

SUN MOON UNIVERSITY

2023 Fall Semester Student Exchange Program

I. Objective

To promote cultural understanding throughout World, Sun Moon University conducts student exchange program among sister-hood relationship universities as part of its main objectives. Since 1999, Sun Moon University has conducted the Exchange Student Program, which provides worldwide students a unique opportunity to study Korea and intercultural subjects in Korean as well as English at Sun Moon University.

II. Introduction

*According to the Memorandum of Understanding, the participating institutions mutually accept the credits the participating students have earned.

There are two categories for this program as follows.

- Intercultural Studies + Korean Study Program
- Major Studies(Above TOPIK Level 4)

1. Intercultural Studies (General Studies) - Undergraduate

Eligibility: Students can take this program regardless of their major. Applicants can choose classes in the following subjects list of the 2023 Fall semester 's Intercultural Studies Subjects list.

Students have to take a minimum of 12 credits per semester.

No.	Subject	Credits
1	The Art and Science of Leadership	3
2	Basic principles of Public Administration	3
3	Cultural Understanding and Global Citizenship	3
4	Public Speaking and Presentation Skills	3
5	UN, World Peace and Korea	3
6	Global Issues and Perspectives	3
7	Introduction to Korean Culture	3
8	The past and future of cultural exchange between korea and japan(japanese)	3

*** Additional Korean programs are available.**

2. Major Studies (Regular Bachelor curricular) Mandatory to have Above TOPIK 4

Eligibility: ONLY students who have TOPIK level 4 and above can take the Major courses

Because classes are conducted in the Korean language, so It is mandatory to have a minimum of TOPIK level 4 Certification. (Students can take any Major courses of their choices For more information refer to the table below).

College	Department (In the Korean Language 100%)
College of Humanities and Social Sciences	Department of Korean Language and Literature
	Department of Social Welfare
	Department of Counseling and Industrial Psychology
	Division of Historical and Cultural Contents
	Department of Media Communication
	Department of Law & Police
	Department of Global Korean Studies
	Department of Public Administration and Enterprise
	College of Global Business and Foreign Language
Department of Japanese	
Department of Chinese	
Department of Russian	
Department of Spanish	

	Department of Business Administration
	Department of Information Technology Management
	Department of Global Economics
	Department of Aviation and Tourism
	Department of Politics and International Studies
College of Health Sciences	Department of Pharmaceutical Engineering & Biotechnology
	Department of Food Sciences
	Department of Aquatic Life Medical Sciences
	Department of Nursing Science
	Department of Physical Therapy
	Department of Dental Hygiene
	Department of Emergency Medical Technology
College of Engineering	Division of Architecture
	Department of Construction Systems Safety Engineering
	Department of Mechanical Engineering
	Department of Smart Information and Communication Engineering
	Display Semiconductor Engineering
	Department of Electronic Engineering
	Department of New Materials Engineering
	Department of Energy and Chemical Engineering
	Department of Industrial Safety Management Engineering
College of Software and Convergence	Department of Computer Science and Engineering
	AI software department
	Department of Future Automotive Engineering

III. Academic Calendar

The program runs according to the academic calendar of Sun Moon University.

2023 September semester: from September 1th, 2023 to December 20th, 2023

※ Application Deadline※

☞ E-mail (soft copies): May 31th, 2023

☞ Post (Hard copies): May 31th, 2023

☞ Announcement of acceptance: June 16th, 2023

☞ Entry into Korea: August 28 ~ 31th, 2023

IV. Tuition and Other Costs

1. Tuition: For students applying through their home universities, they have to pay their tuition to their home institutions and then study at Sun Moon University (SMU).

Any difference in cost between the home institutions and SMU will be exempted.

2. Accommodation: Exchange Students can use Dormitory, And It is paid by themselves. It is almost USD 800(800,000 Won) per semester.

a. Dormitory: The dormitory rooms are equipped with one bed, one desk, one chair, and one closet per person. Besides, each room has a shared telephone and internet access. However, each student needs to prepare their own blankets and pillows.

b. Meals: Students have to pay by themselves. Students can use the cafeteria at the dormitory.

Several other cafeterias are also available on campus that offer a variety of food.

c. Airfare: Students have to pay by themselves.

d. Insurance: All students must buy the student insurance (which will cover sickness and accident in Korea) after you arrive in Korea. And it is one of the requirements to participate in this exchange program. The insurance fee for one semester is about USD 200. The cost of insurance depends upon the type of policy or factors such as age, gender, etc.

V. English Language Zone

Students that are willing to take part in the English Language Zone program can do so. To make Friends Korean Students.

VI. Student Eligibility

In order to participate in the exchange program, **the student must be a registered student with a good academic record** at a sisterhood institution of Sun Moon University. Also, **students should be fluent in both spoken and written English or Korean.**

VII. Optimum Number of Students

Sun Moon University will select Eligible candidates among the applicants.

VIII. Application Procedures

The sister institution sends the Application Forms of eligible students to the International Affairs Office of Sun Moon University together with the documents listed below under application. The applicants need

to submit photocopies of the documents via e-mail first, and then send the original documents via Post.

International Affairs Office of Sun Moon University, upon review, will have an interview by ZOOM(Online).

If the student does not respond to the e-mail, he/she will not be selected. Successful candidates

will be accepted to the program and Sun Moon University will issue and sends a Certificate of Admission

for the student to the International Office of the sisterhood relationship university.

※ Application documents

- ① Application Form (Attachment 1)
- ② Letter of Recommendation (Attachment 2)
- ③ Study plan & Personal Statement (Attachment 3)
- ④ Academic Transcript (Full years of University & CGPA)
- ⑤ Health Certificate (issued by hospital or Attachment 4)
- ⑥ Copy of Passport
- ⑦ 2 Photos

※ Application Deadline

✉ E-mail(Soft copies): **May 31th, 2023**

- E-mail: istudent@sunmoon.ac.kr

✉ Post(Hard copies): **May 31th, 2023**

- Address: Ms. Min-ju Gong(+82-41-530-2078)

Global Affairs Team, Office of International Affairs, 2nd floor of Student Center, Sun Moon University,

#70, Sunmoon-ro 221 beon-gil, Tangjeong-myeon, Asan, Chungnam, 31460, Korea

IX. Student Visa (Very important! Please read carefully)

Upon receiving the acceptance letter from Sun Moon University, the participating student should take the Certificate of Admission and apply for and secure **a student visa (D-2)** from the Korean Embassy or Consul before entry into Korea.

If students cannot get the **student visas (D-2)**, they cannot participate in this program.

◆ Inquiry

Ms. Min-Ju Gong

Global Affairs Team

Office of International Affairs

Sun Moon University

- Address: 2nd floor of Student Center, Sun Moon University, #70, Sonmoon -ro 221 beon-gil, Tangjeong-myeon, Asan, ChungNam, 31460, Korea

- Tel: +82-41-530-2078

- E-mail: istudent@sunmoon.ac.kr

◆ Photo regulation

Photo size: **width 3.5cm * height 4.5cm**

Color photograph of the face, front view, on white background, taken within the past sixth months.

Background: White background and frameless

Photo Quality: Photographs should not be modified using Photoshop or similar software; photos with damaged parts are not acceptable

Face proportion: Length of the face (from the crown of the head to chin): 2.5cm~3.5cm

Face direction: The face should be oriented forward and should not be inclined to one side

Illumination: The focus should be clear, and there should be no shadow on the face

Expression: The mouth should be closed, and the expression should be natural

Glasses: No sunglasses should be worn; if wearing glasses, the pupils should not be obscured by the glasses frames

Pupil: Eyes should be focused straight ahead, and there should be no red-eye effect and no colored lenses if the subject is wearing glasses

Accessory: Both ears should be visible, and hats or mufflers must not be worn

Shoulder line: The upper part of the body should be shown down to the shoulders, and the positions of the shoulders should be the same

외국인등록용 사진규격 안내

Information on photo size for foreigner registration

표준사진 Standard photo

사진크기 : 가로 3.5cm * 세로 4.5cm
Photo size : 3.5cm x 4.5cm

표개월 이후에 촬영한 흰색 배경에 흰색 장갑 착용 사진
Color photograph of face, front view, on-white background, taken within the past six months.



배경 Background



1. 흰색, 무색으로 촬영한 것에는 × 표시.
2. White background is prohibited.

얼굴 치골 Face Jawline



1. 얼굴과 치골이 모두 보이지 않거나, 치골이 아래로 드러나지 × 표시.
2. A length of face (from forehead to chin) should be 3.5cm x 4.5cm.

조명 Lighting



1. 조명이 불균형하여 피부 일부에 그림자가 드리워 있거나, × 표시.
2. The face should be clear, and there should be no shadow on the face.

안경 Glasses



1. 안경이 착용되어있을 경우, 안경이 눈앞에 드리워 있거나, × 표시.
2. The eyeglasses should be visible, if wear the glasses, the glasses should not be obstructed by the glasses frames.

머리카락 Hair



1. 머리카락이 눈썹이나 눈앞에 드리워 있거나, 눈앞에 드리워 × 표시.
2. Hair must be visible, and hair or hairpins should not be visible.

사진 품질 Photo Quality



1. 사진 영상이 흐릿하거나, 왜곡되거나, 선명도가 낮거나, 사진이 잘려 있거나, × 표시.
2. Photograph should not be distorted, blurry, low-quality, or partially visible, and should be clear.

얼굴 방향 Face Direction



1. 얼굴이 정면을 향하지 않아서, 또는 기울어져 있거나, × 표시.
2. The face should be oriented forward, and should not be tilted or slanted.

표지 Label



1. 입술 바로 아래에 표지 부착해야 함. × 표시.
2. The mouth should be closed, and the expression should be neutral.

눈동자 Eyes



1. 눈동자, 눈썹, 눈꺼풀이 모두 보이지 않거나, 눈앞에 드리워 있거나, × 표시.
2. Eyes should be clearly visible, and there should not be any shadow or obstruction on the eyes or eyelids.

어깨선 Shoulder



1. 어깨선, 어깨가 보이지 않거나, 또는 어깨가 어깨에서 분리되어 × 표시.
2. The upper part of the body should be shown down to the shoulders, and the position of the shoulders should be the same.