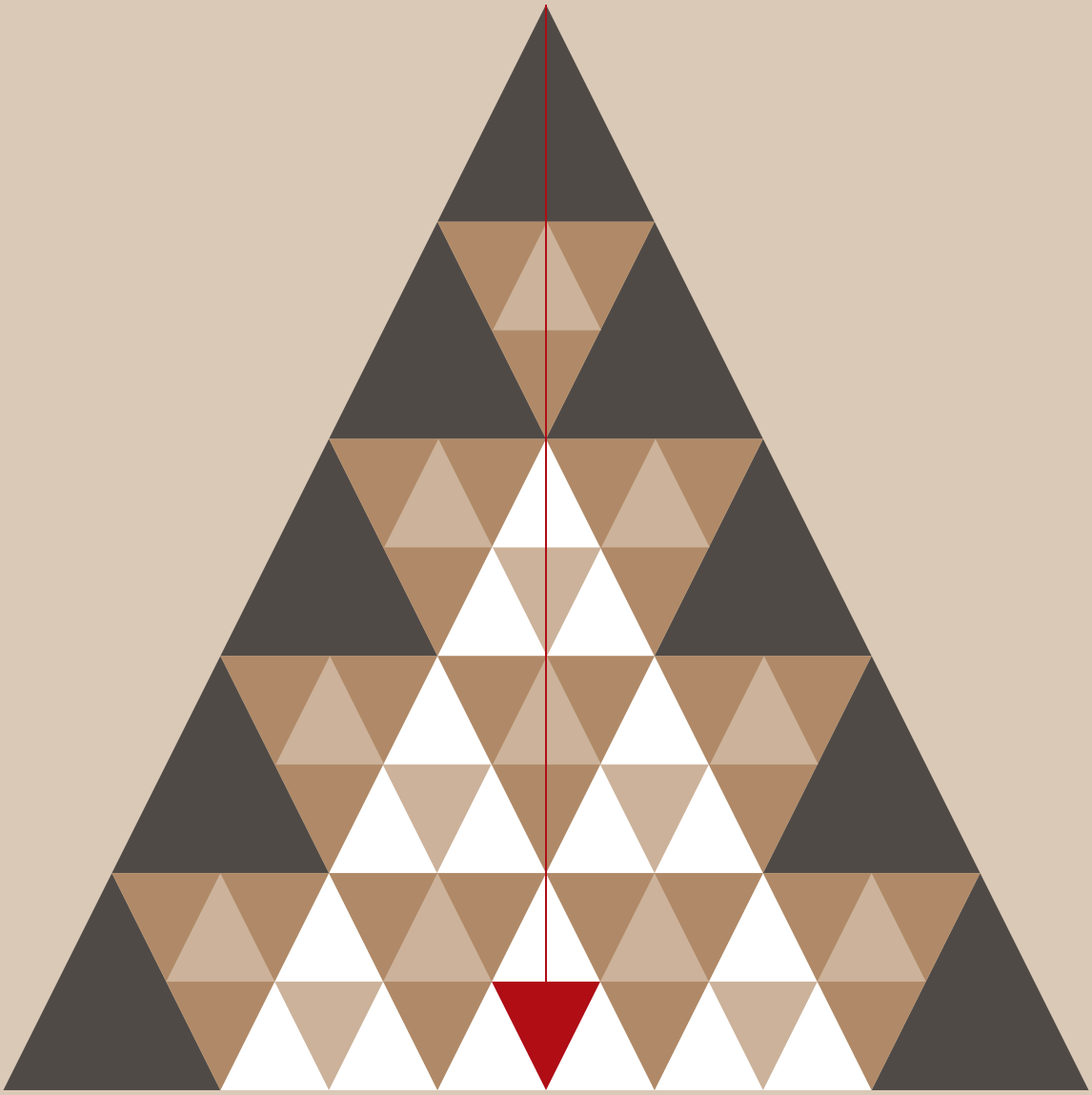
SOGANG

ADMISSION GUIDE FOR INTERNATIONAL STUDENTS

(2023 SPRING SEMESTER)

GRADUATE SCHOOL



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FOR INTERNATIONAL STUDENTS
(2023 SPRING SEMESTER)

GRADUATE SCHOOL

I. Admission Schedule 02
2. Eligibility 03
3. Recruitment Departments and Programs 04
4. Admission Procedure 06
5. How to Apply and Important Notes regarding Application 07
6. Required Documents and Important Notes regarding Documents Submission 08
7. Registration, Scholarships and Important Notes for Successful Candidates 12
8. Office Address and Related Information 16

1. Admission Schedule

Admission Procedure	Dates	Notes
Online Application Period	09:00 Nov. 22(Tue) ~ 17:00 Nov. 29(Tue), 2022	• Access to Graduate School Website: http://gradsch.sogang.ac.kr • Application fee: ₩120,000 • Online application is completed only when the application fee payment is completed by the deadline. No late application will be allowed after the application deadline. • No further change can be made to your personal information after the online application has been submitted.
Application Documents Submission	09:00 Nov. 22(Tue) ~ 17:00 Nov. 30(Wed), 2022	• Submit by registered post (including international express) - direct visit is not recommended due to the COVID-19 • Incomplete application documents will not be accepted and application fee will not be refunded. • Submitted documents will not be returned for any reasons. • Address: [Graduate School of Sogang University, #307, Administration Building, 35 Baekbeom-ro (Sinsu-dong), Mapo-gu, Seoul 04107, Korea]
Interview for Admission	From 09:30(KST), Dec. 17(Sat), 2022	• Locations designated by the Graduate School or by ZOOM • Notice will be posted on the Graduate School website on Dec. 14(Wed). • ID (Passport) is needed
Announcement of Successful Candidates	14:00, Dec. 29(Thu)	• Results will be noticed through "Admission" bulletin board of the Graduate School Website (http://gradsch.sogang.ac.kr) • The Graduate School does not notify applicants individually.
Registration (Tuition Payment)	(TBA) During January, 2023	• Virtual bank account will be provided by Sogang University. • Those who do not pay the tuition within the registration period will forfeit their admission. • After being admitted, you will be given further details.

※The schedule above is based on local standard Korean time.

※The dates are subject to change due to the circumstances.

2. Eligibility

An applicant who wishes to apply for the admission for international students must satisfy at least one of the requirements below.

(1) **Both the applicant and applicant's parent(s) must be non-Korean citizens**

- If an applicant or an applicant's parent(s) is a dual nationality holder with a Korean citizenship, the applicant will not be allowed to apply for the International Student Admission. (If you have acquired a foreign nationality through immigration, you should apply for the domestic student admission.)

(2) **Overseas Korean applicants or international applicants who have completed their entire elementary, middle school, high school and undergraduate education outside Korea.** (+16 years)

- An applicant who satisfies both requirements will be sorted into (1).
- An applicant who does not meet the conditions above must apply through the domestic student admission, not through the international student admission.

A. Academic Standards

(1) **Master / Integrated Master & PhD program applicant**

① An applicant who holds a bachelor's degree

② An applicant who is scheduled to receive a bachelor's degree by the end of February, 2023 (March, 2023 for Universities in Japan).

③ An applicant who is recognized by the relational statute as having the equivalent academic experience to a Bachelor's degree.

※ Master's degree applicants can apply for majors that differ from their undergraduate major.

(2) **PhD program applicant**

① An applicant who holds a master's degree

② An applicant who is scheduled to receive a master's degree by the end of February, 2023 (March, 2023 for Universities in Japan).

③ An applicant who is recognized by the relational statute as having the equivalent academic experience to a master's degree.

B. Language Proficiency Requirements

(1) Language Proficiency Requirements : Please check the departments (page 04-05) which require the Language proficiency requirements

(2) Submission of Official Language Test Report : Even the departments which don't have the language proficiency standards, submitting a valid official English Test Report (TOEFL, IELTS, TOEIC or TEPS) or TOPIK is mandatory for ALL international applicants, but there is no bottom line required for application. ITP TOEFL is not acceptable. Applicants should submit Language Test Report at the time of application.

(3) Exemption for Language Proficiency Requirements :

1. For native English speakers or graduates from universities in English-speaking countries
2. For those who apply for the department which needs certain level of TOPIK report;
   It is possible to apply without a TOPIK score who 1) were graduated (or are expected to graduate) from a Korean undergraduate or graduate school or 2) have the certificate of level 5 or higher from the Korean Language Education Center of a four-year university in Korea. 3) Applicants whose major was the "Korean Language" in overseas. However, in these cases the scholarship will not be given, and applicants need to submit any language test report for the scholarship award. Please check the page 12 for the scholarship information.

(4) Applicants for Humanities & Social Science who can speak only English must have a preliminary consultation with the department chair before applying.

3. Recruitment Departments and Programs

Colleges	Departments	Programs			Detailed Majors / Tracks	Proof of English Proficiency (must be submitted when applying, please refer to page 3 for more details)	Teaching Language (it may vary depending on semesters)
		MA	PhD	Integrated MA&PhD			
Humanities and Social Sciences	Korean Language and Literature	○	○	X	Literature/Linguistics	TOPIK Level 4 or higher	100% Korean
	English Language and Literature	○	○	X	Literature/ Linguistics/ TESOL/ American Cultural Studies (MA only)/ TETL (PhD only)	TOPIK Level 4 or TOEFL iBT 80 or IELTS 5.5 or higher *For TETL applicants, check the details on page 05	*TESOL & American Cultural Studies: 100% English
	German Language and Literature	○	○	○	Literature/Linguistics	TOPIK Level 4 or higher	Korean and German
	French Language and Literature	○	○	○	Literature/Linguistics		Korean and French
	Chinese Language, Literature and Culture	○	○	○			Korean and Chinese
	History	○	○	○	Korean History/ Oriental History/ Western History		Most of the classes are conducted in Korean
	Philosophy	○	○	○		TOPIK Level 4 or TOEFL iBT 80 or IELTS 5.5 or higher	
	Religious Studies	○	○	X			
	Sociology	○	○	X			
	Psychology	○	○	X	Fields: Counseling/ Clinical Psychology, Cognitive Psychology, Development Psychology, Social Psychology, Industrial Psychology and Quantitative Psychology	TOPIK Level 5 or higher	
	Mass Communications	○	○	X	Journalism & Information/ Advertising & Public Relations/ Theater & Film / Digital Media & Contents/ Degital Media Contents/ Public Comm & Public Diplomacy (EIC)		
	#Political Science	○	○	○		TOPIK Level 4 or higher	
	Law	○	○	X		TOPIK Level 5 or higher	
	Economics	○	○	○		TOPIK Level 4 or higher	Korean and English
	Global Korean Studies	○	○	○	Subfield subjects: Korea Development/ Korean Culture and History/ Data Science for Korean Studies	*Submitting Official Language Test Report is mandatory, however there is no limit for the scores	100% English
Humanities and Social Sciences	Science-Health Communication	○	X	X		TOPIK Level 4 or TOEFL iBT 80 or IELTS 5.5 or higher	Korean and English
	Gender Studies	○	X	X			Most of the classes are conducted in Korean
	Southeast Asian Studies	○	○	X			Korean and English
	Critical Global Studies	○	○	X			
	History Education	○	○	○			
Natural Sciences	Mathematics	○	○	○		*Submitting Official Language Test Report is mandatory, however there is no limit for the scores	
	Physics	○	○	○			
	Chemistry	○	○	○			
	#Life Science	○	○	○			
	Mathematics Education	○	○	○		TOPIK Level 4 or higher	Korean 100%
Engineering	#Electronic Engineering	○	○	○		*Submitting Official Language Test Report is mandatory, however there is no limit for the scores	Most of the classes are conducted in Korean
	#Chemical and Bio-molecular Engineering	○	○	○			Korean and English
	#Computer Science and Engineering	○	○	○			
	#Mechanical Engineering	○	○	○			
	Biomedical Engineering	○	○	○			
Integrated Knowledge	Art & Technology	○	○	X		TOEFL iBT 80 or IELTS 5.5 or higher	

※ O: Recruiting, X: Not recruiting

※ TETL in the English Language and Literature Department is an acronym for Teaching English Through Literature.

※ The number of students accepted is subject to change according to the decision of the Admission Council of Sogang Graduate School. (There is no set quota per major)

※ Departments with # mark are selected to run the Brain Korea21 (BK21) programs.

※ Public Comm & Public Diplomacy (EIC) major is a new program starting from 2023 and the thesis and the graduation exam for MA is not required for graduation.

※ Submitting an official language test report can be exempted in several circumstances. Please check the page 03 for more information. No late submission for the official language test report will be allowed.

⊙ Important Notes regarding application for certain departments;

- As a rule, religious Studies Department applicants should be students who majored or minored in Theology in undergraduate or graduate school. Students from other majors are required to have a preliminary consultation with the Chair of the Religious Studies Department before applying.
- The Gender Studies Program gives advantages to those with experience in organizations related to women.
- Applicants for doctoral or integrated MA&PhD program in Philosophy must have bachelor's degree of philosophy.
- Candidates admitted by the French Department may earn a dual degree from the University of Lyon II.
- Applicants of TETL (PhD) Program in English Language and Literature Department must meet all three following conditions.
  (1) An applicant should have one of the following degrees : MA degree in English Literature / Linguistics with a focus on the English language / English Education / in Humanities or Social Sciences from an English speaking country
  (2) CGPA of 3.0 or above (on a 4.3 scale), at both BA and MA levels.
  (3) A minimum English Test Score report of TOEFL IBT 100, TEPS 750[NEW TEPS 419], TOEIC 875, IELTS 7.0

※ For more information on the admission procedure, please direct inquires to the each department office. For specific inquiries regarding the curriculum, please contact the chair or head of the department by e-mail.

4. Admission Procedure

A. Document Screening and Interview Test

- All applicants must attend the oral/interview test. If not, they will be automatically rejected from the admission. However, for the psychology department, successful candidates list for the interview will be released through the graduate school website (http://gradsch.sogang.ac.kr) after the document screening process. The partial amount of application fee will be returned only for those who have their own Korean bank accounts.
- Applicants may not be able to participate in the interview if they have not submitted some essential documents. The application fee will not be refunded in this case.
- The information regarding the interview test will be released on the graduate website 'notice board' before the interview date.
- For international students outside Korea, other means of communication (such as Zoom) can be used for the interview.

  ※ Depending on the situation of COVID-19, interviews could be conducted online. The interview method will be notified in advance with additional guidelines from each department.

B. Score Distribution

- Document screening - 100 points
- Interview test - 100 points

C. Selection Standards

- Successful candidates will be selected based on the combined score of their document screening process and interview test.
- If two or more applicants receive the same score, the selection will be made based on the general admission policies of our graduate school.
- It is not allowed to apply to several majors or several degree programs of our graduate school in duplicate.
- Concerning the following cases, admission may be denied or revoked:

  1) Applicant who does not submit required documents or submits insufficient/incomplete documents
  2) Applicant who does not submit documents within the designated period
  3) Applicant who fraudulently carries out the application process
  4) Applicant who does not meet the eligibility criteria
  5) Applicant who is considered to lack the required academic skills

5. How to Apply and Important Notes regarding Application

A. How to Apply Online

- Read the Admission Guidelines carefully → Access to the online application website through Sogang University Graduate School website (http://gradsch.sogang.ac.kr) → Sign up as a user → Fill in the online application and upload a photo → Check and confirm the information entered is correct → Make the application fee payment (120,000 KRW) → Print out the application form & test verification slip, etc. → Submit all the required documents by express mail (after attaching the mailing label to your application envelope)

B. Important Notes regarding Application

- Online Application must be made personally by each applicant. Sending documents through email will not be allowed.
- If you upload another person's photo, you will be considered fraudulent and disqualified from the admission procedure. Photograph must have been taken within the last three months.
- Enter the exact name of graduate school, undergraduate school, and department(major) as it is written in your transcript or certificate of graduation. Only when there is no adequate school name among input options enter 'other' and type the name directly.
- Your name and date of birth must be identical with what appears on the passport. If not, it can cause some serious problem when issuing some visa documents after you are admitted.
- Contact information such as 'phone number' and 'email address' must be accurate so that the school may reach the applicant or guardian during the application period. The applicant is responsible for any disadvantages caused by offering incorrect information.
- You are not allowed to cancel/change your application information (major, degree, etc) once you have completed it, so please inspect the information on the application carefully before the application fee payment is made.
- Application will be successfully completed only when the application fee is fully paid within the deadline of the application period.
- Be aware that once online application is completed and application fee is paid, it cannot be canceled or refunded.
- Sogang University is not responsible for any disadvantages caused due to errors on the application form or improper preparation of required documents.

6. Required Documents and Important Notes regarding Documents Submission

※ Basically, all the documents should be original.
※ Applicants who fail to submit all required documents will be disqualified for the interview. (Application fee will not be refunded)
※ All documents submitted will NOT be returned to the applicants in any case.
※ All documents must be translated in English or Korean with notarization.
※ Only original copy of documents (published within 3 months) are acceptable.

A. Mandatory Documents for All applicants (Submit in order according to the table below)

Documents to be submitted	Program			Notes
	MA	Integrated MA & PhD	PhD	
Application for Admission [Form1]	O	O	O	- Sign on the printed documents after completing the online application. - A jpg photo file must be uploaded to your online application, which will be used for your student ID card upon admission.
Application for Admission [Form2]	O	O	O	- A Form provided by school Submit together with Application for Admission [Form1]
Certificate of (Expected) Master's Degree			O	- Must obtain Apostille stamps or consular authentication for the certificate of graduation - Applicants who graduated from universities in China do not need to submit the Korean Embassy Consular Authentication. But, instead, they must submit a Chinese degree certificate issued by China Academic Degrees & Graduate Education Information(http://www.cdgdc.edu.cn) additionally. - For the expected graduation certificate, it should indicates the month/date of graduation. Certificate of enrollment without expected graduation is NOT accepted. - All documents must be translated in English or Korean with notarization.
Certificate of (Expected) Bachelor's Degree	O	O	O	
Academic Transcript (Master's Program)			O	- Official transcripts must be original. Transfer students must submit official transcripts from all institutions they attended. - Statement of grading system from the school must be attached if the CGPA can't be calculated on a 4.0/4.3/4.5 scale or in percentage (if not, it is possible for applicants to use a online service such as Scholaro.com, etc.) In this case, submit both the recalculated version and the original transcript. - All documents must be translated in English or Korean with notarization.
Academic Transcript (Bachelor's Program)	O	O	O	
Study plan [Form3]	O	O	O	- A Form provided by school
Recommendation for Admission [Form4]	O	O	O	- A Form provided by school - Must be from professors from of one's previous university - It should be sealed by a recommender
Proof of Bank Balance issued by a bank or Financial Support Documents [Form5-1&5-2] by the professor of Sogang University	O	O	O	- A proof of bank balance in the applicant's or parent(s)' name with the minimum balance of USD 20,000 or the same amount of the applicant's home country's currency - A proof of bank balance must be issued within 30 days as of application date. - A bank account should be frozen with the required minimum balance by March 1, 2023. A validity period should be shown on the bank balance. - If a bank balance is not in the applicant's name, [form5-1] should be accompanied. - If an applicant gets a full financial support from the professor of Sogang Universtiy and cannot submit an applicant's own bank balance, Financial Support forms [Form 5-1 and 5-2] should be submitted. However, when an applicant apply for a student visa from Korean Embassy or Immigration, all applicants need to submit a bank balance statement (The financial support form may not be acceptable).
Release of Information form [Form6]	O	O	O	- A Form provided by school
Copy of Passport or Copy of Alien Registration Card (international students residing in Korea only)	O	O	O	- Passport copy should be printed in color
Official Language Test Report	O	O	O	- Authorized language proficiency test score of English or Korean (TOPIK, TOEFL iBT, IELTS Academic, TEPS) within the validity period - Refer to page 03 for details
Birth Certificate or Family Register	O	O	O	• Applicants other than Chinese: - Official certificate issued by a government such as Birth Certificate or Family Register that can prove applicant and parent(s)' family relationship and nationality. If applicants cannot submit necessary documents due to absence of their parent(s), -e.g., divorced or deceased- please provide supporting documents that explaining the reason for not submitting their proof of citizenship - If parent's citizenship information is not indicated in the above documents, submit their passport copies as supplementary documents • Chinese Applicants: Translated and notarized Hukoubu (户口簿) issued by 2018 (In case Hukoubu is divided, a certificate of family relationship (亲属关系证明) is required.) • All documents must be translated in English or Korean with notarization.

※ Download 'Required Documents for Admission' (Form 2~6) :
Sogang Graduate School website (http://gradsch.sogang.ac.kr) → Admission → Admission Guide for International Students → download forms

B. Additional Required Documents by Majors

Departments (Major)	Documents to be submitted	Program			Notes
		MA	Integrated MA & PhD	PhD	
English Language and Literature Department	All applicants: English self-introduction letter (1 copy)	O		O	
	• All TESOL applicants: English self-introduction letter (1 copy) • TESOL applicants who are not native speakers of English: English self-introduction letter and English Test Score report (1 copy each)	O		O	TESOL applicants who are not native speakers of English are required to submit official scores for one of the following certified English level exams: TOEFL, TOEIC, TEPS, or IELTS
	TETL (PhD) applicants: English self-introduction letter, English Test Score report (TOEFL, TOEIC, TEPS, IELTS), English writing sample			O	* TETL applicants must submit an original score of the report of a certified English level exam that meets the following minimum requirement: TOEFL iBT 100 (CBT 250, PBT 600), TEPS 750[NEW TEPS 419], TOEIC 875, IELTS 7.0 * The English writing sample should be 5~10 pages long
Global Korean Studies	English self-introduction letter (1 copy) and English essay (1 copy)	O	O	O	Submit an English self-introduction letter and a 5-page academic essay about Korean studies in English * Subfield subjects: Korea Development/ Korean Culture and History/ Data Science for Korean Studies
Gender Studies	A paper on the applicant's life story (1 copy)	O			Submit a 2-page paper on your 'life story' from a gender studies perspective which includes reasons for applying to the program
Critical Global Studies	Statement of Purpose in English (1 copy)	O	X	O	The statement of purpose should articulate the applicant's career path and goals (up to 1000 words)
History Education	Self-introduction letter (1 copy) - Korean or English	O	O	O	Submit 3~5 pages of self-introduction letter including reasons for applying to the program and research interests
Mathematics Education	Self-introduction letter (1 copy) - Korean or English	O	O	O	Submit 3~5 pages of self-introduction letter including reasons for applying to the program and research interests
Art&Technology	Portfolio (1 copy)	△		△	Advantages can be given if applicant submits portfolio within 10 pages

※ ○ : Required documents, △: relevant applicants only

C. Important Notes regarding Documents Submission

- After completion of the online application, print out the application form and, along with the required documents, submit them to the graduate school office before 17:00 on the final day of document submission.
  [After finishing the online application, print out the "form for sending mail" and send documents to the graduate school office by express mail.]
  Submitted documents will be accepted only if they arrive by 17:00 at our office on the final day of document submission.
- If hard copies of all application forms and required documents are not mailed within deadline, the document screening score will be '0' regardless of the completion of online application. Application with missing documents will not be considered and the application fee will not be refunded.
- All submitted documents must be clear and legible. If not, the applicant may be responsible for any disadvantages that may occur as a consequence.
- Translated documents by individual are not acceptable. All documents must be translated and notarized by a translator or translation agency.
- Applicants can be requested to submit further documentation in order to confirm the accuracy of relevant qualifications. If any reason for disqualification is discovered during the document screening, the application will be rejected and the application fee will not be refunded.
- **All documents submitted will NOT be returned to the applicants in any case.**

7. Registration, Scholarships and Important Notes regarding Successful Candidates

A. Tuition

(Year 2022, Unit: KRW)

College	Admissions Fee	Tuition	Student Association Fee	Total
Humanities and Social Sciences	1,042,000	4,860,000	15,000	5,917,000
Natural Sciences	1,042,000	5,910,000	15,000	6,967,000
Engineering / Integrated Knowledge	1,042,000	6,709,000	15,000	7,766,000

* The amount above is that of 2022 and is subject to change in 2023.
* Tuition of EIC major of Mass Comm department will be released later.

B. Scholarships

[Sogang Global Felowship]

Applicant	Class	Requirements	Amount	Remarks
Humanities and Social Science	Sogang Global Fellowship(S)	1. A minimum requirement of level 6 in the Test of Proficiency in Korean (TOPIK), or 550 in TOEFL PBT (210 CBT, 80 IBT), or 550 in TEPS [NEW TEPS 297], or 5.5 in IELTS 2. The chair or head professor of the department will recommend outstanding new students to the dean of the Graduate School, who will then make the final decision with consideration of the budget	80% of tuition	Must satisfy both requirements
	Sogang Global Fellowship(A)	A minimum requirement of level 5 in the grade of Test of Proficiency in Korean (TOPIK) or 550 in TOEFL PBT (210 CBT, 80 IBT) or 550 in TEPS[NEW TEPS 297] or 5.5 in IELTS	40% of tuition	Students whose first language and official language is English are to be awarded this automatically.
	Sogang Global Fellowship(B)	A minimum requirement of level 4 in the grade of Test of Proficiency in Korean (TOPIK)	20% of tuition	
Natural Science, Engineering and Integrated Knowledge	Sogang Global Fellowship(S)	1. A minimum requirement of level 5 in the test of Proficiency in Korean (TOPIK) or 550 in TOEFL PBT (210 CBT, 80 IBT) or 550 in TEPS [NEW TEPS 297] or 5.5 in IELTS 2. The chair or head professor of the department will recommend outstanding new students to the dean of the Graduate School, who will then make the final decision with consideration of the budget	80% of tuition	Must satisfy both requirements
	Sogang Global Fellowship(A)	A minimum requirement of level 4 in the grade of Test of Proficiency in Korean (TOPIK) or 550 in TOEFL PBT (210 CBT, 80 IBT) or 550 in TEPS [NEW TEPS 297] or 5.5 in IELTS	40% of tuition	Students whose first language and official language is English are to be awarded this automatically.
	Sogang Global Fellowship(B)	Students who are not eligible for Sogang Global Scholarship (S) or (A) but are recommended by chair of each department and approved by the dean of Graduate School	20% of tuition for 1 year	

※ Notes

1. This scholarship is only for the international students.
2. Sogang Global Fellowship will be awarded up to 4 semesters for Master's and Doctoral degree courses and 8 semesters for integrated Master's and Doctoral degree courses.
3. There is no application procedure for this scholarship, and the scholarship will be given automatically.
4. **If a student's GPA goes below 3.5/4.3 during the regular semester, scholarships will not be awarded for the following semester. And students must take more than or equal to 3 credits for every semester excluding the last semester of regular enrollment.**
5. If students submit their "Language Proficiency Test Score" before the beginning of their 1st semester, the scholarship will be awarded from the first semester. If they submit their "Language Proficiency Test Score" during the semester, the scholarship will be awarded from the following semester.
6. Students who participate in research projects of professors are to be awarded a scholarship of a higher class.

[Others]

- TA Scholarship
  - Awarded to students assisting professors of affiliated department or in-school institutions in relation to lectures, research and practice. Scholarship will be decided according to working hours and etc. It will be decided later after the admission by the department chairs.
- RA Scholarship
  - Awarded to students (full-time student) working as a researcher who have been recommended by their advisors. Submission of the application form should be made on announced dates of each semester to affiliated department. Scholarship will be given within the range of the remaining 50% of tuition. It will be decided later after the admission by the department chairs.
- International Excellent Academic Achievement Scholarship
  - Awarded to students who publish a paper in SCI(E), SSCI, A&HCI, SCOPUS as the single, first, or corresponding author. (Only implemented semesters with relevant notices)
- Domestic Academic Achievement Scholarship
  - Awarded to students who publish a paper in a Korean journal as the single, first, or co-author. (Only implemented semesters with relevant notices)
- International Student Mentoring Scholarship
  - Awarded to students who mentor foreign students about study and campus life.
- Research Encouragement RA Scholarship
  - Awarded to doctoral degree and Integrated Master's and Doctoral degree students who get RA scholarship to encourage their research. (only for the first semester)
- Academic Future Generation Scholarship
  - Awarded to students who have been recommended by their advisor who is a faculty member deemed as having done outstanding research
- Doctoral Program Research Scholarship
  - Awarded to students whose individual research plan has been selected through graduate evaluations.
- Albatross Fellowship
  - Awarded to students who graduate Sogang University (undergraduate) within 10% CGPA of each department and enters master's degree within 5 years of graduation. Tuition and the admission fee will be exempted. It can be awarded along with other scholarships within Sogang University. (It is required to maintain GPA 3.7/4.3 during the regular semesters)
- Albatross Scholarship
  - Awarded to students from the undergraduate program of Sogang University who graduated with a CGPA over 3.5 and have been recommended by each department. 70% of the tuition will be awarded. (It is required to maintain GPA 3.7/4.3 during the regular semesters)

• Bachelor's · Master's Degree Fast track Program Scholarship
  - Awarded to students admitted to graduate school by fast track program during undergraduate studies at Sogang University. (graduating in 7th semester) The admission fee and tuition for the first semester will be exempted.
• Master's · Doctoral Degree Fast track Program Scholarship
  - Awarded to students enrolled in Doctoral degree program right after completion of Master's degree program at Sogang University Graduate School. The admission fee will be exempted.
• Contribution Scholarship
  - Awarded to partial members of the Graduate School Student Association.

※ Restriction for scholarship : To get any of the above scholarships, CGPA should be 3.3 or higher (out of 4.3) every semester.

※ For more information regarding scholarships, visit the graduate school website (Go to Academic affairs→ Scholarships)

C. Other Important Notes for Successful Candidates

• Successful candidates information will be noticed on the graduate school website on the announcement day. There will be no individual notifications.
• Successful candidates must check the bulletin board often for the further information. If registration is not made within the certain period (TBA), the admission will be canceled automatically.
• A graduate-to-be must get a degree by the end of Feb. 2023. If he or she fails to do so, the admission will be canceled. And those who are expected to graduate during the application period are required to submit a certificate of graduation and final transcript during the certain period. If not, the admission will be canceled automatically.
• Applicants who received their degree from a country other than South Korea are accepted only when their universities (or graduate school) are accredited by the government. If not, their admission will be canceled even after the applicant has finished the enrollment and the tuition fee will not be refunded.
• Applicants who cheat, make others take the interview in their place, fill out the wrong information in the application form, or forge documents will be unqualified. When it is discovered that the applicant was admitted under false pretenses or when a former degree (Bachelor's, Master's) cannot be accounted for after academic inquiry, admission will be canceled with no tuition refund even after in the middle of the semester.
• Successful candidates must pay the tuition by the due date. Those who fail to do so will be regarded as having given up their admission. If an applicant gives up the admission after tuition payment has been finished, they must submit a form for giving up the admission provided by the university.
• If an applicant gives up the admission after registration, tuition refund amount will be decided in accordance with the Sogang University's regulations.
• The newly admitted students are not allowed to have Temporary Leave for their first semester originally. However, in certain cases (e.g. disease, military service, maternity leave) Temporary Leave may be allowed with the required documents.
• Relevant facts not stated in this admission guide will follow the various regulations and guidelines of Sogang University, which will be determined separately.

D. Visa Application Guide

(1) Visa Application Procedure

Check your Admission Result ▶ Full tuition payment ▶ Sending a passport copy to Sogang ▶ Sogang University sends Certificate of Admission (CoA) by email ▶ Visa application individually

(2) Certificate of Admission (CoA)
  - All international students who need to apply for a D-2 visa or change their current visa status must receive a CoA issued by Sogang University.
  - A CoA will be issued to the applicants who completed full tuition payment and submitting all required documents. If an applicant submits the certificate of expected graduation when application, he/she should submit the final Apostilled or consular verified diploma before February 2023. School can issue CoA for those only who submit the final certificate of graduation with Apostille or consular confirmed and transcript. If students fail to submit these documents by February 2023, the admission will be canceled.

(3) **Guidelines regarding visa issuance are getting stronger by countries and our school does not bear any responsibility for any visa delay or visa rejection from the immigration or the Korean embassies.**

8. Office Address and Related Information

A. Admissions Information Inquiries

- Website : http://gradsch.sogang.ac.kr
- Fax : 82-2-705-8166
- Telephone : 82-2-705-8168
- E-mail : gradsch@sogang.ac.kr

B. Document Submission Address

- Zip Code: 04107
- Address: Graduate School of Sogang University (A307), 35 Baekbeom-ro (Sinsu-dong), Mapo-gu, Seoul 04107, Korea

※ Due to the COVID-19, submitting documents by direct visit to the office is not recommended. Please send the application package by post mail (express mail).

C. Contact Numbers of Department Offices

Department	Telephone	Department	Telephone
Korean Language and Literature	+82-2-705-8278	Gender Studies	+82-2-705-8363
English Language and Literature	+82-2-705-8290	Southeast Asian Studies	+82-2-705-8227
German Language and Literature	+82-2-705-8307	Critical Global Studies	Only email is available (cgsgrad@sogang.ac.kr)
French Language and Literature	+82-2-705-8317	History Education	Only email is available (minjungk@sogang.ac.kr)
Chinese Language, Literature and Culture	+82-2-705-8551	Mathematics	+82-2-705-8413
History	+82-2-705-8325	Physics	+82-2-705-8426
Philosophy	+82-2-705-8338	Chemistry	+82-2-705-8438
Religious Studies	+82-2-705-8348	Life Science	+82-2-705-8452
Sociology	+82-2-705-8364	Mathematics Education	+82-2-705-8177
Psychology	+82-2-705-8833	Electronic Engineering	+82-2-705-8016
Mass Communications	+82-2-705-8376	Chemical and Bio-molecular Engineering	+82-2-705-8474
Political Science	+82-2-705-8387	Computer Science and Engineering	+82-2-705-8485
Law	+82-2-705-8399	Mechanical Engineering	+82-2-705-8631
Economics	+82-2-705-8179	Biomedical Engineering	+82-2-705-7893
Global Korean Studies	+82-2-3274-4882	Art & Technology	+82-2-705-8031
Science-Health Communication	+82-2-705-8847		

※ Refer to the graduate website for the email address and more information regarding the departments (http://gradsch.sogang.ac.kr)

D. On-Campus Dormitory (Gonzaga)

- Website: http://gonzaga.sogang.ac.kr
- Contact: gonzaga@sogang.ac.kr
- Application: New international students should apply by email to our graduate school, not through the online application of Gonzaga individually. Further notices will be sent in January 2023.

E. Brain Korea21 FOUR Department & Team

Subject	Department	Team
Core Project	Electronic Engineering	Mobile Blockchain based Intelligent Healthcare Solution Education and Research Team for Disaster and Emergency
	Electronic Engineering	Innovative Graduate Program for Future Brain-Inspired Intelligence System Semiconductor
	Computer Science and Engineering	The World's Best Practical Applied Big Data Science Team
Core Team	Political Science	Evidence-based Political Science: Empirical Test of Falsifiable Theories
	Life Science	Stress-Responding Biomolecules Center (SRBC)
	Chemical and Bio-molecular Engineering	Center for Molecular-scale Control in Chemical and Biological Engineering
	Mechanical Engineering	Pioneering Center for Smart Technology in Mechanical Engineering to Create Social Values

※ The departments and teams above have been selected to run the BK21 FOUR programs (The Forth Phase of Brain Korea 21 Program for Leading Universities & Students) that foster exceptional creative researchers. Depending on each team's policy, the students who participate in the programs may receive financial support from the program.

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