

# SOOKMYUNG INTERNATIONAL SUMMER SCHOOL CHECK LIST OF APPLICATION DOCUMENTS

## 1. Complete online application!

### Complete on-line Application Form

*Click the link below:*

<http://summer.sookmyung.ac.kr/> > Registration

> A Complete copy of On-line Application Form **Click Here to Apply**

<Upload the application files below when you do online applications>

A copy of passport

A copy of the most recent transcript

a passport sized photo of yourself

A proof of Health Insurance (covering injuries and illnesses in Korea)

\* The students for SISS program, do not need to upload the medical checkup file.

## 2. Pay the program fee

- Please wire the program fee to the following account under your full name

- Check is not accepted. All payment must be made before your departure

- Overseas Balancing charges should be covered **by application**

- Those who have applied for "Buddy Pick Up service", please make sure that you do **NOT submit the Buddy Pick Up service fee (50,000won) to this account. This should be given directly to the student buddy upon arrival.**

<b>Name of Bank</b>	Shinhan Bank (Sookmyung Women's University Branch)
<b>Account No</b>	366-03-009311
<b>Swift Code</b>	SHBKKRSE
<b>Name of Beneficiary</b>	Sookmyung Women's University
<b>Bank Address</b>	115 Chungpa-dong 3 Ka, Yongsan-ku, Seoul, Korea * Overseas Balancing charges should be covered by applicant.

## 3. Submit the extra application documents by email ([siss@sookmyung.ac.kr](mailto:siss@sookmyung.ac.kr)).

### A Complete copy of Course Registration Form

*Click the link below:*

<http://summer.sookmyung.ac.kr/> > Registration > Application Procedure > Download

A copy of university's student I.D. card

Recommendation Letter from Office of International Affairs or Professor

*(Only SMU Non partner university students)*

Receipt of Program Fee Payment you made to Sookmyung Women's Univ

◆ **Deadline: SISS I (May 30th, 2019) / SISS II (May 30th, 2019)**

**SOOKMYUNG WOMEN'S UNIVERSITY**

Office of International Affairs

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SISS Website: <http://summer.sookmyung.ac.kr/>

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