

June 28, 2018

Warmest greetings from Seoul National University!

We are happy to announce that we are opening nomination for Spring 2019 Exchange Program. For information, please find attached the fact sheet, **Spring 2019 Guide for the SNU Student Exchange Program**. As previous announced, we have some **important changes** in the application procedure, applying from Fall 2018 application, (1. *Early deadlines*, 2. *Online application only*, 3. *Number of recommendation letters reduced to one*). Please beware not to miss any detail by double-checking the fact sheet.

1. How to Nominate?

If you have any nominee(s) for the Spring 2019, please provide us with information on your nominee student(s) via the link below no later than **September 10**.

<https://docs.google.com/forms/d/e/1FAIpQLScadSjJtxE-iEjPixvUhUTYD4wFda-NARvuaxnP7bzoKzGRtw/viewform>

*Please make sure your candidate(s) meet(s) the entry requirement stated in the attached fact sheet. Especially, please note that we cannot accept graduate students who didn't complete at least one semester at their "graduate" program, according to our law. Graduate students must be able to prove that they have completed at least one semester of the graduate program at the application stage.

2. After Nomination?

Nominated student(s) will receive an application guideline, along with instructions regarding the online application process, from the coordinators at the Office of International Affairs (central international office), SNU.

3. How to Apply?

The application deadline is **September 20**. **Only the online application** will be required for the application. Please make sure that your students carefully read through the attached guideline and prepare for the application process in advance.

IMPORTANT NOTICE ON SUBMISSION OF RECOMMENDATION LETTER

As the application process is conducted online only, candidate(s) will be required to upload the digital copies of the required documents. As the recommendation letter, however, should be confidential, **we will guide candidate(s) to submit the sealed letter to the exchange program coordinator so that the coordinator can open the letter and send us its scanned copy**. Please send the copies to the following persons at the Office of International Affairs, SNU:

Ms. Go oon Bae (Asia, America, Oceania) – hindoo1@snu.ac.kr

Ms. Jaeyeon SHIN (Europe) – colormysoul@snu.ac.kr

4. More Information on Course Catalog?

Students can find information on the courses that were previously provided at our course registration website <http://sugang.snu.ac.kr>. Attached you can find the course search instruction, and please share this with your nominee students.

***IMPORTANT NOTES FOR AY2018-19:**

- Please make sure that applicant(s) have completed at least one semester on the current program at their application stage. This means that if the study abroad semester is applicant(s)' first semester of Master's program, they are not eligible for our program.
- College of Law is NOT open to undergraduate students from Spring 2018, as the undergraduate level does not exist any longer. **The School of Law, a specialized law school for graduate level students, will be open to undergraduate level students, instead.** Please note that **these undergraduate students will be enrolled as graduate (Master's) students in SNU law school during their study. These students must be advised that the credits they take at SNU should be transferred under their current undergraduate program, not their prospective graduate program.**
- Department of Psychology and Statistics newly require applicants to have Korean language proficiency, in addition to the Department of Korean History.
- Priority for course registration for some of the Business Administration courses (See attachment, "College of Business Administration_Requisite Subject for Major") will be given to the regular degree-seeking students. Exchange students may take the course only when there are extra spots available. As the courses are mandatory courses for degree-seeking students, generally, all seats are quickly filled up. Please advise your nominee(s) of this issue and make sure that they plan ahead, and have Plan B.
- When there are applicant(s) for Medicine/Pharmacy/Dental Medicine/Nursing/Music/Fine Arts/Global MBA, please let me know before the nomination as these are relatively restricted than other majors. I will check with the department of their availability.

Should you have further inquiries regarding our student exchange program, please do not hesitate to contact us.

Thank you for your continuous support and cooperation.