



Application Guidelines

Please submit the following application materials (4 points below) to the Kyung Sung University International Programs Office **by e-mail : ipoffice.ksu@gmail.com** **The original documents are not necessary.**

1. Nomination Form (*.xls)

- Fill the Information of all applicants by Advisor/Coordinator

2. Completed Application form with signature and photo attached (*.pdf)

Kyung Sung Incoming Exchange Student Form has three (3) sections.

- First section (P. 1~3) is for academic and personal information.
- Second section (P.4) is for copy of passport attaching.
- Third section (P.5) is for dormitory application.

3. Photo File (*.png, *.jpg)

- Please send **Image file of Your Photo (Passport Sized, WHITE BACKGROUND)**

4. Official University Transcript (*.pdf)

- Your transcript should list all undergraduate courses you have taken and the grades you received
- Must have official university stamp
- Must be in **English & Cumulative GPA** must be indicated

5. Letter of Recommendation (*.pdf)

- Must be in English
- Must written by your direct professor or university staff

6. Written Consent (*.pdf)

Application Deadlines

- May 22 for Fall semester.
- Nov 22 for spring semester.

* Deadline may be extended by request.

Email scanned documents & files to

lpoffice.ksu@gmail.com

THANK YOU