

Information Sheet for Student Exchange Program

The Student Exchange Program allows students from SWU's partner university to study at SWU for one or two semesters. The credits earned at SWU can be transferred to the student's home institution.

Quick Facts about SWU

- Established in 1961, Christian (Presbyterian) Denominational.
- Student population of about 8,000 undergraduates.
- Location: 621 Hwarang-ro, Nowon-gu, Seoul 01797, Republic of Korea
- About 15 minutes' walk from Hwarangdae Station (Subway Line 6)
- International student population: Approximately 200 annually.
- Homepage: www.swu.ac.kr/ia

Nominations

- Students should be selected by the home institution based on SWU's admission requirement.
- **Outgoing coordinators will provide the list of nominated students to the incoming coordinator at SWU.**

Eligibility

Students need to meet ALL of the following requirements to be eligible to apply

- Students should be a full-time student of SWU's partner university.
- Need to be nominated by the international office of home institution.
- **Need to be able to take regular courses either in Korean or in English.**

* Even if a nominated student met all the requirements, he/she would not be able to enroll if your visa application is rejected by local Korean consulate.

Application Deadline

Term	Application Deadline	Issuance of Certificate of Acceptance
Fall	May 31	July 1
Spring	November 30	January 8

* Application deadline may be sooner at your home university.

Visa

- Students should get a student visa (D-2) from the nearest Korean consulate, with the Certificate of Acceptance issued by Seoul Women's University.
- The Certificate of Acceptance will be issued after accepting the original documents of application.

Medical Insurance

- All incoming international students are obligated to possess medical insurance plan that covers medical expenses to be incurred during their stay in Korea. Seoul Women's University accepts following plans:
 - National Health Insurance (Mandatory)
 - International medical insurance plan that is applicable in South Korea (proof must be provided)
 - Foreigner Student Insurance Plan (can be purchased through the SWU International Affairs Team)
- It is mandatory for international students (D-2, D-4) staying in Korea to subscribe to the National Health Insurance.
- The insurance fee must be paid monthly
- Health insurance benefits are available only when health contribution is paid. Visa extension is restricted if you pay in arrears.

Academics

Academic Schedule

Term	Semester Dates
Spring Semester	Early March - Middle of June
Summer Vacation	Middle of June - Late August
Fall Semester	Early September - Middle of December
Winter Vacation	Middle of December - Late February

- Check the Academic Calendar: <http://www.swu.ac.kr/ia>

Courses

- The course schedule of international students would be any combination of the following categories:
 - Major and General Education Courses in Korean
 - Major and General Education Courses in English: There are roughly 15 Courses taught in English in General Education and across the majors.
 - Korean Language CoursesInternational students may choose to take Korean Language Courses.

Course Registration

- A student **should take a minimum of 10 credits and a maximum of 18 credits per semester** while studying at Seoul Women's University.
- Course Registration schedule

Term	Confirmation of Course List & Announce for Course Registration	Course Registration Deadline
Spring Semester	Late December - Early January	Late January
Fall Semester	Late June - Early July	Late July

- The list of courses that are available for each semester will be provided at the time of course registration. Please refer to the list of classes of the previous academic year.
- Once all the classes are filled up, you will no longer be able to register as there are limited seats per class. Therefore, avoid registering for the same courses with many international students. (The only exception is Korean Language Courses)
- If you wish to register for Korean Language Course, you **MUST** take a placement test at SWU.
- The first week of class is the Add/Drop period in which you can add or drop the courses. Specific steps and the period will be announced during the orientation for international students. You should keep in mind that you may not be able to register for some classes as there are limited seats and there are some courses that you cannot drop.

Issuance of Official Transcript

- An Official Transcript will be mailed to the International Affairs Team of students' home university after the entire exchange period has ended.

Life @ SWU

Airport Pick-up

- We have no plan to airport pick-up

Dormitory and Housing

- International Residence Hall provides foreign students with basic residence environment as well as facilities necessary for living so that students can focus on their studies. Students from different nationalities reside in International Residence Hall, so it is a great opportunity to learn each other's culture and how to live harmoniously. Female exchange or undergraduate students of SWU live in International Residence Hall, but need to move to Shalom House during breaks.
- Depending on the country of the exchange student's home institution, SWU may provide a 30% discount for the on-campus dormitory for the regular semesters. This scholarship is in principle for students from the certain countries.
- Facility: http://domi.swu.ac.kr/bbs/bbs/index.php?bbs_no=10

Dormitory Check-in for New Incoming International Students

- Dormitory entry schedule and residential policy have not been decided yet, related information will be provided later.

Guidance for off campus housing

- Male students must find an off-campus housing by themselves.
- Housing information: http://www.studyinkorea.go.kr/en/overseas_info/allnew_lifeinKorea.do

Estimated Cost for Exchange Student at SWU

Fee	Per Semester
Tuition	Tuition depends on the pre-determined amount in the agreement.
On-Campus Dormitory	Semester: 2 bedroom KRW 1,160,000+ KRW 20,000 (Process Fee) Website : https://domi.swu.ac.kr/ *as of 2026 AY
Korean Language Program On Vacation(Elective)	1,015,000 KRW (30% discounted price / as of 2025 AY) (A student who wants to take additional 10 weeks' Korean Language Program during vacation, needs to pay the KLC tuition.)
Medical Insurance (National Health Insurance)	KRW 80,000~90,000/month
Alien Registration Fee	KRW 50,000
Meal plan (On Campus)	The dormitory cafeteria offers a variety of menus. It is available for 5,500 won per menu. You can pay by credit card at the cafeteria. If you pay with a compulsory meal ticket. Meal card:180,000KRW / 270,000 KRW / 360,000 KRW / 540,000 KRW *as of 2025 AY

*The fees are subject to change

Contact Information

International Affairs Team

Mailing Address: # 303, Golden 50 Commemoration Hall, 621 Hwarang-ro, Nowon-gu, Seoul (01797)

Telephone: +82-2-970-5141~4

homepage: www.swu.ac.kr/ia

Incoming / Outgoing Coordinator for Exchange Students

Contact Person: Mr. Hyuk-soo Lee(Zachary)

Title: Program Coordinator

Email Address: china@swu.ac.kr, zachary0323@swu.ac.kr

Telephone: +82-2-970-5143



Application Materials for Student Exchange Program

Please note that candidate must submit the following documents along with application form.

The Certificate of Admission will only be issued after all 1 ~ 6 documents are submitted.

1) Completed Application Form, including:

- Application for Student Exchange Program
- Essay: A 500-word introduction about yourself in Korean or English
- Application for SWU Buddy

2) Official English Transcripts of all college work to date

3) Official Certificate of Enrollment

- 1) For students from OECD countries: university –issued certificate (the same way as before)
 - 2) For students from non-OECD countries, please submit the certificate of enrollment under the instructions below :
 1. Apostillized certificate of enrollment
 2. Documents demonstrating academic achievement confirmed by the Korean consulate of the applicant's country or received Consul Confirmation from the competent official of the applicant's country
 3. In case applicant obtained a general high school degree in China:
 - 1) Certificates issued by an academic career and/or academic degree certification center operated by the Ministry of Education of China
- ※ Authentication documents for the graduation of academic highschool / graduation(or enrollment) of higher institute : <http://www.chsi.com.cn>
 - ※ Authentication documents for bachelor's degree or higher : <http://www.cdgdgdc.or.kr>

4) Bank Statement

- Minimum of US\$ 4,000 for one semester
- Minimum of US\$ 8,000 for two semesters (one academic year)
- * A personal account of applicant which is issued within 3 months

5) Copy of passport

Application for Student Exchange Program

Please type or print clearly in English or Korean.

I. PERSONAL INFORMATION

Name in Full: (as in your passport)

Preferred Name or Name in Korean: (if you have one)

E-mail:

Telephone:

Mailing Address:

Social Media Address:

Photo

II. APPLYING TERM(Check all semesters you want to apply)

- ☐ Fall Semester 2026 ☐ (Optional) Summer Korean Language Program(10 weeks)
☐ Spring Semester 2027 ☐ (Optional) Winter Korean Language Program(10 weeks)
☐ Dual Degree (2026-2028 Academic Years)

*Students who wants to take additional Korean Language Program during vacation, needs to pay 70% of tuition (as of 2025 / approx. 1,015,000 KRW)

III. ACADEMIC INFORMATION

Name of Home Institution:

Attended since (semester/year):

Major:

Grade(year):

Field of Study at SWU:

Interested in: ☐ Major related courses in Korean ☐ Major related courses in English
☐ Korean Studies Courses in English ☐ Korean Language Courses

IV. LANGUAGE PROFICIENCY

Native Language: _____

Korean Proficiency: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ I have a TOPIK certificate. Level ()

English Proficiency: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ I have a TOEFL score: ()

I certify that the above information is correct. I agree to observe all regulations of Seoul Women's University.

Date: _____ Signature: _____

Application for Student Exchange Program

Affidavit of Support

Indicate the person (including yourself) or organization that will be responsible for your tuition (if any) fees and living expenses.

Student's Name:

Sponsor's Name and Relationship to the applicant:

Sponsor's occupation:

Contact information:

Address:

I certify that I will be responsible for the above named applicant's tuition and living expenses for the duration of the academic program.

Date: _____ Sponsor's Signature: _____

Supplementary Information

a. Housing application

- ☐ I want to apply for housing at the International Residence Hall on SWU Campus.
- ☐ I want to find my own housing outside the campus

* Male students are not allowed to live in International Residence Hall

* Check with the international office of your home institution if you are allowed to live outside the campus

b. SWU Buddy

SWU Buddy is a student organization at SWU where international and Korean students get together for cultural exchange. We advise new exchange students to join, but it is not mandatory. If you choose to participate, you are required to meet for at least 30 hours throughout the semester.

- ☐ I would like to sign up for SWU Buddy. (Please fill out the "Application for SWU Buddy")
- ☐ No, I am not interested in SWU Buddy.

ESSAY

In approximately 500 words: Please write an introduction about yourself and your study plan at Seoul Women's University.
Please type or print clearly in English or Korean.



Application for SWU Buddy

Please type or print clearly in English or Korean.

I. Personal Information

Name in Full:

Preferred Name:

Date of Birth:

Nationality:

Gender:

E-mail:

Photo

II. Language Proficiency

Native Language:

Korean Proficiency: ☐ Excellent ☐ Good ☐ Fair ☐ Poor

English Proficiency: ☐ Excellent ☐ Good ☐ Fair ☐ Poor

Other Languages:

III. Interests

Likes:

Dislikes:

IV. Anything you would like to say to SWU Buddy

I understand and agree that, by submitting this application, I meet with Buddy for at least 30 hours for the first semester at SWU.

Date: _____ Signature: _____