



2024/2025 Factsheet

Seoul National University College of Business Administration

Contact Information

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SNU Business School

SNU Business School at Seoul National University distinguishes itself from other business school through its students, education, and alumni. SNU Business School only accepts 0.5% of the applicants who are the brightest and most motivated students. It is the passion and drive behind student that push SNU Business School to be the best in Korea. SNU Business School was the first business school in Korea to be certified by the Association to Advanced Collegiate Schools of Business(AACSB). Moreover, our faculty is comprised of many prominent lecturers and businessmen from around the world. In addition, there are many distinct alumni all around the world.

SNU Business School at Seoul National University offers one of the finest settings for management education in Korea. The mission of SNU is to educate the global leaders of tomorrow. The faculty and staff are delighted to have you here, and hope that your experience will be academically rewarding and culturally enriching.



Programs

SNU Business School encourages critical thinking training, helping students strengthen their problem solving ability and learn to find creative solutions. SNU Business School covers diverse corporate cases in both required and elective courses, promote discussion- and presentation-oriented classes, and strive to foster student's critical thinking and audacity through multi-faceted assignments and tests.

SNU Business School offers a wide range of full-time degree and non-degree programs at the undergraduate and graduate levels.

Programs offer concentration on Accounting, Finance, Marketing, Operations Management, Personal Administration and Organizational Behavior, Management Information Systems, and International Business. Undergraduate students reside on or near campus, and complete a four-year bachelor program comprising of general education and business studies.

Student Exchange Program

The exchange program is for students from SNU's partner universities who wish to study at SNU for one or two semesters and transfer credits to their home institution. The first official student exchange program launched in 1995 with the University of Tokyo and the number of institutions where they agreed for student exchange program has increased to 251 institutions (university-wide) in the globe (as of October 2020). To be an exchange student, candidates must be officially nominated by their home institution and pay the tuition fee at their home institution. Fees for taking Korean language course offered by SNU LEI will be partially supported.

"Exchange Students" vs. "Visiting Students"

	Exchange Students	Visiting Students
Application	Candidates selected by home university and officially nominated by SNU	Required to directly apply to SNU OIA and pay application fee (82,000 KRW)
Document Submission	Online application ONLY	Both online application and postal submission of original documents required
Tuition Fee	To home institution only	To SNU

Academics

Courses	Students can choose courses even outside their major/department at SNU <i>* Note: Some courses may have restrictions</i>	
Credits	Transferrable	Required to check with home university first
Scholarship	Eligible <small>*Scholarship availability might vary by semester</small>	Ineligible
Official Transcript	Send to home institution via e-mail	Issuance upon request (fee-paying)
Korean Language Course	Fee-paying: full/partial financial support provided <small>* Korean studies major: 100% tuition fee waiver The rest: Partial reimbursement (30~50%)</small>	Fee-paying; No financial subsidy available



Student Life		
Visa and Immigration	Exchange Student Visa (D-2-6)	Short-term Study Visa (D-2-8) *Maximum 1 year; part-time jobs and internships may not be permitted
Dormitory Application	Eligible	Ineligible
Student Services and Support	Various types of health care and student support services, including buddy program, are available.	

Applications

Eligibility

1) Qualification

- Applicants must currently be enrolled in at least **second semester** of the home university program (=have completed at least one semester before they apply)
- * We cannot accept graduate students who are enrolled in the first semester of the Master's program at their application stage. **In other words, you must have at least one semester's grades on your transcript.**
- GPA requirement (from Fall 2020's admission)

Undergraduate	GPA 2.5/4.0 (equivalent to 2.7/4.3) or percentile rank 83
Graduate	GPA 3.0/4.0 (equivalent to 3.3/4.3) or percentile rank 89

- Language: **No certification is required**, but a fluent level of either English or Korean language proficiency is highly recommended.

Language Proficiency

English	TOEFL	IBT 88 or above
	IELTS	6.0 or above
	TEPS	560 or above
Korean	TOPIK	Level 5 or above

2) Restrictions

- Please ensure that all your nominees read the eligibility and restrictions stated on the fact sheet thoroughly before they apply. Below is some specific restrictions including:
 - Int'l Exchange/Visiting students of CBA CANNOT take any MBA level courses.
 - College of Business Administration is restricted to students who are currently majoring in business or economics at home university.

Considering the current limited course capacity for exchange students, CBA has decided that **from Fall 2019's admissions, we will strictly control the number of accepted exchange students to CBA** to provide quality education and better administrative support. In this regard, **it is more likely than the past that students who apply for CBA might get rejected during the screening procedure.**



- Course registration priority for some of the undergraduate Business Administration courses (See attachment, "College of Business Administration_Requisite Subject for Major") will be given to degree-seeking domestic students first, since these courses are requisite towards their graduation. Exchange students can take these courses **only** when there are extra spots available. Please advise your nominee(s) of this issue and make sure that they have a Plan B.
- **Graduate School of Business (MBA program)** is restricted to current full-time MBA applicants at home university. Applicants must be aware that the academic system of MBA program differs from that of other programs (Details to be individually announced from the MBA coordinator). For further information about MBA courses, please visit SNU GSB website at gsb.snu.ac.kr or MBA Office at mba@snu.ac.kr.

Application Procedure					
Starting Semester	Nomination Deadline	Application Deadline	Screening Procedure	Notification of Acceptance	Acceptance Packages sent by
Fall 2024	March 10	March 25	Apr.-May.	Late May.	June
Spring 2025	September 10	September 25	Oct.-Nov.	Late Nov	December

How to Nominate?

If you have any nominee(s) for Fall 2024 or Fall 2024~Spring 2025, please provide us with information of your nominee student(s) via the link below no later than **March 10, 2024.**

>>>>>>>> [NOMINATION LINK](#) <<<<<<<<<

- If you cannot access to the above application link(<https://forms.gle/xc79vwz4HEjV9vtD8>), please submit your nominees' information through the attached spreadsheet files.
- Please make sure your candidate(s) meet(s) the entry requirement **(both semester condition and department restrictions)**.

After Nomination?

Nominated student(s) will receive an application guideline, along with instructions regarding the online application process, from the coordinators at SNU Office of International Affairs (central international office), SNU.

How to Apply?

The application deadline is **March 25, 2024.** Only the online application will be required for the application. Please make sure that your students carefully read through the attached guideline and prepare for the application process in advance.

*GSIS applicants must have their recommendation letter be submitted to SNU coordinators in the following way:

For those candidates who wish to submit recommendation letter: **candidate(s) must submit the sealed recommendation letter to their home university exchange program coordinator so that the coordinator opens the letter and sends us its scanned copy.** We ask you to send the copy to the following persons at the Office of Int'l Affair, SNU: **Ms. Yunju HWANG** – yunju96@snu.ac.kr



Document Submission

- Important Notes: Exchange program applicants can complete application **by online submission of the required documents.**

- All documents should be submitted in original or verified as an official copy (stamped), and should be in Korean or in English. If the documents are not in Korean or in English, applicants must have them translated in Korean or in English and certified and sealed by the authorized body.
- Application documents are non-returnable once submitted to SNU.
- Please be aware that SNU cannot process applications if there is any missing document or information.

The required documents for applicants are as follows:

	List of Required Documents	Notes
A	Online Application <small>*Once officially nominated by home university, applicants will receive detailed information on how to log in and file an application from the designated SNU coordinator</small>	Exchange program applicants should upload the scanned copies of the documents to the application system.
B	Certificate of Enrollment at Home University	
C	Official Academic Transcript	
D	Statement of Purpose (Free Essay in English or Korean)	
E	Passport Copy (Personal Information Page)	- The passport must be valid during the prospective stay in Korea
F	One Letter of Recommendation from a Professor at Home University	- SNU template available - Optional: mandatory for Graduate School of International Studies (GSIS) applicants, though - The sealed letter of recommendation must be obtained by the applicant and submitted to the exchange program coordinator. The coordinator can open the letter, scan it, and sent it to the designated SNU coordinator via e-mail.
G	Financial Certificates <small>*Please refer to the OIA website for more information</small>	- SNU template available - <u>Non-Korean visiting program applicants only</u>
H	Application Fee (82,000 KRW)	- Visiting program applicants only



Acceptance to SNU-CBA

Screening Procedure

SNU Business School initially receives all applications. And then SNU OIA receives the applications from SNU Business School and reviews all applications to see if all the requirements have been met. The applications are then forwarded to the screening committee of each department that applicants chose to apply for. During the assessment, not every nominee will be successful; some may be rejected if their credentials do not meet the committee's expectation. When the decisions are made, OIA will announce the acceptance results to all applicants and home university.

Acceptance Package

Acceptance package encloses a Certificate of Admission (CoA, for non-Korean nationals), an official Letter of Acceptance, and other information necessary for pre-arrival. The package will be electronically sent to the accepted students shortly after the acceptance announcement.

Academics

Academic Calendar

Semester	Welcome Orientation	Dates	Grades Published	Official Transcript Issuance
Spring	February 26 (Tentative)	March 1 – June 14 (Final exams and paper deadlines can be seated until the end of June.)	Early-July	Mid-July
Fall	August 26 (Tentative)	September 1 – December 14 (Final exams and paper deadlines can be seated until the end of December.)	Early-January	Mid-January

More information: <http://en.snu.ac.kr/academic-calendar>

Courses

1. Regular Curriculum

- The majority of courses are taught in Korean but the College of Business Administration offers some courses in English as well. The course catalog for the new semester is available at the beginning of January and July each year. Until then, applicants will have to refer to the previous year's catalog.
- Undergraduate students can take courses up to 18 credits and graduate students can take up to 12 credits. There is no minimum credit requirement that SNU imposes on exchange students.
- Korean universities use a credit system based on the number of lecture hours and 1 credit usually amounts to 15 lecture hours. For credit transferability and conversion criteria, applicants must refer to their home university's academic policy on study abroad.

More information: <http://sugang.snu.ac.kr>

- There are two ways to find the courses lectured in English. If there is Ⓔ on the remark (on the far right column of course table) the course will be delivered in English. You can also use 'English lecture' button with 'advanced search' to find English-spoken courses. By using 'advanced search,' you can find the list of courses held in previous semester before the registration season starts. This function may be useful to find information such as syllabus or previous course list for your reference.

2. Korean Language Program (KLP)

SNU Language Education Institute (LEI) offers credit-bearing Korean Language Programs (KLP) on a fee-paying, extracurricular basis. For exchange students taking KLP, SNU OIA will provide financial support to encourage international students to learn Korean language and culture.

More information: <http://lei.snu.ac.kr/mobile/en/klec/main/main.jsp>

Academic Transcript

For exchange students, SNU OIA will post one official academic transcript to home university by the Mid-July and Mid-January for each semester. Visiting students, however, must request for its issuance in person at SNU Division of Educational Affairs.

Student Life

Visa & Immigration

1. Student Visa

A student visa (D-2) is required for every non-Korean student who will be studying in Korea, and it must be acquired before entering Korea. In most cases, exchange/visiting students can acquire their D-2 visa easily when they present the Certificate of Admission (CoA), issued by SNU, to the relevant officials in home country. For detailed information on the visa application process, students must contact the nearest Korean embassy/consulate or refer to <http://www.hikorea.go.kr>

2. Alien Registration

After arrival in Korea, all international students who stay for more than 90 days are required to apply for alien registration through Korean immigration office. More detailed information will be provided before arrival.

Housing

1. On-Campus Housing

Exchange students can apply for on-campus housing, and there are two types of residence halls available on the main campus. More information: <https://snudorm.snu.ac.kr/en/>

- Gwanak Residence Halls: Double rooms or shared flats (double rooms) available for undergraduate students; single or double rooms available for graduate students
- Global Residence Halls: Double rooms or shared flats (single rooms) available for undergraduate and graduate students

★ Due to limited capacity, not all exchange students are accommodated to on-campus housing. The selection process is based on a lottery system organized by Gwanak Residence Halls and, if failed to be selected to the dormitory, exchange students must find off-campus housing on their own. The OIA does not provide assistance in finding off-campus housing.



Dorm Application Procedure (for undergraduate level)

Starting Semester	Application starts in	Screening Procedure	Acceptance Notification
Fall Semester 2024	First week of Jul. 2024	July	August
Spring Semester 2025	First week of Feb. 2025	February	March

2. Off-Camps Housing

Off-campus housing is available around the campus. It is students' own responsibilities to find accommodation outside the campus. More information: http://oia.snu.ac.kr/page/c_housing_off.php

Estimated Cost for Living in Seoul

Housing	(On-campus) 124,800 – 248,100 / month (undergraduate)
	190,000 – 293,000 / month (graduate)
	(Off-campus) 400,000 KRW – 800,000 KRW / month (deposit excluded)
Local Transportation	50,000 – 80,000 KRW / month (A bus/subway ride costs 1,400 KRW.)
Meals	300,000 KRW / month (On-campus meal costs 2,500 - 4,000 KRW)
Books/School Supplies	150,000 KRW / semester
Telecommunication	20,000 KRW - 100,000 KRW / month
Personal Expenses	300,000 KRW / month

✘ Note: The estimation above may vary depending on personal budget.

Health Care & Well-being

1. Health Insurance

From March 2021, all non-Korean international students are mandatorily and automatically subscribed to Korea's National Health Insurance (NHIS) **upon the date of alien registration**. Given that administrative process of alien registration takes about a month, it is expected that exchange/visiting students will be subscribed to KNHIS from April (for Spring semester) or from October (for Fall semester). NHIS will charge about 40,000 KRW (about 35 USD / 30 Euro) per month

To fill the gap between students' arrival date and the NHIS's application date, it is strongly recommended to purchase a travel/study abroad medical insurance that covers until late-April (or late-October), which should cover potential medical expenses incurred by sickness and accident during the stay in Korea. No additional financial assistance can be provided by SNU.

2. SNU On-campus Health Service Center (SNUHSC)

Conveniently located in the center of the campus, SNUHSC runs a comprehensive primary care clinic and various specialty clinics in cooperation with SNU Hospital (SNUHC) and SNU Dental Hospital (SNUDH). It also provides a range of health checkup, immunizations, and medical tests, including Family Medicine, Psychiatry, Ear/Nose/Throat, Dermatology, Ophthalmology, Gynecology, Orthopedics, Smoking Cessation Clinic, and Dentistry. **More information:** <http://health4u.snu.ac.kr/en/home.do>

3. Mental Health

- *SNU Health Service Center.* SNUHSC offers multiple therapeutic programs, including stress clinic, neurofeedback, biofeedback, and group therapy, along with various campaigns and education programs.
- *SNU Center for Campus Life & Culture.* The center offers a variety of types of professional counseling programs, including English counseling services for international students.

More information: <https://snucounsel.snu.ac.kr/en/main.do>

4. Disabilities

SNU Center for Students with Disabilities, located in the campus center, facilities academic accommodations and services for students with disabilities so that these students have equal access to any on-campus facilities and offerings and fully immerse themselves into campus life. It is strongly advised that students with disabilities contact SNU OIA as early as possible to inform their necessities.

More information: <https://snudanbi.snu.ac.kr/en/>

Student Support & Activities

1. S-CARD

With a student ID card, namely S-CARD, exchange/visiting students can take advantage of access to on-campus facilities and get a discount at designated cafeterias.

2. SNU Buddy Program

SNU Buddy was established in 2005 to help international exchange and visiting students settle in SNU and to build a real friendship and network. SNU domestic and international students by themselves organize intercultural events activities throughout the semester. Sign-up notice will be e-mailed by SNU OIA to all incoming exchange/visiting students before the semester starts.

3. Student Club/Society

There are a number of student activities and sports clubs at SNU, including musical bands, choir, orchestra, dance, painting, photography, student newspaper, traditional Korean music, travel clubs and SNU International Students Association (SISA). Sports clubs ranging from fencing, golf, basketball, rugby, scuba-diving, snowboard, ski, horse riding, baseball, yacht, judo, kendo, soccer, taekwondo, tennis, etc.

More information: [SISA \(snusisa.com\)](https://snusisa.com/) / https://oia.snu.ac.kr/page/c_student_activities.php