

# SUN MOON UNIVERSITY

## Student Exchange Program 2012 Spring Semester

### 1. Objective

To promote cultural understanding throughout in Asia, Sun Moon University conducts student exchange program among sister-hood relationship universities as part of its main objectives. Since 1999, Sun Moon University has conducted the Exchange Student Program, which provides worldwide students an unique opportunity to study about Korea and intercultural subjects in Korean as well as English at Sun Moon University for one semester or one year.

### 2. Introduction

\*According to the Memorandum of Understanding, the participating institutions mutually accept the credits the participating students have earned. **All students should be fluent in both spoken and written English.** Each applying member institution should provide the proof of the student's English proficiency. There are two categories for this program as follows.

#### 1) Science and Engineering Fields

Students who major in Science and Engineering fields can select this program. Students are able to choose classes among following subjects. All subjects will be taught in English.

Applicants' Major	Subjects	Hour/Credits
Architecture	Architectural Design 1, 2	9 / 3
	Architectural Design 3, 4	12 / 6
	Architectural Design 5, 6	12 / 6
	Architectural Design 7, 8	12 / 6
	Architectural Design 9, 10	12 / 6
	Architectural Design 2	9 / 3
	Building Materials and Technology	3 / 3
	Construction Management	3 / 3
	Structural Systems	3 / 3
	Introduction of Architectural Engineering	3 / 3
	Building Structure Seminar	3 / 3
	Computing Structure Design	3 / 3
Pharmaceutical Engineering, Chemical Engineering, Chemistry, Biochemistry	Validation	3 / 3
	Drug Information	3 / 3
	Biochemistry II	3 / 3

Applicants' Major	Subjects	Hour/Credits
Information & Communication Engineering, Mechanical Engineering, Electronics	Introduction for Engineering Design	4 / 3
	Element Design	4 / 3
	Mechatronics	3 / 3
	Digital Circuits	4 / 3
Advanced Materials Engineering	Glass-Ceramics	3 / 3
	Sensor Application	3 / 3

*\*The subject can be changed or cancelled*

## 2) Intercultural Studies and Korean Study Program

Students can take this program regardless of his/her major. Students who select the Science & Engineering fields can also take some general courses as well. Applicants are able to choose classes among following subjects. All subjects will be taught in English.

### ● Intercultural Studies (General Studies)

Department	Subject	Hour/Credits
General Studies	Communication and Understanding of Multi-culture	3 / 3
	Korean Thought and Toleration in Modern Life	3 / 3
	Introduction to Unification Thought	3 / 3
	Introduction to North Korean Studies	3 / 3
	Intercultural Communication	3 / 3

*\*The subject can be changed or cancelled*

### ● Korean Study - Korean Language Institute

Students who select the 'Intercultural Studies' for one year can also take a Korean Language class only for one semester.

#### a. Level Objectives & Descriptions

Level	Education Objective
Beginners (Level 1-4)	<ul style="list-style-type: none"> <li>- Learn consonant and vowel of Korean Language and basic short sentences for daily conversation</li> <li>- Read and write simple sentences, letters and diary</li> <li>- Learn basic communication skills such as greetings, introducing oneself, shopping</li> </ul>
Intermediate (Level 5-8)	<ul style="list-style-type: none"> <li>- Learn common proverbs and idioms, vocabulary and grammar of Korean</li> <li>- Understand Korean culture through myths, customs</li> <li>- Listen to a simple TV news and short conversation</li> </ul>
Advanced (Level 9-12)	<ul style="list-style-type: none"> <li>- Develop in-depth understanding about Korean through advanced proverbs and idioms</li> <li>- Improve fluency in academic and business language</li> <li>- Advance research focused on academic purpose</li> </ul>
The highest grade (Level 13-14)	<ul style="list-style-type: none"> <li>- Designed for students who have very high standard of Korean skills as Korean residents abroad</li> <li>- Improve advanced vocabularies such as idioms, words of foreign origin, and coined words</li> <li>- Understand Korean culture through popular Korean dramas and movies</li> </ul>

#### **b. Class Hours / Credits**

Regular Course meets 4 hours(09:00-13:00) per day, Monday to Friday(300 hours) 12 credits

#### **c. Class Attendance**

Students are required to attend all the class work. If students miss more than 20% of the class in that semester, they will not be promoted to the higher level.

#### **d. Evaluation & Completion**

KLI evaluates its students' academic accomplishments through a Midterm and a Final Examination in reading, writing, listening and speaking. Students who miss more than 80% of class, miss a test, or get a mark under D in the evaluation, would not get the Certificate.

### **3. Academic Calendar**

The program runs according to the academic calendar of Sun Moon University.

**2012 Spring (the 1st semester): March 5th to June 19th, 2012**

**Fall (the 2<sup>nd</sup> semester) : September 9<sup>th</sup> to December 18<sup>th</sup>, 2012**

**※Application Deadline: November 21<sup>st</sup>, 2011**

### **4. Tuition and Other Costs**

**1) Tuition:** For students participating through their universities, students pay their tuition to their home institutions and study at Sun Moon University (SMU). Any difference in cost between the home institutions and SMU is exempted.

**2) Accommodation & Meals:** During the regular semester, SMU will provide the room and meals (9 meals per week) in dormitory according to the meal plan to the student who participates in the English Language Zone Program (Refer No.7). But, during the vacation time, student has to pay the room fee (5,000 won (KRW) per night).

- **Dormitory:** Students normally stay in the student dormitory and share a room with Korean students (up to 4 students in a room). The dormitory rooms are equipped with one bed, one desk, one chair, and one closet per person. In addition, each room has a shared telephone and internet access. All participating students need to provide their own blankets and pillows.
- **Meals:** Students may choose to participate in the meal plan of the dormitory cafeteria. Otherwise, the students may purchase meals at several student cafeterias on campus that offer a variety of food. Simple cooking facilities are available in the dormitory.

<Meal plan – in regular semester>

\* Breakfast of Monday through Breakfast of Friday will be provided. (9 meals per week)

\* No meal service during vacation

**3) Airfare:** students have to pay by themselves.

**4) Insurance:** All students must buy the student insurance (which will cover sickness and accident in Korea) after you arrive at Korea. And it is one of the requirements to participate for this exchange program. The insurance fee for one year is about \$120 U.S. Dollars. The cost of insurance depends upon the type of policy, the age, gender, etc.

## 5) Other fees

- **Cultural tours / Student activities - per semester:** ₩50,000 (around US\$ 45)
- **Airport Pickup Service:** ₩60,000 (around US\$ 55)

\* Fees are variable according to the rate of exchange.

## 5. English Language Zone

Students in the exchange program should participate in the English Language Zone in the dormitory by way of compensation for being supported the accommodation expenses from SMU while students stay at SMU. Participation in that program guarantees you Korean roommates are interested in English and want friendships with international students. You help the Korean students by speaking English to them, and they are very happy to help you with Korean when you need it. The Korean students in the Language Zone are expected to use English as much as possible. They have extra classes in English provided by professors in the evenings. There are also monthly events or parties that the foreign students are encouraged to attend as well.

## 6. Student Eligibility

In order to participate in the exchange program, the student must be a registered student with a good academic record at a sisterhood institution of Sun Moon University. Student exchanges can occur at different periods of time. For example, a foreign student may come to study at Sun Moon University now, and a Sun Moon student goes to the institution that sent the student at a later time in the future.

## 7. Optimum Number of Students

Sun Moon University will determine the participating student among the applicants.

## 8. Application Procedures

The member institution sends the Application Forms of eligible students to the International Cooperation Office of Sun Moon University together with the documents listed below under Application. (Please refer to the attached samples.) If the institution sends photo copies of the documents when applying for this program, the student must bring the original documents when he/she arrives at Sun Moon University.

International Cooperation Office of Sun Moon University, upon review, will have an interview by e-mail or telephone call. **If student do not response on e-mail, he/she will not be selected.** Successful candidate will be accepted to the program and Sun Moon University will issue and sends a Certificate of Admission for the student to the Office of International Cooperation and Education / Exchanges of the sisterhood relationship university.

**※Application documents (should be arrived until November 21<sup>st</sup>, 2011 by post mail)**

- ① Application Form (Attachment 1)
- ② Letter of Recommendation (Attachment 2)
- ③ Certificate of Student Status of Student's Home University
- ④ Academic Transcript (Full years of University)
- ⑤ Copy of Passport
- ⑥ 3 photos
- ⑦ Curriculum Vitae (Resume)
- ⑧ Certified copy of TOEFL score or other certificate which can show student's English Proficiency
- ⑨ Health Certificate (issued by hospital or Attachment 3)

**\*Please also send the above mentioned document ① ② by e-mail (oic@sunmoon.ac.kr) until November 14<sup>th</sup> before you send all documents by Post mail**

**9. Student Visa (Very important! Please read carefully)**

Upon receiving the acceptance letter from Sun Moon University, the participating student should take the Certificate of Admission and apply for and secure **a student visa (D-2)** from the Korean Embassy or Consul before entry into Korea.

If students can not get the **student visas (D-2)**, they can not participate in this program.

◆ **Necessaries:** Traditional Clothes, Traditional handy game or musical instruments, postcards

◆ **Contact:** Ms. Jeong-A Bae

International Cooperation Department, 2<sup>nd</sup> floor of Student Center, Sun Moon University  
100 Kalsan-ri, Tangjeong-myeon, Asan-si Chungnam, 336-708, Korea  
Fax: +82-41) 530-2075  
Tel: +82-41) 530-2072  
E-mail: oic@sunmoon.ac.kr, bskylove@gmail.com

**SUN MOON UNIVERSITY**  
**STUDENT EXCHANGE PROGRAM APPLICATION FORM**

PLEASE TYPE CLEARLY AND PRINT (DO NOT WRITE IN HAND)

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
(First / Middle) (Family)

Passport No.: \_\_\_\_\_

Nationality: \_\_\_\_\_

Date of Birth (day/month/year): \_\_\_\_\_

Gender: ☐ Male ☐ Female

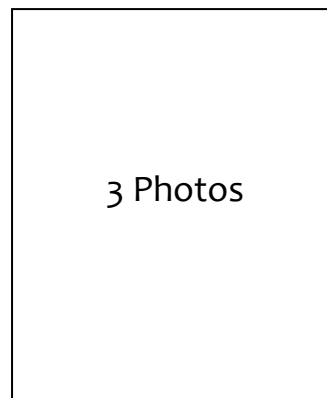
Marital Status: ☐ Married ☐ Single

Blood Type: ☐ A ☐ B ☐ O ☐ AB +/-

Staying period: ☐ one semester (March 5 – June 19, 2012) ☐ one year (March 5 – December 18, 2012)

Program: ☐ Science and Engineering Fields ☐ Intercultural Studies and Korean Study Program

*\*Please check ☒ the relevant box above.*



**EDUCATIONAL BACKGROUND**

University: \_\_\_\_\_

Faculty: \_\_\_\_\_ Department: \_\_\_\_\_

Major: \_\_\_\_\_ Year / Semester: \_\_\_\_\_ / \_\_\_\_\_

Language Proficiency: (TOEFL Score : \_\_\_\_\_ CBT/IBT), (Other: \_\_\_\_\_ )

Academic Achievements (GPA): \_\_\_\_\_ (4.0 scale)

**CONTACT INFORMATION FOR STUDENT**

Home Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**PARENTS OR GUARDIAN**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax or E-mail: \_\_\_\_\_

Job (title/company) : \_\_\_\_\_

XXXXXXXXXXXXXXXXX UNIVERSITY  
Address: XXXXX, XXXXXXXXXXXXXXXXXXXX  
Tel: XXXXXXXX Fax: XXXXXXXX

## LETTER OF RECOMMENDATION

To: President,  
Sun Moon University

Re:                Name:  
                     Gender:  
                     Nationality:  
                     Date of Birth:  
                     Department / Faculty:  
                     School Year:

In view of the above student's exemplary conduct and superior academic achievements, and on the recommendation of the respective faculty members, we hereby recommend the above student as a candidate for the ☐ **Science and Engineering Fields**

☐ **Intercultural Studies and Korean Study Program**

of the Sun Moon University during ☐ **One Semester(March 5th to June 19th, 2012)**

☐ **Two Semesters(March 5th to December 18<sup>th</sup>, 2012)**

*\*Please check ☒ the relevant box above.*

Academic Advisor

Name: .....

Signature: .....

Date: .....

Director, International Affairs or Student Affairs

Name: .....

Signature: .....

XXXXXXXXXX University

Date: .....

Attachment 3>

# Certificate of Health

## 1. Personal Information

Full Name: \_\_\_\_\_

Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

## 2. Physical Examination

Weight \_\_\_\_\_ kg Height \_\_\_\_\_ cm

Blood Pressure: Systolic \_\_\_\_\_ Diastolic \_\_\_\_\_ mmHg

Vision: Right 20/ \_\_\_\_\_ Left 20/ \_\_\_\_\_ Color Vision \_\_\_\_\_

Corrected: Right \_\_\_\_\_/15 Left \_\_\_\_\_/15

Dental Evaluation: Good ( ) Fair ( ) Poor ( ) Needs Attention ( )

Clinical Evaluation:

Classification	Normal	Abnormal	Classification	Normal	Abnormal
Skin			Heart		
Head & Face			Abdomen		
Eyes			Rectum		
Ears			Genitalia		
Mouth & Throat			Extremities		
Nose & Sinuses			Back & Spine		
Neck			Neurological		
Chest & Lungs			Mental		
			Other		

If Abnormal: \_\_\_\_\_

## 3. Chest X - ray Examination

. Date taken: \_\_\_\_\_

. Findings: \_\_\_\_\_



#### 4. Laboratory Examination

Hemoglobin: \_\_\_\_\_ Gm/dl \_\_\_\_\_

Urine: S.G. \_\_\_\_\_ Sugar \_\_\_\_\_ Micro \_\_\_\_\_

.Hepatitis B: \_\_\_\_\_

.Stool for Parasite Oval: \_\_\_\_\_

.Serological Test for Syphilis & AIDS : \_\_\_\_\_

. Other: \_\_\_\_\_

This is to certify that the above named applicant has gone through a general medical examination and the findings indicated here are true to the best of my knowledge. In my opinion his/her health condition is;

Excellent (    )    Good (    )    Fair (    )    Poor (    )

Date			Hospital or Institute
M.D			
Signature			