

Admission Guide For International Students

Global Sport Management Graduate Program (Fall 2013)



Seoul National University

Welcome to SNU International Admissions

Thank you for your interest in the Global Sport Management Graduate Program for international sport administrators at Seoul National University (SNU).

This Admission Guide contains information regarding your application procedure and requirements.

If you have other questions regarding admissions process, please consult the admissions staff at the following:

Email: snugsm@snu.ac.kr

Telephone: +82-2-880-2985

Fax: +82-2-872-2867 (When contacting us by fax, please include a cover sheet indicating our Program Office's room number – Building 71, Room 410)

Mailing Address:

Program Coordinator (Wonhee Lee)

Global Sports Management Program

Building 71, Room 410

Seoul National University

1 Gwanak-ro, Gwanak-gu


Seoul, KOREA, 151-742

A. Admissions Timeline


Order	Deadline	Notes
1. Submission of Documents (First send by E-mail, and hard-copies by post)	By email & by post: until June 21st, 2013 (by 6:00pm)	* Scanned copies of the application documents should be sent to snugsm@snu.ac.kr by email * The hard copies of the documents should be sent by post to the following address: Program Coordinator (Wonhee Lee) Global Sports Management Program Building 71, Room 410 Seoul National University 1 Gwanak-ro, Gwanak-gu Seoul, KOREA, 151-742
2. Application Review	June 22nd~24th, 2013	
3. Interview	June 25th~29th, 2013	* Applicants who pass the application review will be notified by phone call or email. * Phone interview or face-to-face interviews will be conducted.
4. Announcement of Admissions Decision	July 10th, 2013	* Results will be sent out via email to applicants.
5. Date of Arrival in Korea	Early August, 2013	* Extra-curricular programs will begin from August.
6. Start of Semester	September 2nd, 2013	


- The dates above are subject to change without a prior notice.

B. Admission Requirements


1. Next generation talents among government officers or current sport administrators in public and private sport organizations in developing countries.
 *Applicant and both parents of the applicant must be of non-Korean nationality.*
2. Hold a Bachelor's Degree or higher (No restriction on majors)
3. Have sufficient command of both spoken and written English to take classes conducted entirely in English.(Although TOEFL scores are not required for applicants, those scores are welcome)
4. Have potential and passion for sport management
5. Be in good health both physically and mentally to successfully complete the program

C. Required Documents to be Submitted

1. Application Form (Form 1)
2. Personal Statement and Study Plan (Form 2)
3. Two Letters of Recommendation (Form 3) from your professors and/or employers
4. Curriculum Vitae
5. Official documents:
 - Official Undergraduate Studies Transcript
 - Notarized Certificate of a Bachelor's Degree/Undergraduate Graduation Certificate
6. A copy of the applicant's passport (or other official document indicating your nationality)
7. Copies of both parents' passports (or other official documents indicating parents' nationality)
8. Official document indicating parent-child relationship between the applicant and his/her parents.
 *Foreign students, who have received entire education outside of Korea, may submit the Certificate of Facts concerning the Entry and Exit issued by the Korea Immigration Office, instead of the documents regarding parents-child relationship and parents' passports (if not, should submit the Permission of Inquiry of Certificate of Entry and Exit-Form 5)*
9. Financial Certification (Form 4) – Signature required
10. Permission of Inquiry of Entry and Exit Records (Form 5)
11. Certificate of Employment (if applicable)
12. A score report of a recognized English Proficiency Test (if applicable)

 *Submission of the test scores are not required, but recommended.*

13. Agreement for Verification of Academic Record (Form 6)

 *Print out the Form and sign your name on the Letter of Agreement portion.
Do not fill out the Verification Report portion.*

D. Important Notes for All Applicants

- ☒ All documents should be in English or Korean. If it's in any other language, you must submit a notarized /certified translation (in Eng. or Kor.) completed by a public notary in the country in which the document was originally produced.
- ☒ If any of the submitted materials contain false information, admission will be rescinded.
- ☒ Original documents should be submitted. Should they be unavailable, however, copies must be authorized by the originating institution before they are submitted.
- ☒ Students whose graduations were pending at other institutions during the time of application should submit their Graduation Certificates and the Certificates of their degrees to the Office of Admissions within 15 days after their enrollment at SNU. Failure to submit this document may revoke the admission offer.
- ☒ Be sure to make and keep photocopies of *all* completed forms. Submitted documents become property of SNU and will not be returned to the applicants.
- ☒ Korean citizens who hold dual citizenship are considered as “Applicants of Korean Origin.” They are not eligible to apply as foreign students.
- ☒ Graduate applicants must submit a document that verifies the institution attended is equivalent to a four-year college/university.
- ☒ Detailed account of individual admissions decision for each applicant cannot be disclosed.
- ☒ Applicants should take full responsibility for any disadvantages due to the mistakes or omissions on the application.