Spring 2020
APPLICATION GUIDE
FOR INTERNATIONAL STUDENTS

< SEOUL CAMPUS >

*** This guide is for reference only.**
(The Korean version precedes the English version)

연세대학교
YONSEI UNIVERSITY

Spring 2020

Undergraduate Application Guide For International Students

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【Global Basic Education Division】

Please check the following information about Residential College program and Global Basic Education Division (GBED).

■ Global Basic Education Division

All international students who have been admitted to the various departments of the university will be expected to complete Korean language and basic education courses at GBED during their first year. GBED provides international students with basic liberal arts, basic math and basic science courses to improve their academic skills before they take their major classes. It also offers Korean classes so that they can improve language skills for academic performances, adjust to college and successfully complete their studies at Yonsei University.

1. Division by Grades

Grade	Freshman (1st year)	Sophomore – Senior (2nd - 4th year)
Division	Global Leaders College Global Basic Education Division	Majors and Departments (Liberal Arts, Business and Economics, Business, Engineering, etc.)
Location	International Campus - Songdo	Main Campus - Sinchon

2. GBED Curriculum

(1) GLC (Global Leaders College) General Education

Understanding of Number in Daily Life, Guidance Politics, Landmarks of Korean Culture, Digital Art and Culture, Understanding Global Industry, Material and Civilization, GLC Mathematics, Technology Society and Leadership, Understanding of Asian Art Film, etc.

(2) Korean Language Education

GBED curriculum provides Korean language classes to foreign students in accordance with the students' Korean skills which are determined by Korean Language Proficiency Test or TOPIK

Korean Language Proficiency	Korean Language Course Requirements	Note
TOPIK 5~6	Taking GLC electives ('Thinking and Expression', etc.) and regular major courses	
TOPIK 3~4	Taking 4 courses of GLC Korean courses	
TOPIK 1~2	Korean lesson from Monday to Friday (9:00 ~ 13:00)	Yonsei Korean Language Institute

(3) GLC English and GLC Mathematics

GBED provides different levels of English Language courses taught by native speaker professors in order to help the students to be global leaders. It also offers GLC mathematics for students in college of science and engineering.

(4) Absolute Evaluation

Every profession courses in Global Leaders College uses absolute evaluation method to measure students' grades. As the courses are only for GLC students, they may feel less stressed by not competing with Korean students.

3. Benefits of the Global Basic Education Division.

(1) Premium Courses Exclusively for Foreign Students

This premium curriculum includes various courses taught in Korean in order to improve the ability of students to learn and to increase their satisfaction in their campus lives, helping them prepare appropriately for studying in their future major field.

(2) Liberal Arts at Global Leaders College

The liberal arts tailored specifically for foreign students allows them to acquire the core competencies required for being a college student by taking courses without being inhibited by a language barrier.

(3) Writing Programs and the Academic Support Center for Foreign Students

Various writing programs related to college courses are available for foreign students to help them study more effectively, offering them assistance for writing reports. Plus, for the year after being at the Global Basic Education Division, foreign students can get advice regarding their courses and can get professional or academic guidance from academic advisors. They can also receive administrative services as well as a counseling regarding the curriculum of the college they will enter into as a sophomore.

(4) Extracurricular Activity Programs

Foreign students will have the opportunity to gain diverse experiences and chances to learn through special programs designed exclusively for them, e.g. Korean Culture Experiences.

(5) One-stop Services, Including Airport Pick Up

To facilitate students in adapting to college life, we provide foreign students who enter Yonsei University the necessary guidance and services from day one. We pick them up from the airport and show them how to move into the dormitory, register for classes, and so forth.

4. Remarks

(1) Duration of affiliation to GBED: One full year starting on matriculation

(2) Tuition fee: 6,140,000 KRW(each semester), as of 2019

Tuition fees from 2nd year are differed by departments/divisions.

※ Students of College of Music/ College of Medicine/ College of Dentistry/ College of Nursing are excluded from GBED.

Global Leaders College

【Admissions Process】

1. Admissions Schedule

Classification		Date	Place	Note
Online Application		**2019. 8. 19.(Mon) 10:00 ~ 2019. 11. 14.(Thurs) 17:00**	**International Undergraduate Admissions (http://iadmission.yonsei.ac.kr)**	1. Online Application(log-in, submission, payment) unavailable after application period 2019. 11. 14.(Thurs) 17:00 2. Applicants to College of Music and Department of Sport Industry Studies, Physical Education should complete online application before 2019. 8. 30.(Fri) 17:00
Application Material Submission	Registered Mail (Express)	**Postmarked by 2019. 11. 14.(Thurs)**	**International Undergraduate Admissions Yonsei University 50 Yonsei-ro, Seodaemun-gu, Seoul 03722 Korea**	1. Application Form must be printed out and submitted with other materials either by mail or in person. 2. Postmarked by 2019.8.30.(Fri) for applicants to College of Music and Department of Sport Industry Studies, Physical Education
	In person	**2019. 8. 19.(Mon) ~ 2019. 11. 15.(Fri) 10:00 ~ 17: 00**	**International Undergraduate Admissions (Baekyang Hall #S308)**	**1. Excluding Saturdays, Sundays and Korean holidays** 2. Applicants to College of Music and Department of Sport Industry Studies, Physical Education should submit by 2019.9.2.
Performance Test (College of Music)		2019. 11. 2.(Sat) 09:00 (subject to changes)	College of Music : College of Music building	All applicants to College of Music and Department of Sport Industry Studies, Physical Education must take the performance test. (Except for prize-winning athletes who are only subject to document evaluation) **[Schedule for performance tests of each major will be announced on International Undergraduate Admissions website]**
Performance Test (Department of Sport Industry Studies, Physical Education)		2019. 11. 2.(Sat) 09:00 (subject to changes)	Department of Sport Industry Studies, Physical Education : Designated places such as gymnasium	
Acceptance Notification		2019. 9. 18.(Wed) ~ 2019. 12. 6.(Fri)	Only accepted applicants will be **notified via email** from International Undergraduate Admissions Team	1. Will be notified via email within 4 weeks of complete submission of required documents 2. Acceptance notifications of applicants to Artistic and Athletic Majors is on 2019.11.8.(Fri)
Deposit Payment		2019. 12. 11.(Wed) ~ 12. 13.(Fri)	Further information will be announced at the time of admissions notification	Please transfer the deposit to an individually assigned virtual account (via internet banking, account transfer, phone banking etc.)

* **All accepted students except for the majors mentioned below are to spend their first and second semesters (the freshman year) at International Campus located in Incheon for Residential College course.**

* Students who are admitted to **College of Music** are to spend their whole education courses at Seoul Campus.

* Students who are admitted to **Department of Sport Industry Studies and Physical Education** are to spend only their first one semester of the freshman year at International Campus for Residential College course.

2. List of Majors

College	Major/Department		Major for application	Quota
College of Liberal Arts	*Korean Language & Literature		Korean Language &Literature	a few numbers for each major
	*Chinese Language & Literature		Chinese Language & Literature	
	*English Language & Literature		English Language & Literature	
	*German Language & Literature		German Language & Literature	
	*French Language & Literature		French Language & Literature	
	*Russian Language & Literature		Russian Language & Literature	
	*History		History	
	*Philosophy		Philosophy	
	*Library & Information Science		Library & Information Science	
	*Psychology		Psychology	
College of Business and Commerce	Economics		Economics	
	Applied Statistics		Applied Statistics	
College of Business	Business Administration		Business Administration	
College of Sciences	*Mathematics		Mathematics	
	*Physics		Physics	
	*Chemistry		Chemistry	
	*Earth System Sciences		Earth System Sciences	
	Astronomy		Astronomy	
	Atmospheric Sciences		Atmospheric Sciences	
College of Engineering	Chemical & Biomolecular Engineering		Chemical & Biomolecular Engineering	
	Electrical & Electronic Engineering		Electrical & Electronic Engineering	
	Architectural Engineering	Architecture(5-year program)	Architectural Engineering	
		Architectural Engineering(4-year program)		
	Urban Planning & Engineering		Urban Planning & Engineering	
	Civil & Environmental Engineering		Civil & Environmental Engineering	
	Mechanical Engineering		Mechanical Engineering	
	Materials Science and Engineering		Materials Science and Engineering	
	Industrial Engineering		Industrial Engineering	
	*Computer Science		Computer Science	
College of Life Science and Biotechnology	*Systems Biology		Systems Biology	
	*Biochemistry		Biochemistry	
	Biotechnology		Biotechnology	
College of Theology	Theology		Theology	
College of Social Sciences	Political Science & International Studies		Political Science & International Studies	
	Public Administration		Public Administration	
	Social Welfare		Social Welfare	
	*Sociology		Sociology	
	Cultural Anthropology		Cultural Anthropology	
	Mass Communication		Mass Communication	
College of Music	Church Music		Church Music	
	*Vocal Music		Vocal Music	
	*Piano		Piano	
	*Instrumental Music		Instrumental Music	
	*Composition		Composition	
College of Human Ecology	*Clothing & Textiles		Clothing & Textiles	
	*Food & Nutrition		Food & Nutrition	
	House & Interior Design		House & Interior Design	
	*Child & Family Studies		Child & Family Studies	
	Human Environment & Design		Human Environment & Design	
College of Sciences in Education	*Department of Education		Department of Education	
	*Physical Education		Physical Education	
	Sport Industry Studies		Sport Industry Studies	
College of Medicine	Pre-medicine		Pre-medicine	
College of Dentistry	Pre-Dentistry		Pre-Dentistry	
College of Nursing	*Nursing		Nursing	
Global Leadership College	Global Leadership Division	International Commerce	Global Leadership Division	
		Korean Language and Culture Education		
		Culture and Media		
		Applied Information Engineering Major		
		Bio&Living Engineering Major		

※ According to the regulation of Ministry of Education, less than 5 international students can be accepted for Department of Education, and less than 4 international students can be accepted for Physical Education.

※ **Notes:**

1) **Application for the departments under Underwood International College will be processed separately by the Office of Underwood International College. [Please refer to the UIC website for detailed information (http://uic.yonsei.ac.kr)]**
2) Majors in Architectural Engineering are divided into Architecture[5-year program] and Architectural Engineering[4-year program].
3) Majors marked with an asterisk(*) offer pre-service teacher preparation programs.
4) Department of Business Administration of College of Business are accredited by KABEA(Korean Association of Business Education Accreditation).
5) The departments of Chemical & Biomolecular Engineering, Electrical & Electronic Engineering, Civil & Environmental Engineering, Mechanical Engineering, and Computer Science are accredited by ABEEK (Accreditation Board for Engineering Education of Korea, and the department of Architectural Engineering is accredited by ABEEK and KAAB(Korea Architectural Accrediting Board).
6) Pre-Medicine department of College of Medicine, Pre-dentistry department of College of Dentistry, and Nursing department of College of Nursing each has received certification in education from KIMEE(Korean Institution of Medical Education and Evaluation), KIDEE(Korean Institute of Dental Education and Evaluation, and KABONE(Korean Accrediation Board of Nursing Education).
7) When Yonsei University decides that applications do not meet the qualifications, no applicant may be admitted.

3. Selection of Departments/Majors

- Applicants can apply to one major.
- For those who are applying to Global Leadership Division can apply for one of the other majors at the same time.
- Applicants not accepted to Yonsei University for Spring 2020 Application have the opportunity to re-apply(only once) to another major if they complete online application by the end of application period.

4. Eligibility for Application

1) **Applicants and both their parents should have non-Korean nationality.**
2) Applicants must graduate from high school or the equivalent as recognized by Regulation 98. under Elementary and Secondary Education Act by February, 2020. However, students graduating from Japanese high schools can apply for the Spring semester even if they graduate from high school by March, 2020.

※ **Additional qualifications**

: **Students applying for the department of Pre-Medicine, Pre-Dentistry or Nursing** must submit the certificate of completing level 5 or higher at Yonsei KLI or TOPIK score of level 5 or higher **by the last day of application material submission period.**

☞ **Important Notes on Eligibility for Application**

○ **If a student and any one of the student's parents has dual citizenship with Korea, the student is not eligible for this track.**

○ **Korea-born adoptees of foreign nationality are considered as foreign nationals only if they acquired the foreign nationality before entering elementary school (Grade 1).**

○ ***Only applicants, who have acquired foreign citizenships before they started their high schools or the equivalent(including both parents), are eligible for this track.***

○ A Taiwanese applicant with one parent of Taiwanese citizenship is classified as an international student for application purposes.

○ Total years of education will be counted based on the Korean educational system. [Overseas education years will be counted as follows: From Grade 1 to 6 to be elementary school, from Grade 7 to 9 to be middle school, from Grade 10 to 12 to be high school]

○ In principle, for those students whose country's formal education from elementary school to high school is less than twelve years, only the students who completed the full school years that are approved by Korean Ministry of Education as equivalent to Korean high school will be considered as qualified high school graduates. However, in general, the qualification as a legitimate high school graduate will be judged taking account of each country's educational system based on Korean formal educational system.

○ **GED, home schooling, cyber schooling or other high school equivalency certificates are not considered as high school diploma.**

5. Evaluation Criteria

1) Yonsei University makes a comprehensive evaluation of each applicant based on his or her academic achievements and potential, as well as non-academic accomplishments. High school transcripts, personal statement, scores of standardized tests (e.g. 高考. ACT. AP. AST(Advanced Subject Test in Taiwan). ATAR. ENEM. GSAT(General Scholaristic Aptitude Test). GCE-A Level. HKDSE, IB, NCEA, SAT. STPM. UEC. etc.), letter of recommendation, awards, certificates/licenses, scores of language proficiency tests, and high school profile are representative elements used for the evaluation of appliant's qualifications.
2) Applicants to the College of Music or the Department of Physical Education and Sport Industry Studies are required to take a performance test administered by Yonsei University (Please check page 8).
3) The result of the performance test will be combined with that of document evaluation for admission decision.

6. Education curriculum based on Korean language proficiency level

All accepted students to Yonsei University must take following courses in accordance with the result of Korean language proficiency tests (TOPIK) or certificates of Yonsei KLI that they submit to Yonsei University. Since students are given conditions on taking regular courses based on their Korean skills, they are strongly recommended to improve Korean skills before admission.

Korean Language Proficiency (Certificate of Yonsei KLI or TOPIK score)	Korean Language Course Requirements	Note
TOPIK 5~6	Taking GLC electives (Thinking and Expression, etc.) and regular major courses	
TOPIK 3~4	Taking 4 courses of GLC Korean courses	
TOPIK 1~2	Korean lesson from Monday to Friday (9:00 ~ 13:00) at Yonsei KLI	Mandatory to complete Korean Language courses at Yonsei KLI

※ Students can take Korean Language courses at Korean Language Institutions in either Seoul or Incheon International Campus. If they submit the certificate of completion after taking the courses, the students will be recognized as having acquired the corresponding level of qualifications above.

※ Exemption from the Korean Language Proficiency Test

ALL accepted students must take Korean Language Proficiency Test (2020 February) held by Yonsei Korean Language Institute. Test Waiver Eligibility Requirements are as follows: (Expiration date of the certificate or the test score for the exemption will be informed via *Guidelines for Newly Admitted)*

※ Certificates issued by other universities' Korean language institutes are NOT valid for the exemption of the test.

※ Those who do not submit the certificate of completion from Yonsei KLI, the scores of TOPIK or the result of Korean Language proficiency test administered by Yonsei University by the set date to be announced with admissions notification will automatically be regarded as being below proficiency level 4, and thus will be required to take preliminary courses for international students.

※ Accepted students who did not submit TOPIK score at the time of application are strongly recommended to take TOPIK within one semester after admission and submit the result to Global Basic Education Division Admin. Office (Further information will be announced at the time of admissions notification).

※ Students of College of Music/ College of Medicine/ College of Dentistry/ College of Nursing are not subject to affiliate with Global Basic Education Division.

7. Performance tests

A. College of Music

Department	Major	Performance Test	Note
Church Music	Organ	1. 1 fast movement from L.v. Beethoven's piano sonata 2. 1 organ piece by J.S. Bach (Prelude and Fugue or any other organ song utilizing a free pedal)	All applicants MUST perform their piece from memory
	Chorus Conducting	1. Voice music: 1 art song 2. Piano: 1 fast movement from a classical sonata 3. Sight-reading: Sight-singing 4. Aural training: Two-tone melody 5. Music Theory: Up to the 7th chord	
Vocal Music		1. 1 art song or an opera aria that is composed in Italian. * The opera aria must be sung in the original language and original key 2. 1 German Lied	
Piano		1. 1 song from F. Chopin Etude 2. 1 song from L.v. Beethoven Sonata Op.2-1 ~ Op.26 Full movements (No.1-No.12)	
Instrumental Music		Applicant's song of choice (Full song or all movements)	
Composition		1. Composition Practice: Composing a piano song using the given motive/theme (song should be about 30 bars long) * Free format; utilize the traditional Music Theory; testing time is for 4 hours 2. Aural training: Two-tone melody, 4-string chord (Only chord symbols) 3. Piano: 1 song of applicant's choice * Must be performed from memory; omit repetitions.	

※ Date of performance test (College of Music): **2019. 11. 2. (Sat)**
- Detailed information for the performance test will be announced on International Undergraduate Admissions Team website on **2019. 10. 25. (Fri)**

B. Department of Physical Education, Sport Industry Studies

Department	Performance Test	Note
Physical Education	Choose one sport from below: Soccer, Basketball, Volleyball, Swim, Golf, Tennis	Students who choose sports other than the listed will be evaluated by the awards they received. (document evaluation only)
Sport Industry Studies	Choose one sport from below: Basketball, Badminton, Golf, Soccer, Taekwondo, Judo, Kendo, Swim, Dance, Gymnastics	

[Points of Caution]

1. Application and Enrollment

A. Admission decisions are made continuously and comprehensively by checking academic background, submitted certificates/licenses in addition to basic screening. Thus, please note that announcement on the progress of screening process will not be made. Individual contact can be made during the process, however, in case additional documents need to be submitted.

B. If a student does not pay the deposit by the due date after acceptance, admission will be automatically withdrawn.

C. Restriction on multiple application and dual enrollment

1) The successful candidate to Spring 2020 International Students track at Seoul Campus of Yonsei University cannot apply again for the tracks specified below. Otherwise, acceptance will be cancelled.
   - Fall 2020 Regular Admissions at Seoul Campus (including overseas and international students' tracks)
2) Students who receive more than one acceptance from several universities through Early Admission(Susi-track) (including overseas and international students tracks) must enroll (pay the deposit) at one university. In case of dual enrollment, all acceptances from universities that the student enrolled in will be cancelled.

D. Students can apply for Spring 2020 International Students track at Wonju Campus of Yonsei University in addition to International Student track at Seoul Campus. For more information, please refer to Wonju Campus Office of Admissions website. http://admission.yonsei.ac.kr/wonju

2. Application materials

A. Application can only be made online. Offline application is NOT possible.

B. No changes can be made to the documents once submitted to Yonsei University, and the documents cannot be returned in any case.

C. When applicants report the records of IELTS, TOEFL, SAT, AP, etc. directly to Yonsei University, they must inform the Office of Admissions of applicants' English name and the date of the test so that the scores can be evaluated. When the students do not inform the Office of Admissions of the reporting and, as a result, the scores are not evaluated, the responsibility lies entirely on the applicants. **(ETS/College Board Institution Code: 9893)**

3. General notes on Admissions

A. When students do not comply with University's prescribed process and rules, or required documents are **not completely submitted**, the students will be **disqualified.**

B. Applicants must bring an application identification slip and an identification card when taking performance tests and Korean language proficiency test.

C. If a student is found to have applied through illegal means, such as submission of false or forged documents or altered representation of eligibility, admission will be denied. Also, students who forge or falsify documents, employ substitute(s) during examinations, or do not meet the specified qualifications will not be admitted. If any of the above mentioned facts are discovered after admission is granted, the admission decision will be revoked even after the letter of acceptance has been sent out or class registration has been completed.

D. When Yonsei University decides that applications do not meet the qualifications, no applicant may be admitted.

E. Details on admission decisions will not be released.

F. All screening and decision making will be made by The University Admissions Committee. Other matters related to admissions will be processed in accordance with the rules of Yonsei University.

G. Decision procedure in the case of the equal evaluation scores

Classification	Preference	Criterion
Document/Performance Test	1	Scores of Performance Test
	2	Scores of document evaluation

4. Notes

A. **Acceptance notification will be sent to the email address which the applicants entered on the online application.**

B. Emergency contacts can be made mostly by SMS or E-mail. Please write down cell phone numbers and E-mail address as well as phone number correctly so that the Office of Admissions can contact the applicant during admissions period.

C. According to school regulations, students cannot take a leave of absence during their first semester after admission. However, a leave of absence due to disease or military service is allowed.

D. **It is mandatory for all international students to maintain proper health insurance coverage during their study at Yonsei University.** Detailed information will be delivered to successful candidates after the acceptance notification.

【 Application Information for Academic Year 2021 】

Method of admission for international students will be changed from 2021 as the followings.

1. Admission Process

Now		After the changes (from Year 2021)
All applicants Document Evaluation Only (No interviews)	→	**1.** Applicants to Department of Pre-Medicine or Pre-Dentistry will be evaluated through document evaluation and personality interview. **2.** Personality Interview will be assessed as Pass/Fail and not be graded into total grades for admission. However, if an applicant receives 'Fail,' the applicant will not be accepted regardless of the document evaluation result.

2. Evaluation Process

1) Yonsei University makes a comprehensive evaluation of each applicant based on his or her academic achievements, standardized tests, language proficiency tests, and etc. that the applicant submits.
2) Applicants to Department of Pre-Medicine or Pre-Dentistry must participate in interviews on the date set by the International Admissions team.
3) When students do not comply with University's prescribed process and rules, or required documents are not completely submitted, the students will be disqualified.

【 Application Information 】

1. Online Application Process

Please read the following notes in order to apply online.

1) Go to the International Undergraduate Admissions team website and click online application for international students' button.

2) Please be well informed of instructions on online application before starting the application process.

2. Application Fees

Major	Fee
All departments (except for College of Music, Department of Physical Education and Sport Industry Studies)	150,000 KRW
Artistic and Athletic majors (College of Music, Department of Physical Education and Sport Industry Studies)	225,000 KRW

After online application is completed (by the time fee is paid), application cannot be cancelled and the application fee is not refundable. However, in the event of natural disasters, obvious mistakes by the institution performing admission procedure, or any cases where The University Admissions Committee can conclude that continuing the admission procedure is impossible due to uncontrollable reasons for which applicants cannot be blamed, partial or full refund (except for the service charge for admission agent) is available.

3. Payment of Tuition Fees

All accepted students must pay the full tuition fees by the date set by the Office of Admissions. Students can find information on the tuition fees for the Year 2019 as a reference from Yonsei University website.(https://www.yonsei.ac.kr/en_sc/admission/tuition.jsp).

4. Offices and Contact Information

Inquiries	Department	Contact number
Scholarship	Office of Scholarship & Job seeking	02-2123-2126~7
Registration for classes	Registrar's Office	02-2123-2086~7
YIC Dormitory	YIC Dormitory Management Team	032-749-3223
Teaching courses	College of Edu. Admin. Office	02-2123-3162~3
Visa and CoA related issues	Office of International Affairs	02-2123-6492
Health Insurance for Int'l Students	Office of International Affairs	02-2123-3488
Exchange students program	Office of International Affairs	02-2123-4704
Korean Language learning courses	Korean Language Institute	02-2123-3464
Underwood International College	UIC Admin. Office	02-2123-3923
Global Leadership Division	GLC Admin. Office	02-2123-3206
Global Basic Education Division	GBED Admin. Office	032-749-3504
Incheon International Campus	University College Admin. Office	032-749-3126

【 Application Materials 】

1. Required Documents

※ All the Official Forms can be downloaded from Yonsei University International Undergraduate Admissions Team website (http://iadmission.yonsei.ac.kr)

Items		Details	
1) Completed Application Form		A printout of application form which has been submitted online	
2) Personal Statement		Official Form can be downloaded from Yonsei International Undergraduate Admissions website	
3) Recommendation Letter(in Korean or English)/Counselor Reference		Official Form (*Optional) can be downloaded from Yonsei International Undergraduate Admissions website (http://iadmission.yonsei.ac.kr)	
4) High School Diploma or Certificate of (Expected) Graduation	Graduates from high schools in China	High School Certificate of (Expected) Graduation with Apostille or Consulate Authentication AND [会考成绩认证报告](英文) verified by 教育部学位与研究生教 育发展中心.	
		About [会考成绩认证报告](英文), please refer to http://www.cdgdc.edu.cn	
	Others	Apostille or Consulate Authentication is required.	
		Documents written in languages other than Korean or English should be enclosed with **notarized translations** into Korean or English.	
5) Official Transcripts of All Attended High Schools		Apostille or Consulate Authentication is required	
		Official High School Records with grades can replace the transcripts. (Documents written in languages other than Korean or English should be enclosed with notarized translations into Korean or English.)	
6) 高等学校招生考试(高考) Transcript * Only for those graduating from high schools in China		Chinese Department of Education Certificate of Education 教育部 [学位认证报告](英文) [高考成绩表认证报告](英文)] verified by教育部学位与研究生教育发展中心 * For details, please refer to http://www.cdgdc.edu.cn	
7) Certificate of Registration of Elementary, Middle and High School		Apostille or Consulate Authentication is required * Only for the students who have attended more than two schools of different education systems.	
8) Certificate proving Korean language proficiency * Optional		Applicants of College of Medicine/Dentistry/Nursing	**Submission of TOPIK Level 5 (or higher) or Certificate of completing level 5 (or higher) at Yonsei KLI is mandatory.**
		Applicants of other department/major except for College of Medicine/Dentistry/Nursing	Submission of TOPIK result is strongly recommended. A certificate proving Korean language proficiency; TOPIK, the certificate of completion from a Yonsei KLI or a Korean Language Institute in any university in Korea is acceptable.
9) Documents verifying foreign nationality of applicant and his/her parents		Copies of applicant's and his/her parents' passports. Copies of Identification cards of native countries OR Documents of Alien Registration issued by Korean Immigration Office of applicants and his/her parents are also acceptable.	
10) Legal documentation indicating the relationship between the applicant and his/her parents		Non-Chinese nationalities	Birth Certificate
			Other legal documentations indicating the relationship between the applicant and his/her parents are acceptable.
		Chinese nationalities	亲属关系证明公证本(英文) and 居民户口簿公证本(英文)
		Supplementary Documents *Conditional	- A Taiwanese applicant with one parent of Taiwanese citizenship is required to submit legal documentations indicating the relationship (가족관계증명서) under another parent's name who has Korean citizenship. - Any document verifying the divorce or death of parent(s) - Any document identifying the parental right and custody of the applicant
11) Mandatory documents for foreigners with Korean ethnicity		Legal documentations verifying the renunciation of the applicant's and both his/her parents' Korean citizenships such as a **Certificate of Family Relationship** that shows renunciation of Korean citizenship by the Korean government, **국적상실사실 확인증명** issued by Korean Consul, or **국적이탈사실 확인증명** issued by Ministry of Justice, and notarized copy of **Alien Registration Card issued after the year 2011**.	
		'국적상실(이탈)사실신고 접수증 및 신고서' is not acceptable. Certificate of Family Relationship(가족관계증명서) can be issued at any "community Service Center".	
12) Letter of Consent and Letter of Request		Official Form can be downloaded from from Yonsei International Undergraduate Admissions website (http://iadmission.yonsei.ac.kr)	
13) Financial difficulties Scholarship Application		Filled out and submit only needed financial assistance applicants, attached the certificate(s) of financial difficulties.	
14) Supplementary Documents		Middle school transcripts, awards, reports of standardized test scores, proof of foreign language proficiency, certificates/licenses, school profile etc.	

2. Instructions on documents submission

A. Accepted students who are expected to graduate at the time of application MUST submit high school diploma with Apostille/Consulate Authentication to the Office of International Undergraduate Admissions (Room S308, Baekyang Hall) by **February 28, 2020.**

B. All documents must have application number written on **the upper right side** of the documents.

C. All documents to be submitted must be ORIGINAL. However, in case of unavoidable circumstances, photocopies with Notarization or Issuer's official stamp, or photocopies that are compared to the original and stamped at International Undergraduate Admissions Team can also be accepted.

D. **When name or date of birth on the submitted documents do not match with student's official identifications, the student must submit additional documentations proving that they are identical person.**

E. Documents that are not written in either Korean or English must be enclosed with notarized translations into Korean or English.

F. Students who have studied in middle/high schools in Korea must submit the certificate of registration and the official School Records with grades.

G. Personal statement should be written either in Korean or in English.

H. Birth certificate (example)

Mongolia: Kin relation verification, **Nepal**: Jeonmadalda **Philippines**: Family Census, **Indonesia**: Family relation verification (KARTU KELUARGA), **Bangladeshi**: Jeommeo Kakus or Jeommeo Sidetiket, **Vietnam**: So ho Khau or Giay Khai ainh , **Pakistan**: Family Certificate, **Sri Lanka**: Pauler certificate

Myanmar: Yingtaususayen, **Kyrgyzstan · Kazakhstan · Uzbekistan · Ukraine · Thailand**: Birth certificate

※ **Submitted documents will not be returned to the applicants.**

【 Information on Apostille/ Consulate Authentications 】

1. Submission of documents for academic credential verification by overseas high school graduates

All accepted international students must submit high school diploma AND high school transcripts legalized by one of the following ways to the Office of International Undergraduate Admissions Team (Baekyang Hall Room #S308) by the certain date set by Yonsei University.

1) Obtaining Apostille stamps on the documents in case the student has attended or graduated from school(s) in a country that is a member to the Hague Convention; or
2) Obtaining certifications of the documents from the Korean embassy or consular office in the country where student's school is located (Consulate certifications can be replaced by Foreign Education Validation); or
3) China Qualifications Verification of China Academic Degrees and Graduate Education Development Center when the student has attended or graduated from school(s) in People's Republic of China.

[Certification Institute Information]

- Certification Institute: 中国高等教育学生信息网
- Home page: http://www.chsi.com.cn
- Address: 北京市海淀区北三环西路甲18号大钟寺中坤国际广场E座10006室(Zip code : 100098)
- Email: kefu@chsi.com.cn, Tel: +86-10-82199588
- Certification Agency in Korea: Confucius Institute in Seoul
- Home page: https://www.cis.or.kr/main.htm -> 중국학력학위 인증센터

※ Tel: +82-2-554-2688, email: cis88@cis.or.kr

2. Reference for the Apostille Convention

▶ The Apostille Convention

1) Refers to the Convention Abolishing the Requirement of Legalization for Foreign Public Documents effectuated in the Republic of Korea on July 14, 2007
2) Facilitates the circulation of public documents between the states who are party to the Convention by abolishing the process of certifying documents twice by the foreign ministry of the country where the document was issued and by the foreign ministry of the country where the document will be used.
3) Legally validates documents issued in the signatory countries as to be certified by the foreign ministry of the country when the documents receive Apostille.
4) Supplementary documents to be attached when applying for a visa issuance certificate can either have existing consulate authentications or Apostille. (Border Control Division-8354, '07.8.13)

▶ For more and updated information on Apostille, please refer to Apostille Section at Hague Conference on Private International Law Website (www.hcch.net)

3. Process of obtaining Apostille

1) Public documents (from public schools)

Receive documents from school ⇒ Visit an organization issuing Apostille ⇒ Apply for Apostille ⇒ The organization checks the document for Apostille ⇒ Apostille is issued

2) Private documents (from private schools etc.)

Receive documents from school ⇒ Have the documents notarized at Notary Office ⇒ Visit an organization issuing Apostille ⇒ Apply for Apostille ⇒ The organization checks the document for Apostille ⇒ Apostille is issued

* The definition of private documents can differ from each countries according to its own Notary Act and Attorney-at-Law Act. In general, Apostille will be issued when documents notarized in the country are submitted.

4. Members to the Apostille Convention (As of May 14, 2019)

Area	Countries / Regions
Asia, Oceania	Australia, China(Macau, Hong Kong), Japan, Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Philippines
Europe	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Norway, Poland, Porto, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, Macedonia, Ukraine, United Kingdom, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, SanMarino, Kazakhstan, Uzbekistan, Kosovo
North America	United States of America
Latin America and the Caribbean	Argentina, Mexico, Panama, Suriname, Venezuela, Antigua, Bahamas, Barbados, Belize, Colombia, Commonwealth of Dominica, Dominican Republic, Ecuador, El Salvador, Granada, Honduras, St. Vincent, Peru, Trinidad Tobago, Saint Lucia, Saint Kitts and Nevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana
Africa	South Africa, Botswana, Burundi, Lesotho, Liberia, Namibia, Sao Tome and Principe, Swaziland, Malawi, Cape Verde, Seychelles
Middle East	Oman, Israel, Bahrain, Morocco, Tunisia

Application number	

Personal Statement

(For International Applicants)

■ Applicant Information

Name		Birth date	
High School			
Department/ Major	Seoul Campus		

I certify that all information submitted in this form is my own work, factually true, and honestly presented. Thus, I understand that I may be subject to a range of possible disciplinary actions, including admission revocation, should the information I have certified be false.

Signature: _____ Date: _____

<Important Notes>

1. **Applicants should include truthful and accurate information in this form. If the information is found to be false, plagiarized, or written by someone other than the applicant, he or she will be disqualified regardless of evaluation result.**
2. We recommend a typed copy when completing this form. However, in case of handwriting, please write clearly in the square style with a black pen (pencils not allowed).
3. Please use this official personal statement form. (The form can be downloaded and printed from Yonsei University's Office of Admissions website.)
4. **Sections 1,2 are to be completed by all applicants, and section 3 is to be completed by those who think that it pertains to them.**
5. The sections of this form must be answered according to the given prompts and should not exceed two pages.
6. Please staple or securely bind the pages in the upper left corner to make sure no pages are lost.
7. The personal statement is considered strictly confidential and will not be subject to public viewing or release. It will be used only for admission review and personal counseling after entering Yonsei University.

Application number	

1. Plans and Motivation for Application

a. Please explain your specific reason(s) for applying to Yonsei University and your major.

b. In your opinion, what capabilities are required to have successful life of studying abroad?

c. Please explain what efforts you have made to acquire these capabilities

Application number	

2. Understanding of and Adjustment to Korean Culture and Society

a. Explain culture differences between Korea and your country with specific examples and ways to overcome these cultural differences.

3. Others (For applicants who think it pertains to them)

a. Please specify any information, other than what was described in the preceding sections, that you think is important in order for the university to understand the applicant.

b. Please explain your experiences (work, academic achievement etc.) after high school graduation in detail.

Letter of Recommendation

■ to the **Applicant**:

After completing all the relevant questions below, give this form to your recommender who has taught you an academic subject or known you well.

Legal Name: Last/Family First Middle	Date of Birth: mm/dd/yyyy
E-mail:	Phone number:
High school:	
I, _____, request that this recommendation letter be used only for the admissions process and voluntarily waive my right of access to any information contained within. Applicant signature Applicant name(printed) Date	

■ to the **Recommender**:

Recommender Name:	
E-mail:	Phone number:
Position:	
How long have you known this applicant and in what context?	
I certify that the information presented in my recommendation is accurate, complete and honestly presented. I also certify that I have kept any information in my recommendation confidential and I will not disclose it under any circumstances. Recommender signature Recommender name(printed) Date	

Please seal and send this recommendation letter directly to the address below.
International Undergraduate Admissions Team, Yonsei University
50 Yonsei-ro, Seodaemoon-gu, Seoul 03722, Korea

Applicant name		Application number	

1. Please assess the applicant's degree of the following qualities in comparison with other students you have previously taught or been acquainted with. The recommender has known the applicant for _____ years, and compared the applicant against the following group of students.
(If the recommender has not taught the applicant, please check the "Other" section and indicate the group of persons to which an applicant is compared for his or her evaluation.)

☐ All 12th grade high school students taught in your career	☐ All 12th grade students you are currently teaching	☐ All 12th grade students who applied to 4 year colleges	☐ Other ( )

Compared to other students, how do you rate this student in terms of:

	N/A	Poor	Below average	Average	Good (Top 5-10%)	Excellent (Top 1-5%)	Exceptional (Within top 1%)
Classroom attitude	☐	☐	☐	☐	☐	☐	☐
Consideration for other students	☐	☐	☐	☐	☐	☐	☐
Respect for teachers	☐	☐	☐	☐	☐	☐	☐
Extracurricular activities	☐	☐	☐	☐	☐	☐	☐
Creative thinking	☐	☐	☐	☐	☐	☐	☐
Logical analysis	☐	☐	☐	☐	☐	☐	☐
Willingness to attempt challenges	☐	☐	☐	☐	☐	☐	☐
Leadership	☐	☐	☐	☐	☐	☐	☐
Responsibility	☐	☐	☐	☐	☐	☐	☐
Communication skills	☐	☐	☐	☐	☐	☐	☐
Community service	☐	☐	☐	☐	☐	☐	☐

※ If the applicant is especially outstanding in some aspect, please check or comment on it in the following article.
☐The applicant is evaluated to be best in ___ years of teaching experience.
Other( )

2. If there are any aspects of the applicant's academic ability (e.g. academic attitude, learning capacity, intellectual potential) or personality (e.g. community spirit, moral standards, values) that the evaluators should consider, please explain with specific examples. Please note any active and potential talents or characteristics that cannot be otherwise assessed through grades and other objective indicators.

Applicant name		Application number	

3. If there are any aspects to the applicant's educational background (in upbringing, living conditions, regional characteristics etc.), that the evaluators should consider, please explain with specific examples.

4. How strongly do you recommend this student for Yonsei University:

with reservation	fairly strongly	strongly	my strongest recommendation
☐	☐	☐	☐

※ If you have any reservations about the applicant's character, please explain on a separate sheet of paper.

※ This recommendation will be served **ONLY** for the purpose of admission process

Applicant name		Application number	

Counselor Reference

After completing the student information section below, give this form to your school counselor or principal.

■ Student Information (To be completed by applicant)

Legal Name: Last/Family First Middle	Date of Birth: _____ mm/dd/yyyy
High school:	

- I authorize release of this information to Yonsei University.
- I waive my right to see the completed form.

_____

Applicant name(printed) Date

■ Reference Information (To be completed by counselor or principal)

Class Rank	Class Size	The rank is fec weighted fedc unweighted

Covering a period from _____ to _____.
mm/dd/yyyy mm/dd/yyyy

Alternative Class Rank (If your school does not rank, please assign the student to one of the following deciles.)

☐ Top 5% ☐ Top	☐ Second	☐ Third	☐ Fourth	☐ Fifth	☐ Below fifth

Which program does your school mainly offer?

☐IB(International Baccalaureate) ☐ AP(Advanced Placement) ☐ GCE A-Levels

☐ Others

_____

Test, Prerequisite courses or Requirements for college admission

In comparison to other college preparatory students at your school, the applicant's course selection is:

☐ most demanding ☐ very demanding ☐ demanding ☐ average ☐ less than demanding

If in the last three years the applicant has incurred serious disciplinary action or has been dismissed, suspended, please check Yes below and explain on a separate sheet. ☐ Yes ☐ No

Counselor/Principal Name: _____

Position: _____ High school: _____

Phone number: _____ E-mail: _____

_____

Counselor/Principal signature Date

Please seal and send this Counselor Reference form directly to the address below.

International Undergraduate Admissions Team, Yonsei University 50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea

Application number	

Financial Difficulties Scholarship Application

Name		Birth Date	
Nationality			
E-mail			
Department / Major	Department/Major		
Amount of tuition	_____(Korean Won) per year		
The reason(s) to need Financial Difficulties Scholarship			

Attached the certificate(s) of financial difficulties.

2020. 3. 외국인

LETTER OF CONSENT(학력조회동의서)

수험번호	

International Undergraduate Admissions Team, Yonsei University
50 Yonsei-ro, Seodaemoon-gu, Seoul 03722, Korea
Tel: +82-2-2123-3211, Fax: +82-2-2123-8699
http://iadmission.yonsei.ac.kr

Release of Information Form

By making application for admission to Undergraduate Programs of Yonsei University, I hereby authorize administrator or other persons to confer with others to obtain and verify my credentials and qualifications as a provider.

I release from any and all liability all organizations or individuals who act in good faith and without malice to provide the above information.

I consent to the release by any person to other institutions of all information that may be relevant to an evaluation of my credentials and qualifications and hereby release any such person providing such information of any and all liability.

. . .

Name(지원자 성명) : _____

Date of Birth(생년월일) : _____

Signature(지원자 서명) : _____

2020.3.외국인

LETTER OF REQUEST (학력조회의뢰서)

수험번호	

International Undergraduate Admissions Team, Yonsei University
50 Yonsei-ro, Seodaemoon-gu, Seoul 03722, Korea
Tel: +82-2-2123-3211, Fax: +82-2-2123-8699, E-mail: iadms@yonsei.ac.kr
http://iadmission.yonsei.ac.kr

※ '지원자 작성란'만 기재하여 제출합니다.

Student's Education Record[지원자 작성란, Student's Section]

Student's Name	
Date of Birth (yyyy/mm/dd)	
Sex (Male, Female)	
Name of School(Campus)	
School Phone No.	
School Address	
Period of Enrollment (yyyy/mm/dd ~ yyyy/mm/dd)	
Date of Graduation☐ / Transfer☐	

※ Attachments : Letter of Consent, High school transcript(s)

[해외학교(고교과정) 학적담당자 작성란, Verifier/Registrar's Section]

Kindly verify the above student information in the box below, and please return to International Undergraduate Admissions Team, Yonsei Univeristy[by air-mail / email attachment / fax, etc].

Verification	Tick ☑ & Remark
1. Basic Information (Name, DOB, Sex, School Info.)	Correct ☐ Incorrect ☐ ( )
2. Period of Enrollment	Correct ☐ Incorrect ☐ ( )
3. Date of Graduation☐/Transfer☐	Correct ☐ Incorrect ☐ ( )
4. Descriptions in Transcript(s) [For High School only]	Correct ☐ Incorrect ☐ ( )
Certified by	
Name & Position :	
Signature :	
Affiliation :	
Tel :	
Fax :	
Email :	
Date :	
Comment :	

YONSEI,
Leading the Way to the Future

연세대학교 서울캠퍼스 국제처 국제입학팀
03722 서울특별시 서대문구 연세로 50
전화 (02)2123-3225 (입학안내)
팩스 (02)2123-8636

International Undergraduate Admissions Team,
Office of International Affairs, Yonsei University

50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea
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http://iadmission.yonsei.ac.kr
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