

Fall Semester 2020
APPLICATION GUIDE
FOR INTERNATIONAL STUDENTS
(Undergraduate/Korean Programs)
< SEOUL CAMPUS >

*** This guide is for reference only.**
(The Korean version precedes the English version)



연세대학교
YONSEI UNIVERSITY

Fall 2020

Undergraduate Application Guide For International Students

GUIDE

■ Global Basic Education Division	1
■ Admissions Schedule	3
■ List of Majors	4
■ Eligibility for Application	5
■ Evaluation Criteria	5
■ Points of Caution	7
■ Application Information for Academic Year 2021	9
■ Application Information	10
■ Application Materials	11
■ Information on Apostille/Consulate Authentications	13

FORMS

■ Personal Statement (English)
■ Letter of Recommendation (English)
■ Financial Difficulties Scholarship Application
■ Letter of Consent (Agreement on Verification of Records)
■ Letter of Request (Request form for Verification of Records)

【Global Basic Education Division】

Please check the following information below about Residential College program and Global Basic Education Division (GBED).

■ Global Basic Education Division

All international students who have been admitted to the various departments of the university will be expected to complete Korean language and academic basic education courses at GBED during their first year. GBED provides international students with basic liberal arts, basic math and basic science courses to improve their academic skills prior to their major classes. It also offers academic Korean classes so that students can improve language skills for academic performances, adjust to college life and successfully complete their studies at Yonsei University.

1. Division by Grades

Grade	Freshman (1st year)	Sophomore – Senior (2nd - 4th year)
Division	Global Leaders College Global Basic Education Division	Majors and Departments (Liberal Arts, Business and Economics, Business, Engineering, etc.)
Location	International Campus - Songdo	Main Campus - Sinchon

2. GBED Curriculum

(1) GLC (Global Leaders College) General Education

Understanding of Number in Daily Life, Guidance Politics, Landmarks of Korean Culture, Digital Art and Culture, Understanding Global Industry, Material and Civilization, GLC Mathematics, Technology Society and Leadership, Understanding of Asian Art Film, etc.

(2) Korean Language Education

GBED curriculum provides Korean language classes to foreign students in accordance with the students' Korean skills which are determined by the GLC's Korean Language Proficiency Test or TOPIK

Korean Language Proficiency	Korean Language Course Requirements	Note
TOPIK 5~6	Taking GLC electives ('Thinking and Expression', etc.) and regular major courses	
TOPIK 3~4	Taking 4 classes of GLC Korean courses	
TOPIK 1~2	Korean lesson from Monday to Friday (9:00 ~ 13:00)	Yonsei Korean Language Institute (KLI)

(3) Provision of Mandatory English Education

GBED provides different levels of English Language courses taught by native speaker professors in order to help the students to be global leaders.

(4) Absolute Evaluation Policy

In Global Leaders College, every course works under the absolute grading system for measuring students' performance. As the courses are only offered for GLC freshmen, international students do not have the burden of competing with Korean students.

3. Benefits of Global Basic Education Division.

(1) Premium Courses Exclusively for Foreign Students

This premium curriculum includes various courses taught in Korean in order to improve students academic performance and to increase their adaptation and satisfaction of the campus life, helping them prepare appropriately for studying in their original major field.

(2) Korean Writing Assistance and Academic Support Center for international Students

There are various academic writing programs available for foreign students to help them study more effectively whilst offering them the necessary assistance on academic assignments such as reports.

Plus, for the year after being at the Global Basic Education Division, foreign students can get advice regarding their courses and can get professional or academic guidance from academic advisors. They can also receive administrative services as well as a counseling regarding the curriculum of the college they will enter into as a sophomore.

(3) Extracurricular Activity Programs

Foreign students will have the opportunity to gain diverse experiences and chances to learn more about Korea through special programs designed exclusively for them, e.g. Korean Culture Experiences.

(4) One-stop Services, Including Airport Pick Up

To facilitate students in adapting to college life, we provide foreign students who enter Yonsei University the necessary guidance and services from day one. We pick them up at the airport and show them how to move-in to the dormitory, register for classes, and so forth.

4. Remarks

(1) Duration of affiliation to GBED: One full year starting from matriculation

(2) Tuition fee: 6,140,000 KRW(each semester), as of 2020

Tuition fees from 2nd year differ based on each departments/divisions.

***Freshmen students from College of Music, Pre-Medicine, Pre-Dentistry and Nursing are not assigned to GBED.**

Global Leaders College

【 Admissions Process 】

1. Admissions Schedule

Classification		Date	Place	Note
Online Application		2020. 1. 20.(Mon) 10:00 ~ 2020. 6. 04.(Thurs) 17:00	International Undergraduate Admissions (http://iadmission.yonsei.ac.kr)	Online Application (log-in, submission, payment) is unavailable after application period
Application Material Submission	Registered Mail (Express)	Postmarked by 2020. 6. 04.(Thurs)	International Undergraduate Admissions, Yonsei University 50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea	Application Form must be printed out and submitted with other materials either by mail or in person.
	In person	Until 2020. 6. 05.(Fri) (Office work 10:00~17:00)	International Undergraduate Admissions (Baekyang Hall #S308)	Excluding Saturdays, Sundays and Korean holidays
Results Notification		2020. 2. 17. (Mon) ~ 2020. 7. 03. (Fri)	Applicants will receive their decision via email from International Undergraduate Admissions.	Notifications via email take at least 4 weeks after the submission of all required documents.

※ All accepted students mentioned below are to spend their first and second semesters (freshman year) at International Campus located in Incheon for Residential College courses except for College of Music (spends all 4 years in Sinchon campus since freshmen year) and College of Science in Education for the departments of Physical Education and Sport Industry Studies(spends only the first semester of freshmen year at the International campus).

2. List of Majors

College	Major/Department		Major for application	Quota
College of Liberal Arts	*Korean Language & Literature		Korean Language & Literature	a few numbers for each major
	*Chinese Language & Literature		Chinese Language & Literature	
	*English Language & Literature		English Language & Literature	
	*German Language & Literature		German Language & Literature	
	*French Language & Literature		French Language & Literature	
	*Russian Language & Literature		Russian Language & Literature	
	*History		History	
	*Philosophy		Philosophy	
	*Library & Information Science		Library & Information Science	
	*Psychology		Psychology	
College of Business and Commerce	Economics		Economics	
	Applied Statistics		Applied Statistics	
College of Business	Business Administration		Business Administration	
College of Sciences	*Mathematics		Mathematics	
	*Physics		Physics	
	*Chemistry		Chemistry	
	*Earth System Sciences		Earth System Sciences	
	Astronomy		Astronomy	
	Atmospheric Sciences		Atmospheric Sciences	
College of Engineering	Chemical & Biomolecular Engineering		Chemical & Biomolecular Engineering	
	Electrical & Electronic Engineering		Electrical & Electronic Engineering	
	Architectural Engineering	Architecture(5-year program)	Architectural Engineering	
		Architectural Engineering(4-year program)		
	Urban Planning & Engineering		Urban Planning & Engineering	
	Civil & Environmental Engineering		Civil & Environmental Engineering	
	Mechanical Engineering		Mechanical Engineering	
	Materials Science and Engineering		Materials Science and Engineering	
	Industrial Engineering		Industrial Engineering	
College of Life Science and Biotechnology	*Computer Science		Computer Science	
	*Systems Biology		Systems Biology	
	*Biochemistry		Biochemistry	
	Biotechnology		Biotechnology	
	College of Theology		Theology	
College of Social Sciences	Political Science & International Studies		Political Science & International Studies	
	Public Administration		Public Administration	
	Social Welfare		Social Welfare	
	*Sociology		Sociology	
	Cultural Anthropology		Cultural Anthropology	
	Mass Communication		Mass Communication	
College of Human Ecology	*Clothing & Textiles		Clothing & Textiles	
	*Food & Nutrition		Food & Nutrition	
	House & Interior Design		House & Interior Design	
	*Child & Family Studies		Child & Family Studies	
	Human Environment & Design		Human Environment & Design	
College of Sciences in Education	*Department of Education		Department of Education	
Global Leaders College	Global Leadership Division	International Commerce	Global Leadership Division	
		Korean Language and Culture Education		
		Culture and Media		
		Applied Information Engineering		
		Bio&Living Engineering		

※ According to the regulation of Ministry of Education, 5 international students only can be accepted for the Department of Education.

※ All the colleges above offered the courses in Korean language mainly, however some majors and departments may offer a few classes in English which are available for any student to enroll.

※ Notes

- 1) Application for the departments under Underwood International College will be processed separately by the Office of Underwood International College. [Please refer to the UIC website for detailed information (<http://uic.yonsei.ac.kr>)]
- 2) Majors in Architectural Engineering are divided into Architecture[5-year program] and Architectural Engineering[4-year program].

- 3) Majors marked with an asterisk(*) offer secondary teaching and teacher education courses.
- 4) Department of Business Administration of College of Business is accredited by KABEA(Korean Association of Business Education Accreditation).
- 5) Pre-Medicine department of College of Medicine, Pre-Dentistry department of College of Dentistry, and Nursing department of College of Nursing each has received certification in education from KIMEE(Korean Institution of Medical Education and Evaluation), KIDEE(Korean Institute of Dental Education and Evaluation, and KABONE(Korean Accrediation Board of Nursing Education).

3. Departments/Majors Application

- Applicants shall choose and apply to one major exclusively.

***Applicants of Global Leadership Division** can also apply to another department/major at the same time.

*Applicants not accepted to Yonsei University for Fall 2020 Application have the opportunity to re-apply (only once) to another major if they complete a new online application within the application's deadline.

4. Eligibility for Application

1) **Applicants and both their parents should hold a non-Korean nationality.**

- **According to Korean Law applicants with dual-citizenship being one of them Korean are recognized as Korean citizens.**

2) Applicants must be a high school graduate or deemed to have its equivalent recognized under Regulation 98 of Korea's Law for Enforcement Decree of the Elementary and Secondary Education Act.

Important Notes on Eligibility for Application

- If a student or any one of the student's parents has dual citizenship with Korea, the student is not eligible for this track.
- **Only applicants who have acquired foreign citizenships before they started their high schools, or the equivalent(including both parents), are eligible for this track.**
- **Korea-born adoptees of foreign nationality are considered as foreign nationals only if they acquired the foreign nationality before entering elementary school (Grade 1).**
- For Taiwanese applicants whose one of the parents holds a Taiwanese nationality solely (with the other parent holding a Korean nationality), he/she can be classified as an international student for application purposes if the applicant holds only the Taiwanese nationality.
- Total years of education will be counted based on the Korean educational system. [Overseas education years will be counted as follows: From Grade 1 to 6 to be elementary school, from Grade 7 to 9 to be middle school, from Grade 10 to 12 to be high school]
- In principle, for those students whose country's formal education from elementary school to high school is less than twelve years, only the students who completed the full school years that are approved by Korean Ministry of Education as equivalent to Korean high school will be considered as qualified high school graduates. However, in general, the qualification as a legitimate high school graduate will be judged taking account of each country's educational system based on Korean formal educational system.
- **GED, home schooling, cyber schooling or other high school equivalency certificates are not considered as high school diploma.**

5. Evaluation Criteria

Yonsei University makes a comprehensive evaluation of each applicant based on his or her academic achievements and potential, as well as non-academic accomplishments. High school transcripts, personal statement, scores of standardized tests (e.g. 高考. ACT. AP. AST(Advanced Subject Test in Taiwan). ATAR. ENEM. GSAT(General Scholaristic Aptitude Test). GCE-A Level. HKDSE, IB, NCEA, SAT. STPM. UEC. etc.), letter of recommendation, awards, certificates/licenses, scores of language proficiency tests, and high school profile are representative elements used for the evaluation of applicant's qualifications.

6. Education curriculum based on Korean language proficiency level

- A. All accepted students to Yonsei University must take on of the following courses in accordance with the result of the Test of Proficiency in Korean (TOPIK) or certificates of Yonsei Korean Language Institute (Yonsei KLI) that they submit to Yonsei University. Since students are given conditions on taking regular courses based on their Korean skills, they are strongly recommended to improve Korean skills prior to their admission.
- B. Applicants can take Korean language course at Korean Language Institute either at International Campus or Seoul Campus prior to start of classes. In case the applicant submit the certificate after completion, he/she can be recognized by the Korean level of completion.
- C. Please refer to the table below for the standardized criteria of Korean language proficiency of the School of Global Basic Education.

[GBED compulsory Korean Language Level Acceptance Criteria]

Type	GLC Basic Korean	GLC Intermediate Korean	GLC Advanced Korean
TOPIK	Level 1 or bellow	Level 2 or Level 3	Level 4 or higher
Yonsei KLI Completion	Level 1 or bellow	Level 2 or Level 3	Level 4 or higher
GLC Korean Language Test Score	Level 1 or bellow	Level 2 or Level 3	Level 4 or higher
Course Enrollment	GLC Basic Korean course Enroll	GLC Intermediate Korean course Enroll	Waived from Compulsory Korean Language courses

- D. In case of not holding a valid Korean Language certificate (KLI or TOPIK), ALL accepted students must take Korean Language Proficiency Test held by Yonsei Korean Language Institute. More information about dates and location **will be informed via *Guidelines for Newly Admitted Students*. Refer to the notice below for test waivers.**
- E. Accepted students that does not submit a Yonsei KLI certificate, TOPIK score or Yonsei Korean Level test score until the announced deadline will be assigned to GLC Basic Korean course for the first semester of their freshmen year.

※ Korean Language Test Waivers

- Admitted students can be waived from Yonsei Korean Language Proficiency Test if they submit a KLI Certificate or TOPIK score.
 - Those seeking for an exemption from Korean Language Proficiency Test should check the valid dates for score/completion transcripts that will be announced later through the Newly Admitted Students Guidelines.
- ※ Certificates of completion in Korean language courses from other universities will not be accepted for test waive.

【 Points of Caution 】

1. Application and Enrollment

- A. Qualification verifications are made continuously and comprehensively by checking academic background, submitted certificates/documents in addition to basic screening. Thus, please note that announcement on the progress of screening process will not be made. Individual contacts can be made during the process, however, in case additional documents need to be submitted.
- B. If a candidate does not pay the tuition fees by the due date after acceptance, admission will be automatically withdrawn.**
- C. Candidates CANNOT make dual enrollment to universities.**
 - 1) Candidates accepted to International Students track at Seoul Campus of Yonsei University for Spring 2020 cannot apply again for the track specified below. Otherwise, acceptance will be cancelled.
 - Seoul Campus (including 12 years overseas and international students' tracks)
 - 2) Students who receive more than one acceptance from several universities through Early Admission(Susi-track) (including overseas and international students tracks) must enroll (pay the deposit) solely at one university. In case of dual enrollment, the student will have all acceptances from enrolled universities cancelled.
- E. Students can apply for Fall 2020 International Students track at Mirae(Wonju) Campus of Yonsei University in addition to International Student track at Seoul Campus. For more information, please refer to Wonju Campus Office of Admissions website: (<http://admission.yonsei.ac.kr/wonju>)

2. Application materials

- A. the Application form can only be filled online. And offline applications are NOT possible.
- B. Submitted admission documents to Yonsei University CANNOT be returned in ANY case.
- C. In case the candidate reports the records of IELTS, TOEFL, SAT, AP, etc. directly to Yonsei University, the candidate must inform the Office of Admissions his/her English name and the date the test was held so that the scores can be evaluated. When candidates do not inform the Office of Admissions about their reporting, and as a result, the scores are not evaluated in process of admission, the responsibility lies entirely on the candidates. **(ETS/College Board Institution Code: 9893)**

3. General notes on Admissions

- A. When candidates do not comply with University's prescribed process and rules, or required documents are **not completely submitted**, the candidate will be **disqualified**.
- B. Applicants must bring an test application slip and an identification card (passport, alien registration card etc) to take the Korean language proficiency test.
- C. If a student is found to have applied through illegal means, such as submission of false, forged documents or altered representation of eligibility the same will have the admission denied. Students who forge or falsify documents, employ substitute(s) during examinations, or do not meet the specified qualifications will also not be admitted. If any of the above mentioned facts are discovered after admission is granted, the admission decision will be revoked even after the letter of acceptance has been sent out or class registration has been completed.
- D. When Yonsei University decides that applicants do not meet the qualifications, no applicant shall be admitted.**
- E. Details referring admission decisions cannot be released in any case.
- F. All screening and decision making will be made by The University Admissions Committee. Other matters related to admissions will be processed in accordance with the rules of Yonsei University.

4. Notes

- A. Acceptance notification will be sent to the email address applicants entered on the online application form.**
- B. Emergency contacts will be made mostly by SMS or E-mail. Please write down cell phone numbers and E-mail address as well as phone number correctly so that the Office of Admissions can contact the applicant during admissions period.
- C. According to school regulations, students cannot take a leave of absence during their first semester after admission. However,

a leave of absence due to disease or military service may be allowed.

- D. **It is mandatory for all international students to maintain proper health insurance coverage during their sojourn at Yonsei University.** Detailed information will be delivered to successful candidates after the acceptance notification.

【Application Information for Academic Year 2021】

Starting of 2021, admission process for Pre-Medicine and Pre-Dentistry will be changed as it follows:

1. Recruitment Colleges: Pre-medicine and Pre-Dentistry

Current	After changes (Year 2021)
Documents Evaluation (No interview)	<ol style="list-style-type: none"> 1. Applicants to Department of Pre-Medicine or Pre-Dentistry will be evaluated through document evaluation and personal interview. 2. Personal Interview will be assessed as Pass/Fail but its grade will not be added to the total score of the document evaluation. However, the interview has a decisive role in the admission processes since the applicant who receives a 'Fail' on it will automatically be rejected regardless of the document evaluation result.

2. Evaluation Process

- 1) Yonsei University makes a comprehensive evaluation of each applicant based on his/her academic achievements, standardized tests, language proficiency tests, and so forth that the applicant submits.
- 2) Applicants to Department of Pre-Medicine or Pre-Dentistry must take interviews on the date set by the International Admissions team.
- 3) When an applicant do not comply with Yonsei University's prescribed process and rules, or required documents are not completely submitted, the same will be disqualified from the admission process.

【 Application Information】

1. Online Application Process

Please read the following notes in order to apply online.

- 1) Go to the International Undergraduate Admissions website and click online application for international students' button.
- 2) Please read carefully all instructions on online application before starting the application process.

2. Application Fees

Major	Fee
All departments	\$150.00 (US Dollars) or 150,000 KRW

After online application is completed (when application fee is paid), it cannot be cancelled and the application fee is not refundable. However, in the event of natural disasters, specific negligence by the institution performing admission procedure, or any cases where the University Admissions Committee may conclude that continuing the admission procedure is impossible due to unmanageable reasons when applicants cannot be blamed for, partial or full refund (except for the service charge for admission agent) is available.

3. Payment of Tuition Fees

All accepted students must pay the full tuition fees until the date set by the Office of Admissions. Students can find information on the tuition fees for the Year 2020 as a reference from Yonsei University website. (https://www.yonsei.ac.kr/en_sc/admission/tuition.jsp).

4. Offices and Contact Information

Inquiries	Department	Contact number
Scholarship	Office of Scholarship & Job seeking	02-2123-2126~7
Registration for classes	Registrar's Office	02-2123-2086~7
YIC Dormitory	YIC Dormitory Management Team	032-749-3223
Teaching courses	College of Edu. Admin. Office	02-2123-3162~3
VISA and CoA related issues	Office of International Affairs	02-2123-6492
Health insurance for Int'l Students	Office of International Affairs	02-2123-3488
Exchange students program	Office of International Affairs	02-2123-4704
Korean Language learning courses	Korean Language Institute	02-2123-3464
Underwood International College	UIC Admin. Office	02-2123-3923
Global Leadership Division	GLC Admin. Office	02-2123-3206
Global Basic Education Division	GBED Admin. Office	032-749-3504

【 Application Materials 】

1. Required documents

※All the Official Forms can be downloaded from Yonsei University International Undergraduate Admissions website(<https://iadmission.yonsei.ac.kr>)

Items		Details
1) Completed Application Form		Printout the application form which has been submitted online (http://iadmission.yonsei.ac.kr)
2) Personal Statement		Official Form can be downloaded from Yonsei International Undergraduate Admissions website (http://iadmission.yonsei.ac.kr)
3) Recommendation Letter (in Korean or English)/Counselor Reference		Official Form can be downloaded from Yonsei International Undergraduate Admissions website (http://iadmission.yonsei.ac.kr)
4) High School Diploma or Certificate of (Expected) Graduation	Graduates from high schools in China	Apostille or Consulate Authentication OR Secondary Education Qualification Certificate (in English) - Submit the original certificate [会考成绩表的认证] issued by the Chinese Ministry of Education :『教育部学位与研究生教育发展中心』(in English) - Website for issue: http://www.cdgd.edu.cn (check page 11)
	Others	Apostille or Consulate Authentication necessary - Documents in other languages than Korean or English, should receive notary translation and then be authenticated. - High school certificates of (Expected) Graduation issued in Korea need no authentication
5) Official Transcripts of All Attended High School		Score reports of all semesters and years with Apostille or Consulate Authentication - Documents written in languages other than Korean or English should be enclosed with notarized translations into Korean or English, and then authenticated with apostille or consulate authentication. - Official High School Records with grades can replace school transcripts.
6) 高等学校招生考试(会考或高考) Transcript * Only for those graduating from high school in China		Chinese Department of Education Certificate of Education 教育部 [学位认证报告](英文) [高考成绩表认证报告](英文) verified by 教育部学位与研究生教育发展中心 * For details, please refer to http://www.cdgd.edu.cn
7) Certificate of attendance of Elementary, Middle and High School		Certificate of attendance of Elementary, Middle, and High school with Apostille or Consulate Authentication *Students who attended schools with less than 12th grades in the mean time, must submit certificate of attendance from all attended schools.
8) Certificate proving Korean Language proficiency *optional		1. Pre-Medicine/Pre-Dentistry/Nursing majors applicants It's mandatory for applicants of above majors to at least submit either NIIED's Test of Proficiency in Korean (TOPIK) level 5 certificate or Yonsei KLI level 5 completion certificate. 2. Other majors applicants Applicants are recommended to submit a TOPIK score or any other proving of Korean language proficiency. Likewise, certificate of completion from Korean language institutes like Yonsei's KLI (either Sinchon or International campus) or others universities in Korea are also accepted.
9) Documents verifying foreign nationality of applicant and his/her parents		Copies of applicant's and his/her parents' passports. Copies of identification cards of native country (with authentication), or Documents of Alien Registration issued by Korean Immigration Office are also acceptable
10) Legal documents indicating the relationship between the applicant and his/her parents	Non-Chinese Nationalities	Original Birth Certificate document -Other legal documentations indicating the relationship between the applicant and his/her parents are acceptable.
	Chinese Nationalities	Notarized Kinship of applicant and his/her parents (in English) / 亲属关系证明 公证本(英文本), Notarized House Hold Register (in English / 居民户口簿 公证本英文本)
	Supplementary Documents *Conditional	- Taiwanese applicant whose one of the parents hold a Taiwanese citizenship is required to submit legal documentations indicating his/her relationship with the family (Family Relation Certificate) from the Korean citizen parent side. - Documents reporting the divorce or death of the applicant's parent(s) - Documents identifying the parental right and custody of the applicant
11) Mandatory documents for foreigners with Korean ethnicity		1. Legal documentations verifying the renunciation (with the date) of the applicant's and both his/her parents' Korean citizenships such as a Certificate of Citizenship, Naturalization , and Certificate of Family Relationship that shows renunciation of Korean citizenship by the Korean government, 국적상실사실 확인증명 issued by Korean Consul, or 국적이탈사실 확인증명 issued by Ministry of Justice, and notarized copy of Alien Registration Card issued after the year 2011. 국적상실(이탈)사실신고 접수증 및 신고서' is not acceptable. Certificate of Family Relationship(가족관계증명서) can be issued at any "community Service Center".

Items	Details
12) Letter of Consent and Letter of Request	Official Forms can be downloaded from Yonsei International Undergraduate Admissions website (http://iadmission.yonsei.ac.kr) to be filled
13) Financial difficulties Scholarship Application	Fill out and submit only needed financial assistance applicants, attached the certificate(s) of financial difficulties.
14) Supplementary Documents	Middle school transcripts, awards, reports of national/international standardized test scores, proof of foreign language proficiency, certificates/licenses, school profile etc.

2. Introductions on documents submission

- A. Accepted students who are expected to graduate at the time of application **MUST** submit high school diploma with Apostille/Consulate Authentication to the Office of International Undergraduate Admissions (Room S308, Baekyang Hall) by **August 28, 2020**.
- B. All documents must have application number written on **the upper right side** of the documents.
- C. All documents to be submitted must be **ORIGINAL**. However, in case of unavoidable circumstances, photocopies with Notarization or Issuer's official stamp, or photocopies that are verified with the original and stamped at International Undergraduate Admissions Team can also be accepted.
- D. **When name or date of birth on the submitted documents do not match with student's official identifications, the student must submit additional documentations proving that they are identical person.**
- E. Documents that are not written in either Korean or English must be enclosed with notarized translations into Korean or English.
- F. Students who have studied in middle/high schools in Korea must submit the certificate of registration and the official School Records with grades.
- G. Personal statement should be written either in Korean or in English.
- H. Birth certificate (example)

Philippines: Family Census; **Indonesia:** Family relation verification (KARTU KELUARGA); **Bangladeshi:** Jeommeo Kakus or Jeommeo Sidetiket; **Vietnam:** So ho Khau or Giay Khai ainh; **Mongolia:** Kinship relation certificate; **Pakistan:** Family Certificate, **Sri Lanka:** Pauler certificate; **Myanmar:** Yingtausayayen; **Nepal:** Jeonmadalda; **Kyrgyzstan · Kazakhstan · Uzbekistan · Ukraine · Thailand:** Birth certificate

※ Submitted documents will not be returned to the applicants.

【 Information on Apostille/ Consulate Authentications 】

1. Submission of documents for academic credential verification by overseas high school graduates

All accepted international students must submit high school diploma AND high school transcripts legalized by one of the following ways to the Office of International Undergraduate Admissions Team (Baekyang Hall Room #S308) by the certain date set by Yonsei University.

- A) Obtaining Apostille stamps on the documents in case the student has attended or graduated from school(s) in a country that is a member to the Hague Convention
- B) Obtaining certifications of the documents from the Korean embassy or consular office in the country where applicant's school is located (Consulate certifications can be replaced by Foreign Education Validation);
- C) China Qualifications Verification of China Academic Degrees and Graduate Education Development Center when the student has attended or graduated from school(s) in People's Republic of China are required.

[Certification Institute Information]

- Certification Institute: 中国高等教育学生信息网
- Home page: <http://www.chsi.com.cn>
- Address: 北京市海淀区北三环西路甲18号大钟寺中坤国际广场E座10006室(Zip code : 100098)
- Email: kefu@chsi.com.cn - Tel: +86-10-82199588
- Certification Agency in Korea: Confucius Institute in Seoul
 Home page: <https://www.cis.or.kr/main.htm> -> 중국학력학위 인증센터
 ※ Tel: +82-2-554-2688, email: cis88@cis.or.kr

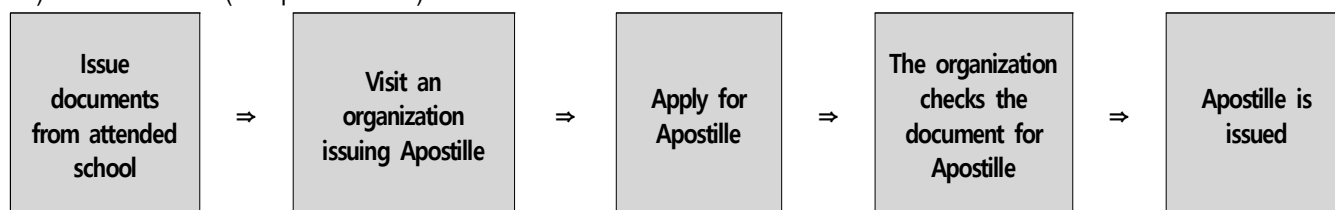
2. Reference for the Apostille Convention

▶ The Apostille Convention

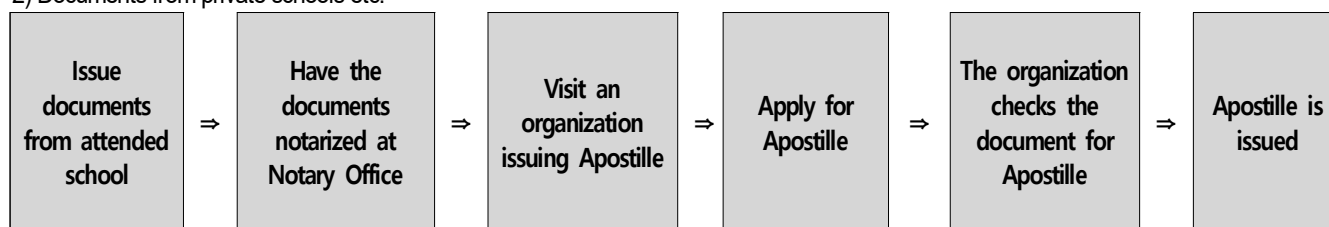
- 1) Refers to the Convention Abolishing the Requirement of Legalization for Foreign Public Documents effectuated in the Republic of Korea on July 14, 2007
 - 2) Facilitates the circulation of public documents between the states who are party to the Convention by abolishing the process of certifying documents twice by the foreign ministry of the country where the document was issued and by the foreign ministry of the country where the document will be used.
 - 3) Legally validates documents issued in the signatory countries as to be certified by the foreign ministry of the country when the documents receive Apostille.
 - 4) Supplementary documents to be attached when applying for a visa issuance certificate can either have existing consulate authentications or Apostille. (Border Control Division-8354, '07.8.13)
- ▶ For more and updated information on Apostille, please refer to Apostille Section at Hague Conference on Private International Law Website (www.hcch.net)

3. Process of obtaining Apostille

1) Public documents (from public schools)



2) Documents from private schools etc.



* The definition of private documents can differ from each countries according to its own Notary Act and Attorney-at-Law Act. In general, Apostille will be issued when documents notarized in the country are submitted.

4. Members to the Apostille Convention (As of May 14, 2019)

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

Application Number	
--------------------	--

Personal Statement

(For International Applicants)

■ Applicant Information

Name		Birth Date	
High School			
Department/Major	Seoul Campus	Department(Major)	

Date: . . .

I, hereby, certify that all information in this form is my own work, factually true, and honestly presented, and thus understand that I may be subject to disciplinary actions, including admission revocation, should the information here found to be false.

Signature _____

To Yonsei University President

<Important Notes>

- Applicants should include truthful and accurate information in this form. If the information is found to be false, plagiarized, or written by someone else, the applicant will be disqualified from the admission process regardless of evaluation result.**
- We recommend a typed copy when completing this form. In case of handwriting, please write clearly in squared style with a black pen (pencils not allowed).
- Use only this official form when writing your personal statement.
(The form can be downloaded and printed from Yonsei University's Office of International Undergraduate Admissions website)
- Sections 1 and 2 must be written by all applicants, while section 3 is optional.**
- The sections of this form must be answered according to the given prompts and should not exceed 2 pages length.
- Please staple or securely bind the pages in the upper left corner to make sure pages are not lost..
- This personal statement is considered strictly confidential and will be used only for admission review and personal counseling in the future.

Application Number	
--------------------	--

1. Reason for Application

- A. Explain your reason for applying to Yonsei University as well to the department/major of your interest.
- B. Write down what you think are the necessary abilities to become a successful international student in Yonsei University.
- C. Write down the efforts you've been doing to prepare and gain such abilities.

Application Number	
--------------------	--

2. Understanding and Adjusting to Korean Culture

Describe in details about the cultural differences between the society you were brought up in and Korean society through real situations. Explain how you perceive these cultural differences as well as what kind of efforts you need to overcome them.

3. Extra (optional)

- A. Freely describe any other relevant information in details that may help us learn more about you and that was not mentioned above.
- B. Describe your experiences (work, academic achievement, etc.) after high school graduation in details.

Application Number	
--------------------	--

Letter of Recommendation

■ to the Applicant:

After completing all the relevant questions below, give this form to your recommender who has taught you an academic subject or known you well.

Legal Name: _____ Last/Family First Middle	Date of Birth: _____ mm/dd/yyyy
E-mail:	Phone number:
High school:	
I, _____, request that this recommendation letter be used only for the admissions process and voluntarily waive my right of access to any information contained within.	
_____ Applicant signature Applicant name(printed) Date	

■ to the Recommender:

Recommender Name:	
E-mail:	Phone number:
Position:	
How long have you known this applicant and in what context?	
I certify that the information presented in my recommendation is accurate, complete and honestly presented. I also certify that I have kept any information in my recommendation confidential and I will not disclose it under any circumstances.	
_____ Recommender signature Recommender name(printed) Date	

Please seal and send this recommendation letter directly to the address below.

International Undergraduate Admissions Team, Yonsei University

50 Yonsei-ro, Seodaemoon-gu, Seoul 03722, Korea

Applicant name		Application number	
----------------	--	--------------------	--

1. Please assess the applicant's degree of the following qualities in comparison with other students you have previously taught or been acquainted with. The recommender has known the applicant for ____ years, and compared the applicant against the following group of students.

(If the recommender has not taught the applicant, please check the "Other" section and indicate the group of persons to which an applicant is compared for his or her evaluation.)

<input type="checkbox"/> All 12th grade high school students taught in your career	<input type="checkbox"/> All 12th grade students you are currently teaching	<input type="checkbox"/> All 12th grade students who applied to 4 year colleges	<input type="checkbox"/> Other ()
--	---	---	------------------------------------

Compared to other students, how do you rate this student in terms of:

	N/A	Poor	Below average	Average	Good (Top 5-10%)	Excellent (Top 1-5%)	Exceptional (Within top 1%)
Classroom attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consideration for other students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect for teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extracurricular activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creative thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Logical analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to attempt challenges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

※ If the applicant is especially outstanding in some aspect, please check or comment on it in the following article.

☐ The applicant is evaluated to be best in ____ years of teaching experience.

Other()

2. If there are any aspects of the applicant's academic ability (e.g. academic attitude, learning capacity, intellectual potential) or personality (e.g. community spirit, moral standards, values) that the evaluators should consider, please explain with specific examples. Please note any active and potential talents or characteristics that cannot be otherwise assessed through grades and other objective indicators.

Applicant name		Application number	
----------------	--	--------------------	--

3. If there are any aspects to the applicant's educational background (in upbringing, living conditions, regional characteristics etc.), that the evaluators should consider, please explain with specific examples.

4. How strongly do you recommend this student for Yonsei University:

with reservation	fairly strongly	strongly	my strongest recommendation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

※ If you have any reservations about the applicant's character, please explain on a separate sheet of paper.

※ This recommendation will be served **ONLY** for the purpose of admission process

Application Number

Financial Difficulties Scholarship Application

Name		Birth Date	
Nationality			
E-mail			
Department/Major	Department/Major or		
Amount of tuition assistance	_____ (Korean Won) per year		
The reason(s) to need Financial Difficulties Scholarship			

Attached the certificate(s) of financial difficulties.



YONSEI UNIVERSITY

2020.9.외국인

LETTER OF CONSENT(학력조회동의서)

Application Number



International Undergraduate Admissions Team, Yonsei University

50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea

Tel: +82-2-2123-3225, Fax: +82-2-2123-8636

<http://iadmission.yonsei.ac.kr>

Release of Information Form

By making application for admission to Undergraduate Programs of Yonsei University, I hereby authorize administrator or other persons to confer with others to obtain and verify my credentials and qualifications as a provider.

I release from any and all liability all organizations or individuals who act in good faith and without malice to provide the above information.

I consent to the release by any person to other institutions of all information that may be relevant to an evaluation of my credentials and qualifications and hereby release any such person providing such information of any and all liability.

(YYYY). (MM). (DD).

Name(지원자 성명) : _____

Date of Birth(생년월일) : _____

Signature(지원자 서명) : _____

2020.9.외국인

LETTER OF REQUEST(학력조회요청서)

Application Number



International Undergraduate Admissions Team, Yonsei University

50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea

Tel: +82-2-2123-3225, Fax: +82-2-2123-8636, E-mail: iadms@yonsei.ac.kr

<http://iadmission.yonsei.ac.kr>

※ '지원자 작성란'만 기재하여 제출합니다.

Student's Education Record[지원자 작성란, Student's Section]

Student's Name	
Date of Birth (yyyy/mm/dd)	
Sex (Male, Female)	
Name of School(Campus)	
School Phone No.	
School Address	
Period of Enrollment (yyyy/mm/dd ~ yyyy/mm/dd)	
Date of Graduation <input type="checkbox"/> / Transfer <input type="checkbox"/>	

※ Attachments : Letter of Consent, High school transcript(s)

[학적담당자 작성란, Verifier/Registrar's Section]

Kindly verify the above student information in the box below, and please return to International Undergraduate Admissions Team, Yonsei University[by air-mail / email attachment / fax, etc].

Verification	Tick <input checked="" type="checkbox"/> & Remark
1. Basic Information (Name, DOB, Sex, School Info.)	Correct <input type="checkbox"/> Incorrect <input type="checkbox"/> ()
2. Period of Enrollment	Correct <input type="checkbox"/> Incorrect <input type="checkbox"/> ()
3. Date of Graduation <input type="checkbox"/> / Transfer <input type="checkbox"/>	Correct <input type="checkbox"/> Incorrect <input type="checkbox"/> ()
4. Descriptions in Transcript(s) [For High School only]	Correct <input type="checkbox"/> Incorrect <input type="checkbox"/> ()
Certified by	
Name & Position :	
Signature :	
Affiliation :	
Tel :	
Fax :	
Email :	
Date :	
Comment :	

YONSEI,

Leading the Way to the Future

연세대학교 서울캠퍼스 국제처 국제입학팀

03722 서울특별시 서대문구 연세로 50

전화 (02)2123-3225 (입학안내)

팩스 (02)2123-8636

International Undergraduate Admissions Team,
Office of International Affairs, Yonsei University

50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea

Telephone (82-2)2123-3225

Fax (82-2)2123-8636

<http://iadmission.yonsei.ac.kr>

iadms@yonsei.ac.kr