

2013 Spring SMU Visiting Exchange Students must submit the followings:



1. Online Application & Printed Hard copies

- www.e.sookmyung.ac.kr – Admission – Academics – International Programs

When you finish your online application you'll be able to print the application in hard copies.

- Please find the online application procedure from the attached file. (attached)

2. A Recent copy of an official academic transcript.

3. A Copy of Passport.

4. 2 copies of photo (Passport Size)

- It is important that you submit the photos within the application, since if you submit the photo later, you may be receiving your I.D. card very late after the semester starts.

5. Health Insurance Verification Form (Attached)

- If you are applying for the health insurance in Korea at SMU, do not forget that upon your arrival you need to submit the fee to activate the insurance. We'll be announcing the details during the orientation.

6. A Copy of Health Insurance Certificate

- Which covers your medical treatments and accidents in Korea within the specific coverage date written on. You have to submit this within the [5] Health Insurance Verification Form.

7. Recent Original Bank Statement (Amount of US \$5,000 per sem/ US \$10,000 per year)

- Please note that the statement has to be original within the official signature or stamp from the bank within the last three months from your application date.

- If the original bank statement is not under the name of applicant, please submit an official proof which shows a relationship between the sponsor and applicant. (such as a copy of Household register / Birth Certificate etc)

8. Housing Application

- If you want to apply for the dormitory, please submit the housing application after checking on (www.e.sookmyung.ac.kr – Admission – Life on Campus - Housing)

- Details regarding the housing fee and assignment may be subject to change. Once the housing assignment is made we'll let you know.

** For Chinese Students

- A copy of Household register

*** 2013 Spring Semester Application: Oct 2 - Dec 31, 2012.**

*** We also highly suggest you to submit all the documents in English for the swift procedure.**

*** Postal Address for the Hard copies:**

Office of International Affairs
Sookmyung Women's University #503,
Administration Bldg. Sookmyung Women's University,
Hyochang won Road 52, Yongsan-gu,
Seoul 140-742, South Korea