
| Sculpture | 2) Explanation of works and procedure (including subjects, materials |
| Crafts | and years) |
| Industrial Design | * All of the above must be brought and submitted on the day |
| Make-up Design | of the test. |

3) College of Music

| Dept. | | Subject |
|--------------|---------------------|---|
| Vocal | Music | 1) 1 Italian song or Operatic Arias 2) 1 German song Choose one song in each language and sing in its original language without notes. Transposition is allowed but modern works cannot be selected. |
| Instrumental | Piano | a prepared piece of your choice (For a Sonata, play one fast movement) |
| Music | Orchestral music | a prepared piece of your choice (For a concerto, play a fast movement; for a sonata, play a fast movement and a slow movement) |
| Composition | Composition | One original composition written by the applicant (to be submitted on the day of piano performance) Piano Performance: One fast movement from a sonata |
| | Theory | Piano Performance: a prepared piece of your choice |

4) College of Convergence Culture and Arts

| Dept | | | Subject | |
|-------------------------------|---|---|---|------|
| Acting for Visual Media | Required Monologue (50%, within 2 minutes) To act the designated script on the day of the live audition. (Practicing time will be given for approximately 20–30 minutes) Prepared Monologue of your choice(50%, within 2 minutes) To act one monologue which the applicant prepared and will perform for 1–2 minutes | | | |
| Contemporary Music | Performing an audition on either an instrument or voice. (Applicants are required to bring their own instruments and any additional equipment they need to perform except drums, piano, and keyboard.) 1) Test Piece: Play each scale two octaves up and down. - C,D,A,E,F,Bb,Eb Am,Bm,F#m,C#m,Dm,Gm Harmonic Minor Scale, Melodic Minor Scale * When playing minor scale down, there is no need to be natural minor scale. (Playing natural minor scale down is fine.) * First note will be given in case of vocal audition. * Percussion or drum players should play other instruments which has tunes such as piano or guitar. 2) A prepared piece of your choice: One piece which shows individuality and strength of the applicant(within 2 minutes) * The applicants who play instruments except piano and keyboard are allowed to bring their accompanists or use pre-recorded accompaniment file. * If the applicant wants to use pre-recorded accompaniment, the MP3 file must be sent to enter@sungshin.ac.kr with the applicant's name, dept.(major), and test identification number by 2014.7.18(Fri) 17:00. * All audition recording files must be in an USB and be brought on the day of the live audition. (Don't submit the USB in advance.) | | | |
| | Major | Costume | Common Requirement | Note |
| | Dance Sports | Clothing of choice | • | |
| | Ballet | Black Leotard Pink Tights Pink Toeshoes | Hair: tidy hair without ornaments | |
| Dance Art | - Solo pert * The MP name, d must be | 3 dances between I formance without 3 file must be seept.(major), and | nt to enter@sungshin.ac test ID number by 2014 be brought on the day of | |

9. Important Notes for All Applicants

- A. The sites for interviews and performances will be announced through university website (ipsi_sungshin_ac_kr). Individual requests for date/time change are not allowed.
- B. Applicant must bring personal ID(foreigner registration card, valid passport) to the sites.
- C. Applicant cannot use cellular phone or other devices that may interfere with the exam.
- D. Applicant must check for the time she is required to enter the test sites when the announcement is made through university website. (Please note that Sungshin Univ. has 2 campuses)

E. The test ID slip cannot be printed out, and it is not required on the day of the test.

- F. Applicant should refer to the Admission Guide for further information.
- G. Admission decision will be announced exclusively through university website and applicants will not be notified personally.
- H. Application form must include emergency local contact information, and applicant bears all responsibilities for not providing proper contact information.
- I. Other items, which are not stated in this guide, will be dealt with under the decisions made by the Sungshin Univ. Admissions Management Committee.
- J. For more information, please contact University Admissions Team.

Tel: (02)920-2000 Fax: (02)920-2013 Website: ipsi,sungshin.ac.kr

10. Application and Submission

- A. Deadline: 2014.7.1 (Tue) 10:00 ~ 7.9(Wed) 18:00
- B. Submission: By mail or in person
- C. Missing the deadline and a part of required documents will result in disqualification.
- D. Please state the content of the particular document, test number, and applicant's name in the lower, right-hand column of the document being submitted.
 - (ex : 재(신입)1100000011, 김성신(name), 고등학교 1~2학년 성적증명서(transcript of high school))
- E. All forms such as Application forms, Letter of agreement to release of information forms can be downloaded from the Sungshin website.
- F. For the College of Music's Dept. of Vocal Music, Dept. of Instrumental Music(except piano), and for the College of Convergence Culture and Arts' Dept. of Contemporary Music, each applicant's accompanist must present the "Accompanist Verification" document in order to enter the test center on the day of the test.
- G. 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, when there are situations like 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. Only students who applied for refund before Aug. 29th, 2014 can get a refund.

- 3) Applicant is responsible for all consequences caused by errors, mistakes, omissions, misspellings, insufficient materials, and late submission.
- 4) Regarding Refund: According to the Higher Education policies, Sungshin Univ. will consider the amount of the application fee and method of payment to process the refund.
 - Visit Sungshin Univ. in person
 - · 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.

H. Notes on uploading photo

- 1) Submit personal portrait photos(color, 3cm x 4cm) taken within the past three months. (Prepare 2 photos)
- 2) Applicant may not use a photo on which she is wearing hats, a photo taken using the cellular phone, a photo heavily edited by computer, or a photo showing someone other than herself.
- I. Notes on Personal information
 - 1) 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.
 - 2) Person information items: Name, foreigner registration ID #, Schools attended/graduated, photos, address, home/cellphone #, email, payment bank account, etc

I. Address

Sungshin University Admissions Team (Administration Bldg. 101)
 Bomun-ro 34 da-gil, Seongbuk-gu, Seoul, 136-742

11. Application Fee

- A. All majors (except for departments stated in the item B): 110,000 Won
- B. Dept. of Sports and Leisure, College of Arts, College of Music, College of Convergence Culture and Arts(except dept. of Culture and Art Management): 130,000 Won

12. Important Notes for Admitted Applicants

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

B. How to pay tuition deposit and tuition

| | Tuition Deposit | Tuition |
|-------------------------|--|---|
| Bill Printout Period | 2014.12. 4(Thu) ~ 12.10(Wed) University Website | 2015. 1.28(Wed) ~ 2. 3(Tue) University Website |
| Payment Period | 2014.12. 8(Mon) ~ 12.10(Wed) | 2015. 1.30(Fri) ~ 2. 3(Tue) |
| Amount of tuition | 400,000 won | Tuition exclusive of the deposit |
| Payment locations | KB bank(at any branch in Korea) | |

- C. Admission decision will be withdrawn if applicant does not pay tuition during the payment period.
- D. Applicant must sign the waiver of enrollment through university website if she wishes to resign from registering at Sungshin University and submit the form to the Admission Office.

13. Medical Checkups

- A. Student must take physical examination after admission. Detailed schedule will be announced through university website at www.sungshin.ac.kr.
- B. Student must select her study that will not interfere with her ailment or a physical disorder that she may have.

14. Scholarships (Students and their both parents are foreigner)

| Classification | Scholarship Conditions | Contents | Payment period |
|---|---|--|---------------------------------------|
| Tuition Deduction for foreigner A | A score of 90 or above in the entrance test or Level 5 or above in TOPIK | 50% of the tuition (Except admission fee) | First |
| Tuition Deduction for foreigner B | A score of 80 or above in the entrance test or Level 4 or above in TOPIK | 40% of the tuition (Except admission fee) | Semester |
| The dean's list for foreigner 1 | Over 4.0 of pre-semester's GPA | 100% of tuition | |
| The dean's list for foreigner 2 | Over 3.5 ~ under 4.0 of pre-semester's GPA | 50% of tuition | |
| The dean's list for foreigner 3 | Over 3.0 ~ under 3.5 of pre-semester's GPA | 30% of tuition | Regular |
| Academic scholarship for foreigner | Foreign students who have received a GPA of 2.5 or higher in the previous semester may be recommended by the related department based upon the student's financial circumstances. | A part of tuition | semesters except first semester |
| Outstanding extra-curricular scholarship for foreigner | Foreign students who have actively participated in exchange and volunteer work may be recommended by the related department. | A part of tuition | |

^{**} For further information, call the International Student Services team at 02)920-7015

15. Miscellaneous

• Mentoring/Tutoring

Student can receive mentoring and help with studies and life in Korea, as well as teach Korean student a foreign language – foreign students may receive scholarship by participation.

• Korean Culture Program

Held $2\sim3$ times a semester; student can participate in activities and events that introduce her to Korean cultures

• TOPIK Application Fee

Student receives financial support for the TOPIK test application fee

• Medical Check-up

Once a year, free medical check-up for foreign students

· Various Education seminars

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

• Office International Student Services

Students will receive one-stop service and guidance on academics, grades, everyday-life and sojourn in Korea

Guideline of Special Admission for Foreign Students for the Spring Semester of 2015 (Regular Admission)

■ Non-Korean Nationality (Foreign applicants and parents)

1. Timeline

| Event | Date & Time | Notes | |
|---|---|--|--|
| Application and document Submission | 2014.12.19(Fri) 10:00 ~ 12.22(Mon) 18:00 | via mail or in person Electronic submission is not accepted. Submission of documents cannot be done on Saturday, Sunday and on holidays. | |
| Announcement for taking interviews, written exams and auditions | 2015.1.5(Mon) | ■ Website (http://ipsi.sungshin.ac.kr) | |
| Interview | | | |
| Written Examination (All majors except Arts and Music) | ТВА | Test Venue at Sungshin University (Details will be notified later) Website (http://ipsi.sungshin.ac.kr) | |
| Live Audition (Arts and Music) | | | |
| Admission Announcement | 2015.1.29(Thu) Tentative | | |
| Printout Admission Certificate and Tuition Bill | 2015,1,29(Thu) ~ 2,3(Tue) | | |
| Tuition Payment Period | 2015,1,30(Fri) ~ 2,3(Tue) | ■ Kookmin Bank(KB) (at any branch in Korea) | |

2. Fields of Study

| College | Department | College | Department |
|--------------------------------|---|--|---|
| College of Humanities | Korean Language and Literature English Language and Literature German Language and Literature French Language and Literature Japanese Language and Literature Chinese Language and Literature History | College of Social Sciences | Political Science and Diplomacy Psychology Geography Economics Business Administration Media Communication Convergence Security |
| College of Law | Law | College of Natural Sciences | Mathematics Statistics Biological Science and Chemistry Information Technology Interdisciplinary ECO Science |
| College of Human Ecology | Clothing Food and Nutrition Living Culture and Consumer Science Social Welfare Sports and Leisure Exercise Rehabilitation Welfare | College of Nursing | Nursing Sciences Global Medical Science |
| College of Education | Education Social Studies Education Ethics Education Chinese Classics Education Early Childhood Education | 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 Make-up Design |

^{*} 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.

♦ Departments by Campus

| Campus | Departments | Address |
|---------|--|--|
| | Korean Language and Literature, English Lang | |
| | German Language and Literature, French Lang | guage and Literature |
| | Japanese Language and Literature, Chinese La | nguage and Literature |
| | History | |
| | Political Science and Diplomacy, Psychology, G | Geography Economics, Sungshin Women's Univ., |
| Donam- | Business Administration, Media Communication | Convergence Security 2 Bomun-ro 34da-gil, |
| Sujeong |) Law | Seongbuk-gu, Seoul, Korea |
| Campus | Mathematics, Statistics, Information Technolog | y |
| | Sports and Leisure, Exercise Rehabilitation We | fare Subway: Line 4 |
| | Education, Social Studies Education, Ethics Ed | Sungshin Women's Univ. Station |
| | Chinese Classics Education, Early Childhood E | ducation |
| | Oriental Painting, Western Painting, Sculpture | Crafts |
| | Industrial Design | |
| | Vocal Music, Instrumental Music, Composition | |
| | Biological Science and Chemistry, Interdisciplin | ary ECO Science Sungshin Women's Univ., |
| Mia-Unj | Clothing, Food and Nutrition, Living Culture a | |
| eong | Social Welfare | Seongbuk-gu, Seoul, Korea |
| Green | Nursing Sciences, Global Medical Science | |
| Campus | Culture & Arts Managements, Acting for Visu | al Media Subway: Line 4 |
| | Contemporary Music, Dance Art, Make-up de | sign Mia Station |

^{**} Please be aware when you check the location of test venue that Sungshin Women's University has two campuses in Donam-Sujeong Campus and Mia-Unjeong Green Campus.

3. Eligibility for Application

Applicants must meet all the following criteria below.

- 1) Non-Korean nationality (Applicants and their both parents)
- 2) High School Graduation Requirements: Applicants must be high school graduates or graduates-to-be in February 2015.
- 3) Students who have a Level 4 or higher TOPIK test score are qualified.

 Applicants who have a Level 3 TOPIK test score are conditionally admitted; However, they must receive Level 4 TOPIK before graduation from Sungshin University.
- * 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 Foreign Student Admission.

4. Application Instructions

Applicant is allowed to apply to one department only.

5. Admission Criteria

| Туре | Document | Written Exam | Interview | Audition | Total |
|--|----------|-----------------|-----------------|-----------------|----------------------|
| All majors (except for the departments stated below) | P/F | 30 points (30%) | 70 points (70%) | - | 100 points (100%) |
| Dept. of Sports and Leisure, College of Arts, College of Music, College of Convergence Culture and Arts(except Culture & Arts Managements) | P/F | - | 50 points (50%) | 50 points (50%) | 100 points (100%) |

6. Selection Methods

- A. Admission decisions are made according to total scores for each field of study. Points will be added according to the ratio predetermined.
- B. Applicants with the same scores will be ranked based on the University's official guidelines.
- C. Admission decision can be revoked after reviewing of applicant's scholastic ability or financial state.
- D. After checking 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.
- E. Those who are not qualified, absent at the tests, cheat or fail to submit required documents will be rejected.

7. Document Assessment

- A. Application Materials
- Application Form(Prescribed form of Sungshin Univ.)
- Personal Statement and Study Plan(Prescribed form of Sungshin Univ.)
- Request Form for Eligibility Confirmation (Prescribed form of Sungshin Univ.)
- Letter of Agreement to release of information form(Prescribed form of Sungshin Univ.)
- Transcripts of academic records and certificates of (prospective) diploma
- Certificate of Entry & Exit(applicant)
- A copy of national ID or a certificate of nationality issued by a foreign government (for applicant and parents)
- A copy of alien registration card or passport (for applicant and parents)
- Certificate of Test Of Proficiency in Korean(TOPIK)
- ** Those who are supposed to gain the certificate of TOPIK in Aug 2014 should submit their filling receipt or test identification when turning in the application and they must submit the transcript by Aug 8th 2014.
- Documents validating financial capabilities
 - ① A pledge to assume the cost of study overseas. (for the parents or the guarantor of applicants. Prescribed form of Sungshin Univ.)
 - ② A financial statement of over 15,000 US dollars by self or a financial guarantor. (the deposit due date must be set at least until over March of 2015)
 - 3 A certificate of Employment or Business registration certificate of the Sponsor(the parents)
 - ④ A certificate of Income Tax Payment (or Property Tax Payment) of the Sponsor(the parents)
 - (5) A duplicate copy of financial guarantor's ID card(or passport)
 - © 2 ID pictures of the applicant (in color, 3cm×4cm)
 - * Each guarantor is allowed to serve only one student. An applicant cannot serve as one's own guarantor.
 - ※ Chinese applicants must submit the certificate of high school career(高考) issued by Confucius Institute in Seoul (Tel: 02-554-2688, http://www.cis.or.kr/) or Higher Education Qualification Certificates in China(www.chsi.com.cn / www.cdgdc.edu.cn)
- B. Applicants must submit the original copies for all supporting documents. If they cannot submit during the application period, submit the photocopies of documents that are certified by the organizations issued or validated by the Office of Admissions when submitting. All original copies must be submitted after admission by Feb. 27th, 2015(Fri).
- C. Any documents written in foreign languages other than Korean or English must be translated and notarized in Korean or English.
- D. Letter of Agreement to release academic information must be signed by applicant after being printed out from the Internet.

- E. Notes on submitting transcript and graduation certificate
 - 1) Successful candidates must submit certificate of graduation, certificate of registration, transcript from graduated high school with an Apostille issued from the government authorities in the applicant's home country. However, If the country is not in Apostille Convention, then the student needs to follow the following: students need to visit Korean embassies in the country where they have studied and obtain approval from Korean consuls.
 - 2) Graduates-to-be must submit certificate of graduation after being accepted by Feb. 27th, 2015(Fri). In addition, the certificate of graduation successful candidates must include an Apostille issued from the government authorities in the applicant's home country or submit the documents with consular legalization issued from Korean consulate in the applicant's home country.
- F. All transcripts and certificates issued by foreign schools must bear the contact information of the schools, such as address in English, phone number, and fax number. If the contact information is not on transcripts and certificates, applicants must write the information on the document.
- G. If different names are used, proper documentation of name change or proof of identical person from the local court must be submitted.
- H. The University reserves a right to demand additional documents to prove or verify the authenticity of application requirements.
- I. The application fee and submitted documents will not be returned to applicants.

8. Interview/Written Examination/Live Audition

- A. The applicant concerned
 - 1) Interviews: All applicants
 - 2) Written Examinations: All majors except for the departments stated in the item 3)
 - 3) Live Auditions: Dept. of Sports and Leisure, College of Arts, College of Music, Acting for Visual Media, Contemporary Music, Dance Art, Make-up Design
- B. Date & Time: TBA
- C. Announcement of test venues: Jan. 5th, 2015 (tentative) www.sungshin.ac.kr

2015학년도 전기 외국인(부·모·본인 모두 외국인) 특별전형

D. Examination Subjects for Performances

1) Sports and Leisure

| Dept. | Subject |
|--------------------|----------------------------------|
| Sports and Leisure | Trunk Flexion Forward, Cross Run |

2) College of Arts, Dept. of Make-up Design

| | Dept. | Subject |
|---|-------------------|--|
| (| Oriental Painting | 1) A portfolio that consists of 6 pages (On each A4 size paper, |
| V | Western Painting | only one photo of one work should be attached.) |
| | Sculpture | 2) Explanation of works and procedure (including subjects, materials |
| | Crafts | and years) |
| I | ndustrial Design | * All of the above must be brought and submitted on the day |
| Λ | Make-up Design | of the test. |

3) College of Music

| Dept. | | Subject | | | |
|------------------------|-------------|---|--|--|--|
| Vocal Music | | 1) 1 Italian song or Operatic Arias 2) 1 German song - Choose one song in each language and sing in its original language without notes. - Transposition is allowed but modern works cannot be selected. | | | |
| Instrumental | Piano | a prepared piece of your choice (For a Sonata, play one fast movement) | | | |
| Music Orchestral music | | a prepared piece of your choice (For a concerto, play a fast movement; for a sonata, play a fast movement and a slow movement) | | | |
| Composition | Composition | One original composition written by the applicant (to be submitted on the day of piano performance) Piano Performance: One fast movement from a sonata | | | |
| | Theory | Piano Performance: a prepared piece of your choice | | | |

4) College of Convergence Culture and Arts

| Dept | | | Subject | | | |
|-------------------------------|--|---|--|------|--|--|
| Acting for Visual Media | Required Monologue (50%, within 2 minutes) To act the designated script on the day of the live audition. (Practicing time will be given for approximately 20-30 minutes) Prepared Monologue of your choice(50%, within 2 minutes) To act one monologue which the applicant prepared and will perform for 1-2 minutes | | | | | |
| Contemporary Music | To act one monologue which the applicant prepared and will perform for 1-2 minutes. Performing an audition on either an instrument or voice. (Applicants are required to bring their own instruments and any additional equipment they need to perform except drums, piano, and keyboard.) 1) Test Piece: Play each scale two octaves up and down. - C,D,A,E,F,Bb,Eb Major Scale Am,Bm,F#m,C#m,Dm,Gm Harmonic Minor Scale, Melodic Minor Scale * When playing minor scale down, there is no need to be natural minor scale. (Playing natural minor scale down is fine.) * First note will be given in case of vocal audition. * Percussion or drum players should play other instruments which has tunes such as piano or guitar. 2) A prepared piece of your choice: One piece which shows individuality and strength of the applicant(within 2 minutes) * The applicants who play instruments except piano and keyboard are allowed to bring their accompanists or use pre-recorded accompaniment file. * If the applicant wants to use pre-recorded accompaniment, the MP3 file must be sent to enter@sungshin,ac,kr with the applicant's name, dept.(major), and test identification number by 2014.12.26(Fri) 17:00. * All audition recording files must be in an USB and be brought on the day of the live audition. (Don't submit the USB in advance.) | | | | | |
| | Major | Costume | Common Requirement | Note | | |
| | Dance Sports | Clothing of choice | · Hair: | | | |
| | Ballet | Black Leotard Pink Tights Pink Toeshoes | tidy hair without ornaments • Music : MP3 file | | | |
| Dance Art | - Solo per | 3 dances between formance without | Performance Time: within 2 min 30 sec Secondary No make-up or ornament allowed The order of th | | | |
| | name, dept.(major), and test ID number by 2014.12.26(Fri) 17:00. All files must be in an USB and be brought on the day of the live audition (Don't submit the USB in advance.) | | | | | |

9. Important Notes for All Applicants

- A. The sites for interviews and performances will be announced through university website (ipsi,sungshin,ac,kr). Individual requests for date/time change are not allowed.
- B. Applicant must bring personal ID(foreigner registration card, valid passport) to the sites.
- C. Applicant cannot use cellular phone or other devices that may interfere with the exam.
- D. Applicant must check for the time she is required to enter the test sites when the announcement is made through university website. (Please note that Sungshin Univ. has 2 campuses)

E. The test ID slip cannot be printed out, and it is not required on the day of the test.

- F. Applicant should refer to the Admission Guide for further information.
- G. Admission decision will be announced exclusively through university website and applicants will not be notified personally.
- H. Application form must include emergency local contact information, and applicant bears all responsibilities for not providing proper contact information.
- I. Other items, which are not stated in this guide, will be dealt with under the decisions made by the Sungshin Univ. Admissions Management Committee.
- J. For more information, please contact University Admissions Team.

Tel: (02)920-2000 Fax: (02)920-2013 Website: ipsi,sungshin.ac.kr

10. Application and Submission

- A. Deadline: 2014.12.19(Fri) 10:00 ~ 12.22(Mon) 18:00
- B. Submission: By mail or in person
- C. Missing the deadline and a part of required documents will result in disqualification.
- D. Please state the content of the particular document, test number, and applicant's name in the lower, right-hand column of the document being submitted.
 - (ex : 재(신입)1100000011, 김성신(name), 고등학교 1~2학년 성적증명서(transcript of high school))
- E. All forms such as Application forms, Letter of agreement to release of information forms can be downloaded from the Sungshin website.
- F. For the College of Music's Dept. of Vocal Music, Dept. of Instrumental Music(except piano), and for the College of Convergence Culture and Arts' Dept. of Contemporary Music, each applicant's accompanist must present the "Accompanist Verification" document in order to enter the test center on the day of the test.
- G. 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, when there are situations like 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. Only students who applied for refund before Jan. 29th, 2015 can get a refund.

- 3) Applicant is responsible for all consequences caused by errors, mistakes, omissions, misspellings, insufficient materials, and late submission.
- 4) Regarding Refund: According to the Higher Education policies, Sungshin Univ. will consider the amount of the application fee and method of payment to process the refund.
 - Visit Sungshin Univ. in person
 - · 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.

H. Notes on uploading photo

- 1) Submit personal portrait photos(color, 3cm x 4cm) taken within the past three months. (Prepare 2 photos)
- 2) Applicant may not use a photo on which she is wearing hats, a photo taken using the cellular phone, a photo heavily edited by computer, or a photo showing someone other than herself.
- I. Notes on Personal information
 - 1) 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.
 - 2) Person information items: Name, foreigner registration ID #, Schools attended/graduated, photos, address, home/cellphone #, email, payment bank account, etc

I. Address

Sungshin University Admissions Team (Administration Bldg, 101)
 2 Bomun-ro 34 da-gil, Seongbuk-gu, Seoul, 136-742

11. Application Fee

- A. All majors (except for departments stated in the item B): 110,000 Won
- B. Dept. of Sports and Leisure, College of Arts, College of Music, College of Convergence Culture and Arts(except dept. of Culture and Art Management): 130,000 Won

12. Important Notes for Admitted Applicants

- A. If it is revealed that applicant gave false information on submitted materials, altered their content illegally or performed any wrongdoing during the application process, university can cancel the admission at any time and is not obligated to refund tuition and other fees already paid.
- B. When and Where to pay tuition: 2015. 1.30(Fri) ~ 2.3(Tue),

 Kookmin Bank(KB, at any branch in Korea)
- C. Admission decision will be withdrawn if applicant does not pay tuition during the payment period.

D. Applicant must sign the waiver of enrollment through university website if she wishes to resign from registering at Sungshin University and submit the form to the Admission Office.

13. Medical Checkups

- A. Student must take physical examination after admission. Detailed schedule will be announced through university website at www.sungshin.ac.kr.
- B. Student must select her study that will not interfere with her ailment or a physical disorder that she may have.

14. Scholarships (Students and their both parents are foreigner)

| Classification | Scholarship Conditions | Contents | Payment period |
|---|---|--|---------------------------------------|
| Tuition Deduction for foreigner A | A score of 90 or above in the entrance test or Level 5 or above in TOPIK | 50% of the tuition (Except admission fee) | First |
| Tuition Deduction for foreigner B | A score of 80 or above in the entrance test or Level 4 or above in TOPIK | 40% of the tuition (Except admission fee) | Semester |
| The dean's list for foreigner 1 | Over 4.0 of pre-semester's GPA | 100% of tuition | |
| The dean's list for foreigner 2 | Over 3.5 ~ under 4.0 of pre-semester's GPA | 50% of tuition | |
| The dean's list for foreigner 3 | Over 3.0 ~ under 3.5 of pre-semester's GPA | 30% of tuition | Regular |
| Academic scholarship for foreigner | Foreign students who have received a GPA of 2.5 or higher in the previous semester may be recommended by the related department based upon the student's financial circumstances. | A part of tuition | semesters except first semester |
| Outstanding extra-curricular scholarship for foreigner | Foreign students who have actively participated in exchange and volunteer work may be recommended by the related department. | A part of tuition | |

^{*} For further information, call the International Student Services team at 02)920-7015

15. Miscellaneous

• Mentoring/Tutoring

Student can receive mentoring and help with studies and life in Korea, as well as teach Korean student a foreign language – foreign students may receive scholarship by participation.

• Korean Culture Program

Held $2\sim3$ times a semester; student can participate in activities and events that introduce her to Korean cultures

• TOPIK Application Fee

Student receives financial support for the TOPIK test application fee

• Medical Check-up

Once a year, free medical check-up for foreign students

• Various Education seminars

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

• Office International Student Services

Students will receive one-stop service and guidance on academics, grades, everyday-life and sojourn in Korea

수 정 캠 퍼 스



● 행정관 ● 학생별관

6 음악관(음악대학)

① 기숙사

③ 학생식당 ⑥ 성신관(사회대학, 법과대학, 음악대학)

❷ 난향관

⑤ 조형1관(미술대학)

수정관(인문대학, 사회대학, 사범대학)

① 체육관

미디어정보관(자연대학)

③ 학생회관 ⑥ 조형2관

③ 조형2관(미술대학)
④ 과학관(자연대학)

② 중앙도서관(운정관)

⑤ 현정애국관(학군단)

🛮 유치원

오시는 길

주 소: 서울특별시 성북구 보문로 34다길 2(Tel: 02-920-7114)

지하철: 4호선 성신여대입구 1번 출구에서 20m 직진 후 우회전, 200m 직진 후 좌회전하여 150m

버 스: 간선(B) - 101, 102, 103, 104, 106, 107, 108, 109, 140, 142, 143, 149, 150, 151, 152, 160, 162, 171, 172, 710 / 지선(G) - 1014, 1162, 1212

운정그린캠퍼스



◆ A동 : 자연과학대학(생명과학·화학부), 생활과학대학(식품영양학과)
 ◆ B동 : 생활과학대학(의류학과, 생활문화소비자학과, 사회복지학과)

❸ C동 : 간호대학(간호학과, 글로벌의과학과)

4 Pavilion : 융합문화예술대학

오시는 길

주 소: 서울특별시 강북구 도봉로 76가길 55(Tel: 02-920-2701)

지하철: 4호선 미아역(신일고등학교 옆) 1번 출구에서 300m 직진 후 우회전하여 200m

버 스: 간선(B) - 101, 102, 106, 107, 108, 120, 130, 140, 141, 142, 150, 151, 153, 160, 170 / 지선(G) - 1144, 8153(※ 수유시장역 하차)

입학사정관실 Tel: 02-920-2001 / 입학관리팀 Tel: 02-920-2000

