

SCHU

Korean Language School Admission Guideline, 2024

Other Legally Resident Status Holders

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▪ Other Legally Resident Status Holders

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1. Introduction

The Korean Language School(KLS) is one of the Soonchunhyang University(SCH)'s Korean Language Institute. The SCH KLS curriculum helps not only International Language School students, but also foreigners residing in Korea who want to learn Korean language and culture.

The Korean language courses are divided into 10-week and 5-week programs. The 10-week program is designed for foreign students with the goal of enrolling in domestic universities and focuses on comprehensive Korean language learning. The 5-week program, on the other hand, emphasizes practical Korean language skills required for daily life.

The SCH KLS provides the following special benefits to the KLS students.

- ▶ International Student events and Korean Culture Events
- ▶ Official TOPIK Support
- ▶ SCH Korean test

※ For more information, please visit our website ➡ <http://sgee.sch.ac.kr>

2. Korean Language School Program

A 10-week Program

Program	Time	Details
• Korean Class	Mon ~ Fri	<ul style="list-style-type: none"> ▶ Intensive Korean learning to meet the Korean universities admission requirement ▶ 4-semester system per year, with each semester consisting of 5 days a week, 10 weeks, and 200 hours ▶ Weekly Class hours : Speaking(8), Reading(4), Listening(4), Writing(4) ▶ Class level : 1 ~ 6 ▶ Class level 1 and 2 will use the SCH Korean text book
• Korean Culture Event	1 ~ 2 times per semester	<ul style="list-style-type: none"> ▶ Opportunity to experience Korean traditional culture and local festivals ▶ Visit cultural site and watch Korean performances
• Official TOPIK Support	6 times a year	<ul style="list-style-type: none"> ▶ Free TOPIK Special Classes offered for 2 ~ 3 weeks before TOPIK test ▶ Free Shuttle Bus will be provided for TOPIK test
• SCH Korean Test Administration	4 times a year	<ul style="list-style-type: none"> ▶ Can be used as a language proficiency test score for admission to the university's academic programs ▶ Can be used as a mock test for the Official Test of Proficiency in Korean(TOPIK)
• Other Events	Year around	<ul style="list-style-type: none"> ▶ SCH Korean Writing Contest ▶ Global Day : Sharing diverse cultures and foods with other international students and Korean students ▶ Excellent academic awards ▶ Various events for international students

※ The information above is subject to change

B 5-week Program

Program	Time	Details
• S-KLEC Korean Language Classes	Based on Course Selection	<ul style="list-style-type: none"> ▶ Intensive learning of practical Korean for daily life for those residing in Korea ▶ Operates up to 6 sessions per year, with each session lasting 5 weeks and 50 hours ▶ Divided into weekday morning, afternoon, and weekend sessions ▶ Classes include Basic, Intermediate, Advanced, TOPIK Preparation, and Social Integration Program Evaluation Preparation ▶ Classes may not be offered if the number of participants is below the minimum requirement
• SCH Korean Test Administration	4 times a year	<ul style="list-style-type: none"> ▶ Can be used as a language proficiency test score for admission to the university's academic programs ▶ Can be used as a mock test for the Official Test of Proficiency in Korean(TOPIK)

※ The information above is subject to change

3. Admission & Academic Calendar(2024)

A 10-week Program

Section	Spring	Summer	Fall	Winter
Class starts	March 4 th (Monday)	May 20 th (Monday)	September 2 nd (Monday)	November 18 th (Monday)
Class ends	May 10 th (Friday)	July 26 th (Friday)	November 8 th (Friday)	January 24 th (Friday)
Application Submission and Admission Document Deadline ※Rolling Admissions Available	February 9 th (Friday)	April 26 th (Friday)	August 9 th (Friday)	October 25 th (Friday)
Tuition Payment Date	Announced Individually			

※ The information above is subject to change

B 5-week Program

Section	1 ST	2 nd	3 rd	4 th	5 th	6 th
Class starts	March 4 th (Monday)	April 22 nd (Monday)	June 10 th (Monday)	September 2 nd (Monday)	October 28 th (Monday)	December 16 th (Monday)
Class ends	April 7 th (Sunday)	May 26 th (Sunday)	July 14 th (Sunday)	October 6 th (Sunday)	December 1 st (Sunday)	January 19 th (Sunday)
Application Submission and Admission Document Deadline	For each session, rolling admissions are available until the Thursday before the start of the semester					
Tuition Payment Date	Announced Individually					

※ The information above is subject to change

4. Volume of Recruitment

▶ **There is no limit on the volume of recruitment**

※ The applicant who passes the SCH KLS admission process, he or she will be accepted

5. Admission Requirements

▶ **Legal residents with the ability to pursue language courses at domestic universities**

※ No nationality or age restrictions apply

6. Admission Process

A 10-week Program



Admission Eligibility Verification

- ▶ Admission applications are accepted only from those who meet the eligibility criteria
- ※ Prior inquiry is necessary to determine eligibility for admission

Check Admission Guidelines

- ▶ It is essential to thoroughly understand the admission guidelines before submitting your application
- ※ Any disadvantages resulting from a lack of understanding are the responsibility of the applicant

Submit Application and Documents

- ▶ Submit the admission application and required documents within the designated period for each semester
- ※ Failure to adhere to the specified deadline will result in the inability to process your admission application

Admission Documents Screening

- ▶ Admission eligibility, study plan, document completeness, and other factors are qualitatively evaluated based on the admission application and required documents

Announce Successful Applicant

- ▶ Notification of Acceptance via Personal E-MAIL

Tuition Payment

- ▶ Tuition fees should be paid within the specified deadline as per the provided instructions
- ※ Failure to pay tuition fees within the given period will result in forfeiture of enrollment

Admission Procedure Complete

B 5-week Program



Admission Eligibility Verification

- ▶ Admission applications are accepted only from those who meet the eligibility criteria
- ※ Prior inquiry is necessary to determine eligibility for admission

Check Admission Guidelines

- ▶ It is essential to thoroughly understand the admission guidelines before submitting your application
- ※ Any disadvantages resulting from a lack of understanding are the responsibility of the applicant

Submit Course Registration Form and Documents

- ▶ Submit the course registration form and required documents within the designated period for each semester
- ※ Failure to adhere to the specified deadline will result in the inability to process your admission application
- ▶ Select Desired Courses(Multiple Selections Allowed)

Confirmation and Notification of Course Offerings

- ▶ Confirmation of Course Opening Based on the Number of Applicants for Each Course
- ※ Notification via individual E-MAIL or by phone
- ※ Adjustments to courses as needed based on request

Tuition Payment

- ▶ Tuition fees should be paid within the specified deadline as per the provided instructions
- ※ Failure to pay tuition fees within the given period will result in forfeiture of enrollment

Admission Procedure Complete

7. Documents

Section	Required Documents List	Note
10-week Program	<p>(1) One copy of the Korean Language School Application Form [*University's Form] ※ Including a passport-sized photo, study plan, the Undertaking to Cover Tuition and Living Expenses, and Tuition Payment Plan, etc.</p> <p>(2) One copy of the applicant's passport</p> <p>(3) One copy of the applicant's Alien Registration Card</p> <p>(4) One copy of the National Health Insurance Certificate [*If Applicable] ※ For those who are not covered by National Health Insurance, you must obtain private insurance until you are enrolled in the National Health Insurance</p>	
5-week Program	<p>(1) One copy of the Course Registration Form [*University's Form]</p> <p>(2) One copy of the applicant's passport</p> <p>(3) One copy of the applicant's Alien Registration Card [*If Applicable]</p> <p>(4) One copy of the National Health Insurance Certificate [*If Applicable]</p>	

★ Important Note for Required Documents ★

- A. All admission documents(excluding some documents such as Alien Registration Cards and passports) must be submitted in Korean or English
- B. Admission documents may vary depending on the applicant's conditions
- C. It is mandatory to submit documents within the specified deadline, and late submissions will not be accepted
- D. If any discrepancy or error is found in the document review process, it will not be accepted
- E. Submitted documents will not be returned

8. Important Notes

- A. Personal information(such as English name, date of birth, etc.) on the Admission Application Form(or Course Registration Form) must match the information on the passport or Alien Registration Card. Any disadvantages due to inaccuracies in the application form are the applicant's responsibility. Also, changes to the information after submission are not allowed
- B. Submitted documents will not be returned
- C. Falsification, forgery, or omission of key information in eligibility and admission documents, leading to successful admission, will result in the cancellation of admission
- D. Adherence to the specified schedule(document submission, tuition payment, etc.) is mandatory
 - ※ Failure to submit admission documents within the designated period will result in the inability to apply for admission
 - ※ If accepted students do not pay tuition within the specified deadline, their enrollment will be forfeited without further notice
- E. Admission Committee may decide not to admit individuals who are considered incapable of studying at the university's Korean Language School regardless of the number of available slots
- F. Acceptance status is communicated through E-MAIL or by phone
- G. Admission documents must be submitted as specified in the admission guidelines. Failure to comply will result in non-acceptance. If additional documents are required by the university, they must be submitted within the given deadline
 - ※ Admission documents may vary depending on the applicant's conditions
- H. If there are any special health conditions(such as highly contagious diseases), admission(permission to enroll) may be canceled

- I. Before submitting the Admission Application Form(or Course Registration Form), applicants must thoroughly understand the admission guidelines. Any disadvantages arising from a lack of understanding are the applicant's responsibility
- J. Personal information provided on the Admission Application Form (or Course Registration Form) and admission documents will be collected and used in accordance with the 「Consent for Collection, Use, and Provision of Personal Information」. The personal information of enrolled students will be used for academic management purposes
- K. Matters related to admission to the Korean Language Education Institute not specified in these guidelines will be determined and implemented by the university's International Education and Exchange Committee. Violation of the above-listed applicant responsibilities may lead to the cancellation of admission or enrollment permission

9. Tuition

Section	Payment Amount		Note
10-week Program	Tuition Fee	1,300,000 KRW/semester	※ Includes cultural experience fee
	Dormitory Fee	526,000 KRW/semester	※ Payable if you wish to stay in the dormitory ※ Includes key deposit, meals not included
5-week Program	Tuition Fee	300,000 KRW/semester	※ Attendees meeting certain attendance rate criteria receive a tuition fee reduction upon re-enrollment in the following semester ▶ 90% or higher attendance : 50,000 KRW reduction ▶ 100% attendance : 100,000 KRW reduction

※ The information above is subject to change

10. Others

A Promotion(or Completion) and Attendance Requirements

1) 10-week Program

- ▶ Promotion Criteria : Semester attendance rate of 70% or higher and an average score of 65 points or above
- ※ If the above criteria are not met, according to related regulations, expulsion may be applied

2) 5-week Program

- ▶ Completion Criteria : Semester attendance rate of 70% or higher

B Tuition Refund

1) Tuition Refund Regulations

A) 10-week Program

Refund Requested Date		Refund Amount
Before Classes Start		Full prepaid tuition fees
After Classes start		*Tuition refund requested month amount and rest of the tuition of the following months
*Refund amount for the requested month	A) Before classes start	100 %
	B) Before one-third(1/3) of the total monthly class hours have passed	2/3 of the tuition fees for that month
	C) After one-third(1/3) but before half(1/2) of the total monthly class hours have passed	1/2 of the tuition fees for that month
	D) After half(1/2) of the total monthly class hours have passed	No refund for the tuition fees for that month

※ The information above is subject to change

B) 5-week Program

Refund Requested Date		Refund Amount
Before Classes Start		Full prepaid tuition fees
After Classes Start	A) Before one-third(1/3) of the total class days have passed	2/3 of the tuition fees
	B) From after one-third(1/3) of the total class days have passed to before half(1/2) of the total class days have passed	1/2 of the tuition fees
	C) After half(1/2) of the total class days have passed	No refund

※ The information above is subject to change

2) Notes

- A) If the refund is given to the international bank account, refund amount could have some difference due to the transfer fee and the currency
- B) The tuition refund process is expected to take approximately 2-3 weeks after the submission of the refund application
- C) In cases where withdrawal, expulsion, or enrollment in a higher-level school occurs, the paid tuition fees will be processed according to the above regulations

11. Contact

A Mailing Address

- ▶ BI301, Office of Global Education & Exchange, Soonchunhyang University, 22-9 Soonchunhyang-ro, Shinchang-myeon, Asan-si, Chungcheongnam-do, Republic of Korea(Postal Code : 31538)

B Phone

- ▶ Korean, English : +82-41-530-1307

C E-MAIL and Kakao Talk Open Chat

- ▶ E-MAIL : pes@sch.ac.kr
- ▶ Kakao Talk Open Chat : 순천향 S-KLEC

D Website

- ▶ <http://sgee.sch.ac.kr>

※ This guideline in English is provided for applicants' convenience. You should follow all criteria in the guideline in Korean

