

Student Exchange Program at Korea University Sejong Campus

Center for International Education, The Sejong Institute of International Affairs and Education

Important Notice for Exchange/Visiting Student

Korea University has student limitation quota at each department/classes, so we cannot guarantee you will be able to take ALL the courses you wish to take. Therefore, if you have any essential courses you need to take for graduation we suggest you to take it at your home university.

Period of Study

The academic year runs from March to December and is made up of 2 terms at KU. The terms are approximately 16 weeks long. Exchange/Visiting students have a choice of 3 study periods:

- Full academic year: March ~ December / September ~ June
- Spring semester: March ~ June
- Fall Semester: September ~ December

Credit Transfer

Exchange/visiting students can take max 19 credits per semester. Academic credits earned through this program can be transferred under the exchange regulations and used to satisfy degree requirements at their home institutions. Visiting students must check with their home institution regarding the credit acceptability of chosen courses. For each student who has completed his/her courses successfully, a certified transcript of academic performance will be sent to the student's home institution upon request.

Assessment

Each student's academic performance is graded according to the following criteria: exams and assignment results, attendance, and class participation. Students usually take regular examinations twice per semester (mid-term and final). They may also be given additional assignments by their professors. A minimum 70% of attendance is required in order for a student to earn a passing grade. Student's performance is normally graded on a 100 point scale.

100~95	A+
94~90	A
89~85	B+
84~80	B
79~75	C+
74~70	C
69~65	D+
64~60	D
59	F(Failure)

Course Offerings

KU offers many courses in English in various disciplines at the undergraduate and postgraduate levels, and the number is increasing every year. Please note that it is not guaranteed that the same courses are offered every year but normally there are only minor changes. It is important that you ensure that your intended courses will be offered in your registered semester. The list of courses offered in English is updated and available for you to check online in January for spring semester and in July for fall semester.

Course List & Syllabus

- URL: (<http://sugang.korea.ac.kr>) > English > Major Subject (or General Subject).
- The syllabuses are available by clicking 'Course No.'
- You are able to search the courses without logging in.
- If the courses are not available, please select the previous year and see the past syllabuses. They will be similar
 1. Select Year and Term (e.g. 2017, Spring)
 2. Select Sejong Campus
 3. Select College/School and Department. [Major Subject]
(e.g. College of Global Business, College of Public Policy, etc.)
Select General Studies and Course Classification [General Subject]
 4. Click on 'Search'
 5. Click on the Course No. link to see the syllabus.

If the course syllabus has not been uploaded, please refer to the one from the previous corresponding semester. (e.g. If the student is attending fall semester 2017, they can refer to fall 2016). As long as the course number and title are the same, taught by the same professor, the syllabus will be similar.

- Courses conducted in English indicate in brackets, English.
- Courses that are open to exchange students are marked with a bullet under the '5) X' column which is located at the mid-right section of the table.
- Students with TOPIK Level 4 or above can take courses conducted in Korean only if they are open to exchange students.
- For the latest course list, students are required to check it in January for spring semester and in July for fall semester.
- Some course syllabi are written in Hancom Office (.hwp) document files. Hancom Office is Korea's local version of Microsoft Word. If you cannot convert the file to a readable format, you may download the Hancom Office file viewer at https://www.hancom.com/global/cs_center/csDownload.do and install it on your operating system.

Course Registration Regulation

- Credit Hours: 1 credit is generally equivalent to 1 class hour per week throughout 16 weeks except exam period. However, Korean classes may require more class hours than the other subjects.
- Students at undergraduate level are NOT allowed to take graduate courses.

CLASS TIMES AND CLASSROOM LOCATION

KU Sejong uses special codes to indicate the time periods for each class and their respective classrooms. If you look at the **"Date (Time) and Classroom Location"** column at the right in the list of courses, the **numbers enclosed in parentheses indicate the class times** whereas the **numbers at the right indicate the building and the room number** where the classroom is located.

Here is a comprehensive table of what those numbers represent:

CLASS TIMES		BUILDING NAMES		
Number Code	Time Period	Number Code	Name in English	Name in Korean
1	9:00 – 9:50 AM	2	College of Liberal Arts/Public Policy	인문관
2	10:00 – 10:50 AM	7	Science and Technology Building II	제 2 과학기술대
3	11:00 – 11:50 AM	9	Science and Technology Building I	과학기술대
4	12:00 – 12:50 PM	25	Nongshim Hall	농심국제관
5	1:00 – 1:50 PM	33	Suk Won Hall	석원경상관
6	2:00 – 2:50 PM			
7	3:00 – 3:50 PM			
8	4:00 – 4:50 PM			
9	5:00 – 5:50 PM			
10	6:00 – 6:50 PM			
11	7:00 – 7:50 PM			
12	8:00 – 8:50 PM			
13	9:00 – 9:50 PM			

For example, if a course is marked with the codes Thu(4-6) 25-519, this means that:

1. Your class starts at 12:00 PM and ends at 2:50 PM every Thursday
2. The room number of your class is 519 located on the 5th floor of Nongshim Hall.

*When reading room numbers, the first digit represents the floor location within the building whereas the second two digits represent the room number on that floor.