

# Application Guideline for SNU Outgoing Student Exchange Program for Spring 2014 Semester (America & Oceania)

## **1. Eligibility**

### **1-1. for undergraduate student;**

- a. must be enrolled at SNU and have completed at least two semesters at SNU
- b. minimum overall GPA of 2.7

### **1-2. for graduate student;**

- a. must be enrolled at SNU and have completed at least one semester at SNU
- b. minimum overall GPA of 3.3

### **1-3. prohibition;** those who fall into any of the following categories are not allowed to apply

- a. students who have been under university disciplinary action
- b. students who have studied at a university abroad through SNU on a faculty or university level student exchange for more than one semester\*
- c. students who have withdrawn from any of the OIA's previous outgoing exchange programs after being selected
- d. students who are required to serve in the army any time during the exchange program

\* Outbound exchange program through Office of International Affairs at SNU is possible only once during one's enrollment at SNU. However, for I-17 universities, an exception rule applies. If a student has completed one semester's exchange at one of the I-17 universities, the student may apply for one semester's exchange to any available university. Also, a student who has completed one semester's exchange in any university may also apply for one semester's exchange at one of the I-17 universities. (I-17 is a list of universities where SNU has more incoming exchange students than outgoing exchange students. It includes some universities in South East Asia, Middle East, Central America, etc. Please see the attachment.)

## **2. SNU's Selection Criteria**

- a. The applicant must have an original copies of valid official language test score result(s) which are required by universities that he or she is applying for.
  - ※ Any proof of language test score results needs to be submitted at the time of application. However, original copy must be submitted by mid July and if a student fails to do so, then he or she will not be nominated to a partner university and not be taking part in any future exchange program run by the OIA.)
  - ※ For minimum language requirement of each university, please refer to the Attachment "*Spring\_2014\_America\_Oceania\_Outbound\_Exchange\_Plan.*"
  - ※ Language test score must be less than two years by February 2014. (Test date must not be

earlier than February 2012.)

b. Applicants who satisfy the minimum language requirement will be selected by overall GPA.

※ If two students chose same university and have the same overall GPA, the student who has a higher 'total number of credits' on SNU transcript will be selected. If both overall GPA and total number of credits are same, OIA will use the Statement of Purpose to select candidates.

c. Each Applicant may choose up to three universities listed in the Attachment "*Spring\_2014\_America\_Oceania\_Outbound\_Exchange\_Plan*" and rank them in order. SNU will select successful candidates for each university based on applicants' overall GPA.

(That means, for example, if applicant A chooses P University as his 1st choice and applicant B chooses P University as his 3rd choice, where B's GPA is higher than A's, B will be selected for P University.)

If a student is selected for more than two universities, the student is automatically assigned to his or her university based on preference.

(For example, if applicant C has chosen Q University (1st choice), R University (2nd choice), and S University (3rd choice), and she has highest GPA among both Q University applicants and R University applicants, she is assigned as a candidate for Q University.)

d. Selected applicants may not apply for any other outgoing student exchange program in the future, including those for other regions for the Spring 2014 semester.

### 3. Application Procedure

You will need to both a) complete the Online registration and b) submit the required documents to OIA.

a. **Complete the Online registration** during the application period

[Online registration click](#)

※ **Online Registration Period: June 17<sup>th</sup> – July 1<sup>st</sup> 2013**

b. Required Documents

**1) Application form (attached)**

\* In the application form, grey part section must be filled by an authorized officer at your belonged college

**2) SNU official transcript in English (issued in June 2013)**

**3) Photocopy of official language test score result(s)** required by the universities the student is applying for

※ The language test result must be less than 2 years old by February 2014. (The test date should be later than February 2012.)

※ Students who took an official language test recently but have not received the official transcript can upload a screen shot of the on-line test result at the time of application. However, an original copy of the test results must be submitted by mid July and if a student fails to do so, then he or she will not be nominated to a partner university and not be taking part in any future exchange program run by the OIA.

#### **4) Statement of Purpose**

※Please write about your aspirations, plans for the exchange program and specific reasons why you chose this university.

#### **5) Recommendation letter** from your advising professor and Dean of your college (form attached)

- c. Submission: Submit all the required application documents in person at the Office of International Affairs (bldg. 152, 1<sup>st</sup> floor) to Ms. Moon-kyung Baik ( 880-2594 / [exch\\_america@snu.ac.kr](mailto:exch_america@snu.ac.kr) )
- d. Application Deadline : by 12:00 (noon) July 1<sup>st</sup> (Mon)

#### **4. Nomination of the exchange student**

- a. OIA will organize the 'outgoing exchange student committee,' select successful candidates and nominate them to the partner (host) universities. (Nominations will be made only once.) The final decision of admission will be made by the host university. Being selected and nominated by SNU does not guarantee admission to the partner university's exchange program.
- b. If a nominated student receives an offer of admission from the host university, he or she will depart Korea between January and March 2014, depending on the semester schedule of the host university.
- c. If a student withdraws from the exchange program at any time after being selected by SNU, he or she will not be allowed to apply for any future outgoing exchange programs at OIA.

#### **5. Period of study**

one (Spring 2014) semester

#### **6. Fee**

During the exchange program, exchange students must pay tuition at SNU and be enrolled at SNU, while being exempted from paying tuition fee at host universities. Other expenses, including but not limited to travel, accommodation, health insurance, textbook, passport and visa cost, are the personal responsibility of the student.

## 7. OIA Scholarship

Among the students who will have been successfully admitted to the host universities, OIA will select students according to their financial status and award them a scholarship.

## 8. Number of Credits

SNU regulations require that, while studying at a host university, undergraduate exchange students are required to register for at least 6 credits per semester, whereas a graduate exchange students are required to register for at least 3 credits per semester. Host universities may require exchange students to take a higher number of credits, in which case, students must follow both SNU and the host university's regulation.

## 9. Transfer of Credits

*'SNU Outgoing Exchange Program Credit Transfer Regulations (서울대학교와 외국대학교의 학생교류수학 및 학점인정에 관한 규정)'* states the requirements and procedures of the transfer of credits earned at host universities. The Dean of each College holds authority to decide the transfer of credits. Regarding credit transfers, please contact the administration office of your College at SNU.

## 10. Information about partner universities

For information about SNU's partner universities, please refer to the attachment "*Spring\_2014\_America\_Oceania\_Outbound\_Exchange\_Plan*" and visit the universities' exchange program websites to check for more detailed information regarding eligibility, academic calender, course information, etc. Please check this information carefully before applying.

## 11. Important Dates

- a. Deadline of Submitting Documents to OIA: **12:00 p.m., July 1<sup>st</sup>, 2013**
- b. 'Outgoing exchange program committee' meeting: Early July 2013
- c. Announcement of accepted candidates: Mid July 2013
- d. Send application to the host university: July ~ September 2013
- e. Receive Admission Offer from host universities : September ~ November 2013
- f. Orientation : November 2013 (time & venue is TBA)

g. Departure : January 2014 ~

- Attachment:**
1. Spring\_2014\_America\_Oceania\_Outbound\_Exchange\_Plan
  2. SNU Exchange Credits Regulations
  3. List of I-17 universities