1. Center for International Education (CIE)

Sejong University was established in 1940, currently located in north eastern part of Seoul, Capital City of South Korea. As officially accredited 4-year university, it has 9 colleges in the undergraduate program, including Liberal Arts, Social Science, Business Management, Hospitality & Tourism Management, Engineering, Life Sciences, Natural Sciences, Art, etc. We offer 49 MA courses & 35 Ph. D courses in the graduate school program, especially well known for one of the best programs in Hospitality & Tourism Management, and Cartoon & Animation.

In March 2008, CIE started offering Korean language program to take over the spirit of Korean "King Sejong" who invented the Han-geul (Korean alphabet). Korean Language School of Sejong University provides outstanding Korean language program with newly renovated lecture facilities. All instructors are experienced and specially trained to teach Korean language to non-native Korean speakers.

In Korean Language Program, in particular, we provide very highly qualified systematic language classes. Korean Language Program has 6 levels, from 1 for the beginners to 6 for those who have set a goal to be fluent speakers of Korean.

2. Course work information of Korean Language School

2.1 Curriculum

The following is applied to each level of Korean language class.

<table>
<thead>
<tr>
<th>Period</th>
<th>class days per week</th>
<th>class hours per day</th>
<th>Admission fee</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 weeks</td>
<td>5 days/week</td>
<td>09:00-13:00</td>
<td>50,000 won</td>
<td>1,100,000 won</td>
</tr>
</tbody>
</table>

* Won is the Korean monetary unit, which is acceptable only for any kind of payment.

2.2 Korean Language Class Schedule for 2013

<table>
<thead>
<tr>
<th>Semester</th>
<th>Period</th>
<th>Registration Due</th>
<th>Placement Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>MAR 11 - MAY 20</td>
<td>JAN 25</td>
<td>MAR 5</td>
</tr>
<tr>
<td>Summer</td>
<td>JUN 10 - AUG 19</td>
<td>APR 26</td>
<td>JUN 4</td>
</tr>
<tr>
<td>Fall</td>
<td>SEP 9 - NOV 21</td>
<td>JUL 19</td>
<td>SEP 3</td>
</tr>
</tbody>
</table>
* The schedule stated above may be changed according to the necessity of following up administrative actions.
* Applicants will be accepted on the first-come first served basis, and the registration may be closed earlier when the number of applicants reaches the entrance quota.

3. Admission & Enrollment

3.1 Qualification
High school graduates or above, or those who have at least, the officially accredited education equivalent to high school.

3.2 Admission
Submit the application & the admission fee.
→ Go through the examination of the application.
→ Notify the result of examination.
→ Pay the tuition.
→ Issue the standard entrance permit (for D-4 visa holders only).
→ Issue the student visa & entry.

3.3 Required Documents
1) Application Form (attached form on the school web site)
2) 2 copies of Photo taken within the last 3 months of period
3) 1 copy of passport
4) Officially sealed certificate of completion of your final education
   - It should be translated either in English or in Korean, if it's written by any other language than English.
5) Official copy of bank statement (USD 3,000 & above)
6) Official certificate of personal security clearance
   (It should be notarized and submitted on the official form provided by Sejong University, and 1 photocopy of ID and 1 income tax verification must be attached to it.)
   * Since the required documents may vary in accordance with nationality, you may need check with the administration before submitting.
7) Admission fee: 50,000 won

4. Tuition

4.1 Tuition
   . Admission fee: 50,000won (Non-refundable)
   . Tuition: 1,100,000 won per semester
4.2 How to pay the tuition

- Once you are notified of being admitted, transfer the tuition to the following bank account:

  **Name of the Bank: WOORI BANK**
  **Account No. : 1005-901-249403**
  **Name of Account Holder: SEJONG UNIVERSITY**
  **Transfer Code: HVBKRRSEXXX**

- After the transfer, you should send the copy of the receipt with your name on it either by fax or by mail to the following address:

  * Fax: 82-2-3408-4197
  * Mailing address: Korean Language School, #910 Gwanggaeto Bldg., Sejong University, 98 Gunja-dong, Gwangjin-gu, Seoul 143-747, Republic of Korea

4.3 Refund Policy

- 100% refund: upon the request submitted before the class starts
- 80% refund: upon the request submitted within the first week from the day the class starts.
- 50% refund: upon the request submitted between the 2nd week from the day the class starts.
- Non refund: upon the request submitted any time after the first 2 weeks of semester
- Once you have received visa through our language school, you are not qualified for the refund procedure. When you insist refund, the official admission form should be returned to the language school administration office.

5. VISA

With the authorized admission issued by CIE at Sejong University, you are qualified for D-4(Student Visa) in order to take the 10-week program.

C-3 Visa (Tourist Visa) holders or no-visa entry students should transfer his/her visa status to D-4 at the Immigration Office once they receive the admission.

6. Korean Language Program

6.1 Coursework

1) Basic Korean 1 (Level 1)
- For whom:
  - Those who do not have any knowledge of Korean language
- What to study
① Korean alphabet, how to read & write the alphabet
② introductive pronunciation
③ basic sentence structure
④ basic listening skill
⑤ survival language to cope with everyday life situations by using key words or basic simple sentence form (greeting, self-introduction, time, date, weather, shopping, daily activities, etc)

2) Basic Korean 2 (Level 2)
- For whom:
  Those who have taken 200 hours of Korean language class or have knowledge and fluency of Korean equivalent to 200-hour education of Korean language
- What to study
  ① extensive vocabulary and pronunciation
  ② simple sentence & compound sentence form
  ③ difference of formal and informal style
  ④ sentence length conversation
  ⑤ making Korean friends

3) Intermediate Korean 1 (Level 3)
- For whom:
  Those who have taken 400 hours of Korean language class or have knowledge and fluency of Korean equivalent to 400-hour education of Korean language
- What to study
  ① natural pronunciation by using linking sounds and intonation
  ② vocabulary to express feelings, emotions and thoughts about life
  ③ advanced grammar such as passive, active forms of verb, adjective forms
  ④ further understanding about Korean culture and manners in order to carry more natural conversation
  ⑤ various topics such as making plans, telephone conversation, inviting, accepting & refusing invitation etc.

4) Intermediate Korean 2 (Level 4)
- For whom:
  Those who have taken 600 hours of Korean language class or have knowledge and fluency of Korean equivalent to 600-hour education of Korean language
- What to study
  ① dealing with everyday conversation topics
  ② idioms, phrasal expression, fixed expression, proverbs and old sayings that have deeper implications of Korean traditional thinking and communication style
  ③ advanced communication skills required for academic and professional fields
④ language training by using video simulated materials, current TV shows as class material
⑤ experiencing Korean culture by field trips to cultural events, sporting events, performances, historic sites, etc.

5) Advanced Korean 1 (Level 5)
- For whom:
  Those who have taken 800 hours of Korean language class or have knowledge and fluency of Korean equivalent to 800-hour education of Korean language
- What to study
  ① comfortable level of communication in everyday life situations
  ② further understanding of cultural contexts related to current situation in Korea
  ③ discussion session on current social issues in Korea
  ④ learn how to write essays and term papers
  ⑤ using more refined, formal sentence forms with more advanced vocabulary on every area of life

6) Advanced Korean 2 (Level 6)
- For whom:
  Those who have taken 1,000 hours of Korean language class or have knowledge and fluency of Korean equivalent to 1,000-hour education of Korean language
- What to study
  ① develop more advanced vocabulary with more natural intonation in order to participate in a variety of discussions dealing with various topics
  ② develop the efficient communication skills of debating & discussing topics in Korean through discussion-based class
  ③ learn idiomatic expressions and how to effectively make use of them
  ④ cultivate more informed & balanced view or opinion based on research and writing essays and papers, so that one can develop his/her own leadership for the future
  ⑤ read various kinds of writings and write essays
  ⑥ do researches through internet and upload personal opinions on the website

6.2 Evaluation
Each student is to be evaluated by the following:
Midterm: 30%, Final: 40%, Assignment: 10%, Attendance 10%, Participation: 10%

-Each one will receive his/her own score out of 100 points, and the record will be distributed individually on the commencement ceremony.

6.3 The advancement of level
When one achieves the score of 80 or higher out of 100 points given by the evaluation references above, she/he will be qualified for the upper level class, which is one level higher than his/her own level.

6.4 Attendance
1) All classes will start on time, and the attendance check will be done on the start of class. Three times of late attendance should be counted as 1 absence.
2) In case you have to be absent due to sickness or accident, you should submit to the administration office an official document which will verify your excuse of absence.

6.5 Certificate
Certificate will be distributed on the commence ceremony, which will verify your completion of the level you have passed.

6.6 Withdraw & Re-admission
1) Those who achieve the score below 80 points, or attendance is lower than 80%, are disqualified both for completion and for advancement. The report card can be issued upon request.
2) Those that have not passed the same level two consecutive semesters are disqualified for the advancement. They are also disqualified for re-admission.
3) If it is found out that one has applied for this language program with a purpose other than language study, she/he may be disqualified for admission.

6.7 Scholarship
Every semester, those who have an excellent academic achievement, a certain amount of scholarship will be awarded.

6.8 Student ID
On the second week since the class starts, students will be given student ID cards individually, which can be used as pass to the library and other facilities on campus.

6.9 Insurance for overseas students
Every student who has enrolled for this language school program should take either a health insurance plan or an insurance plan for overseas students. Please contact the administration office of Korean language program for more information.

6.10 Remarks
1) For 10 days absence without any notice, she/he should be reported to the Immigration Office, and the admission will be cancelled according to the Immigration Control Law, article 19 no. 14.
2) Admission can be cancelled if she/he does not cooperate with the administration and language school in regard of executing administrative actions.
7. Remarks

1) Sejong University provides dormitory on campus to students who are attending the Korean Language Program. Current (2013) monthly fee for the dorm is KRW 150,000 but there is a chance that this might change in the following year.

If you need any information on campus housing, please contact our office: 82-2-3408-4051~3.

2) Tuition does not include the expense of textbooks and housing.

8. How to get to SEJONG UNIVERSITY

Center for International Education, Sejong University
Address: 910 Gwanggaeto Bldg., Sejong University, 98 Gunja-dong, Gwangjin-gu, 143-747 Seoul, Republic of Korea
Tel: 82-2-3408-4051~2
Fax: 82-2-3408-4197
E-mail: ili@sejong.ac.kr
Webpage: http://ili.sejong.ac.kr