

الجمهورية الجزائرية الديمقراطية الشعبية

République Algérienne Démocratique et Populaire

Ministère de l'Enseignement Supérieur
et de la Recherche Scientifique

Direction de la Coopération et des
Échanges Interuniversitaires

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Alger, le 19 FEV. 2015

000844

Madame et Messieurs les Présidents
des conférences régionales des Universités
Centre – Est - Ouest

OBJET: Offre de bourse de l'université de Hankuk

P.J. : note d'information plus formulaire de candidature .

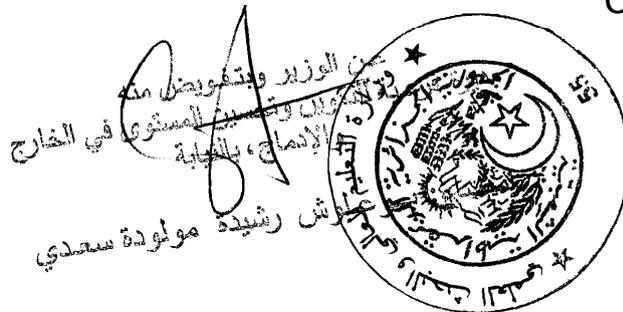
J'ai l'honneur de vous informer que le Ministère de l'enseignement supérieur et de la recherche scientifique est destinataire d'une offre de deux (02) bourses au titre de l'année universitaire 2015 – 2016, émanant de l'université de Hankuk d'Études Internationales pour la préparation d'une licence dans le domaine de la diplomatie internationale.

Des informations plus détaillées sont disponible sur le site de cette université : <http://international.hufs.ac.kr>.

Vous trouverez ci-joint une note d'information et le formulaire de candidature pour cette formation .

Je vous saurai gré des dispositions que vous voudrez bien prendre à l'effet de nous faire parvenir avant le Jeudi 16 Avril 2015 deux (2) dossiers de candidatures accompagnés du formulaire dûment rempli et visé.

Considération distinguée



**INTERNATIONAL UNDERGRADUATE
ADMISSIONS**
for
International Diplomatic Scholarship (IDS) Program
(ACADEMIC YEAR 2015 Fall)

<http://International.hufs.ac.kr>



COME TO HUFS MEET THE WORLD

The University

Hankuk University of Foreign Studies(HUFS) is a leading global institution established in 1954. As 'Hankuk' (meaning 'Korea' in Korean Language) implies, it is recognized as the best university not only in Korea, but **also** in the world for foreign languages and area studies.

The mission of the university is to develop creative experts with a global mindset on the international stage, who **can** contribute to world peace and exchange of cultures

HUFS teaches 45 major languages of Asia, Europe, Middle East, Africa and other regions of the world. Combined with studies in the humanities and social sciences, HUFS produces global leaders equipped with both professional knowledge and excellent language **skills**.

HUFS Profiles & Rankings

- * Campus: Seoul Campus, Global Campus
- * Colleges: 17 Colleges and 74 Departments
- * International Exchanges with 415 universities
- * Number of Undergraduate Students: 23,935
- * Number of International Students: 1,364
- * 45 Foreign Language Education
- * IEQAS (International Education Quality Assurance System) Accreditation

QS World University Rankings(2013)

- Best in Korea, World's TOP 29 for Modern Languages(2014)
- TOP 5 in Korea for Arts & Humanities
- TOP 10 in Korea for Social Sciences & Management
- Ranked 1st in Korea without a Medical School
- Ranked 5th in Asia for Outbound Exchange
- Ranked 8th in Asia for Inbound Exchange



UNDERGRADUATE MAJORS

- As of December 2014

SEOUL Campus		GLOBAL Campus	
College of English	English Division	College of Humanities	Philosophy
College of Chinese	Chinese Language and Culture Chinese Foreign Affairs and Commerce		History
College of Japanese	Japanese Language and Culture Integrated Japanese Studies		Linguistics and Cognitive Science
	French		English Interpretation & Translation
	German		German Interpretation & Translation
	Russian		Spanish Interpretation & Translation
	Spanish		Russian Interpretation & Translation
College of Oriental Languages	Arabic		Chinese Interpretation & Translation
	Thai		Indonesian Interpretation & Translation
	Vietnamese		Philosophy and Translation
	Hindi		Arabic Interpretation & Translation
	Turkish and Azerbaijani		Malay Indonesian Interpretation & Translation
	Persian		
	Mongolian		
	Political Science and Diplomacy		
College of Social Sciences	Public Administration	College of Central and East European Studies	Polish
	Media Communication Division		Romanian
College of Business and Economics	International Economics and Law Economics		Czech and Slovak Studies
College of Business Administration	Business Administration		Hungarian
	English Education*		South Slavic Studies
	French Education*		Ukrainian Studies
College of Education	German Education*		French Studies
	Korean Education*		Brazilian Studies
Division of International Studies	International Studies		Greek and Bulgarian Studies
			Indian Studies
			Central Asian Studies
			African Studies
			Russian Studies
			Latin Studies
			International Sports and Leisure
		College of Economics and Business	International Finance
			Management Information Systems
			Mathematics
			Statistics
			Mechanical Physics
		College of Natural Sciences	Environmental Science
			Bioscience and Biotechnology
			Chemistry
			Division of Computer and Electronic Systems Engineering
			Information Communications
		College of Engineering	Engineering
			Electronics Engineering
			Industrial and Management Engineering

-Interdisciplinary major (Seoul) open to international students from the second year - *Teaching Korean as a Foreign Language*

English Track : College of English
College of Business Administration
Department of International Trade and Law
International Studies

- Any change of majors may be newly updated in September, 2014

-Interdisciplinary major(Global) open to international students from the second year - **Global Division of Information Technology**

- **English Track:** Korean Studies, International Sports and Leisure,
- Any change of majors may be newly updated in December, 2014

* Only a limited number of international students to be accepted (Department quotas may apply)

WHEN TO APPLY

Term	Events	Regular Decision
2015 Fall	Application Period	March 23 - April 24, 2015
	Announcement of Document Evaluation Results	June, 2015
	Test Interview	July, 2015
	Admission Notification	July, 2015
	Registration	August, 2015

● Evaluation Criteria

Several criteria are taken into account for the admission of international applicants to our undergraduate program.

Events	Evaluation Criteria		Total
	Paper Evaluation & Interview	Language Proficiency	
Score	80	20	100

● Interview

The faculty of each undergraduate program evaluates applicants who meet the minimum language requirement in English and interviews will be granted to applicants as after evaluation of a submitted application.

On-site or Skype interview may be required for all successful applicants who have passed the paper evaluation.

● Korean Language Proficiency Test

Those who have not submitted the official Korean language proficiency score should take a language test. This test serves to evaluate the applicant's level of proficiency in Korean and will take place on the same day as the personal interview.

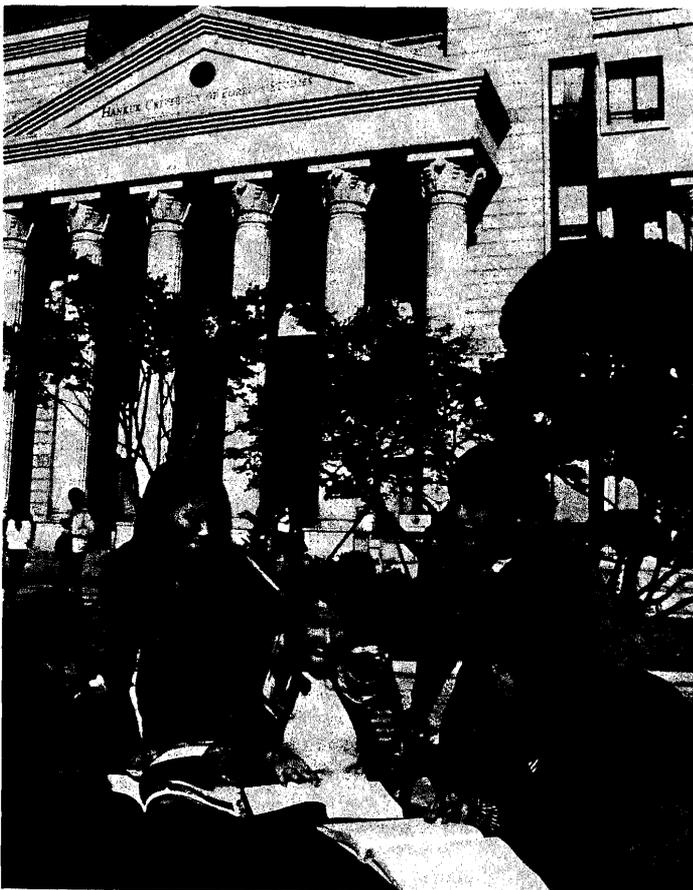
Students who have passed our language test and successfully gained admission to HUFS are **required to submit the official TOPIK score within one year** after their degree program starts.

@Exemptions for English Proficiency

The English language proficiency requirement is waived for:

- Applicants whose native language is English
- Applicants who have completed at least **two** years of full time academic study in any official English speaking country and will be awarded a bachelor's degree within two years. If students have been residing outside of the English speaking country since earning a degree for **more than 2 years**, they will be required to submit the TOEFL score.

As this schedule is subject to change without prior notice, we recommend students periodically visit our website (<http://international.hufs.ac.kr>) to stay informed of any updates.



HOW TO APPLY

1. Check admission requirements

Go to <http://international.hufs.ac.kr>>Admissions to see further details on entry standards

Minimum Entry Requirements

●Nationality& Academic Requirements

- Freshman Admission

Qualification	Academic Requirements
An applicant with non-Korean nationality and both parents also having non-Korean nationality	Completed primary and secondary schools either in or outside Korea

Overseas Koreans or Koreans with dual citizenship are **not considered as international students.*

** All admission inquiries for those who do not meet our international admission requirements should be directed to our admission office (<http://adms.hufs.ac.kr>)*

- Transfer Admission

University Enrollment (Graduation)	Course Fulfillment
2 or 3-year college graduate	Junior college degree
At least 1-year enrollment in a 4-year university	Completed successfully at least 1/4 of curriculum in a 4-year university

Transfer applicants should satisfy all qualifications for Freshman admission

●Language Proficiency

Korean Track	English Track
TOPIK Level 3 or above (All majors)	TOEFL IBT 80 or above IELTS 5.5 or above -International Studies - College of Business - College of English - International Trade & Law - Korean Studies - International Sports & Leisure

All students who apply to College of Business, English and Dept. of International Trade & Law, Computer Science and engineering, Korean studies without any TOPIK score should demonstrate proficiency in English language by submitting any of the official test scores mentioned above.

●GPA from the previously attended school

More than a B average (80/100)

2. Complete application

Please be sure that you have all the information you need and have everything prepared before starting the application.

3. Submit required documents

A. Website Printout Forms (_____)

- Application Checklist
- Printed Application Form
- Letter of Recommendation
- Qualification Assessment Form
- Agreement for Verification of Academic Records
- Financial Certification
- Korean Immigration Entry and Exit Verification Consent Form

B. Other Documents / Certified Copies

- Letter of Recommendation from the Embassy
- Personal Statement and Study Plan
- Certificate of Graduation or Diploma
- Official High School/College Transcript
- Copies of the Applicant and Both Parents' Passports
- Official Document Indicating Parent-Child Relationship Between the Applicant and His/Her Parents
- Official Certificate of Proficiency in Korean/English

** See our website for further details on required documents
<http://international.hufs.ac.kr>>> Admissions >> Requirements*

4. Confirm your admission to HUFS

Upon successful admission to HUFS, final results will be also available on the website. You are required to confirm it via email response within one month.

IMPORTANT NOTES

General Information

- There is no **fixed entrance** quota for any Divisions and Departments except College of Education
- Those who have passed equivalency **exams** for secondary education (e.g. GED in the United States and Canada or the **Self-Learning Exam** in China) are not eligible to matriculate.

Submitting an application

- All documents should be submitted in Korean or English. And original documents in another language should be accompanied by a **notarized** English or Korean translation.
- Completed application **packet** must be in a sealed envelope, and submitted by the embassy. If applicants send their application **packet** by registered mail directly to HUFS, it must be received no **later than** the application deadline and the **recommendation letter** by the embassy should be sent directly from the embassy in a sealed envelope by the deadline as well.
- If any documents are **missing**, application will not be considered.
- Application papers and supporting documents will not be returned. Revisions are not allowed after submission.
- Application fees will be fully waived for IDS program applicants.

Verification Process

a Applicants may be cordially requested to submit additional documents, **aside** from the required ones, for the **purpose** of verification of school records.

- Applicants are required to **provide** correct contact information of the schools that they attended. The verification of academic records will be **done** on the basis of **such** contact information.

If they are found to be incorrect, the applicants will bear **all** potential disadvantages.

- Matriculation may be rescinded **under** the following conditions:
 - In case an applicant is discovered to have applied through **illegal means** such as **submission** of false or forged materials
 - In case any of the required documents are omitted.

Admitted Students

- All certified documents **must** be received no later than 2015.08.21.
- After passing **all** the admission selection process, candidates need to obtain a Student VISA (D-2) before **entering** into Korea. If candidates are **staying** in Korea while **carrying** D-4 visa, they must apply for a D-2 visa **before** their undergraduate **program** **officially** starts.
- Apostille certificates or Embassy Certificates for diploma, transcript of academic records for high school and **university/college** for **all** international students who have successfully gained admission to HUFS must be submitted to the office of International Student Services before the day of enrollment.

※Please check our website (<http://international.hufs.ac.kr>) to find more information about Apostille and consular legalization

LIFE @ HUFS

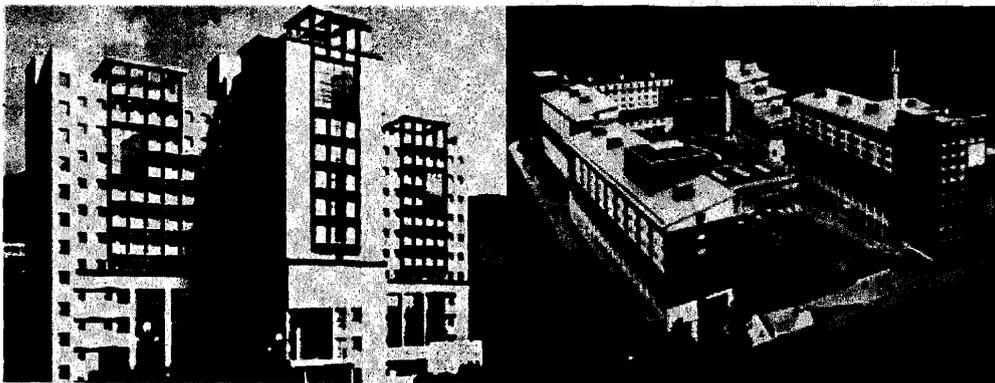
Housing

Accommodation on campus is available in our on campus **dorm**. Rooms for either two students (doubles) or three students (triples) are available. Double rooms **will** be assigned for international students.

All rooms are air-conditioned and come equipped with **following** items:

- Bed, Desk, Closet, Locker, Telephone, Refrigerator
- Free Internet Access (Lan-line / Wifi)
- Separate Toilet / Bathroom

Wility rooms are equipped with automatic laundry machines and ironing boards.



International Student Services

The Office of International Student Services(OISS) supports all international students at HUFS by providing advice on immigration, academic resources, career opportunity. OISS also offers **various programs** which foster interaction between international students and Korean domestic students, and facilitates international students' integration into HUFS campus life.

Academic Advising

To resolve academic concerns and help international students achieve their academic goals, HWFS offers services to international students:

- Career Development Seminar
- Academic Advising Services in Chinese and English
- Mentoring Program for New International Freshmen

Health Services

HWFS Health Center is located conveniently on campus to provide affordable and accessible health care services to all students. This center is staffed by practitioners and assistants who can conduct medical consultations in English.

Cost of Living

As a guide, international students will need between **KRW 8,000,000 and KRW 10,000,000** per year (12 months) to pay for accommodation, food, transport, books, clothing, health services, entertainment, etc., but this can vary according to individual circumstances.

Housing

A room in a shared house, not including food can cost between KRW 350,000 and KRW 450,000 per month and a rent deposit will be required in most cases. The amount of the deposit varies from KRW 3,000,000 to KRW 10,000,000.

Estimated Expenses for International Students (for one academic year/2 semesters)

Expenses	Details
Tuition fees	KRW 7,500,000
Seoul Campus (as of 2014)	
Dorm Room	KRW 3,000,000
Board	KRW 3,500,000
Books/Materials	KRW 300,000
Insurance	KRW 200,000
Daily Living Expenses	KRW 3,000,000
Mobile phone, local transportation, clothing and more	
Miscellaneous	KRW 500,000

*Tuition fees vary depending on the major field of study and are subject to revision each year.

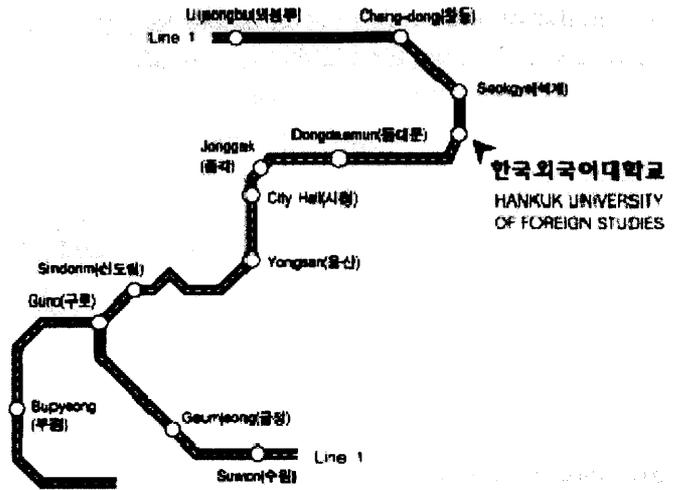
*Most of the above-mentioned expenses are estimated and will vary upon individual lifestyle and circumstances.

*Tuition fee will be waived for IDS students.

GETTING TO HUFFS

Hankuk University of Foreign Studies is located in the eastern part of Seoul, approximately 20 minutes by subway from City Hall

Seoul Metropolitan Subway Line 1 Hankuk University of Foreign Studies Station



CONTACT US

International Diplomatic Scholarship
International Undergraduate Admission

Mr. Jaehoan JOO
Ms. Amy KIM

joojh@hufs.ac.kr
intluga@hufs.ac.kr

 facebook.com/hufskorea

 twitter.com/studyinkorea

Office of International Student Services, Rm #102, Historical Archives Bldg. 107 IMUN-F0, Dongdaemun-gu, Seoul, Korea 130-791
Tel. +82-2-2173-2065-66, 2090 / Fax. +82-2-2173-2877

2015 HUFS International Diplomatic Scholarship (HUFS- IDS) Program

1. Program Objective

The scholarship program is designed to provide higher education in Korea for scholars recommended by partner embassies of HUFS to strengthen friendship with those nations.

2. Host Institution

Hankuk University of Foreign Studies

Hankuk University of Foreign Studies (HUFS) was established in 1954. In addition to its focus on the theory and practice of foreign languages, HUFS encourages students to use the language skills that they have acquired to study the politics, economy, society and culture of each region of the world. HUFS is a specialized university that educates students to become creative experts, international Koreans and independent researchers who will contribute to the development and exchange of culture.

3. Total Number of Scholarship Winners: up to 2 persons per nation

4. Applicable fields for Hankuk University of Foreign Studies

o Available fields : All undergraduate majors of colleges at HUFS (except for Dept of Education and Dept. of Language and Diplomacy)

* Find all available majors at: <http://international.hufs.ac.kr> , <http://www.hufs.ac.kr>

o Available course : Bachelor's Program only.

5. General Notes for Selection

o Applicants must be recommended by a n foreign embassy in Korea.

o National quota: 2 students from one country can be selected as scholarship students at maximum.

o Scholars should possess the below language proficiency:

Korean Track - TOPIK lvl. 3 or higher	English Track - TOEFL 80 or higher
- All Majors (Except English Track Majors) - Obtain TOPIK Level 3 or higher Level 3+ for Freshman Applicants Level 4+ for Transfer applicants - Complete Level 4 or higher in a Korean language institution at a Korean university.	- International Studies, College of Business College of English, Dept. of International Trade & Law, College of English, Korean Studies, International Sports and Leisure, - TOEFL IBT 80 (CBT 213, PBT 550) or higher IELTS 5.5 or above TEPS 550 or above / FLEX 651 or above

*AU students who apply withut a Language proficiency score need to take the Language proficiency test during thew Interview day.

6. Scholarship Details

o. Duration of scholarship

a. First year student admission: 4 years of undergraduate **study** (8 semesters)

b. Transfer admission:

- **Sophomore** Transfer: 3 years of undergraduate studies (6 semesters)

- **Junior** Transfer: 2 years of undergraduate studies (4 semesters)

o. Scholarship Benefits

a. **Scholarship** Period: **same** as the **duration** of scholarship

- **Students** must **maintain** an average GPA of **2.5/4.5** or higher in the previous **semester** to **maintain** the scholarship status

b. Payment:

- Tuition: The application **fee**, admission **fee** and tuition fees will be paid by HUFS

- Housing & **monthly expense**: Should be shouldered by the student or another **organization**

7. Application Qualifications

o Both applicant and **his/her** parents must be **citizens** of a foreign country.

o Applicants should be in good health, both mentally and physically, to stay in Korea for a long period of **time**.

o Applicants must be able to support **himself/herself** financially for living **expenses** in Korea for the **duration** of **his/her** studies.

o Applicants should hold a high school diploma.

a. First year admission: students who hold a high school diploma **after** completing or **successfully** graduating from 12 years of **formal** education in or **outside** of Korea.

b. Transfer admission: 2-3 year college graduates or students who have completed at least **1-year** of coursework at a **university**

* Applicants who are not in possession of the requisite diploma should present the required diploma before **entry**.

o Grade Requirement: Applicant should hold 80 point out of 100 points in average (Or "B" average) in their high school grades

* Students will be **selected** on the basis of their academic merits preferentially.

8. Application & Selection Procedures for 2015

- **Application Submission Period: March 23 ~ April 24, 2015**

***Please read all application procedures posted on the website below carefully:**

<http://international.hufs.ac.kr> → Admissions → How to apply

※ Place of document submission

Office of International Student Services

Hankuk University of Foreign Studies

270 Imun-Dong, Dongdaemun-Gu, Seoul 130-791, Korea

- HUFSS Selection Interview, final scholarship winner announcement: July 2015
- Entry to Korea (Dorm Check-in): End of August, 2015(Details to be announced later)
- Orientation: End of August, 2015(Details to be announced later)
- 2015 Fall undergraduate course: **Starting** from August 31,2015

9. Selection Criterion

- o AU documents including the transcript, self introduction, study plan, language proficiency (Korean and English), one letter of recommendation, research papers and awards etc.

10. Required Documentation (Q - mandatory submission, A - optional submission)

Documents	Required
0. Recommendation Letter(free-format) from the embassy of the applicant's nationality	◎
1. Application Form (Form 1)	◎
2. Personal statement and study plan (<i>Form 2</i>)	◎
3. Letter of Recommendation from your teacher/professor (Form 3)	◎
4. Financial certification (<i>Form 4</i>)	◎
5. Agreement for Verification of Academic Records (Form 5)	◎
6. Korean Immigration Entry and Exit Verification Consent Form (Form 6)	◎
7. Official High School Transcript (Notarized either in Korean or English)	◎
8. Official High School Graduation Certificate (Notarized either in Korean or English)	◎
9. Official Transcript of academic records in a college/ university (Transfer Applicants Only)	△
10. Certificate of Current Enrollment in a college/university or Diploma (<i>Transfer Applicants Only</i>)	△
11. Copy of the Applicant's Passport	◎
12. Copies of Both Parents' Passports (or official documents indicating parents' nationality)	◎
13. Official document indicating parent-child relationship between the applicant and his / her parents	◎
14. Official Certificate of Proficiency in Korean (TOPIK or Certificate of Completion of Korean Language Program)	◎
15. A copy of the applicant's Alien Registration Card (Current foreign residents in Korea only)	△
16. Certificate of Facts Concerning Entry and Exit (Current foreign residents in Korea only)	
17. Official Certificate of proficiency in English (TOEFL, IELTS)	△
18. Others (record of awards, certificate of qualification, document relating academic proficiency etc)	△

* Form 1-6 can be downloaded at: <http://international.hufs.ac.kr> → Admissions → Admission Forms

o Important Notes

- Documents should be presented in the original **form**. Documents not in English or Korean must be accompanied by a complete and **accurate** English or Korean translation certified by the **issuing** institution.
- Submitted documents will not be returned to the candidates.
- Incomplete or incorrect documents are subject to rejection by HUFS.
(Even **after entry** to Korea)
- In case of **submitting** copies or translated copies of original documents (e.g. diploma), **applicants** must submit the original to the Korean Embassy (Consulate) to have the copy **notarized** or to the Apostille office in their home country to be certified as a bona **fide** copy of the original.
- **Applicants** who do not hold a diploma may submit a certificate or **letter** of anticipated graduation.

11. Information Session for HUFS IDS Program

- o When: Friday, January 30, 2015 14:00 pm
- o Where: Main Building 109, Seoul Campus
- o Attendees: Embassy staff **member(s)** in charge of educational **affairs**
- o Topics: Introduction of HUFS IDS Program
Please RSVP to Mr. Joo, Jaehoan (Tel. **02-2173-2066**, Email. **joo_jaehoan@hufs.ac.kr**) by Friday, **January 23, 2015**

12. For further information, please contact

- o Contact & Mailing **Information** for HUFS
Mr. **Joo**, Jaehoan/ **Scholarship Program** Coordinator
 - Address: Office of International Student Services, **Hankuk** University of Foreign Studies
107 Imun-ro, Dongdaemun-gu, Seoul 130-791, Korea
 - Tel: **82-2-2173-2066**
 - Fax: 82-2-2173-2877
 - Email: **joo_jaehoan@hufs.ac.kr**
 - Website: **http://international.hufs.ac.kr**



2015 Fall Admissions Application Checklist

FOR OFFICE USE ONLY

Date : ____/____/____
 Application No. : _____
 Requirements: Yes () No ()
 Manager : _____

* Please do not write in the box above

* Registration will be fully completed when all relevant documents arrive before the deadline.

Personal Information

Name		Date of Birth		Gender	
Telephone		Nationality		Passport No.	

Application Information

Application Season	2015 Fall	Year	Freshman () Transfer Sophomore () Transfer Junior ()
Application Type	International students whose both parents are not citizens of Korea		Application No.
Campus	1 st Choice	<input type="radio"/> Seoul Campus <input type="checkbox"/> Global Campus	2 nd Choice* <input type="radio"/> Seoul Campus <input type="radio"/> Global Campus
Major			

* 2nd Choice is not Mandatory

List of Required Documents

Documents	Required	Check	
		Yes	No
1. Application Form (Form 1)	◎		
2. Personal statement and study plan (1st Choice major, Form 2) *	◎		
2-1. Personal statement and study plan (2nd Choice major, Form 2)	△		
3. Letter of Recommendation from your teacher/professor (Form 3)	◎		
4. Financial certification (Form 4)	◎		
5. Agreement for Verification of Academic Records (Form 5)	◎		
6. Korean Immigration Entry and Exit Verification Consent Form (Form 6)	◎		
7. Official High School Transcript (Notarized either in Korean or English)	◎		
8. Official High School Graduation Certificate (Notarized either in Korean or English)	◎		
9. Official Transcript of academic records in a college / university (Transfer Applicants Only)	△		
10. Certificate of Current Enrollment in a college/university or Diploma (Transfer Applicants Only)	△		
11. Copy of the Applicant's Passport	◎		
12. Copies of Both Parents' Passports (or official documents indicating parents' nationality)	◎		
13. Official document indicating parent-child relationship between the applicant and his / her parents	◎		
14. Official Certificate of Proficiency in Korean (TOPIK or Certificate of Completion of Korean Language Program)	◎		
15. A copy of the applicant's Alien Registration Card (Current foreign residents in Korea only)	△		
16. Certificate of Facts Concerning Entry and Exit (Current foreign residents in Korea only)	△		
17. Official Certificate of proficiency in English (TOEFL, IELTS)			
18. Proof of application fee payment deposit (Only for students applying offline)	△		
19. Others (record of awards, certificate of qualification, document relating academic proficiency etc)	△		

* Applicants who applied for 2nd Choice MUST submit 2 personal statement and study plan.

I, the undersigned, hereby apply for admission to Hankuk University of Foreign Studies and understand that failure to file the appropriate application may affect my admission status.

Date: ____/____/____
 (Year) (Month) (Date)

Signature: _____



Hankuk University of Foreign Studies

Form1: International Undergraduate Admission Application(2/2)

*When filling in this form, please type or print in English or Korean
 *Complete this form and submit it to:
 Office of International Student Services, Hankuk University of Foreign Studies
 107 Imun-ro, Dongdaemun-gu, Seoul, Korea 130-791

Academic / School Information

List all primary and middle schools you have attended in chronological order in English

Names of Schools attended (Primary – Secondary)	Dates Attended (From – To, YYYY/MM/DD)	Duration (Years)	Location (Country)
1 _____	____/____/____ ~ ____/____/____	() Years	
2 _____	____/____/____ ~ ____/____/____	() Years	
3 _____	____/____/____ ~ ____/____/____	() Years	
4 _____	____/____/____ ~ ____/____/____	() Years	
5 _____	____/____/____ ~ ____/____/____	() Years	
6 _____	____/____/____ ~ ____/____/____	() Years	

List all high schools and colleges/universities you have attended in chronological order in English

Names of High Schools	Dates Attended (From – To, YYYY/MM/DD)	Duration (Years)	Location (Country)
1 _____	____/____/____ ~ ____/____/____	() Years	
2 _____	____/____/____ ~ ____/____/____	() Years	
3 _____	____/____/____ ~ ____/____/____	() Years	
Name of College I University (Transfer only)			
1 _____ Major	____/____/____ ~ ____/____/____	() Years	
2 _____ Major	____/____/____ ~ ____/____/____	() Years	

Sponsor Information

Personal Sponsor Name: _____ Relationship: _____ Occupation: _____
 Organization Sponsor Name: _____ Office: _____ Tel: _____

Minimum amount of US\$10,000 should be available in the bank account of you and/or your parents at the time of D-2 visa application. If your sponsor is not your parent or spouse, additional documents may be required.

Dormitory Application

If I am admitted to Hankuk University of Foreign Studies, I want a room in our on-campus dormitory Yes No

I certify that all information I have provided in this application and any supporting documentation is on my own work, accurate and complete. I understand that any untrue, misleading or omitted information may result in my disqualification from further consideration for admission and may cause for the rescinding of any offer of admission, or for discipline, dismissal, or revocation of degree if discovered at a later date.

By applying for admission to Hankuk University of Foreign Studies, I agree that my personal information is collected and retained by the university for educational and administrative purposes in accordance with relevant laws and regulation.

Date: _____
 (Year) (Month) (Date)

Signature: _____

Form 2: Personal Statement & Study Plan

(자기소개서 및 학업계획서)

* The personal statement and study plan are important parts of your application for admission. The information you provide in these statements will help us get to know who you are and what you hope to accomplish.

* Please Type in Korean or English

Admission / Personal Information

Full Name		Date of Birth		Gender	
Phone number		Nationality			

Admission Season		Admission Year	Freshman <input type="checkbox"/> Transfer <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/>		
Campus / Major	Campus	Seoul <input type="checkbox"/> Global <input type="checkbox"/>	Major		

Personal Statement & Study Plan

[Q1] Describe a bit about your background — for example, your family, community or school — and tell us how your world has shaped your goals and aspirations.

[Q2] Tell us about a personal quality, talent, accomplishment, contribution or experience that is important to you. What about this quality or accomplishment makes you proud and how does it relate to the person you are?

[Q3] What **is** your intended major? Discuss how your **interest** in the subject developed and **describe** any experience you have had in the field—such as volunteer work, internships and employment, participation in student organizations and activities—and what you have gained from your involvement in **them**.

[Additional Comments] If necessary, you may use this space to tell us anything **else** you want us to know that you have not had the opportunity to **describe** elsewhere in the application.

I certify that all information I have provided in this application and any supporting documentation is my own work, accurate and complete.

Date: _____ / _____ / _____
(Year) (Month) (Date)

Signature: _____

Form 3: Letter of Recommendation (추천서)

To the applicant: Please fill in your **name** and the other required information below. In **turn**, deliver or email this form to the **person** who will **write** this letter.

NOTE: Request your **recommender** to **seal** his or her **letter of recommendation** in an **official** envelope and sign across the back flap upon completion. Recommendation letters that are not sealed and signed will **NOT** be accepted.

Confidential

Name of Applicant: (Family name) _____ (First name) _____

Nationality: _____ Date of birth (YYYY/MM/DD): _____

Desired Major 1st Choice : _____ 2nd Choice : _____

To the referee: The person named above has applied for **international undergraduate admission to Hankuk University of Foreign Studies**. We ask for your **kind** assistance, and would highly appreciate your **sincere** appraisal of the applicant.

* *Please type or print clearly using black ink.*

Please assess the applicant's qualities in the evaluation table given below. Rate the applicant from 1 (lowest) to 10 (highest) compared to other students who are/were in the same school year with the applicant.										
Academic Achievement	1	2	3	4	5	6	7	8	9	10
Future Academic Potential	1	2	3	4	5	6	7	8	9	10
Responsibility	1	2	3	4	5	6	7	8	9	10
Independence	1	2	3	4	5	6	7	8	9	10
Creativity Thinking	1	2	3	4	5	6	7	8	9	10
Communication Skills	1	2	3	4	5	6	7	8	9	10
Interpersonal skills	1	2	3	4	5	6	7	8	9	10
Leadership	1	2	3	4	5	6	7	8	9	10

<p>What do you consider to be the applicant's strengths?</p>
<p>How well do you think the applicant has prepared for undergraduate study?</p>
<p>Please comment on the applicant's performance record, potential, or personal qualities which you believe would be helpful in considering the applicant's application for the proposed degree program.</p>

Recommender's Name : _____ Position or Title : _____

School (Institution) : _____

Address: _____

_____ (zip-code: _____)

Tel: _____ Fax: _____

Signature : _____ Date : _____

Please return back to the applicant in a sealed **official** envelope and signed **across** the back

We greatly appreciate your **timeliness** regarding this **letter** for your **applicant**.

Form 4: Financial Certification (재정보증확인서)

* Please type in Korean or English

● Applicant Information

Name : (Family Name / 姓) _____ (Given Name / 名) _____

Nationality: _____ Date of birth (YYYY/MM/DD): _____

● Sponsor Information

Personal Sponsor

Name: (Family Name / 姓) _____ (Given name / 名) _____

Relationship: _____ Occupation _____

Address: _____

Amount of Sponsorship for a YEAR (US\$): _____ Tel.: _____

Organization Sponsor (Government, Educational Institution or Official Agency)

Name of Organization: _____

Department (Division): _____

Address: _____

Amount of Sponsorship for a YEAR (US\$): _____ Tel.: _____

NOTICE

- You and/or your sponsor are responsible for all educational and living expenses for the entire duration of your study at Hankuk University of Foreign Studies (HUFS).
- If you have an organization sponsor during your study at HUFS, you may attach any evidence of the sponsorship details.
- Minimum amount of US\$10,000 should be available in the bank account of you and/or your sponsor at the time of D-2 visa application.

I certify that all information on this form is accurate and I and/or my sponsor will be responsible for the tuition fee and living expenses during the entire duration of my study at Hankuk University of Foreign Studies.

Date: _____ / _____ / _____
(Year) (Month) (Date)

Signature: _____

Form 5: Agreement for Verification of Academic Records (학력조회동의서)

* Type in English only

Personal Information

Name in English		Date of Birth (YYYY/MM/DD)		Gender	
Nationality		Email Address			

● List of the schools I have attended;

Please make sure that at least one direct contact information should be submitted

** This information will be used solely for the purpose of international admission.*

	School information (Please include country info in address)	Telephone / Fax/ Email (incl. Country code)	Date of Attendance (YYYY/MM)
High School	Name of school: Address: I have graduated/ will graduate from this school. Yes <input type="checkbox"/> No <input type="checkbox"/>	Tel. Fax. Email.	From: ___ / ___ / ___ To: ___ / ___ / ___
College University	Name of school: Address: I have graduated/ will graduate from this school. Yes <input type="checkbox"/> No <input type="checkbox"/>	Tel. Fax. Email.	From: ___ / ___ / ___ To: ___ / ___ / ___

Letter of Agreement

Dear Sir or Madam,

I have applied to Hankuk University of Foreign Studies in Korea for the 2015 Fall academic year and I hereby authorize the release of my academic records to **Hankuk University of Foreign Studies(HUFS)** for verification purpose by submitting this form.

in this regards, I would like to request your full assistance to HUFS when they contact you regarding verification of enrollment and academic credits.

Name of Applicant: _____ Signature: _____ Date: _____ / _____ / _____
 (Year) (Month) (Date)

Verified by the previously attended school

I confirm that the information above written by _____ is accurate and true.
 (Applicant's name)

Name of institution: _____

Name: _____ Signature: _____ Date: _____ / _____ / _____
 (Year) (Month) (Date)

Please confirm the enrollment verification for the student who has applied for admission to our university.
 We look forward to your response. Faxes or email attachments are also acceptable.

* Mailing Address: **Office** of International Student Services, Hankuk University of Foreign Studies
 107 Imun-ro, Dongdaemun-gu, Seoul, Korea, 130-791

* Email. intluga@hufs.ac.kr / Fax: 82-2-2173-2877 Contact: 82-2-2173-2066 Mr. JOO JaeHoan

Form 6: Korean Immigration Entry and Exit Verification Consent Form

(출입국 사실증명 발급신청에 대한 위임장)

* Please type in Korean or English

Applicant Information

Name : (Family Name / 姓) _____ (Given Name / 名) _____

Nationality: _____ Date of birth (YYYY/MM/DD): _____

Passport No.: _____ Alien Registration No. *: _____

1st Choice Campus: _____ 2nd Choice Campus : _____

College: _____ College: _____

Major: _____ Major: _____

* Current foreign residents in Korea only

Questionnaire

Q1. Have you ever been to Korea? Yes () No ()
If you check No to Q1, skip all the questions below:

Q2. If Q1 is Yes, when was the last visit? From ____/____/____ To ____/____/____
(MM) (MM)

Q3. What was the purpose of the visit? Travel () Study () Other ()

Q4. Have you ever been issued an alien registration card by an immigration office in Korea? Yes () No ()

Q5. Are you currently holding a valid Korean visa? Yes () No ()

Q6. If Q4 is Yes, please indicate the type of visa D-4 () D-2 () F-2 () Other ()
 If Other, please indicate: _____

Required Signature

*I have applied to **Hankuk** University of Foreign Studies (HUFS) in Korea and I have been informed by HUFS that this given information will be used solely for the purpose of international admission.*

*I hereby grant permission to **Hankuk** University of Foreign Studies to use my personal data to inquire and obtain my entry and exit records from an immigration office in Korea.*

Date: ____ / ____ / ____
(Year) (Month) (Date)

Signature: _____