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2019 Admission Guidelines of
Graduate Degree
for **International Students**



숙명여자대학교
SOOKMYUNG WOMEN'S UNIVERSITY

1. 2019 Spring Semester

Procedure	2019 Spring Semester Admission Schedule	Note
Application Forms Available online	October 2(Tue) 10:00 ~ October 25(Thu) 17:00 , 2018	http://e.sookmyung.ac.kr → Admission → Ggraduate
Submit Required Documents	October 26(Fir) 17:00 , 2018	Submission : In person or by post Administration Building #706 Office of International Affairs Sookmyung Women's University 100, Cheongpa-ro 47-gil, Yongsan-gu, Seoul, Korea (04310)
Notice on Interview	November 9(Fri) 14:00 , 2018	http://e.sookmyung.ac.kr → Notice
Interview	November 14(Wed), 2018	
Result Announcement	December 20(Thu) 14:00 , 2018	http://e.sookmyung.ac.kr → Notice
Registration	January, 2019	
Classes begin	January 4 (Mon), 2019	

2. 2019 Fall Semester

Procedure	2019 Fall Semester Admission Schedule	Note
Application Forms Available online	April 2(Tue) 10:00 ~ April 25(Thu) 17:00 , 2019	http://e.sookmyung.ac.kr → Admission → Graduate
Submit Required Documents	April 26(Fir) 17:00 , 2019	Submission : In person or by post Administration Building #706 Office of International Affairs Sookmyung Women's University 100, Cheongpa-ro 47-gil, Yongsan-gu, Seoul, Korea (04310)
Notice on Interview	May 10(Fri) 14:00 , 2019	http://e.sookmyung.ac.kr → Notice
Interview	May 15(Wed), 2019	
Result Announcement	June 20(Thu) 14:00 , 2019	http://e.sookmyung.ac.kr → Notice
Registration	July, 2019	
Classes begin	September 2(Mon), 2019	

- A. Online application is mandatory for all candidates. However overseas applicants who cannot access online application can apply offline by submitting the application in writing.
- B. Please prepare required documents as early as possible, it may take a month or more to prepare.
- C. After completing online application, applicants should submit the hard copies of completed application forms and other required documents by postal mail or in person.
- D. If applicants present any false information, fail to submit required application materials or cannot be contacted, the applicant may be disqualified.

- English track applicants must submit an English test score or a TOPIK score which required.
- Masters course applicants apply department, and majors will be selected after entrance. However, Piano, Orchestral Music and Composition applicants select their major when applying.
- Combined Master/Ph.D. course applicants only can apply as freshman.

(1) Liberal Arts and Social Science

Department	Major	Freshman			Transfer		English Track
		MA	Ph.D.	Combined MA/Ph.D.	MA	Ph.D.	
Korean Language & Literature	Korean Linguistics, Classical Korean Literature, Modern Korean Literature, Teaching Korean as a Second Foreign Language	○	○	○	○	○	
History & Culture	Korean History, Oriental History, Western History	○	○	○	○	○	
French Language & Culture	French Linguistics, French Literature	○	○	○	○	○	
Chinese Language & Literature	Chinese Linguistics, Chinese Literature	○	○	-	○	○	
German Language & Cultural Studies	German Linguistics, German Literature	○	○	○	○	○	
Japan Studies	Japanese Studies	○	-	-	○	-	
Library & Information Science	Library and Information Science, Archival Studies	○	○	○	○	○	
History of Art	History of Art	○	○	-	○	○	
English Language & Literature	English Linguistics, English Literature, English Translation	○	○	-	○	○	
Culture and Tourism	[Master] Tourism Management, Culture and Art Management [Ph.D.] Culture and Tourism Study	○	○	-	○	○	
Service Management Administration	Hotel and Restaurant Management	○	-	-	○	-	
Education	Education Philosophy & Procedure, Education Psychology, Education Sociology & Administration Counseling and Guidance, Continuing Education & Education Engineering	○	○	-	○	○	
Family Studies	Family Studies	○	○	○	○	○	
Child Welfare & Studies	Child and Teenager Welfare, Child Psychological Treatment, Child Nurturing and Education	○	○	○	○	○	
Political Science & International Relations	Political Science and International Relations	○	○	○	○	○	
Administration	Administration	○	○	○	○	○	
Communication & Media	Communication and Media	○	○	○	○	○	
Public Relations & Advertising	Public Relations & Advertisement	○	○	○	○	○	
Law	Law	○	○	○	○	○	
Economics	Theory Economics, Applied Economics, Economic History, International Economics	○	○	○	○	○	
Consumer Economics	Consumer Economics	○	-	-	○	-	
Business Administration	Human Resource and System, Marketing, Accounting, Production Management/MIS, Financial Affairs Management, International Management/Strategy	○	○	○	○	○	
Social Psychology	Social Psychology, Criminal Psychology, Organizational Psychology	○	-	-	○	-	
Global Service	Global Cooperation, Global Entrepreneurship	○	-	-	-	-	

(2) Natural Science

Department	Major	Freshman			Transfer		English Track
		MA	Ph.D.	Combined MA/Ph.D.	MA	Ph.D.	
Physics	Physics	○	○	○	○	○	
Chemistry	Inorganic and Analytical Chemistry, Organic and Bio Chemistry, Physical Chemistry	○	○	○	○	○	●
Life Systems	Life Systems	○	○	○	○	○	●
Mathematics	Mathematics	○	○	○	○	○	
Statistics	Statistics	○	○	○	○	○	
Clothing & Textiles	Clothing & Textiles	○	○	○	○	○	
Food & Nutrition	Food & Nutrition	○	○	○	○	○	
Pharmacy	Bio Pharmacy, Pharmaceutical Chemistry, Clinical, Public and Social Pharmacy	○	○	○	○	○	●
Manufacturing Pharmacy		○	○	○	○	○	

(3) Engineering

Department	Major	Freshman			Transfer		English Track
		MA	Ph.D.	Combined MA/Ph.D.	MA	Ph.D.	
IT Engineering	[Master] IT Engineering, [Ph.D.]] IT Engineering , Multimedia Science	○	○	○	○	○	
Chemical and Biological Engineering	Chemical and Biological Engineering	○	○	○	○	○	●
Computer Science	Computer Science	○	○	○	○	○	
Electronic Engineering	Smart Device Design, Communication and Networks, Control, Robotics and Systems	○	○	○	○	-	
Mechanical Systems	Mechanical Engineering	○	○	○	○	-	●
Software Convergence	Software Convergence	○	-	-		-	

(4) Arts and Physical Education

Department	Major	Freshman			Transfer		English Track
		MA	Ph.D.	Combined MA/Ph.D.	MA	Ph.D.	
Piano	Piano performance, Piano Accompaniment	○	-	-	○	-	
Orchestral Music	Wind, Strings, Percussion	○	-	-	○	-	
Vocal Music	Vocal Music	○	-	-	○	-	
Composition	Composition, Music Theory, Conduct	○	-	-	○	-	
Music	Piano performance, Wind, Strings, Vocal Music, Composition, Music Theory, Music Therapy	-	○	-		○	
Industrial Design	Industrial Design	○	-	-	○	-	
Visual Communication Design and Motion Picture	Visual Communication Design and Motion Picture	○	-	-	○	-	
Environmental Design	Practical Approach to Architecture Design, Practical Approach to Urban·Landscape Architecture Design, Practical Approach to Interior Design	○	-	-	○	-	
Design	Visual Communication & Motion Picture Design, Industrial Design, Space & Environment Design	-	○	-	-	○	
Molding Art	Craft Art, Fine Art	○	○	○	○	○	
Physical Education	Physical Education	○	○	○	○	○	
Dance	Korean Dance, Ballet, Modern Dance, Dance	○	○	-	○	○	

(5) Interdisciplinary Program

Department	Major	Freshman			Transfer		English Track
		MA	Ph.D.	Combined MA/Ph.D.	MA	Ph.D.	
East Asia Studies	East Asia Studies	-	○	-	-	○	●

1. Freshman

A. Nationality

- Female Students whose parents are not Koreans
- ※ Taiwanese applicants with one parent of Taiwanese nationality are eligible
- ※ It is not eligible if the applicant and her parents changed their nationality from Korean to another country while the applicant was in or after high school
- ※ Korean citizens, including those who hold dual citizenship, are NOT eligible to apply

B. Academic Requirements

- Applicants must meet one of the following conditions:
 - 1) Master / Combined Master's & Doctorate course applicants
 - ① Those who have earned a Bachelor's degree
 - ② Those who are expected to earn a Bachelor's degree by February 28, 2019
 - ③ Combined Master's & Doctorate course applicants must apply for the same undergraduate majors
 - 2) Doctoral course applicants
 - ① Those who have earned a Master's degree
 - ② Those who are expected to earn a Mater's degree by February 28, 2019

C. Language Requirements

- TOPIK level 3 or higher(Applicants of Child Welfare & Studies need to obtain TOPIK level 4 or higher)
- English track applicants need to obtain one of the following language scores: TOEFL PBT 530, CBT 197, IBT 71, IELTS 5.5, TEPS 600 etc. or higher.
- ※ English track applicants must submit English test score or TOPIK score which required.

2. Transfer Students

Category	Master Course	Doctorate Course
2 nd Semester	One who has finished at least 1 semester, and obtained at least 6 credits from the same or similar major master course in or out of Korea	One who has finished at least 1 semester, and obtained at least 9 credits from the same or similar major doctorate course in or out of Korea
3 rd Semester	One who has finished at least 2 semesters, and obtained at least 12 credits from the same or similar major master course in or out of Korea	One who has finished at least 2 semesters, and obtained at least 18 credits from the same or similar major doctorate course in or out of Korea

- ※ Credit transfer for master's course cannot be over 12 credits.
- ※ Credit transfer for doctorate course cannot be over 18 credits.

1. Required Documents (Mandatory)

Mandatory	Note
Application	Print and submit the application after completing the online registration ※ Overseas applicants who cannot access online application system can apply offline by submitting the attached [Form 1]
Admission Fee (Refer to 5. Admission Fee)	<ul style="list-style-type: none"> - Applicants who in Korea : Shinhan Bank 366-03-009311 - Applicants who out of Korea: Please transfer the bank account as below Name of Bank : Shinhan Bank (Sookmyung Women's University Branch) Account No: 366-03-009311 Swift Code: SHBKKRSE Name of Beneficiary: Sookmyung Women's University Bank Address: 115 Chungpa-dong 3 Ka, Yongsan-ku, Seoul, Korea ※ Overseas Balancing charges should be covered by students ※ Please transfer under name of applicants and submit the receipt with application documents
Study & Research Plan	Must be written in Korean or English[Form 2]
Resume(for Ph.D. Degree)	Must be written in Korean or English[Form 2]
Academic Record Check Agreement	Fill out the form with requested school information and sign[Form 3]
Undergraduate school(expected) graduation Certificate / Graduate school(expected) graduation Certificate & Undergraduate school Transcript / Graduate school Transcript	Applicants for Master Degree (1) Official undergraduate school(expected) graduation certificate(Bachelor's) (2) Transcript of undergraduate school's all grades Applicants for Ph.D. Degree (1) Official undergraduate school(expected) graduation certificate(Bachelor's) (2) Official graduate school(expected) graduation certificate(Master's) (3) Transcript of undergraduate school's all grades (4) Transcript of graduate school's all grades
Certificates of Citizenship of the Applicant and Parents & Official documents indicating family relationship between the Applicant and Parents	Examples: a birth certificate, a government-issued certificate indicating the parent-child relationship, a family register, or parents' passport copies
Important Notes	
+ Applicants who have graduated from overseas schools can choose one option from below: ① All documents proving academic background must be confirmed through Apostille(see Apostille Member Countries) ② Countries without the Apostille Agreement(including China) must obtain confirmation from the consul at Korean Embassy located at the country of graduated school ※ Please refer to "Apostille and Embassy Legalization Information" + Transcript of all grades ① Specific GPA on a basic 100 point grade scale or specify the original grade scale ② In case the transcript does not have information on the applicant's percentile score, an applicant must submit an additional official certificate issued by the school, confirming that the applicant's academic achievement	

※ Download Form from the Admission website (<http://e.sookmyung.ac.kr> → Admission → Graduate)

2. Required Documents (Optional)

Optional	Note
Korean proficiency (Korean Track)	TOPIK Level 3 or higher, Certificate of LinguaExpress Level 4 (TOPIK level 4 or higher for Child Welfare & Studies applicants)
English proficiency (English Track)	TOEFL PBT 530, CBT 197, IBT 71, IELTS 5.5, TEPS 600 or higher
Copy of Alien Registration Card	Only for applicants who are residing in Korea

3. Required Documents for Transfer Applicant

- A. All required documents mentioned above
- B. Certificate of University Enrollment

4. Note

- A. Original documents should be submitted. In case of submitting photocopied documents, applicants MUST have the copies notarized or apostilled and then submit the notarized or apostilled copies. Or bring in the original to Office of International Affairs and get official confirmation.
- B. All application documents must be either in Korea or in English. Documents in any other languages must be accompanied by a complete Korean or English translation, authenticated by the issuing institution or notarized by a notary public.
- C. All application documents should be submitted within deadlines.
- D. SMU may request the submission of additional documents as needed.
- E. Any applicant, who submits a provisional graduation certificate at the time of applying, must submit her official graduation certificate of University upon arrival in Korea, no later than March 1, 2019.
- F. Transfer Applicants, who take leave of absence at the time of applying, submit her official certificate of leave of absence.
- G. If there is any inconsistency in the applicant's name or birth date on submitted documents, further evidential document must be submitted as verification.
- H. Submitted documents will not be returned to the applicant

✦ Apostille and Embassy Legalization Information

1. International school graduation certificate and transcript certificate

Student who have graduated from overseas universities should submit the Apostille certificates, and Student graduating from countries without the Apostille Agreement (including China) must obtain confirmation from the consul at Korean Embassy located at the country of graduated universities.

2. Apostille certification

- A. Apostille confirmation Authority
 - Ministry of Foreign Affairs Apostille desk: 02-2100-7600
 - Ministry of Justice Apostille desk: 02-720-8027

B. Apostille Member countries (2018.05.07)

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

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Admission Fee

1. KRW 150,000 or USD 150

2. Applicants of Arts and Physical Education Category: KRW 200,000 or USD 200

※ Please note that refund of application Fee is unavailable

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Screening Process

1. Examination and Distribution of Marks

Category	Percentage and Points		
	Documents	Interview	Total
Freshman / Transfer	50% (100 points)	50% (100 points)	100% (200 points)

※ If you cannot participate in the interview test due to your staying in overseas, the interview will be processed by phone call or skype.

2. Practical Examinations

Category	Division (Major)	Practical Examination Subject	Alternative practical examination for Students applying out of Korea
Master	Industrial Design, Visual Communication Design and Motion Picture, Environmental Design, Molding Art	<ul style="list-style-type: none"> Portfolio assessment 	Portfolio assessment
	Piano Orchestral Music	<ul style="list-style-type: none"> Practical test 	DVD of your performance recorded. CD & video will not be accepted, no exception
	Vocal Music	<ul style="list-style-type: none"> Practical test 	DVD of your performance recorded. CD & video will not be accepted, no exception.
	Composition	<ul style="list-style-type: none"> Western music history & Western music theory 1 compositions of applicant 	Students out of Korea cannot apply
Ph.D.	Design Molding Art	<ul style="list-style-type: none"> Portfolio assessment 	Portfolio assessment
	Piano, Wind Music, Strings, Vocal Music	<ul style="list-style-type: none"> Practical test 	DVD of your performance recorded. CD & video will not be accepted, no exception
	Composition	<ul style="list-style-type: none"> Western music history & Western music theory 3 compositions of applicant (1 Orchestra piece is mandatory) 	Students out of Korea cannot apply
	Music Theory	<ul style="list-style-type: none"> Western music history & Western music theory 1 treatise of applicant 	Students out of Korea cannot apply
	Music Therapy	<ul style="list-style-type: none"> Writing Test 	Interview by phone call

※ The Practical Examinations may be held for arts and physical fitness applicants, and will be included in the interview examination scores.

1. Applicants who do not participate in the admission interview the applicant can be disqualified.
2. English track applicants need to obtain one of the following language scores: TOEFL PBT 530, CBT 197, IBT 71, IELTS 5.5, TEPS 600 or higher. Alternatively, applicants with other internationally authorized English test score may submit those scores. (English track applicants must submit English test score or TOPIK level 3 or higher.)
3. Accepted students who have registered and do not have any score of Korean language or English language must go on a leave of absence and achieve the average standard condition such as TOPIK level 3, TOEFL 530, CBT 197, IBT 71, IELTS 5.5, TEPS 600 or higher.

Exception

(1) Korean or other national Government Scholarship students will follow the regulation provided by the appropriate government.

(2) Applicants in the Child Welfare & Studies: **TOPIK level 4** or higher

(3) Applicants who meet one of the following condition below exempt from submitting language test score.

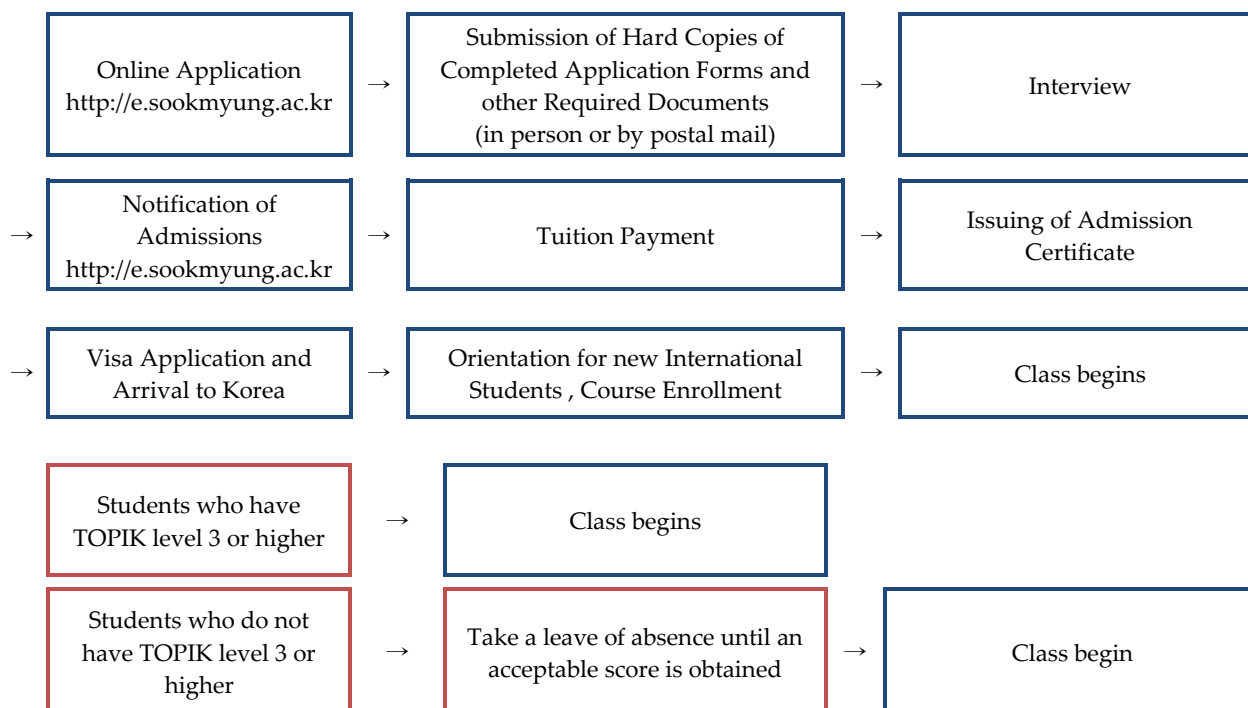
- Applicants who received a BA or MA degree in Korea
- Applicants who graduated with a major in Korean language
- Applicants who have finished their Korean Language Courses level 4 or higher at LinguaExpress
- Applicants from Countries with English as Official Language : Only accepted for English track applicants

If you completed your education entirely in English, and in a country where English is considered an official language, you may submit a written appeal with your application explaining why you qualify for an English Test score waiver. Appeals will be reviewed after all application items have been received.

※ **Attention!** Accepted international students should obtain TOPIK level 4 or higher to graduate from SMU.

4. The admission is canceled when applicant fails to graduate a school, or submitted documents include false information.
5. When false documents, plagiarism and other misconduct is disclosed, applicants is rejected even after acceptance is announced.

※ Admission Process



1. Entrance Scholarships (1st Semester)

Categories	Scholarship coverage
A	Entrance Fee, 100% of Tuition
B	Entrance Fee, 70% of Tuition
C	Entrance Fee, 50% of Tuition
D	Entrance Fee

- Evaluation criteria : **GPA(grade point average), Interview Score, TOPIK score**

- (1) No need to apply for the 1st Semester Scholarship.
- (2) The Scholarship result will be announced on the website(<http://e.sookmyung.ac.kr>) with the final result announcement.
- (3) Amount of entrance fee and tuition will be given according to the standard of applying semester and major.
- (4) The number of Scholarship students will be determined by the Scholarship Committee.
- (5) Accommodation fee and airfare, etc. could be additionally supported through the evaluation.

2. Scholarship while in School (2nd Semester-4th Semester: MA/2nd Semester-4th Semester: Ph.D.)

- (1) Automatically awarded based on previous semester's GPA

GPA(4.3 Conversion)	Value	Note
Over 3.7	Tuition 80%	Int'l Students who obtain GPA over 4.0 will be awarded stipends for semester.
Over 3.5~ Under 3.7	Tuition 70%	
Over 3.0~ Under 3.5	Tuition 50%	

- (2) According to the International Students Admission regulations, the scholarship could be changed
- (3) One must be taking more than 6 credits excluding Pass/Fail courses
- (4) Only given to regular semester (Receiving semester basis: 4 semesters for Master, 4 semesters for Ph.D.)
- (5) The GPA of Supplementary Course during MA or Ph.D will not be included at total GPA.

3. Outstanding Korean Scholarship while in School

- (1) Eligibility : One must be from a low- and lower-middle-income countries and have a TOPIK score
 - Undergraduate Program : TOPIK level 4 or higher
 - Graduate Program : : TOPIK level 5 or higher
- (2) Necessary Document : A copy of Valid TOPIK score

- (1) Eligibility : Accepted students who have been accepted as international students whose parents are both non-Korean Citizens
- (2) Online apply period : It will be informed on Sookmyung website with the admission result
- (3) Room & Rates (per semester) : KRW 720,000~1,540,000
The room rate vary according to the type of dormitory(single, double, triple room) ; during vacation dormitory registration and the payment takes place separately
- (4) Contact : +82-2-6325-3100 / inhouse@sookmyung.ac.kr / <http://e.sookmyung.ac.kr> → Life on Campus → Housing
 - ※ Please note that if the number of applicants exceeds the available dormitory space, students will be need to find outside accommodation by themselves
 - ※

1. Complete application (<http://e.sookmyung.ac.kr>) → Admission → Graduate

⇒ On-line application or Off-line application

※ Online application is mandatory for all candidates. However overseas applicants who cannot access online application can apply offline by submitting the application in writing.

2. Send all the required documents to:

Ms. Alice Kang (강소영)

Program Coordinator

Administration Building #706 Office of International Affairs

Sookmyung Women's University

100, Cheongpa-ro 47-gil, Yongsan-gu, Seoul, Korea (04310)

Contact: +82-2-710-9817 / admission@sookmyung.ac.kr