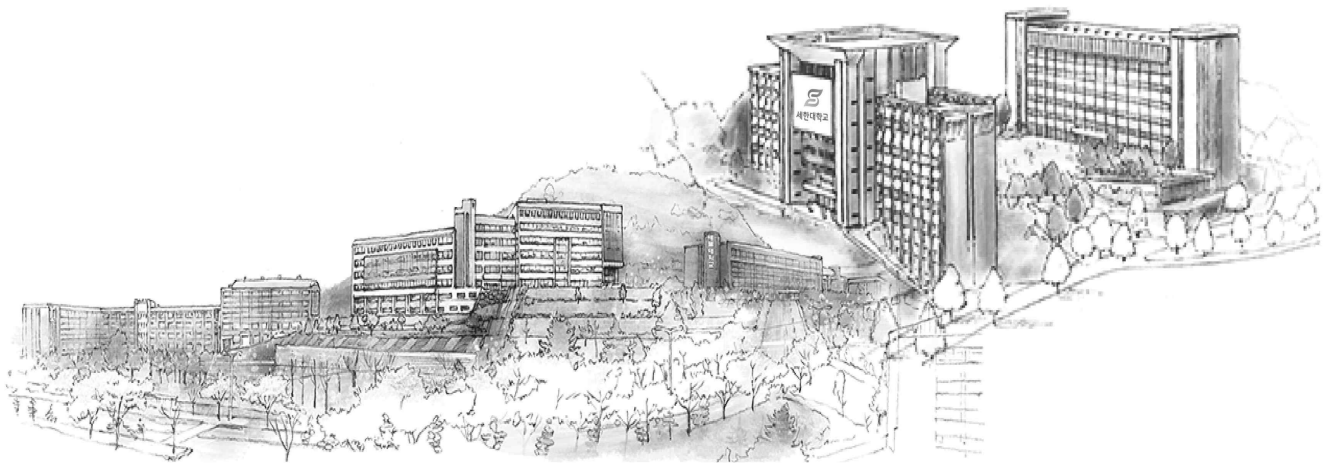


2025 SPRING SEMESTER

Undergraduate Admission Guidelines for International Students

(Special Admission, 2nd Round)



※ Please note that certain details, including procedures and schedules, in this admission guide are subject to change depending on the university's circumstances.

※ Be sure to check the final updated admission guidelines on our university's admissions website (https://china.sehan.ac.kr/?page_id=4751) before submitting your application.



세한대학교
Sehan University

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1**Guidelines for Application Submission**

- The name on the application form must match the name on the applicant's passport.
- Documents must be completed in Korean, and any other languages must include a certified Korean translation.
- Applicants are responsible for any disadvantages caused by errors, omissions, or illegibility in the application or submitted documents.
- The application form must be completed in Korean using a blue or black pen or fountain pen. (no format modifications allowed)
- Applicants must accurately specify their desired program by referring to the recruitment unit.
- Once submitted, documents cannot be returned, and the selected department/program cannot be modified.
- The application form must include a passport-style photo (3.5cm x 4.5cm) affixed to it.

2**Guidelines for Submitting Documents**

- Original documents are required. If submitting copies is unavoidable, the original documents must be presented for verification or submitted after admission (originals will be returned after verification).
- High school graduation (or expected graduation) and all academic transcripts must be translated into Korean and notarized (or verified by a consulate).
- Family registry certificates or similar documents issued by foreign authorities for the student and parents must include a Korean translation.
- In case of differing names on submitted documents, a document proving identity as the same individual, issued by the competent court in the applicant's country, must be attached.
- Applicants expecting to graduate must submit their final graduation certificate before the date of enrollment (if applicable).
- Additional documents related to eligibility or verification may be requested beyond those specified in this guideline.

※ Translation notarization or apostille: For foreign applicants, documents must be certified by a notary office in their country of origin.

- Applicants must ensure that all information in the application and supporting documents is filled out completely and correctly.
- If forged or manipulated documents are identified, the applicant's admission or enrollment will be nullified.
- Simultaneous registration at multiple universities will result in the cancellation of admission or enrollment.
- The university bears no responsibility for any loss resulting from submission errors, failure to comply with the guidelines, or lack of communication from the applicant.
- All admission results and evaluation content will remain strictly confidential.
- Any fraudulent admission or invalid academic credentials will result in cancellation of enrollment without a refund of tuition fees.
- Applicants are fully responsible for any consequences, including the cancellation of admission, caused by errors in the application, incomplete documents, or failure to complete immigration procedures.
- Failure to obtain a visa or enter the country will result in the cancellation of admission or enrollment.
- Dual applications for different departments within the university are prohibited.
- Applicants with dual nationality, including Korean citizenship, or no nationality are not recognized as foreign applicants.
- Issues not covered in this guide will be addressed according to university policies and decisions made by the International Student Admissions Committee.
- For further details, please contact the Office of International Affairs at [061-469-1602, 041-359-6073].

Undergraduate Admission Guidelines

1 Admission Schedule

Category	Admission Schedule		Notes
	1 st Round	2 nd Round	
Announcement of Application and Guidelines	01.27.25.(Mon) ~ 02.11.25.(Tue)		Office of International Affairs
Application Submission	02.03.25.(Mon) ~ 02.11.25.(Tue)		Office of International Affairs (Email or In-person)
Announcement of Admission Results	~ 02.14.25.(Fri)		Individual Notice
Tuition Fee Submission	02.18.25.(Tue) ~ 02.21.25.(Fri)		Institutions Designated by Sehan University
Issuance of Certificate of Admission	02.18.25.(Tue) ~ 02.24.25.(Mon)		Office of International Affairs
International Student Arrival and Dormitory Check-in	02.26.25.(Wed) ~ 03.02.25.(Sun)		Sehan University Dormitory
Start of Spring Semester	03.03.25.(Mon)		

※ The admission schedule, application methods, and departments may be subject to change depending on internal circumstances (any changes will be announced on the International Exchange Office website).

2 Eligibility Criteria

Category	Criteria for Eligibility
New Admission	· The applicant and their parents must be foreigners, having fully completed a high school education recognized by the Ministry of Education in Korea or their home country and graduated (or expected to graduate), or hold equivalent qualifications.
Transfer Admission (Sophomore)	· The applicant and their parents must be foreigners who have finished a high school curriculum recognized by the Ministry of Education in Korea or their home country and have completed (or are expected to complete) at least one year of study at a four-year university or are graduates (or expected to graduate) from a junior college.
Transfer Admission (Junior/Senior)	· The applicant and their parents must be foreign nationals who have completed a high school education recognized by the Ministry of Education in Korea or their home country, and have completed (or are expected to complete) at least two years at a four-year university, or graduated (or expected to graduate) from a three-year program at a junior college. Those who have completed (or are expected to complete) a two-year program at a junior college are eligible for third-year transfer, while only those graduating (or expected to graduate) from a three-year junior college program can transfer to the fourth year.

3

Programs and Admission Quotas

a. Enrollment Capacity: Applicants will be selected outside the standard quota based on their academic competencies, in accordance with each department's criteria.

b. Departments for Freshman Admission

Category	Departments & Programs	Majors	Quotas
Dangjin	Dept. of Airline Service	-	00
	Dept. of Aeronautical Science & Flight Operations	-	
	Dept. of Aero and ICT Convergence	-	
	Dept. of Traditional Performing Arts	-	
	AI Faculty of Convergence ◆	Computer Engineering, Artificial Intelligence Big Data, Visual Communication & Motion Media Design, MWebtoon & Animation, Game Contents, Data Management Welfare	
	Social and Cultural Welfare Undergraduate	Tourism and Leisure, Police Administration, Companion Animal, Department of Social Welfare, Youth Counseling, Lifelong Learning, Department of Real Estate, Global Korean Language Education	
	Industry-Academia Integration	Mechanical Industry Integration	
	Unhwa International University	Global Airline Service Studies, Global Aviation Operations, Global Aviation Maintenance, Global Aerospace Manufacturing Processes	
Yeongam	Dept. of Early Childhood Education	-	
	Dept. of Global Welfare and Korean Language	-	
	Dept. of Nursing	-	
	Dept. of Science in Physical Therapy	-	
	Sports Convergence Welfare Undergraduate	Sports Rehabilitation, Taekwondo, Department of Social Welfare Counseling, Lifelong Education, Welfare and Management, Digital Management Major, Physical Education, Bigdata Welfare	
	Industry-Academia Integration	Shipbuilding Industry Convergence, Business Administration, K-Beauty Industry, Nursing and Health Rehabilitation, Agricultural and Marine Food Science	

* Admission to Unhwa International College is limited to individuals recommended by the Unhwa Education and Technology Group from China.

※ Please note that the above recruitment units are subject to modification, and any changes will be promptly posted on the admissions website.

c. Departments for Transfer Admission

Category	Departments & Programs	Majors	Quotas
Dang jin	Dept. of Leisure Healing	Police Administration, Social Welfare Counseling Major, Sports Leisure Industry, Traditional Performing Arts, Pet Management	00
	Dept. of Aviation	Aeronautical Science & Flight Operations, Airline Service, Aircraft Maintenance Science	
	Dept. of IT Design	Cartoon - Animation, Artificial Intelligence Big Data, Artificial Intelligence Contents Design	
Yeong am	Dept. of Education	Early Childhood Education	
	Dept. of Health and Public Health	Nursing, Science in Physical Therapy, Human Services, Sports Health Management, Tae-Kwondo	

※ Please note that the above recruitment units are subject to modification, and any changes will be promptly posted on the admissions website.

4 Evaluation Process

a. Selection Criteria

Category	Review Components	Notes
Application Screening	Qualification Requirements	Classified as "Eligible" or "Ineligible"

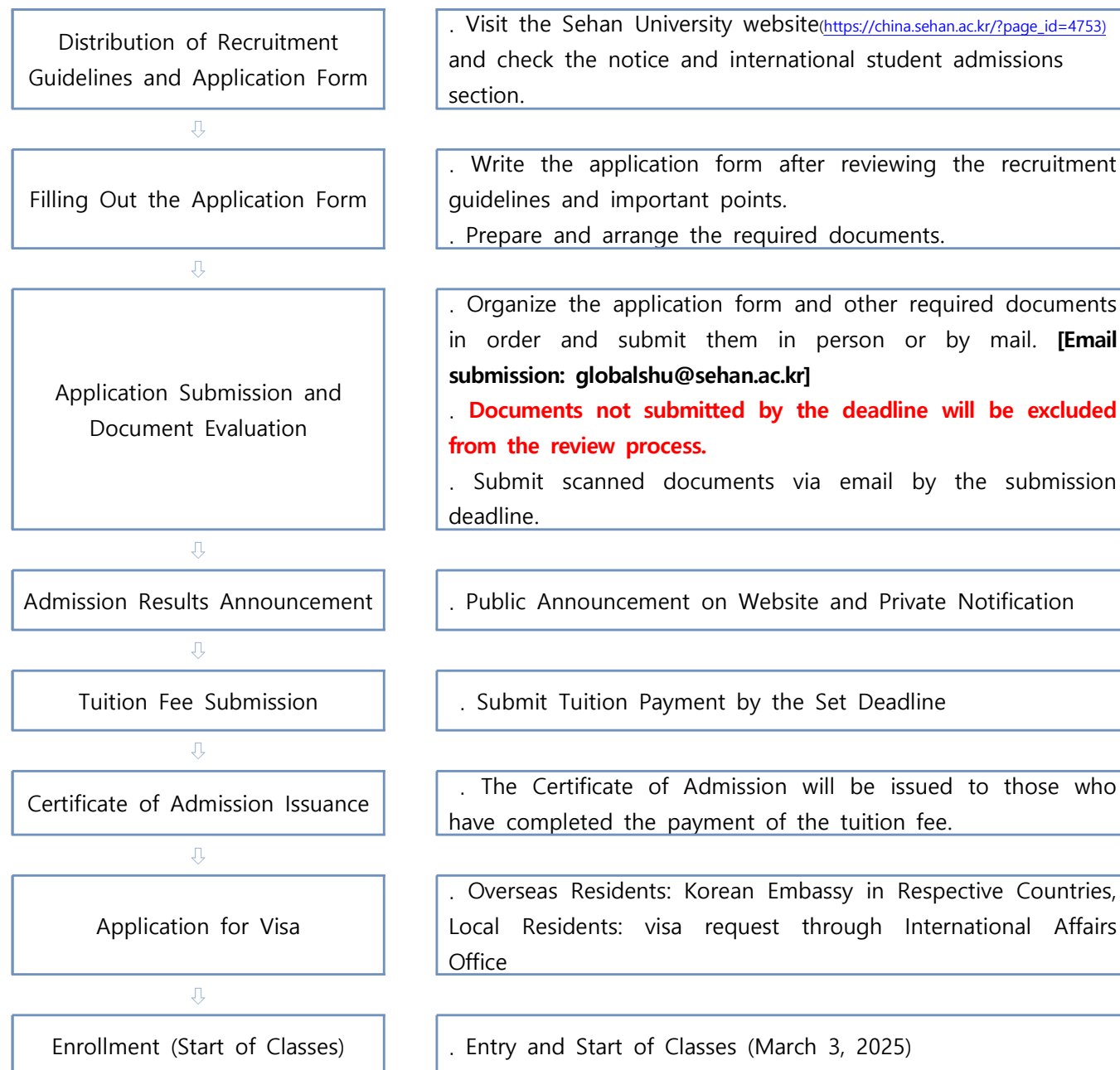
b. Evaluation Method

Category	Evaluation Method	Notes
Freshman and Transfer Admissions	Document-Based Eligibility Assessment (100%)	Final admission decisions are determined based on the applicant's personal statement, evaluating their academic plans, personal philosophy and aspirations, and future growth potential.

- For the special admission track for international applicants, there is no limit on the number of recruits. Candidates who pass the document screening are evaluated based on their personal statement, assessing their academic plans, personal philosophy and aspirations, and future growth potential. A suitable number of applicants are selected accordingly.

5 Application Procedures

a. Application Method : Submit in person (via mail) or via email.



b. Application Submission Desk

Address	Academic Information Center, 3rd Floor, University Administration Building, Sehan University, 1113 Noksaek-ro, Samho-eup, Yeongam-gun, Jeollanam-do, South Korea
Phone Numbers	061)469-1602, 041)359-6073
Submission Deadline	By February 11, 2025 (Tuesday)
Submission Method	Submit in person (by mail) or via email [globalshu@sehan.ac.kr]

6

Application Documents

a. Essential Documents

No.	Required Documents	New Admission	Transfer Admission	Notes
1	Application Form	<input type="radio"/>	<input type="radio"/>	School Form
2	Admission Application	<input type="radio"/>	<input type="radio"/>	School Form
3	Personal Statement	<input type="radio"/>	<input type="radio"/>	School Form
4	Original Graduation Certificate from High School (or Middle/Technical School) + Notarized Translation, Apostille Verification (Original Notarized Document)	<input type="radio"/>	<input type="radio"/>	Original Documents
5	Original High School (or Middle/Technical School) Academic Records for All Years + Notarized Translation, Apostille Verification (Original Notarized Document)	<input type="radio"/>	<input type="radio"/>	Original Documents
6	Original Graduation Certificate from a College or, for those enrolled in a 4-year university, a Proof of 2 or 3 Years Completed + Notarized Translation, Apostille Verification (Original Notarized Document)	-	<input type="radio"/>	Original Documents
7	Complete Transcripts from a College or, for students in a 4-year university, Transcripts for 2 or 3 years + Certified Translation, Apostille Confirmation (Original Notarized Document)	-	<input type="radio"/>	Original Documents
8	Immigration Record Certificate (If applicable)	-	<input type="radio"/>	Original Documents
9	Proof of Financial Stability (Bank Account Statement): At least 16,000,000 KRW per year (Certificate issued within 30 days prior to the visa application, with a validity period of at least 6 months)	<input type="radio"/>	<input type="radio"/>	Original Documents
10	China: Household Registration (Full Page of Hukou), if there are two or more registration documents, additional documents proving family relations are required (Submit a notarized birth certificate or notarized family relationship certificate issued by the local police). Other Countries: English Family Relationship Certificate.	<input type="radio"/>	<input type="radio"/>	Original Documents
11	Copy of Personal and Parental ID Cards	<input type="radio"/>	<input type="radio"/>	Copied Documents
12	Copy of Passport	<input type="radio"/>	<input type="radio"/>	Copied Documents

b. Additional Documents

No.	Required Documents	New Student	Transfer Admission	Notes
13	Korean Proficiency Test (TOPIK) Score of Level 4 or higher (Level 3 for arts and physical education students, Level 2 for exchange students)	If needed	If needed	Original Documents
14	Photo File (Full Color, 3.5cm x 4.5cm)	○	○	File
15	Submit a Copy of Alien Registration Card (Only for foreign residents in Korea)	If needed	If needed	Original Documents
16	For Chinese applicants, 4-year university and college graduates must submit the Electronic Record of Academic Certificate (or Academic Verification Report), while high school graduates must submit the Secondary Education Report printed from www.chsi.com.cn . - In the case of vocational high school graduates who are unable to obtain a certification report for their degree, an Apostille of the graduation certificate (issued by the regional or city education authority) must be submitted.	○	○	Original Documents
17	- In case of parental divorce: Original Family Relationship Certificate and Divorce Certificate - If there are two Hukou records: Original Family Relationship Certificate - In case of parental death: Original Death Certificate	○	○	Original Documents
18	Employment Verification and Salary Slips of Both Parents	○	○	Original Documents

7

Scholarship Programs for International Students

Category	Eligibility	Scholarship Requirements	Scholarship Details
TOPIK Scholarship	New Student	TOPIK Level 4	Tuition Fee Payment of 500,000 KRW
		TOPIK Level 5	Tuition Fee Payment of 1,00,000 KRW
		TOPIK Level 6	50% Tuition Fee Payment
	Transfer Admission	TOPIK Level 5	Tuition Fee Payment of 500,000 KRW
		TOPIK Level 6	Tuition Fee Payment of 600,000 KRW

※ The scholarship is provided only once while enrolled.

8**Important Notes**

- ▶ Submitted documents will not be returned.
- ▶ Students who provide false information in the submitted documents will be disqualified.
- ▶ Applicants who fail to meet the qualifications or submit the necessary documents will be disqualified from the selection process.
- ▶ International students enrolled at this university are obligated to join the national health insurance program.
- ▶ It is required that tuition fees be paid on a per-semester basis.
- ▶ International students who withdraw for personal reasons are required to return their alien registration card to the immigration office within one week and leave the country.

9**University Address and Contact Information**

- ▶ Sehan University, Yeongam Campus, 1113, Green-ro, Samho-eup, Yeongam-gun, Jeollanam-do 58447
- ▶ TEL +82-61-469-1602, +82-41-359-6073

10**On-Campus Housing Guide**

- ▶ Tuition payment instructions will be provided after admission, and failure to pay by the designated deadline will lead to the automatic cancellation of admission.
- ▶ Beginning of the Spring Semester 2025: March 3, 2025 (Monday)
 - ※ Freshmen are required to enter Korea before the semester begins.
- ▶ It is a principle that foreign students reside in the university dormitory.
- ▶ Dormitory accommodation is provided for 4 months in the first semester and 4 months in the second semester as a general rule.
- ▶ Students intending to stay in the dormitory during the holidays are required to pay an extra charge.

▶ Yeongam Campus

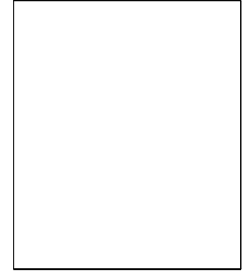
Dormitory	Occupancy	Dormitory Fee (KRW)
Mudeung Residence Hall	2 occupants per room	1,462,800
International Residence Hall	2 occupants per room	
Yudal Residence Hall	2 occupants per room	

▶ Dangjin Campus

Dormitory	Occupancy	Dormitory Fee (KRW)
Dangjin Dormitory (1)	2 occupants per room	1,482,000
Dangjin Dormitory (2)	2 occupants per room	1,582,000

※ The dormitory fee includes management fees, meal costs (2 meals per day, excluding weekends and holidays), and student association fees (based on the 2024 academic year, second semester).

Application for Admission



Please TYPE or PRINT clearly in Korean or English

<p>I. Personal Information</p> <p>1. Name : _____</p> <p>2. Country of birth : _____</p> <p>3. Citizenship : _____</p> <p>4. Gender : Male() Female() Other()</p> <p>5. Date of Birth : _____ / _____ / _____ Month Day Year</p> <p>6. Mailing Address : _____ _____</p> <p>Tel : +86- _____ Fax: _____</p> <p>E-mail Address : _____</p>	<p>7. Passport No. : _____</p> <p>8. Guardians :</p> <p>- Korea Name : _____ Tel : +82-061-469-1602 Relationship : <u>국제교류원 담당직원</u></p> <p>- home Country Name : _____ Tel : _____ Relationship : _____</p>																								
<p>II. Educational Background (From higher education)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Dates</th> <th style="width: 25%;">Institutions</th> <th style="width: 25%;">Major</th> <th style="width: 25%;">Degree or Diploma</th> </tr> </thead> <tbody> <tr> <td>~</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>~</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>~</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>		Dates	Institutions	Major	Degree or Diploma	~	_____	_____	_____	~	_____	_____	_____	~	_____	_____	_____								
Dates	Institutions	Major	Degree or Diploma																						
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<p>III. Study Plan</p> <p>1. Indicate the year and semester you wish to enter</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%;">Freshman</td> <td style="width: 25%;">Sophomore</td> <td style="width: 25%;">Junior</td> <td style="width: 25%;">Senior</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Spring</td> <td> </td> <td>Fall</td> <td> </td> </tr> </table> <p>2. Degree programs</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%;">Bachelor's</td> <td style="width: 25%;">Non-Degree Program</td> <td style="width: 25%;"> </td> <td style="width: 25%;"> </td> </tr> <tr> <td>Mater's</td> <td>Other</td> <td> </td> <td> </td> </tr> <tr> <td>Doctorate</td> <td> </td> <td> </td> <td> </td> </tr> </table> <p>3. Major Sought : _____</p>	Freshman	Sophomore	Junior	Senior					Spring		Fall		Bachelor's	Non-Degree Program			Mater's	Other			Doctorate				<p>IV. Indicate the person(including yourself) or organization that will be responsible for your tuition fee and living expenses.</p> <p>Name/Organization : _____</p> <p>Relationship : _____</p> <p>Occupation : _____</p> <p>Address : _____ _____</p> <p>Phone No. : _____</p> <p> * I guarantee that I will be responsible for the above-named applicant's tuition fee and living expenses for the duration of the whole program.</p> <p>Name : _____</p> <p>Signature : _____</p> <p>Date : _____ / _____ / _____ Month Day Year</p>
Freshman	Sophomore	Junior	Senior																						
Spring		Fall																							
Bachelor's	Non-Degree Program																								
Mater's	Other																								
Doctorate																									
<p>V. Payments</p> <p>I have enclosed :</p> <p>- Application fee : US \$ _____</p> <p>- Dormitory Deposit : US \$ _____</p> <p>- Other : US \$ _____</p> <p>Total : US \$ _____</p>																									

※ **Required documents for application** 1. Application form 2. Official transcripts : sealed 3. Photocopy of diploma 4. Two letters of recommendation 5. Personal statement 6. One photo : 4×5cm 7. TOEFL Score 8. Application fee 9. Bank statement or other financial certifications

Enrollment Application

A P P L I C A N T	Name	Korean	Chinese	English	Gender	
	Nationality			Date of Birth		
	Address					
	Contact Number					
	Desired Department	Sehan University	Department	Major		
	Admission Date		Academic History		Country / City	
G U A R D I A N	Name	DOB	Nationality	Current Address		Occupation & Contact number
<p>I hereby submit all the required documents and wish to apply for admission to Sehan University.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div> <p>Applicant :</p> <p>Guardian :</p> </div> <div> <p>signature</p> <p>signature</p> </div> </div>						

【Form 3】

Personal Statement

▶ Name: (Korean)_____ (Chinese)_____ (English)_____

Use the information below to complete your profile.

【 Personal Statement 】

Briefly describe your academic plan, personal philosophy, and aspirations.

1. Briefly describe your academic plan, personal philosophy, and aspirations.

2. Life Philosophy and ideals / aspirations

The statement must reflect the applicant's personal experiences and values and be written by the applicant.

Date :

Name :

Signature :

To The President of Sehan University

세한대학교

SEHAN UNIVERSITY

Academic Information Center, 3rd Floor, University Administration Building,
Sehan University, 1113 Noksaek-ro, Samho-eup, Yeongam-gun, Jeollanam-do, South Korea

TEL : 82-61-469-1602, 82-41-359-6073

FAX : 82-61-469-1630

Homepage : <http://www.sehan.ac.kr>(세한대학교)