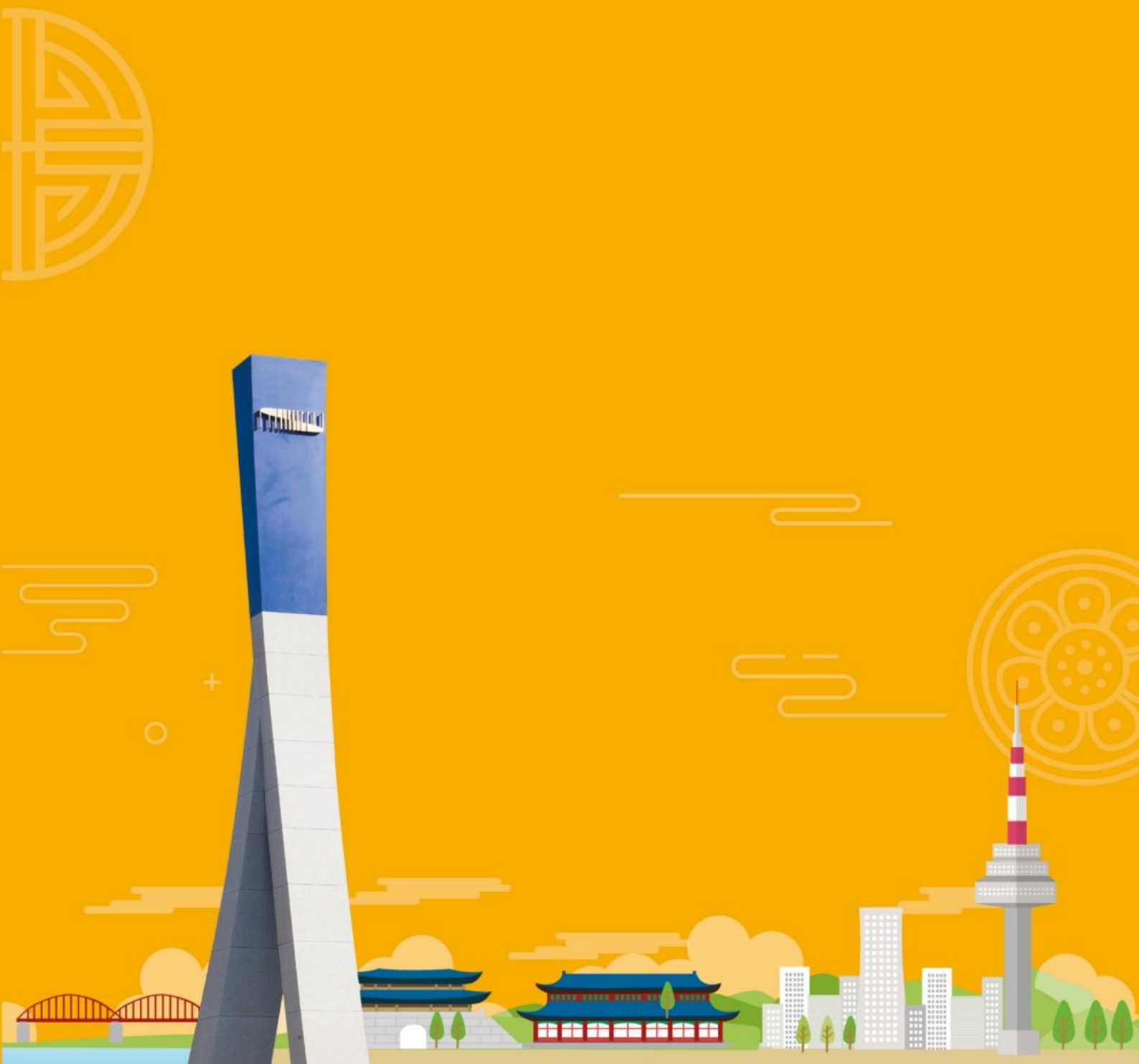시대정신과 미래가치를 선도하는 대학,
서울시립대학교

2022
ADMISSIONS FOR
INTERNATIONAL STUDENTS
University of Seoul

UNDERGRADUATE ADMISSIONS FOR INTERNATIONAL STUDENTS
(freshman and transfers)

Contents

2022

UNDERGRADUATE ADMISSIONS FOR INTERNATIONAL STUDENTS
Freshman and Transfer

Undergraduate Admissions for International Students (Freshman and Transfer)

01 Admission Schedule

1) 2022 Spring Semester

Admission Process	Schedule	Remarks
Online Application	October 11, 2021 (Mon) – October 20, 2021 (Wed), 4PM	- Online application at http://global.uos.ac.kr
Document Submission	October 21, 2021 (Thu) – November 4, 2021 (Thu), 4PM ※ Office hours : 9 AM – 6 PM, weekdays	- Submit to the Institute of International Cooperation and Education (IICE) (Room 321, Cheonnong Hall) - After submitting the online application, please print out the application form, write down your signature and submit the form with other documents.
Audition, Performance Test, or Interview	November 30, 2021 (Tue)	- Only applicable for the certain departments which hold auditions, performance tests, or interviews
Notification of Admission Results	December 24, 2021 (Fri), 5PM (subject to change)	- Results will be posted on the IICE homepage. (http://global.uos.ac.kr) - No individual notification will be provided
Tuition Payment	January 17, 2022 (Mon) – January 21, 2022 (Fri) ※ Bank hours : 9AM – 4PM, weekdays	- Any Woori Bank branch in Korea ※ If an applicant fails to pay their tuition within the designated period, their admission will be revoked without any prior notification.
Issuance of Certificate of Admission	January 25, 2022 (Tue) – February 3, 2022 (Thu)	- will be provided individually via email
Orientation	Late February 2022	- More details will be provided individually via email

2) 2022 Fall Semester

Admission Process	Schedule	Remarks
Online Application	April 4 2022 (Mon) – April 13, 2022 (Wed), 4PM	- Online application at http://global.uos.ac.kr
Document Submission	April 14, 2022 (Thu) – April 26, 2022 (Tue) 4PM ※ Office hours : 9 AM – 6 PM, weekdays.	- Submit to the Institute of International Cooperation and Education (IICE) (Room 321, Cheonnong Hall) - After submitting the online application, please print out the application form, write down your signature and submit the form with other documents.
Audition, Performance Test, or Interview	May 24, 2022 (Tue)	- Only applicable for the certain departments which hold auditions, performance tests, or interviews
Notification of Admission Results	June 24, 2022 (Fri), 5PM (subject to change)	- Results will be posted on the IICE homepage. (http://global.uos.ac.kr) - No individual notification will be provided
Tuition Payment	July 18, 2022 (Mon) – July 22, 2022 (Fri) ※ Bank hours : 9AM – 4PM, weekdays	- Any Woori Bank branch in Korea ※ If an applicant fails to pay their tuition within the designated period, their admission will be revoked without any prior notification.
Issuance of Certificate of Admission	July 26, 2022 (Tue) – August 4, 2022 (Thu)	- will be provided individually via email
Orientation	Late August 2022	- More details will be provided individually via email

※ The above schedule is subject to change.
※ All applicants must submit the required documents within the designated period (according to Korea Standard Time) and those who fail to submit will be ineligible for admission.

Admission Inquiries : Institute of International Cooperation and Education (IICE)
- Tel   +82-2-6490-6662, 6663   Fax   +82-2-6490-6664   • E-mail   iice-under@uos.ac.kr
- Homepage   http://global.uos.ac.kr ➡ For International Students ➡ Studying at UOS ➡ International Admissions
- Address   To : Program Coordinator (Undergraduate)
               Room #321, Cheonnong Hall University of Seoul, 163, Seoulsiripdae-ro, Dongdaemun-gu, Seoul, South Korea Postal Code: 02504
Online Application Inquiries : Uway Apply
- Tel   +82-1588-8988   Fax   +82-2-2102-5608

02 Number of Students to be Admitted

There is no quota (unless there is special consideration for supernumerary admissions)

03 Method of Evaluation

100% Document-based evaluation (Excluding the departments with practical examinations)

1) Common (Excluding the department of practical examination implementation)

Online Application → Document Submission → Document-based Evaluation (100%) → Notification of Admission Results
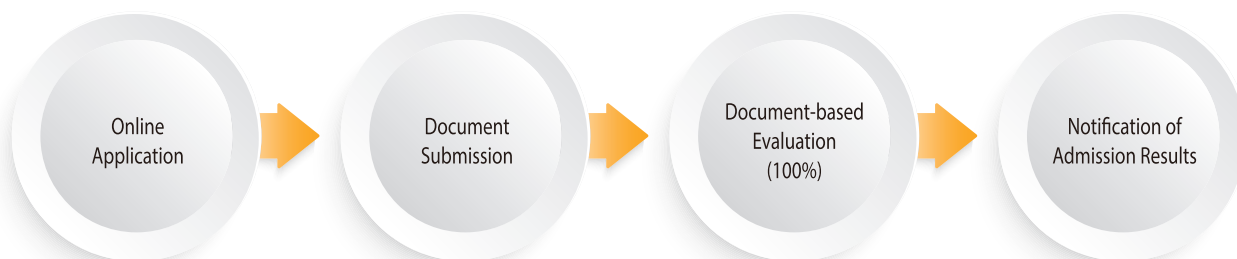
2) Department of Architecture (Architecture majors), Department of Industrial and Visual Design, Department of Music, Department of Environmental Sculpture

Online Application → Document Submission → Document-based Evaluation and Audition (Interview) → Notification of Admission Results
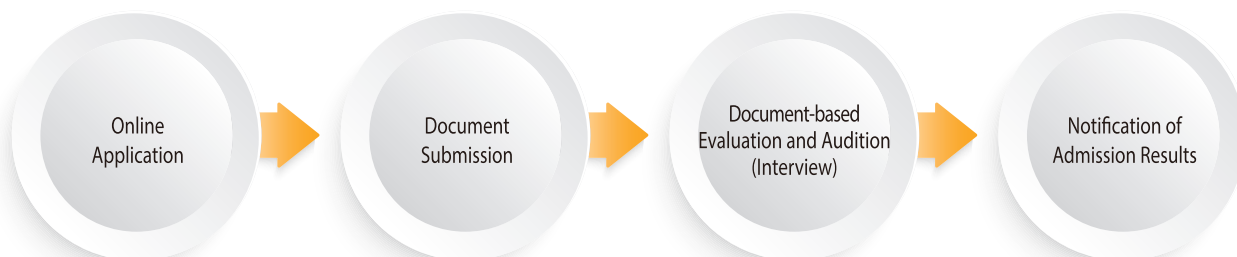
04 Admission Requirements

1) Nationality

- The candidate AND both of his or her parents must be non-Koreans.

※ Applicants who are stateless or hold multiple nationalities, one of which is Korean citizenship, are ineligible to apply as international students.

※ If an applicant or the applicant's parents do NOT hold foreign nationality by birth, then the applicant must submit proof of their renunciation or loss of South Korean (ROK) citizenship in pursuit of another nation's citizenship. (Only for cases where an applicant and his/her parents had all acquired foreign nationality before the applicant's entrance to high school.)

2) Academic Background

Type	Basic Educational Requirements
Freshman Applicants	Applicants must have graduated or be expected to graduate from high school at a regular educational institute in South Korea or abroad, or they must be deemed to have completed high school-level education (or its legal equivalent).
Transfer Applicants	Applicants must have an academic record of at least two years (four semesters) from a regular undergraduate program and have earned at least half of the credits required to graduate from the university they are currently attending. ※ Transfer students will become second or third year students. 　This is decided by a committee for the department to which the student has applied. ※ Students who attended a 2 or 3 year colleges can transfer to UOS only after they've graduated from a regular school curriculum.

※ Any school qualification exams taken in Korea or overseas through curricula such as home-schooling, online courses, GED, adult education, or language school will not be considered for regular school curriculum.

※ Acknowledgement of having the academic qualifications equivalent to high school graduates.

　- Article 98 of the Enforcement Decree of the Elementary and Secondary Education Act

　("Acknowledgement of Academic Background Equivalent to High School Graduates") Sub-paragraph 9 of Paragraph 1

Period of Education			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Republic of Korea	12	6-3-3-4	6 years						3 years			3 years			4 years			
Overseas School System	12	5-3-4-4	5 years					3 years			4 years				4 years			
	13	6-4-3-3	6 years						4 years				3 years			3 years		
	11	6-3-2-5	6 years						3 years			2 years		5 years				
	13	2-4-3-4-3	2 years		4 years				3 years			4 years			3 years			
	12	8-4-4	8 years								4 years				4 years			

- Applicants are eligible to apply to the UOS if the applicant has **completed all their elementary and secondary school coursework overseas** in one country.

- Applicants who **have completed 12 years of education or more in two or more** countries are eligible to apply through the UOS's admission process. However, those who have only completed 11 years or less are not eligible to go through the UOS's admission process but must be re-enrolled or transferred to a high school in Korea or overseas.

　(For those who completed 11 years, the applicant's high school coursework will be recognized only if the applicant completed the last three years of their secondary education in one country.)

- Insufficiencies in the number of years of primary and secondary school attended can be made up if the applicant studies at a university in their country for long enough to make up for the difference. This extra time will be recognized as part of a full high school curriculum.

　※ These discrepancies are due to the total number of years of coursework of the corresponding nation's school year system differing from the 12 years offered by South Korea's Ministry of Education.

3) Language Proficiency Requirements

- A person who meets the above nationality and educational background requirements and meets one of the following conditions:

Type	Basic Language Proficiency Conditions
Freshman applicants	① Has achieved level 3 or higher on the TOPIK ② Has completed level 3 or higher at the Korean Language and Culture Program (KLCP) of the University of Seoul
Transfer applicants	① Has achieved level 4 or higher on the TOPIK ② Has completed level 4 or higher at the Korean Language and Culture Program (KLCP) of the University of Seoul

※ You must scan and upload the above documents that are valid until the deadline for online applications.

※ All students of UOS must meet the Korean language requirement for graduation by obtaining a TOPIK level 4 or higher.

<Credit restrictions per Semester Due to the Level of Korean Language Proficiency>

- All students accepted to the University of Seoul will be given conditions on taking regular courses based on the results of the Korean language proficiency test/certificate that they submit to the University of Seoul. See the limits on course credits a student can take according to their current language proficiency.

No.	Current Language Proficiency	Korean Language Proficiency Requirements <TOPIK or KLCP>	Course Credit Limit
1	Achieved level 4 or higher on the TOPIK or completed level 4 or higher at the Korean Language and Culture Program (KLCP) of the University of Seoul (UOS).	None	None
2	Achieved level 3 on the TOPIK or completed level 3 at the Korean Language and Culture Program (KLCP) of the University of Seoul (UOS).	Must attain level 4 or higher on the TOPIK or complete level 4 Korean Language courses at the KLCP of the UOS	Max 9 credits per semester

※ Those who fall into the second category on the above table should register for Korean language courses at the KLCP of the UOS until they attain level 4 or higher on the TOPIK or complete the level 4 Korean language courses at the KLCP of the UOS. (This is a raduation requirement.)
  - Students must pay for KLCP tuition if they attend.
  - If a student has acquired level 4 on the TOPIK or completed the level 4 Korean language course at the KLCP of the UOS by the time they register for a new semester, they will have no restrictions for the number of course credits they can take.

4) Additional Requirements for Departments Which Hold Auditions, Performance Tests, or Interviews

No.	Department		Department Requirements	Remarks	Freshman	Transfer
1	Department of Architecture	Architecture majors	- [freshman applicants] A completion certificate of one year or more study at an architecture-related department. - [transfer applicants] A completion certificate of two year or more study at an architecture-related department. - [Mandatory, free format] A portfolio	1) Portfolio-based in-depth interview 2) Performance test	O	O
2	Department of Industrial and Visual Design	Visual Design majors	- [If applicable] A completion certificate of one year or more study at art-related department or institute. - [Mandatory, non-returnable, free format] A portfolio - Performance test : Fundamental molding design (on quarto paper) ※ Bring your own materials (writing and coloring tools, etc.)	1) Portfolio-based in-depth interview 2)Performance test	O	O
		Industrial Design majors	- [If applicable] A completion certificate of one year or more study at an art-related department or institute. - [Mandatory, non-returnable, free format] A portfolio - Performance test : Basic 3D concept sketch (on quarto paper; 2 hours)		O	X
3	Department of Music		- Audition (performance test) for each major (refer to Contents 13) - Composition applicants must submit a portfolio	Performance test	O	O
4	Department of Environmental Sculpture		- [If applicable] A completion certificate of one year or more study at an art-related department. - [Mandatory, A4 sized or smaller, free format] A portfolio - A performance test will be taken and applicants will be allotted the same theme and time as Korean candidates of the same academic year	1) Portfolio-based in-depth interview 2) Performance test	O	O

※ Auditions/interviews/performance tests : Held at designated places for each department
  (notified separately; applicants are required to bring personal ID and identification slip)

05 Required Application Materials

1) Required Materials for Freshman Applicants

No	Documents Checklist	Notes
1	Checklist for documents submission	This document can be printed after completing the application (up to payment). Fill this in after printing it out. ※ Arrange the materials in the order designated on the Checklist
2	Application form ※ The spelling of the applicant's name written in English of all documents must correspond to how their name is spelled on their passport.	Print it after finishing the online application and paying the application fee on the IICE website. ※ You must scan and upload the documents that are valid until the deadline for the submission of online applications. ※ The name of school and date of graduation written on the application form and submitted documents should match exactly.
3	Letter of self-introduction and study plan	Fill out and print it after finishing the online application and paying the application fee on the IICE website. ※ 1000 English letters or 500 Korean letters including spacing.
4	Verification report from the China Academic Degrees and Graduate Education Development Center ※ Only for those who received their diploma in China	会考, 高考, 中等教育学历 Verification Report (in English) ※ Those who are currently enrolled in high school must submit the Consular Authentication for their Certificate of Enrollment (After it is accepted, they must submit the 中等教育学历 verification report in English)
5	Certificate of enrollment from high school ※ Only for those who is currently enrolled at.	**< For those who received their diploma in a country other than China >** - Must be issued an apostille or have consular authentication [English Notarized]
6	Certificate of (expected) graduation from high school	**< For those who received their diploma in China >** - [English Notarized]
7	Official academic transcript from previously enrolled high school(s) ※ The grading system and full marks standards should be specified in the transcript.	※ Please refer to [Appendices 1 and 2]. ※ If orgiginal document is written in Korean or English, submit it after getting its apostille or consular authentication. ※ Those who attended Korean high school must submit detailed school life record.
8	Consent to academic records requests	Fill in and print it after finishing the online application and paying the application fee on the IICE website.
9	Statement of financial support	Print it after finishing the online application and paying the application fee on the IICE website and sign it
10	Bank statement belonging to the applicant's financial guarantor	– **Minimum of USD 20,000** (or equivalent amount of other currencies) ※ Issued within 30 days of the date of submission ※ Account holder must be applicant or applicant's parent. ※ A simple copy of the bank book will not be accepted.
11	A photocopy of the information page of the applicant's passport	Submit a photocopy of the applicant's valid passport
12	Certificate confirming the nationality of the applicants and their parents	– photocopy of valid passport or documents issued by the government ※ If the applicant or either of their parents hold Chinese citizenship, submit a copy of their Chinese ID Card [Notarized translation] ※ If the applicant's parents are divorced or either or both are deceased, certificates to prove these matters (parental right, custody, etc.) are also required. [Notarized translation]
13	A photocopy of the applicant's alien registration card (if applicable)	Submit a photocopy of both the front and back
14	A certificate of family relations between the applicant and their parents	**< Applicants who are not Chinese citizens >** - An original certificate proving family relations issued by the government (family register, birth certificate, residence register, family relation certificate, etc.) [English Notarized] **< Applicants who are Chinese citizens >** - A certificate of household registration [English Notarized] - A certificate of family relations [English Notarized] (Note: If a parent is the head of their household and the applicant is registered in the parent's household, the submission of a certificate of family relations is not required.)

UNDERGRADUATE (Freshman and Transfer)

No	Documents Checklist	Notes
15	Certificates of language proficiency ※ Submit documents proving language proficiency valid as of the online application deadline	- A transcript of level 3 or higher on the Test of Proficiency in Korean (TOPIK) - A certificate of completion of the Korean language courses (level 3 or higher) from the Korean Language & Culture Program (KLCP) of the University of Seoul (UOS) - A certificate of completion from Korean language courses from other universities with a transcript showing grades and attendance rate. (Not considered as requirements for admission but still need to be submitted)
16	Additional documents (those who apply for the departments requiring a practical examination)	- Departments of Architecture; Industrial and Visual Design; Music; and Environmental Sculpture may ask for additional documents.

※ Any documents not written in Korean or English should be notarized in English. (original document should be attached)
※ All documents must be original hard copy and issued within one year of the deadline of document submission.
※ In addition to the above documents, related documents may be requested to determine the eligibility and authenticity of the application.
※ Application documents are available on the IICE website (http://global.uos.ac.kr) to download and print.

2) Required Materials for Transfer Applicants

No	Documents Checklist	Notes
1	Checklist for documents submission	This document can be printed after completing the application (up to payment). Fill this in after printing it out. ※ Arrange the materials in the order designated on the Checklist
2	Application form ※ The spelling of the applicant's name written in English of all documents must correspond to how their name is spelled on their passport.	Print it after finishing the online application and paying the application fee on the IICE website. ※ You must scan and upload the documents that are valid until the deadline for the submission of online applications. ※ The name of school(College) name and date of graduation written on the application form and submitted documents should match exactly.
3	Letter of self-introduction and study plan	Fill out and print it after finishing the online application and paying the application fee on the IICE website. ※ within 1000 English letters or 500 Korean letters including spacing.
4	Verification report from the China Academic Degrees and Graduate Education Development Center ※ Only for those who received their diploma in China	1) High school : 会考, 高考, 中等教育学历 Verification Report (in English) 2) University : Verification Report in English (4 year university : 学位网, or 2-3 year college : 学信网) ※ Submit both the high school and university verification reports by the China Academic Degrees and the Graduate Education Development Center ※ Those who are currently enrolled at a university must get consular authentication for their certificate of enrollment (issued in English) ※ Those who attended Korean high school must submit detailed school life record as an additional document.
5	A certificate of graduation from high school	**< For those who received their diploma in country other than China >** - Must be apostilled or have consular authentication [English Notarized]
6	Certificate of enrollment or (expected) graduation from university	**< For those who received their diploma in China >** - [English Notarized]
7	Official academic transcript of the previously enrolled university ※ The grading system and full marks standards should be specified in the transcript. ※ Transcript including earned credits and grades for every single years.	※ Please refer to [Appendices 1 and 2]. ※ If original document is written in Korean or English, submit it after getting its apostille or consular authentication. ※ Those who attended Korean high school must submit detailed school life record. ※ Students who attended a 2 or 3 year college can transfer to UOS only after they've graduated from a regular school curriculum.
8	A document where the number of credits required for graduation of the recently enrolled university is specified	The document should be written in English and specify the number of credits required to graduate in the applicant's department at their previous university.
9	Consent to academic records requests	Fill out and print it after finishing the online application and paying the application fee on the IICE website.
10	Statement of financial support	Print it after finishing the online application and paying the application fee on the IICE website and sign it

No	Documents Checklist	Notes
11	Bank statement belonging to the applicant's financial guarantor	– **Minimum of USD 20,000** (or equivalent amount of other currencies) ※ Issued within 30 days of the date of submission ※ Account holder must be applicant or applicant's parent. ※ A simple copy of the bank book will not be accepted.
12	A photocopy of the information page of the applicant's passport	Submit a photocopy of the applicant's valid passport
13	Certificate confirming the nationality of the applicants and their parents	– photocopy of valid passport or documents issued by the government ※ If the applicant or either of their parents hold Chinese citizenship, submit a copy of their Chinese ID Card [Notarized translation] ※ If the applicant's parents are divorced or either or both deceased, certificates to prove these matters (parental right, custody, etc.) are also required. [Notarized translation]
14	A photocopy of the applicant's alien registration card (if applicable)	Only if applicable (Submit a photocopy of both the front and back)
15	A certificate of family relations between the applicant and their parents	**< Applicants who are not Chinese citizens >** - An original certificate proving family relations issued by the government (family register, birth certificate, residence register, family relation certificate, etc.) [English Notarized] **< Applicants who are Chinese citizens >** - A certificate of household registration [English Notarized] - A certificate of family relations [English Notarized] (Note: If a parent is the head of their household and the applicant is registered in the parent's household, the submission of a certificate of family relations is not required.)
16	Certificates of language proficiency ※ Submit documents proving language proficiency valid as of the online application deadline	- A transcript of level 4 or higher on the Test of Proficiency in Korean (TOPIK) - A certificate of completion of the Korean language courses (level 4 or higher) from the Korean Language & Culture Program (KLCP) of the University of Seoul (UOS) - A certificate of completion from Korean language courses with a transcript showing grades and attendance rate. (Not considered as requirements for admission but still need to be submitted)
17	Additional documents (those who apply for the departments requiring a practical examination)	- Departments of Architecture; Industrial and Visual Design; Music; and Environmental Sculpture may ask for additional documents.

※ Any documents not written in Korean or English should be notarized in English. (original document should be attached)

※ All documents must be original hard copy and issued within one year of the deadline of document submission.

※ In addition to the above documents, related documents may be requested to determine the eligibility and authenticity of the application.

※ Application documents are available on the IICE website (http://global.uos.ac.kr) to download and print.

UNDERGRADUATE (Freshman and Transfer)

06 Fields of Study

College	Department / Majors			Freshman	Transfer
Public Affairs and Economics	Public Administration			○	○
	International Relations			○	○
	Social Welfare			○	○
	Economics			○	○
	Science in Taxation			○	○
Business Administration	Business Administration			○	○
Engineering	Electrical and Computer Engineering			○	○
	Chemical Engineering			○	○
	Mechanical and Information Engineering			○	○
	New Materials Science and Engineering			○	○
	Civil Engineering			○	○
	Computer Science and Engineering			○	○
	Artificial Intelligence			○	○
Humanities	English Language and Literature			○	○
	Korean Language and Literature			○	○
	Korean History			○	○
	Philosophy			○	○
	Chinese Language and Culture			○	○
Natural Science	Environmental Horticulture			○	○
	Mathematics			○	○
	Statistics			○	○
	Physics			○	○
	Life Sciences			○	○
	Applied Chemistry			○	○
Urban Science	Architecture	- Architectural Engineering		○	○
		- Architecture (five-years, undergraduate program)		○	○
	Urban Planning and Design			○	○
	Transportation Engineering			○	○
	Landscape Architecture			○	○
	Urban Administration			○	○
	Urban Sociology			○	○
	Geoinformatics			○	○
	Environmental Engineering			○	○
Arts and Physical Education	Music	Composition		○	○
		Vocal Music		○	○
		Piano		○	○
		Orchestra Music	String	Violin, Contrabass, Viola, Cello, Classical Guitar	○	○
			Wind	Oboe, Clarinet, Trombone, Bassoon, Tuba, Flute, Trumpet, Horn	○	○
			Percussion	○	○
	Industrial and Visual Design	Visual Design		○	○
		Industrial Design		○	X
	Sports Science			○	○
	Environmental Sculpture			○	○

07 Application Fee

1) Application fee : KRW 80,000

2) Payment Method

① Applicants must pay the application fee online. (Please refer to the guidelines regarding online payment).

② If the payment is not completed during the application period, the application will be automatically rescinded.

③ When the application payment is completed then an application number will be provided to the applicant. Once application materials have been printed, the online application process is finished and no changes will be permitted (such as changes related to the application process, chosen major, etc) and cancellation will be impossible.

3) Refund : The application fee is refundable in the following situations

Reasons for refund	Amount of refund
- Unable to complete the admission process due to reasons which are the fault of the UOS.	Full Amount
- Unable to complete the admission process due to natural disaster.	
- Unable to complete the admission process due to hospitalization due to illness or accident, or the applicant's death. (Documentary proof is required)	

08 Scholarships for International Students

1) Full-tuition scholarship : top 10 percent of international students

2) 50% tuition scholarship : between the top 10 and 20 percent of international students

※ Recipients of outside scholarships are not eligible to receive any intramural scholarships that waive tuition fees.

09 Dormitory Application

1) Applicants must apply for a dormitory during the designated application period.

2) A dormitory is assigned only to candidates who applied during the application period, and the result of dormitory assignment will be notified to applicants after they pay tuition.

Types	Facility	Fee(Including a KRW 100,000 deposit)
Residence Hall	single room temporarily single room until COVID-19 ends	KRW 970,000 per semester (16 weeks)
International House	2 rooms shared by 2 people, 3 rooms shared by 3 people, 5 rooms shared by 5 people	KRW 970,000 per semester (16 weeks)

※ The above costs are based on the fall semester of 2021. More information is available on the dormitory website (http://dormitory.uos.ac.kr/).

10 Important Notes

1) Eligibility

① Applicants must meet all admission requirements. (nationality, academic background and language proficiency)

② Applicants who are stateless or hold multiple citizenships alongside their Korean citizenship are ineligible to apply as international students.

③ If an applicant or the applicant's parents do NOT hold foreign nationalities by birth, then the applicant must submit proof of their renunciation or loss of South Korean (Republic of Korea) citizenship in pursuit of another nation's citizenship. (Only permitted in cases where an applicant and their parents all acquired foreign citizenship before the applicant's entrance into high school.)

④ Any school qualification exams taken in Korea or overseas through curricula such as home-schooling, online courses, GED, adult education, or language school will not be considered for regular school curriculum.

2) Basic Matters Regarding the Submission of Documents

① After the online application is completed on the Uway Apply website, print out the UOS's forms (letter of self-introduction and study plan, etc.) from the IICE webpage and submit all the required admission materials via post to the IICE office.

② All supporting documents must be original and issued within 1 year from the deadline for the online application.
(As for Bank Statement – within 30days)

③ All submissions must be in Korean or English. Documents not written in Korean or English must be submitted with a notarized English translation by an authorized office located in the country where the submissions are originated from.
  ※ Applicants' own translation will not be accepted.

④ The spelling of the applicant's name written in English on all their documents must correspond to the spelling of their name on their passport.

⑤ Submitted documents will not be returned. We encourage applicants to prepare enough additional documents for visa application in advance.

⑥ Submission documents may be added or subtracted as required.

⑦ The applicant is responsible for any disadvantages caused by a mistake or omission in the documents. If the submitted documents have not met the minimum requirement, the applicant will be excluded from the document evaluation.

⑧ Regarding application forms and all the submitted documents, if any forgeries, counterfeits, falsified statements, or other unjust actions are discovered, the applicant will be rejected. If such matters are identified, even after admission, the acceptance of admission will be revoked and payed tuition fees will not be refunded.

3) Admission Proceedings

① Please write the contact information (phone number(s), email address(es), etc.) that you can be reached at on the application form. The University of Seoul does not bear any responsibility for any disadvantages caused by contact issues whatsoever.

② Information regarding admission scores will not be disclosed.

4) After Admission

① Among the applicants who have been accepted, those who had not graduated from or were expected to finish school (when they applied) must submit their certificate of graduation or completion and their final transcripts to a IICE coordinator before the semester starts. If these documents are not submitted, admission will be rescinded even after admission. However, exceptions will be accepted when time differences in academic schedules in the applicants' nation and Korea are less than one month.

② After receiving the certificate of admission, if an applicant residing outside of Korea encounters difficulty obtaining their visa and fails to arrive in South Korea before classes start, admission will be rescinded automatically with the certificate of admission being invalidated.

③ After the final admission process, the IICE may request an applicant's academic records from the highest level school they attended based on the form of consent to academic record requests submitted by the applicant. If the requested confirmation certificate is not received within six months, the applicant must individually contact the school where they graduated and submit their official academic records. If the school fails to submit the applicant's official academic records, admission will be rescinded.

5) Requirements for Graduation

① Admitted applicants who do not hold a level 4 or higher on the TOPIK when they enter the school are required to achieve this level before their graduation.

② Required credits and conditions for graduation are different in each department. Check the details at the office of the department to which you applied.

6) Additional Notes

① Schedules and content may change according to the universities' policies.

② All notifications will be posted on the IICE website at http://global.uos.ac.kr (no individual notification will be provided).

③ This application guide was originally written in Korean and then translated into other languages. If there are any disparities on the interpretation of its meaning, the Korean language version takes priority.

11 Audition Requirements for the Department of Music (2022)

Major			Requirements
Musical Composition			① Interpretation and analysis of traditional harmonies (60 min) ② Piano performance : a work of the applicant's choice (fast movement without repetition, and from memory) ③ Composition portfolio (submitted along with the application form) - Submit three songs which an applicant has composed and files of their performance or MIDI files. ※ ①, ②, ③ all mandatory
Vocal Music			① Italian song ② German song ※ ①, ② mandatory ※ However, when singing an aria, it should be sung in the original language, but it should not overlap with the other songs and languages. e.g. Italian song + German song, Italian aria + German song, Italian song + German aria etc.
Piano			① Test Piece : F. Chopin's Étude Op. 10, or Op. 25. (Except No.3 of Op.10, No.6 of Op.10, and No.7 of Op.25.) ② Test Piece : a fast-tempo song, applicant's choice, except the F. Chopin Etude category in ①. ※ Both ① & ② are mandatory.
Orchestra Music	Strings	Violin	• A work of the applicant's choice (except for slow movements or cadenzas)
		Contrabass	
		Viola	
		Cello	
		Classical guitar	
	Wind	Oboe	
		Clarinet	
		Trombone	
		Bassoon	
		Tuba	
		Flute	
		Trumpet	
		Horn	

	Percussion		① Timpani (a work of the applicant's choice)
			② Snare drums
			  - A work of the applicant's choice
			  - Roll : pp ＜ ff ＞ pp (10 seconds)
			③ Marimba
			  - A work of the applicant's choice
			  - Major, relative major, and minor keys (natural, harmonic, or melodic).
			    Applicants will be drawn at random.
			※ Department of Music provides a Korogi SP3000 5 Octave marimba
			※ ①, ②, ③ all mandatory (note : ③ must be performed from memory)

12 Contact Information

College	Department		Location	Telephone
Public Affairs and Economics	Public Administration		The 21st Century Building #215	+82-2-6490-2010~1
	International Relations		The 21st Century Building #213	+82-2-6490-2035~6
	Social Welfare		The 21st Century Building #406	+82-2-6490-2075~6
	Economics		Mirae Hall #504	+82-2-6490-2051~2
	Science in Taxation		The 21st Century Building #411	+82-2-6490-2095~6
Business Administration	Business Administration		Mirae Hall #506	+82-2-6490-2210~4
Engineering	Electrical and Computer Engineering		Information and Technology Building #401	+82-2-6490-2310~1
	Chemical Engineering		The 2nd Engineering Building #306	+82-2-6490-2360~1
	Mechanical and Information Engineering		Science and Technology Building #428	+82-2-6490-2380~1
	New Materials Science and Engineering		Science and Technology Building #516	+82-2-6490-2400~1
	Civil Engineering		Architectural and Civil Engineering #326	+82-2-6490-2420~1
	Computer Science and Engineering		Information and Technology Building #202	+82-2-6490-2440~2
	Artificial Intelligence		Architectural and Civil Engineering #334	+82-2-6490-2460~1
Humanities	English Language and Literature		Liberal Arts Building #321	+82-2-6490-2510~1
	Korean Language and Literature		Liberal Arts Building #217	+82-2-6490-2530~1
	Korean History		Liberal Arts Building #328	+82-2-6490-2550~1
	Philosophy		Liberal Arts Building #419	+82-2-6490-2570~1
	Chinese Language and Culture		Liberal Arts Building #216	+82-2-6490-2587
Natural Science	Environmental Horticulture		Natural Science Building #411	+82-2-6490-2680~1
	Mathematics		Mirae Hall #812	+82-2-6490-2606~7
	Statistics		Mirae Hall #708	+82-2-6490-2625~6
	Physics		Science and Technology Building #217	+82-2-6490-2640~1
	Life Science		Natural Science Building #213	+82-2-6490-2660~1
	Applied Chemistry		Architectural and Civil Engineering #334	+82-2-6490-2460~1
Urban Science	Architecture	Architectural Engineering	Architectural and Civil Engineering #401	+82-2-6490-2753~4
		Architecture		+82-2-6490-2751~2
	Urban Planning and Design		Baebong Hall #305	+82-2-6490-2790~1
	Transportation Engineering		The 21st Century Building #503	+82-2-6490-2815~6
	Landscape Architecture		Baebong Hall #206	+82-2-6490-2835~6
	Urban Administration		The 21st Century Building #404	+82-2-6490-2710~1
	Urban Sociology		The 21st Century Building #409	+82-2-6490-2730~1
	Geoinformatics		The 21st Century Building #602	+82-2-6490-2880~1
	Environmental Engineering		Changgong Building #313	+82-2-6490-2853~6
Arts and Physical Education	Music		Music Building #B101	+82-2-6490-2930~1
	Industrial and Visual Design - Visual Design - Industrial Design		Design and Sculpture Building #406	+82-2-6490-2906~7
	Sports Science		The Centennial Memorial Hall Na-Dong #813	+82-2-6490-29456
	Environmental Sculpture		Design and Sculpture Building #114	+82-2-6490-2916~8

UNDERGRADUATE (Freshman and Transfer)

[Appendix 1] Information Related to Apostille and Consular Authentication

(For diplomas received abroad, excluding those received in China)

1. Certified documents needed to verify foreign school coursework

Applicants must submit certified documents that can verify their foreign school coursework through one of the following ways before the deadline.

   a. Academic documents (Certificate of graduation / degree / enrollment and transcript(s) for all academic years) must have an Apostille issued by an authorized office located in the country where the schoolwork is origniated from.

   b. Academic documents (Certificate of graduation / degree / enrollment and transcript(s) for all academic years) must be authenticated by the Korean Consul or Korean Embassy located in the country where the school work is originated from.

2. Notes Regarding the Apostille Convention Agreement

 A. Apostille Agreement

  1) Announced in the Convention abolishing the requirement of legalization for foreign public document (effective as of July 14, 2007)

  2) To ensure the convenient mutual authentication of diplomatic documents between member countries of the treaty, the consular confirmation process of foreign missions has been abolished, and the authorized office is instead recognized to confirm authenticity.

  3) A document issued by an apostille member nation are recognized in other member nations.

 B. The apostille section of the Hague International Court website (www.hcch.net) provides updated regarding relevant agencies by region.

3. Procedure for Issuance of an Apostille

Issuance of documents at school → Visit to Apostille Issuing Agency → Application for issuing Apostille → Application for issuing Apostille → Apostille issued

4. Status of Apostille Member nations as of 2021.7.3

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

Source : Ministry of Foreign Affairs (https://www.0404.go.kr/consulate/consul_apo.jsp)

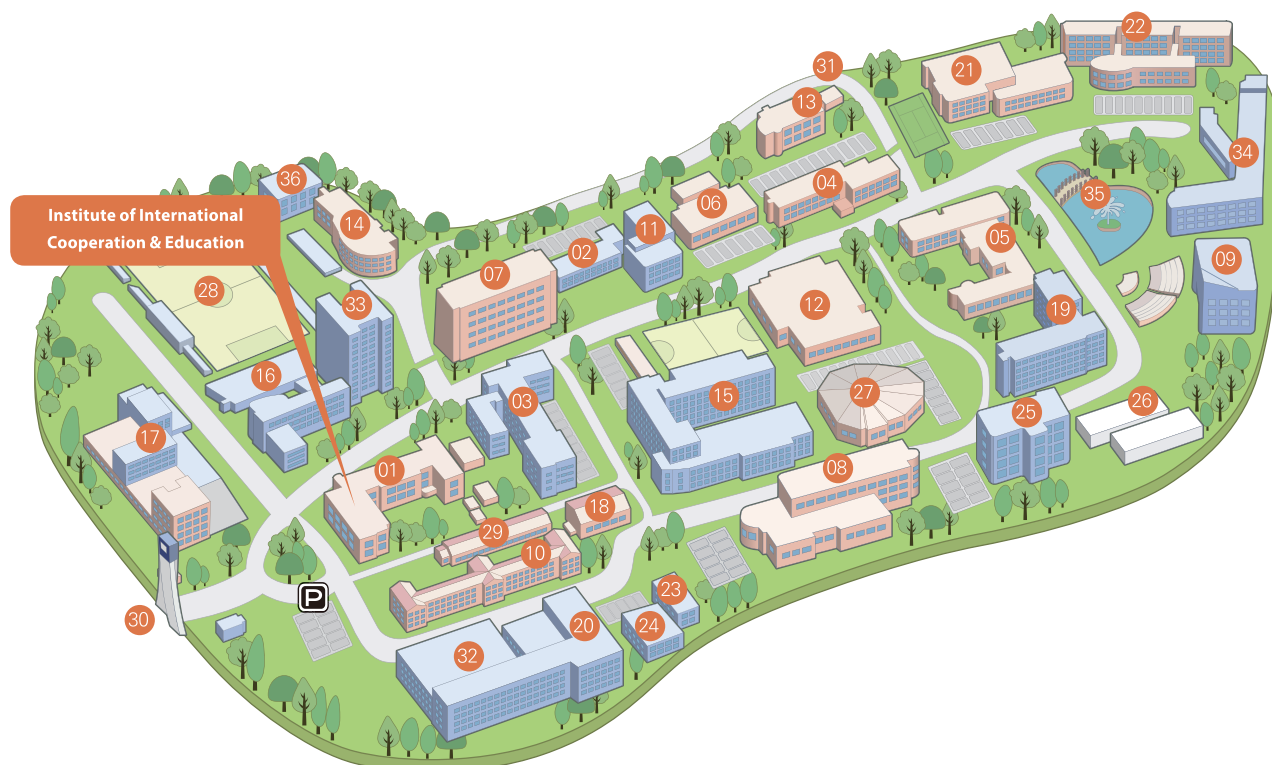# [Appendix 2] 学信网, 学位网 Education Verification Guidelines

> 学信网
- **Verification Center** : China Higher Education Student Information and Career Center (中国高等教育学生信息网 (学信网)
- **Website** : www.chsi.com.cn
- **Address** : 北京市海淀区西三环北路甲2号北京理工大学国防科技园1号楼3至4层
- **E-mail** : info@chsi.com.cn / kefu@chsi.com.cn
- If you have any inquiries, please contact a designated staff of each province
  (Contact information on http://www.chsi.com.cn/xlrz/201202/20120228/284945923.html)

> 学位网
- **Verification Center** : China Academic Degrees and Graduate Education Development Center (教育部学位与研究生教育发展中心)
- **Website** : www.cdgdc.edu.cn
- **Address** : 北京市海淀区王庄路1号同房科技广场B座17-18层(Zip code : 100083)
        *Office of Certification Affairs : 北京市海淀区清华大学东门外学研大厦A201室
- **E-mail** : jdjb@cdgdc.edu.cn

UNDERGRADUATE (Freshman and Transfer)

Campus Map

Institute of International Cooperation & Education

❶ **Cheonnong Hall**
    #321, Institute of International Cooperation & Education
② The 1st Engineering Building
③ Architecture and Civil Engineering Building
④ Changgong Building
⑤ Liberal Arts Building
⑥ Baebong Hall
⑦ University Center
⑧ Natural Science Building
⑨ Music Building
⑩ Kyongnong Hall
⑪ The 2nd Engineering Building
⑫ Student Hall

⑬ University Press ROTC Building
⑭ Science and Technology Building
⑮ The 21st Century Building
⑯ Design and Sculpture Building
⑰ Citizen Cultural Education Building
⑱ Birch Hall
⑲ Information and Technology Building
⑳ Law School
㉑ Main Library
㉒ Student Dormitory
㉓ Architecture Structural Experimental Building
㉔ Civil Engineering Experimental Building

㉕ Media Hall
㉖ Greenhouse
㉗ Main Auditorium
㉘ Main Stadium
㉙ University Museum
㉚ Main Gate
㉛ Rear Gate
㉜ Wellness Center
㉝ Mirae Hall
㉞ International House
㉟ Sky pond
㊱ Kindergarten