2023 International Summer Program (2023 ISP)

Overview and Course Registration Procedure

SNU Office of International Affairs

☐ What is "ISP"?

2023 SNU ISP will provide about 30 undergraduate and graduate courses, all taught in English, **for university students of SNU, overseas universities and national universities in credit exchange** . SNU students will pay the same tuition as general summer session tuition and **earn regular credits(up to 9 credits)**. **It is normally conducted as a <u>face-to-face classes</u>**, but some courses may include online classes.

√ Key Points to Note

1) Check with your college office regarding the recognition of major credits and graduation requirements.
2) The chance for repetition of these courses in the future semesters may be restricted.
3) Only the remaining seats are open to SNU students after ISP overseas students' registration

☐ Program Overview

○ Program Dates: Classes will be scheduled within July 3, – July 29, 2023
 - The class dates and time may vary by instructor within the program dates above.

○ List of Courses (See the list of courses and course syllabi at ISP website.)(https://summer.snu.ac.kr/))
 ☞ **Depending on the student's major, courses may be acknowledged as general elective credits or major elective credits.**
 ☞ **It is required to check with his/her affiliated department regarding credit recognition and graduation requirements**

○ Eligibility: **Current undergraduate and graduate students from SNU,** overseas universities, and national universities in credit exchange
 - Students who are expected to graduate in August 2023 are eligible only when registered in Spring 2023 semester.
 - No GPA or language proficiency requirement applies, but interested students must check the syllabus to see if they are qualified enough to follow the course, as well as the class dates and timetable.

○ Credit Allowance: **Up to 9 Credits**

▶ Important Notice for SNU Students

1. Course Registration
 - The number of credits that can be completed in summer session 2023 **cannot exceed 9 credits in total**. (General SNU Summer Session+ **ISP** +Study Abroad Credit Recognition ≤ 9 credits)
 - Students are not allowed to take courses that overlap in class time between general summer session and ISP.
 - Repetition of courses that students are taking in Spring 2023 is not allowed.
  ☞ The lists of course registration for General Summer Session and ISP will be cross-checked; the entire course registration will be cancelled when:
    1) the number of credits exceeds 9 credits in total;
    2) class time overlaps with each other;
    3) or, course registration for repetition of Spring 2023 courses is found.
 - Students must check the course syllabus thoroughly before registering for courses.

2. Credit Recognition and Graduation Requirement
 - For the inquiries below, students must contact their affiliated department prior to course registration:
    1) whether the major / elective course can be acknowledged as major / elective credits;
    2) whether it is possible for graduate students to take undergraduate courses, or vice versa;
    3) or, whether ISP courses count towards the English-taught course completion requirement.

3. ISP Courses
 - ISP courses would not be offered in the regular semesters and in every summer also, which means repetition of these courses in the future semesters may be restricted.
 - Overseas university students have been registering since early March, and only the remaining seats are open to SNU students.

○ Minimum Enrollment: If the class fails to meet the each standard number of students, the course will be cancelled.

○ Important Dates
 - Course Registration
   2023. 5. 9.(Tue) 10:00 ~ 5. 15.(Mon) 16:00 (except for weekends and holidays)
   mySNU portal – Int'l Exchange – International Summer/Winter Institute – Course Registration
   ※ Please note that course registration for ISP is not available through the course registration website (not http://sugang.snu.ac.kr).
   ※ Course "override" beyond the quota is not available; there is no separate course change period after May 17.
 - Tuition Payment
   5. 18.(Thur) 10:00 ~ 5. 24.(Wed) 16:00, Bank Transfer to SNU OIA
   ※ course registration will be automatically cancelled when the payment is not completed by the deadline.
 - Notification of Cancelled Courses: Early May
 - Course Cancellation/Withdrawal and Refund Policy
   • Course Cancellation: **6. 14.(Wed) 10:00 ~ 6 .20.(Tue) 16:00** / Full refund
   • Course Withdrawal: **~ 7 .12.(Fri) 23:59** / 50% refund
   • **Afterwards** / Course cancellation/withdrawal and tuition refund is not available.

○ Non-face-to-face Class Operations
- Each course is different whether online classes are included or not, and some courses may have some proportion of remote classes
※ In case of lecture contains some online classes, check the lecture plan through 1) the syllabus, 2) TA assistants, 3) and the instructor in charge
- Specific information (class operations, evaluation, etc.) can be found from the syllabus.

○ Grading and Credit Acquisition
- Grades will be updated through mySNU –Summer - Grades within 7 days from the class ending date.
- Course evaluation will be conducted after the class ends.
- ISP grades will count towards the cumulative GPA as 2023 summer session.
- Depending on the student's major or other circumstances, courses may be acknowledged as *Elective Subject for Major* or *Elective General Subject*. So students must contact their affiliated department prior to course registration.

General Inquiries:
Attn. **Mr. Siwoo Yoo**, Office of International Affairs
02-880-4449, summer@snu.ac.kr, https://summer.snu.ac.kr

Appendix 1. Course Registration Schedule and Procedures
2. List of 2023 ISP Courses & List of 2023 ISP Course Syllabi(Please check on the homepage)

※ Comparison to General Summer Session

	Summer Session	ISP
Program Office	Office of Academic Affairs	Office of International Affairs (OIA)
Course Offerings	About 360 courses	33 ISP courses (taught by SNU full-time faculty and overseas scholars), all taught in English
Course Registration	May 9 - 16 https://sugang.snu.ac.kr	May 9 - 15 **mySNU-Int'l Exchange-International Summer/Winter Institute-Course Registration**
Tuition	40,500 KRW/credit	40,500 KRW/credit * The tuition information on the ISP website is for non-SNU students.
Credit Allowance	- **Up to 9 credits (Summer Session+ISP+Study Abroad Credit Acquisition combined)** - Courses that overlap in class time cannot be registered together.	
Class Dates	June 22 – August 2	July 3 – July 29 * The class dates, however, may vary by instructor within the program dates above.
Tuition Refund	1/2 point of semester opening	1/2 point of ISP semester opening
Grading	Count towards the cumulative GPA as 2023 summer session	

※ **Appendix 1: Course Registration Schedule and Procedures**

☐ **Important Notice**

○ **Interested applicants must check the latest updates in the ISP Website (https://summer.snu.ac.kr)-Notice Board.**
- Students must check the course syllabi thoroughly before registering for courses.

○ For the inquiries below, students must contact their affiliated department prior to course registration:
1) whether the major elective course from other departments can be acknowledged as major elective credits;
2) whether it is possible for graduate students to take undergraduate courses, or vice versa;
3) or, whether ISP courses count towards the English course requirement.

○ All of the ISP courses might not be offered in the regular semesters and may not be annually offered in ISP, which means repetition of these courses in the future semesters may be restricted.

☐ **Course Registration**

○ Course Registration Period:
2023. 5. 9.(Tue) 10:00 ~ 5. 15.(Mon) 16:00 (except for weekends and holidays)

○ Website: **mySNU portal – Int'l Exchange – International Summer/Winter Institute – Course Registration**
※ Please note that course registration for ISP is not available through the course registration website (http://sugang.snu.ac.kr).

Course Registration ⓘ [Help]

			2 Submit
Application Form			

English Name		Korean name	
Date of birth		Gender *	
Cell phone No.		Email address	

- The number of credits you can take is 9 credits for General + International Summer Session and 6 credits for General + International Winter Session.
- The timetable of the courses you choose must not overlap with each other and also with that of the course you choose from General Summer/Winter Session.

☐	Subject	Time	Credits	Quota (Current Count)
☐	South Asian Languages		3	2(3)
☐	Design of Building Structures 2	Mon. Tue. Wed. 09:00-11:50	3	2(4)
☑	Topics in Industrial Engineering	Mon. Tue. Sat. 09:00-11:50	3	40(-1)
☐	Introduction to Computer Security		3	50(5)
☐	Basic Digital Signal Processing		3	40(1)
☐	Industrial Ecology		3	60(5)
☐	Genetics and Lab.		3	40(1)

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- **How to register for courses?**
(1) Tick the box of the course you wish to register and (2) click on "Submit" button. When the course registration is complete, the box will appear blue-colored.
※ The number of credits that can be completed in summer session 2023 **cannot exceed 9 credits in total**. (General Summer Session+ISP+Study Abroad Credit Recognition ≤ 9 credits)

* Restricted by the system controls

※ Registration of multiple courses that overlap in time is not allowed. * Restricted by the system controls

※ Repetition of courses that students are currently taking in Spring 2023 are not allowed.

☞ The lists of course registration for General Summer Session and ISP will be cross-checked;

the entire course registration will be cancelled when:

1) the number of credits exceeds 9 credits in total;
2) class time overlaps with each other;
3) or, course registration for repetition of Spring 2023 courses is found.

- **How to change course registration(during the course registration period)?**

Students can freely change the course registration by ticking the checkbox and saving it by the "Submit" button during the course registration period. Please note that course change is not available afterwards.

※ Students must be responsible to pay the right tuition by the deadline (16:00, Friday, May 27) in accordance with their final course registration results.

- **How to cancel course registration?**

Students can untick the course choice and save it by the "Submit" button during the course registration period. Afterwards, please follow the course cancellation policy below.

- Course registration is not available beyond its quota; that is, course override is not allowed. Therefore, interested students must ensure to complete the registration by the deadline.

☐ Tuition Payment

○ Tuition Payment Period: **5. 18.(Thur) 10:00 ~ 5. 24.(Wed) 16:00, Bank Transfer to SNU OIA**

○ Tuition: **121,500 KRW for 1 course, 243,000 KRW for 2 courses, 364,500 KRW for 3 courses** (40,500 KRW/credit)

※ Regarding tuition bill or registration confirmation, it will be announced on the Web later.

○ Course registration of those who do not complete tuition payment by the deadline will be automatically cancelled.

☐ Registration Confirmation

○ You can check your current status also on the course registration screen(checking deposit ~ complete registration (checking payment))

○ Courses will be cancelled when the number of students who completed tuition payment does not exceed the each assigned standard number of classes.

- Notification of Cancelled Courses: Early May, through ISP website's Notice Board.

- Students of the cancelled courses may choose between full refund of the tuition or course registration change to a different course that has remaining seats.

☐ Course Cancellation/Withdrawal and Refund Policy

○ Course Cancellation: **6. 14.(Wed) 10:00 ~ 6 .20.(Tue) 16:00**

- Instructor's approval is not required.

※ Further cancellation process will be notified on the ISP web.

- Full refund of the tuition paid will be processed to the bank account that is registered on mySNU portal by the end of June.

○ Course Withdrawal: **~ 7 .12.(Wed) 23:59**

- **Submission of Course Cancellation Form with the instructor's approval**

※ Detailed procedures and the template form will be announced through SNU ISP's website after the program starts.

- 50% refund of the tuition paid will be processed to the bank account that is registered on mySNU portal by the end of July.

○ Afterwards(**7.13.(Thur)** ~), course cancellation/withdrawal and tuition refund is not available.