



SOGANG UNIVERSITY EXCHANGE PROGRAM INFORMATION SHEET AY 2024/2025

General Information

Office	Office of International Affairs (OIA)
Websites	University http://www.sogang.ac.kr OIA http://oia.sogang.ac.kr Nomination/application platform http://inbound.sogang.ac.kr/
Mailing address	Berchmans Woojung Hall #201 35 Baekbeom-ro, Mapo-gu, Seoul 04107, Korea Tel: +82-2-705-8118
Contact information	<p>Inbound Exchange (your students to Sogang University)</p> <ul style="list-style-type: none"> • Mr. David JEONG (Europe, Asia-Pacific, Africa) Tel. +82-2-705-8316 / goabroad9@sogang.ac.kr • Ms. Vanessa KIM (Americas) Tel. +82-2-705-8266 / goabroad6@sogang.ac.kr • Ms. Jiwon LEE (Visiting Students) Tel. +82-2-705-7861 / visiting@sogang.ac.kr <p>Outbound Exchange (Sogang students to your university), Partnerships and Agreements</p> <ul style="list-style-type: none"> • Mrs. Eunyoung SUH (Europe) Tel. +82-2-705-7855 / goabroad7@sogang.ac.kr • Mr. Jason KIM (Asia-Pacific) Tel. +82-2-705-7804 / goabroad5@sogang.ac.kr • Ms. Vanessa KIM (Americas) Tel. +82-2-705-8266 / goabroad6@sogang.ac.kr

Academic Calendar (Korean academic year starts in March – making Fall the 2nd semester)

	Fall Semester (Semester 2 in Korea)	Spring Semester (Semester 1 in Korea)
Calendar link	http://www.sogang.ac.kr/academic/academic_calendar.jsp	
Semester dates	Sep 2 – Dec 21	Mar 4 – Jun 23
Recommended Date of arrival	Around 7 days prior to the start of semester for Orientation	
On-campus orientation	Usually 3-4 days before the start of the semester * Depending on the level of social distancing implemented by the local government, the On-campus Orientation can be switched to online format.	

Nomination & Application Deadlines

	For fall semester	For spring semester
Online platform opens	Early April	Early October
Nomination deadline	May 15	Nov 15
Application deadline	May 30	Nov 30

※ Nomination/application must be submitted through the online platform. See next page for more information.

Eligibility

GPA Requirement	There is no minimum GPA requirement to participate in the exchange program. However, students must meet the standards set by their home institution to study abroad. It is highly recommended that students score more than 80/100 in percentile scale.
Language Requirement	Lectures taught in English Students are not required to submit proof of English Language Proficiency. However, students from non-English speaking countries are highly <u>recommended</u> to have English proficiency scores equivalent to or higher than TOEFL iBT 79 (total) or IELTS 6.5. Lectures taught in Korean Students are not required to submit proof of Korean Language proficiency. However, it is highly recommended that students have Korean Proficiency equivalent to or higher than TOPIK level 4 in order to take courses conducted in Korean.

Nomination & Application Procedure

Nomination	<p>Students must be officially nominated by their home institutions in order to gain access to the online platform for application. For this, each partner institution will be given a user ID and password for the Sogang's online platform.</p> <p>After the nomination has been made, students will receive detailed instructions regarding application procedures, as well as the log-in information for the online application platform.</p> <p><u>Dear partners, nominations sent by e-mail cannot be accepted. Please formally nominate the students through the online platform.</u></p>
Application	<p>① When officially nominated by their home institutions, nominees will be given access to Sogang's application system.</p> <p>② Students must complete the online application form and submit the required documents within the application deadline. <u>Late applications will not be entertained.</u></p> <p>③ If documents are in a language other than English or Korea, please attach a translation.</p> <p>[Online Submission] Required for All Applicants</p> <p>1) Copy of Passport (valid until at least 6 months after the end of exchange term)</p> <p>2) ID Photo (JPG/JPEG format, color photo taken within the last 6 months) *This will be on your student ID card.</p> <p>3) Certificate of Bank Balance: USD 5,000 per semester (<u>USD 10,000 per year</u>) *Documents provided by direct family members or guardians can be accepted if additional document(s) to prove the relationship can be submitted.</p> <p>4) Academic Transcript or Certificate of Enrollment</p> <p>5) On-Campus Housing Application Form (dormitory applicants only)</p> <p>6) Sogang Global Scholarship Form (optional)</p> <p>7) Recommendation Letter for KAP200 (Intensive Korean program) applicants</p> <p>[Submission by Post] * Only for students whose nationalities are of non-OECD Countries (Deadline: for Fall Semester – May 30 / for Spring Semester – Nov 30) (Students who have OECD nationalities are exempt from document submission by post.) <u>*link to the list of OECD countries: List of OECD Member countries - Ratification of the Convention on the OECD*</u></p> <p>1) "Original" Certificate of Bank Balance: USD 5,000 per semester (USD 10,000 per year) * issued within 30 days from the application deadline - If submitting a guardian's statement, an additional document to prove the relationship (ex: family registration, birth certificate, etc.) is required.</p> <p>2) "Original" Academic documents (transcript or certificate of enrollment) with Apostille or Consulate Verification * <u>Students with Chinese nationality : Academic documents issued by CHSI are required.</u> (No need for Apostille or Consulate Verification)</p> <p>*Please refer to the table on the next page for more information regarding the required documents.</p> <p><u>*If applicants fail to mail in the documents within the due date, their admission may not be granted.</u></p>

Required Documents

	Applicant's Nationality		
	OECD* Country	Non-OECD Country	China
Online (through the application portal)	<p>1) Copy of Passport (valid until at least 6 months after the end of exchange term)</p> <p>2) ID Photo (JPG/JPEG format, color photo taken within the last 6 months) *This will be on your student ID card.</p> <p>3) Certificate of Bank Balance: USD 5,000 per semester (<u>USD 10,000 per year</u>) *Documents provided by direct family members or guardians can be accepted if additional document(s) to prove the relationship can be submitted.</p> <p>4) Academic Transcript or Certificate of Enrollment</p> <p>5) On-Campus Housing Application Form (dormitory applicants only)</p> <p>6) Sogang Global Scholarship Form (optional)</p> <p>7) Recommendation Letter for KAP200 (Intensive Korean program) applicants</p>		
Post (After submitting the online application)	Not needed	<p>1) Original Academic Documents (transcript or certificate of enrollment) with Apostille or Consulate Verification</p> <p>2) Original Bank Statement</p> <ul style="list-style-type: none"> - minimum balance of USD 5,000 per semester (USD 10,000 per year) - <u>issued within 30 days from the application deadline</u> - If submitting a guardian's statement, an additional document to prove the relationship (ex: family registration, birth certificate, etc.) is required. - Apostille / Consulate verification is not required for the bank statement 	<p>1) Original Academic Documents (transcript or certificate of enrollment) issued by CHSI** (No need for Apostille or Consulate Verification) **CHSI: China Credentials Verification (https://www.chsi.com.cn/)</p> <p>2) Original Bank Statement</p> <ul style="list-style-type: none"> - minimum balance of USD 5,000 per semester (USD 10,000 per year) - <u>issued within 30 days from the application deadline</u> - The account balance must remain for at least 30 days - If submitting a guardian's statement, an additional document to prove the relationship (ex: family registration, birth certificate, etc.) is required. - Apostille / Consulate verification is not required for the bank statement

* [link to the list of OECD countries: List of OECD Member countries - Ratification of the Convention on the OECD*](#)

* Mailing Address:

Inbound Exchange Team,

Room #201 Berchmans Woojung Hall, 35 Baekbeom-Ro (Sinsu-dong), Mapo-Gu, Seoul 04107, Korea

Acceptance & Refusal

Acceptance Package	<p>We will send out Acceptance Packages by e-mail for students who have completed the document submission. The Acceptance Package will include the following documents that students will need for visa application.</p> <ul style="list-style-type: none"> • Photocopy of Certificate of Admission • Photocopy of Certificate of Business Registration (document written fully in Korean)
Rejection (refusal)	<p>Please kindly note that being nominated does not guarantee acceptance to the program. In following cases, Sogang University reserves the right to reject/refuse applicants:</p> <ul style="list-style-type: none"> • Applicant fails to fully submit his/her online application within the given deadline • Applicant fails to mail in the original documents within the given deadline

Academic Information

Level of Study	Both undergraduate and graduate levels, depending on student exchange agreement
Course Load per Semester	<p>Undergraduate: 9-15 credits (minimum-maximum) Graduate: 3-12 credits (minimum-maximum)</p> <ul style="list-style-type: none"> In general, courses at Sogang are three-credit courses. 1 Credit hour indicates 15 classroom hours per semester. In general, the credit conversion ratio (credit to ECTS) is 1:2 for undergraduate-level lectures and 3:8 for graduate-level lectures. (Please consult with home institution) <u>Students are not allowed to take more than 15 credits (exception: KGP60 students).</u>
Courses taught in English	<ul style="list-style-type: none"> Around 15-20% of all courses in the undergraduate program are taught in English. Students can take courses across all majors with an exception to courses that are restricted to exchange students. (detailed information next page) Undergraduate students are not allowed to take graduate courses. However, graduate students are allowed to take courses in undergraduate and graduate levels.
Course Catalog (course list)	<p>http://sis109.sogang.ac.kr/sap/bc/webdynpro/sap/zcmw9016?sap-language=EN#</p> <ul style="list-style-type: none"> 1st semester: Spring semester, 2nd semester: Fall semester (Korean academic year) Please check the box next to "Courses for Exchange Students" and click "Search". Please note that not all courses offered in English are open to exchange students. If a student is proficient in Korean, he may take courses conducted in Korean language. For these courses, do not check the box "Courses for Exchange Students". Finalized course lists for each semester will be available about a month prior to the beginning of the semester. If students need to sign their Learning Agreements before the semester begins, please refer to the course lists from the past.
Course Registration	<p>Course registration is done online, on a <u>first-come, first-served</u> basis. Specific dates for course registration will be announced to students by email.</p> <ul style="list-style-type: none"> Fall semester: mid/end of July Spring semester: mid/end of January
Transcript	<p>Transcripts will be issued about a month and a half after the end of the semester. Digital version of academic transcript will be sent to the student's home university.</p> <ul style="list-style-type: none"> Fall semester: early February Spring semester: early August
Grading System	<p>Sogang adopts a 4.3 point grading system. Link: www.sogang.ac.kr/wwwe - Rules & Regulations (sogang.ac.kr)</p>

Study Areas Offered to Exchange Students (Undergraduate Programs)

College of Humanities	<ul style="list-style-type: none"> • Korean Language and Literature • English • History • European Languages and Cultures • German Culture • Philosophy • French Culture • Religious Studies • Chinese Culture • Japanese Culture
College of Social Sciences	<ul style="list-style-type: none"> • Sociology • Political Science • Psychology
College of Economics	<ul style="list-style-type: none"> • Economics
Sogang Business School (AACSB)	<ul style="list-style-type: none"> • Business Administration
College of Media, Arts, and Science	<ul style="list-style-type: none"> • Journalism and Strategic Communication • Media & Entertainment • Art & Technology • Global Korean Studies
College of Natural Sciences	<ul style="list-style-type: none"> • Mathematics • Physics • Chemistry • Life Sciences
College of Engineering	<ul style="list-style-type: none"> • Electronic Engineering • Computer Science and Engineering • Chemical and Bio-molecular Engineering • Mechanical Engineering • System Semiconductor Engineering • Artificial Intelligence
Loyola International College	<ul style="list-style-type: none"> • Division of Global Korean Studies <ul style="list-style-type: none"> - Global Korean Studies, Korean as Foreign Language tracks • Geppert School of International Studies <ul style="list-style-type: none"> - International Relations, International Trade, Asia Studies tracks • Division of Global Interdisciplinary Studies <ul style="list-style-type: none"> - Global Business, Global Economics, Global Media tracks

- There is high demand in certain areas of study, especially in the following departments: Business Administration, Journalism, Media and Entertainment, and Art & Technology.
- Securing courses from these departments could be very competitive. Course selection is not guaranteed. Therefore, it is highly advised that students be flexible with their learning agreements.
- Within the College of Engineering, two departments (System Semiconductor Engineering, AI) were newly launched in academic year 2022.
- Loyola International College will be launched in Spring 2024. It is uncertain at this point if these faculties will offer courses for inbound exchange students.

Academic Information

Study Areas Offered to Exchange Students (Graduate Programs)

<p>Graduate School (general programs)</p>	<ul style="list-style-type: none"> • Korean Language and Literature • English Language and Literature • German Language and Literature • French Language and Literature • Chinese Language, Literature and Culture • History • Philosophy • Religious Studies • Sociology • Psychology • Mass Communications • Political Science • Law • Economics • Business Administration • Mathematics • Physics • Chemistry • Life Sciences • Electronic Engineering • Chemical and Bio-molecular Engineering • Computer Science and Engineering • Mechanical Engineering • Art & Technology • Science Communication • Gender Studies • Southeast Asian Studies • Biomedical Engineering • Management of Technologies • Global Korean Studies
<p>Professional Graduate Schools</p>	<ul style="list-style-type: none"> • Graduate School of International Studies (GSIS) • Sogang Business School (AACSB) – <u>may or may not teach in English</u> • Graduate School of Metaverse - Restricted • Graduate School of Theology - Restricted • Sogang Law School - Restricted • Graduate School of MOT - Restricted
<p>Special Graduate Schools</p>	<ul style="list-style-type: none"> • Graduate School of Public Policy - Restricted • Graduate School of Education - Restricted • Graduate School of Economics - Restricted • Graduate School of Mass Communication - Restricted • Graduate School of Information and Technology - Restricted

- Some programs in the graduate school level (marked in red) are restricted to exchange students.
 - **From Fall 2022, the Sogang Business School paused offering courses taught in English.**
 - Courses from the Sogang Business School (graduate level) and GSIS have a different registration system.
- * Students get approval to join the courses from the lecturers in the 1st week of the semester, instead of directly adding them using course registration portal.

Korean Language Programs

<p>Overview</p>	<p>Exchange students may choose from three different types of Korean language programs. Nevertheless, <u>taking a Korean language course is NOT a requirement</u> – as students are able to take up to 15 credits in their areas of study.</p>												
<p>Program Fees</p>	<ul style="list-style-type: none"> • Tuition is waived for KAP200 program if the following requirements are met: <ol style="list-style-type: none"> 1) Student is majoring/minoring in Korean/Asian Studies 2) Student submits the Recommendation Letter from a lecturer in above fields • Tuition of KRW 800,000 will be charged for the optional KGP60 (evening) program. • Tuition is waived for the course, “Korean Language and Culture” 												
<p>Intensive Korean Language Course (KAP200)</p> <p><u>Only for Eligible students</u></p>	<p>Korean Language for Academic Purposes (KAP200) – 12 credits</p> <table border="1" data-bbox="311 441 1265 694"> <tr> <td>Schedule</td> <td>Mon-Fri (5 times a week) * 10 weeks , 200 hours per semester</td> </tr> <tr> <td>Eligibility</td> <td>Students majoring or minoring in Korean/Asian Studies</td> </tr> <tr> <td>Levels</td> <td>1-6 (1 is the lowest level; beginner)</td> </tr> <tr> <td>Class Size</td> <td>Maximum 16 students per class</td> </tr> <tr> <td>Syllabus</td> <td>https://klec.sogang.ac.kr/?url=/main/index.php</td> </tr> </table> <ul style="list-style-type: none"> • In principle, only the students majoring or minoring in Korean Language/Korean Studies/Asian Studies will be allowed to register for the intensive program (KAP200). Transcripts that students submit during application will be used to determine the student’s eligibility. • Applicants for KAP200 must submit a <u>Recommendation Letter</u> written by a professor from academic department related to the fields of Korea/Asia Studies. • Students who take KAP200 may register for one extra course (3 credits) from the undergraduate or graduate-level program. 	Schedule	Mon-Fri (5 times a week) * 10 weeks , 200 hours per semester	Eligibility	Students majoring or minoring in Korean/Asian Studies	Levels	1-6 (1 is the lowest level; beginner)	Class Size	Maximum 16 students per class	Syllabus	https://klec.sogang.ac.kr/?url=/main/index.php		
Schedule	Mon-Fri (5 times a week) * 10 weeks , 200 hours per semester												
Eligibility	Students majoring or minoring in Korean/Asian Studies												
Levels	1-6 (1 is the lowest level; beginner)												
Class Size	Maximum 16 students per class												
Syllabus	https://klec.sogang.ac.kr/?url=/main/index.php												
<p>Evening Korean Language Course (KGP60)</p>	<p>Korean Language for General Purposes (KGP60) – 3 credits</p> <table border="1" data-bbox="311 1058 1213 1363"> <tr> <td>Schedule</td> <td>Mon, Tue, Thu (3 times a week)* 10 weeks, 60 hours</td> </tr> <tr> <td>Class Size</td> <td>Around 12-16 students</td> </tr> <tr> <td>Levels</td> <td>1-3 (1 is the lowest level)</td> </tr> <tr> <td>Fee</td> <td>Tuition: KRW 760,000, textbook: KRW 50,000 – KRW 65,000</td> </tr> <tr> <td>Credits</td> <td>3 credits</td> </tr> <tr> <td>Syllabus</td> <td>https://klec.sogang.ac.kr/?url=/main/index.php</td> </tr> </table> <ul style="list-style-type: none"> • This is an optional, entry-level Korean class offered by KLEC in the <u>evening</u>. • Tuition for this program is not waived through the exchange student agreement. 	Schedule	Mon, Tue, Thu (3 times a week)* 10 weeks, 60 hours	Class Size	Around 12-16 students	Levels	1-3 (1 is the lowest level)	Fee	Tuition: KRW 760,000, textbook: KRW 50,000 – KRW 65,000	Credits	3 credits	Syllabus	https://klec.sogang.ac.kr/?url=/main/index.php
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Credits	3 credits												
Syllabus	https://klec.sogang.ac.kr/?url=/main/index.php												
<p>Korean Language And Culture (Global Korean Studies)</p>	<p>Korean Language and Culture (from the Department of Global Korean Studies)</p> <table border="1" data-bbox="311 1508 1268 1761"> <tr> <td>Schedule</td> <td>Two 75-minute meetings per week (45 hours per semester)</td> </tr> <tr> <td>Eligibility</td> <td>All students (subject to online course registration)</td> </tr> <tr> <td>Levels</td> <td>Beginner (levels 1-2), Intermediate (levels 3-4), Advanced (levels 5-6)</td> </tr> <tr> <td>Class Size</td> <td>Maximum 40-50 students per class</td> </tr> <tr> <td>Credits</td> <td>3 credits</td> </tr> </table> <ul style="list-style-type: none"> • Korean Language and Culture is an undergraduate-level lecture offered from the Department of Global Korean Studies. Unlike the intensive KAP200, this 3-credit course draws more focus on the cultural, societal aspects of Korea. • Please kindly note that this lecture is divided into three levels; Beginner, Intermediate and Advanced. Due to this arrangement, TOPIK-equivalent level (levels 1 to 6) will not be indicated on the academic transcript. 	Schedule	Two 75-minute meetings per week (45 hours per semester)	Eligibility	All students (subject to online course registration)	Levels	Beginner (levels 1-2), Intermediate (levels 3-4), Advanced (levels 5-6)	Class Size	Maximum 40-50 students per class	Credits	3 credits		
Schedule	Two 75-minute meetings per week (45 hours per semester)												
Eligibility	All students (subject to online course registration)												
Levels	Beginner (levels 1-2), Intermediate (levels 3-4), Advanced (levels 5-6)												
Class Size	Maximum 40-50 students per class												
Credits	3 credits												

Housing

On-Campus Housing	Gonzaga Hall (On-campus dormitory) http://gonzaga.sogang.ac.kr/home/main.jsp							
	Application Students who wish to live on-campus must apply for housing during the online application period. Students who apply for on-campus housing are required to submit a Health Report Form, officially signed or stamped by a doctor. Housing is not guaranteed due to high demand from local students.							
	Prices in Korean Won (KRW)							
	Room Rate <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th></th> <th>16 weeks (Semester only)</th> <th>25 weeks (Semester + vacation)</th> </tr> </thead> <tbody> <tr> <td>Room</td> <td>1,833,100</td> <td>2,805,440</td> </tr> </tbody> </table>			16 weeks (Semester only)	25 weeks (Semester + vacation)	Room	1,833,100	2,805,440
		16 weeks (Semester only)	25 weeks (Semester + vacation)					
Room	1,833,100	2,805,440						
Fees <ul style="list-style-type: none"> - Cleaning fee (KRW 16,500) : Paid in addition to dormitory fees, imposed on new residents only once - Deposit (KRW 100,000): Paid in addition to dormitory fees, refunded after room inspection during check-out 								
<ul style="list-style-type: none"> ※ Prices are based on the rates from fall 2024 semester and are subject to change. ※ At the moment, the dorm does not offer meal plans. 								
Room Type Double rooms only (2 students in 1 room) – if you wish to live alone, please seek off-campus housing For students who need special assistance, please reach out to Sogang OIA.								
Room Facilities Single bed, wardrobe, desk, chair, bathroom with a shower, air conditioner, wireless internet access, 220-volt outlets (please bring adapter for electronic appliances). ※ Students must bring their own beddings or purchase them locally (duvets, pillows etc.) ※ Students can use bedding rental service through Sogang’s partner housing agents.								
Off-campus Housing	Office of International Affairs is working with variety of housing agents in order to offer safe and affordable off-campus housing options. Students can refer to some of the links provided below to search for places to stay off-campus. <ol style="list-style-type: none"> 1. EnKor Sharehouse (quarantine housing also available): https://roomnkorea.com/ 2. City Campus in HBC : http://www.citycampus.co.kr/ (more rooms available in Spring) 							

Estimated Cost of Living

Below is an estimate of the cost of living in Korea. The actual cost can differ depending on the student’s life style. Please note that all costs below are subject to change without prior notice.

Housing	KRW 500,000 to KRW 1,500,000 per month, depending on room type
Meals	KRW 500,000 per month
Transportation	KRW 70,000 per month, using public transportation (subway, bus)
Books & Supplies	KRW 150,000 in the beginning of semester
Miscellaneous	KRW 200,000 per month

Visa/Immigration

Visa to Korea	<p>Exchange students have to apply for a visa (D-2-6) prior to their arrival in Korea. Students need to take the documents included in their acceptance package to the local Korean Embassy or Consulate and apply for visa.</p> <p>Required documents for visa application</p> <ul style="list-style-type: none">• Certificate of Admission• Certificate of Business Registration - Sogang University• Visa Application Form <p>Additional documents may be required depending on the student's place of residence. Please contact the local Korean Embassy or Consulate and check the documents required for visa application.</p> <p>It is strongly recommended that students plan ahead and apply for their visa as soon as they receive their acceptance packages.</p>
Alien Registration	<p>Upon arrival, all exchange students must apply for Alien Registration. All foreigners intending to stay in Korea for more than 90 days are subject to Alien Registration. Sogang OIA will assist students with Alien Registration when the semester begins.</p>

Additional Information

Insurance	<ol style="list-style-type: none">1. All exchange students are required to purchase a traveler's insurance that covers all medical costs, emergencies, and accidents during the period of their study at Sogang.2. Additionally, all exchange students are obliged to sign up for the Korean national healthcare (NHIS). This is a mandatory insurance policy required by the Korean government. The premium (price) per month is around USD 45-50. It is our policy that exchange students keep both insurances active throughout the exchange program.
Buddy Program	<p>Sogang has a very active student organization called Hands Up for Gathering (HUG). Buddies from HUG are Sogang students who help international students adjust smoothly into the life and culture of Korea. HUG organizes different field trips, parties, Korean language tutoring, and many cultural activities. Students are automatically applied for the buddy program when submitting their online application for exchange. The buddies will start contacting the exchange students from 2 weeks before the semester starts.</p>