서울예술대학교
SEOUL INSTITUTE OF THE ARTS

Summer at Seoul Institute of the Arts (SAS)

Online Application Manual

【Online Application Manual】

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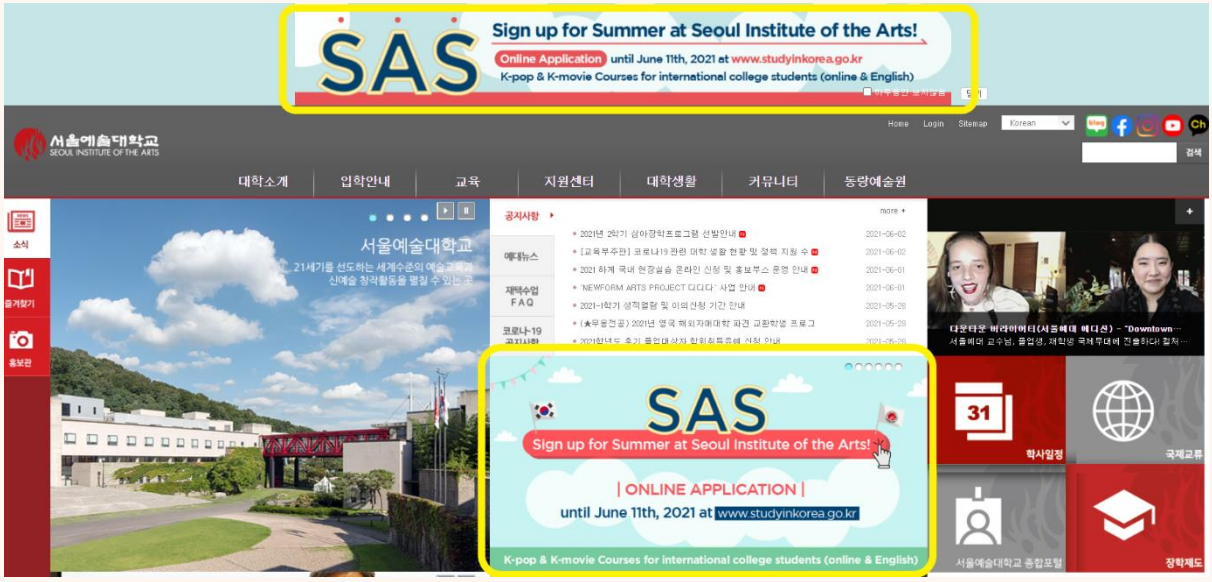
■ Online Application Guidelines for International Students

1. Find and Click SAS banner at the SeoulArts website (www.seoularts.ac.kr/mbs/en/)

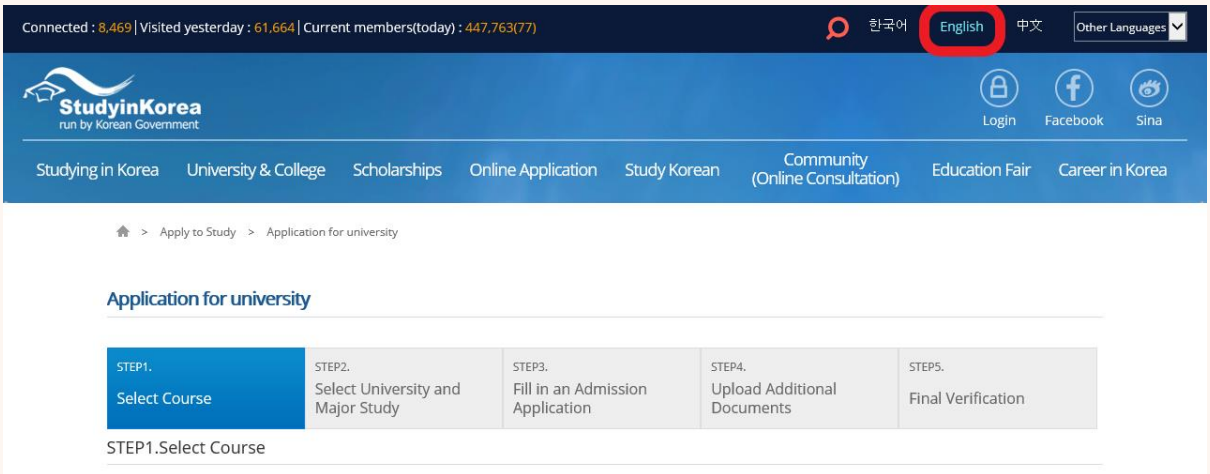


2. Review the SAS program and syllabus

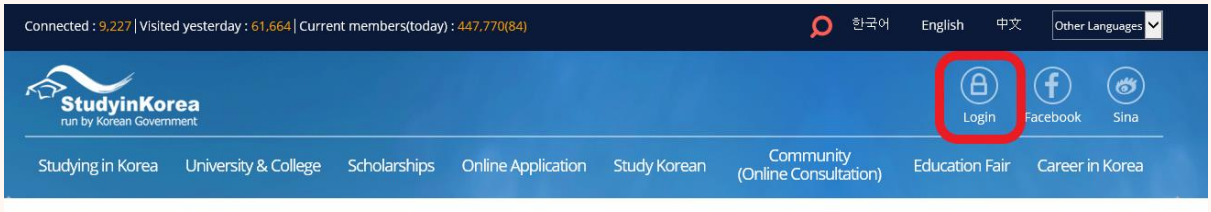
3. Click on “CLICK HERE FOR ONLINE APPLICATION International Students” if you are non-Korean citizen.

(https://www.studyinkorea.go.kr/en/sub/overseas_info/request/request.do)

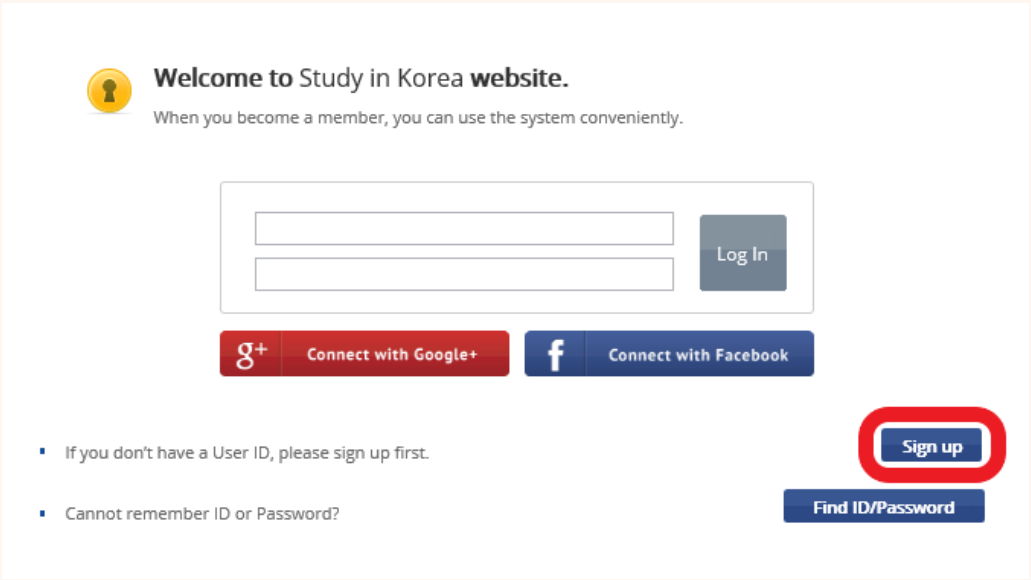
4. Set the language as “ENGLISH”



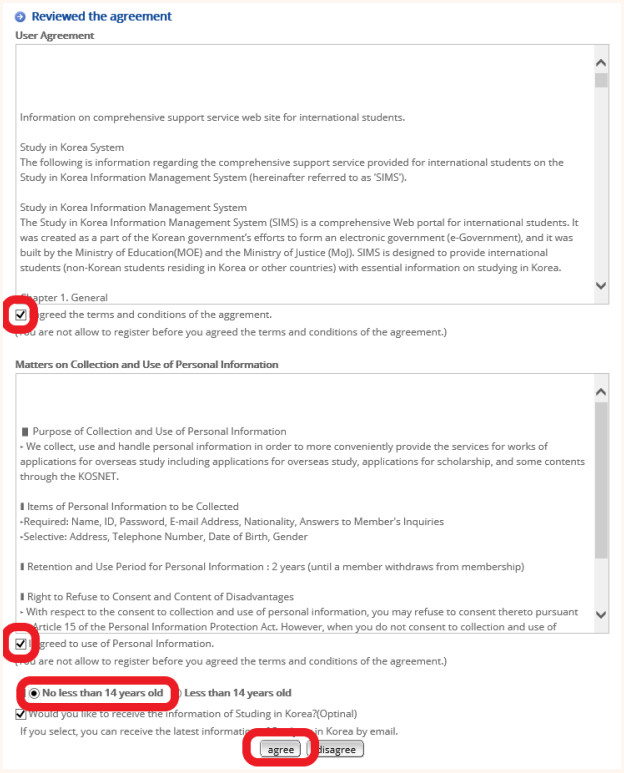
5. Click on “Login”



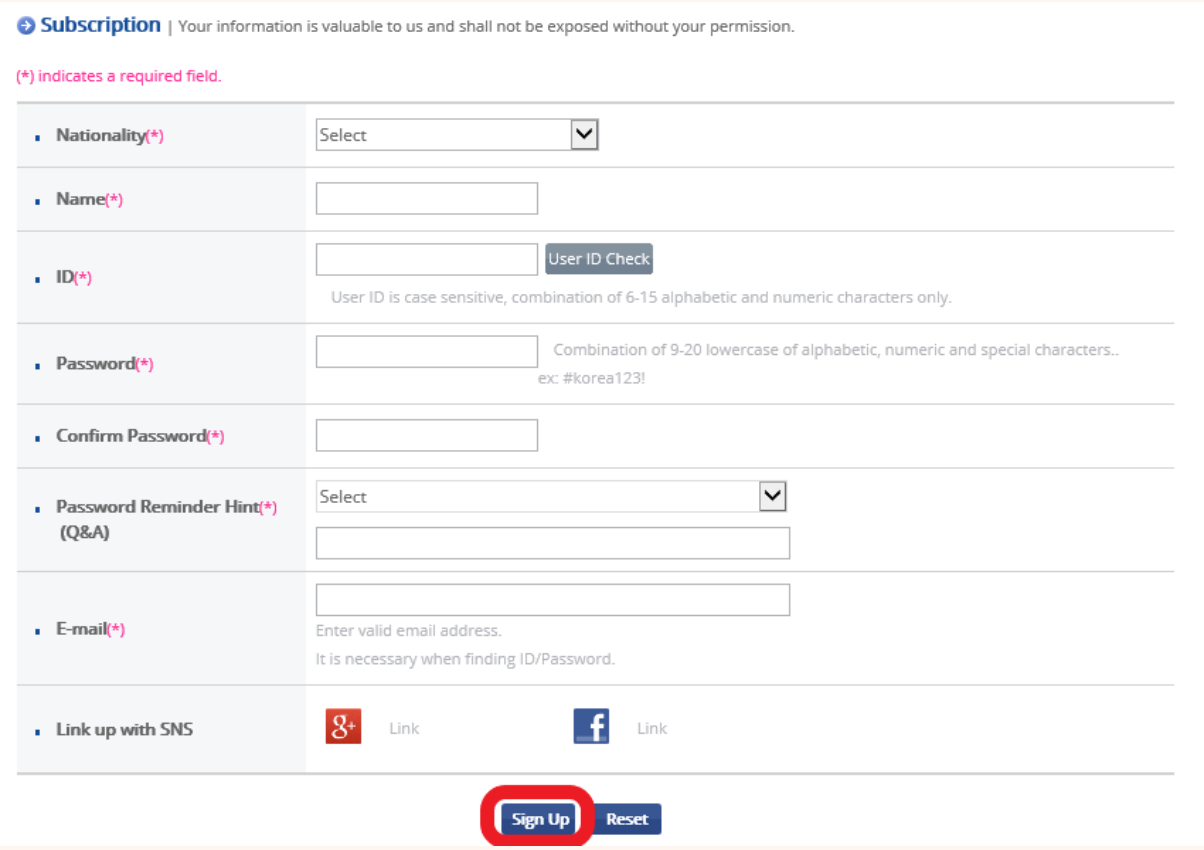
6. Click on “Sign Up” and Create an account for online application



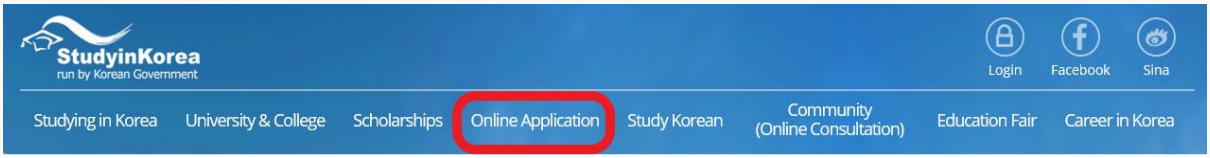
7. Agree to the articles



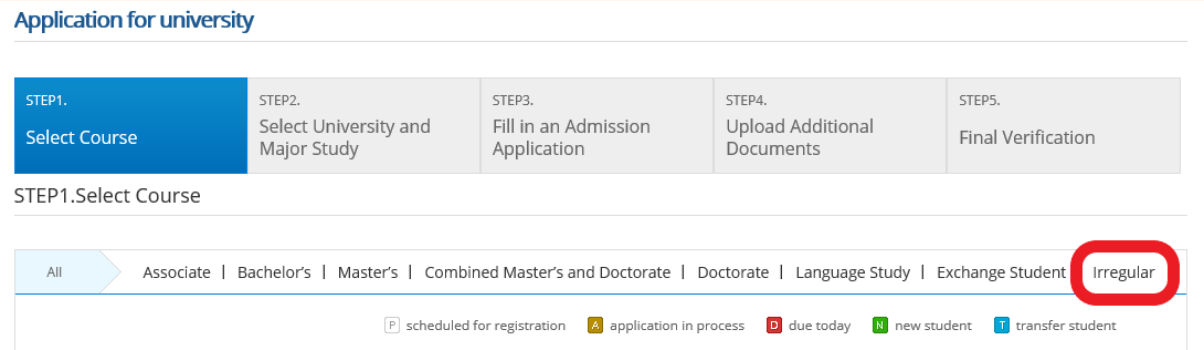
8. Complete the subscription form and Click on “Sign Up”



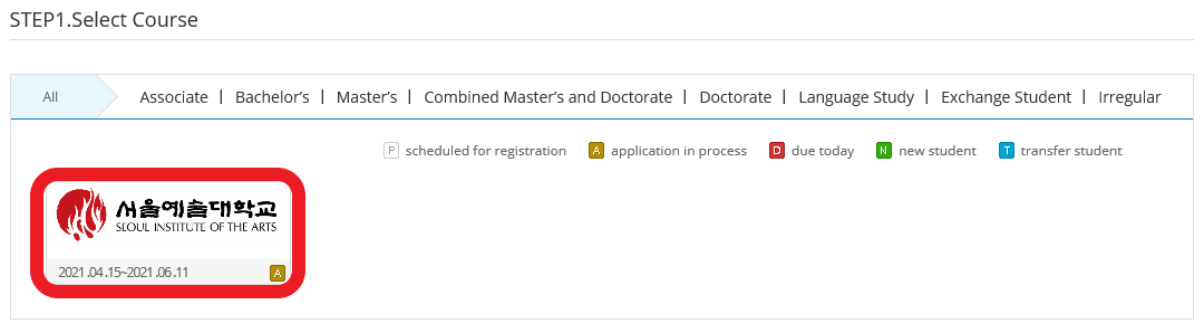
9. Go to “Online Application”



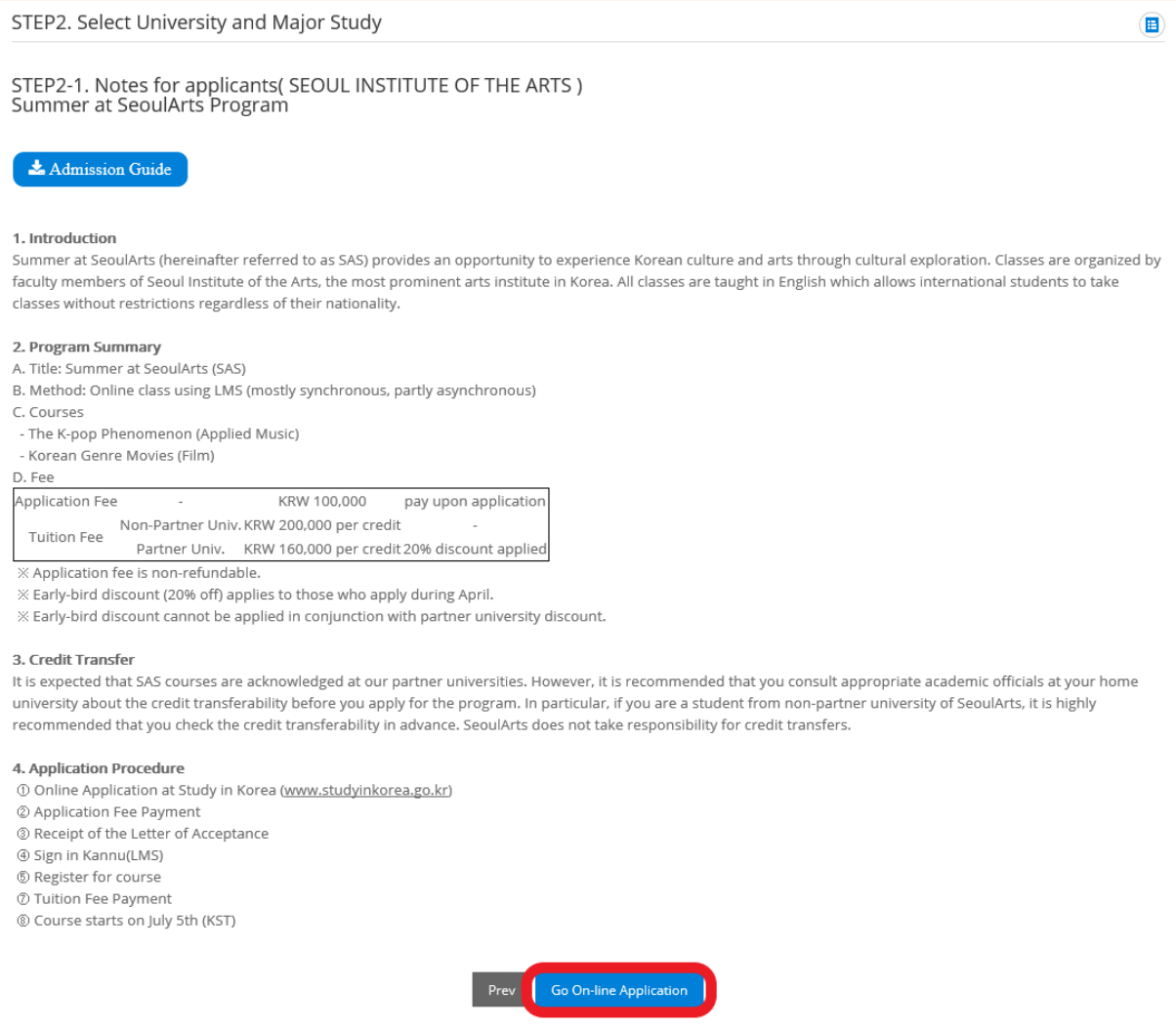
10. Click on “Irregular”



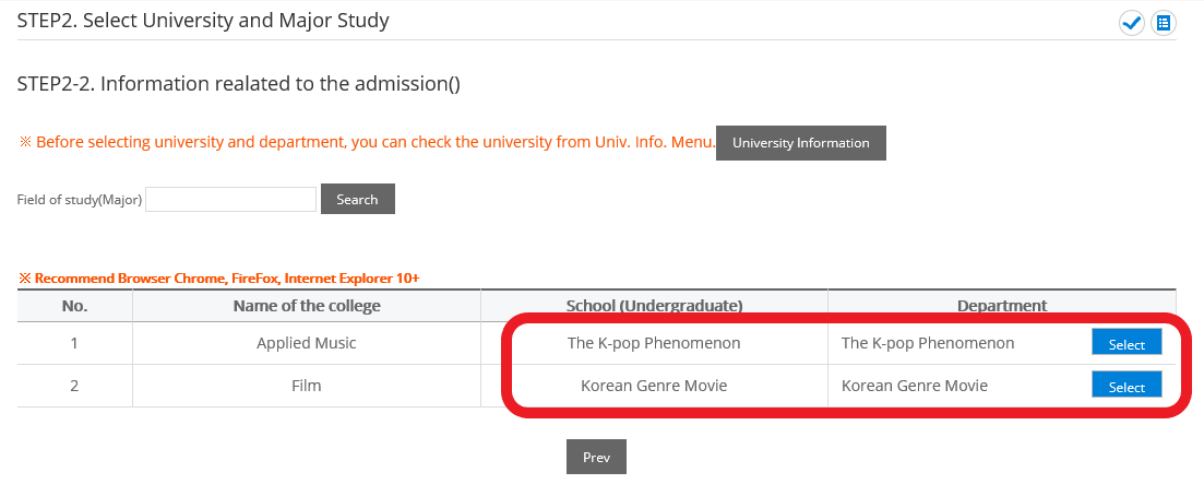
11. Click on the logo of Seoul Institute of the Arts



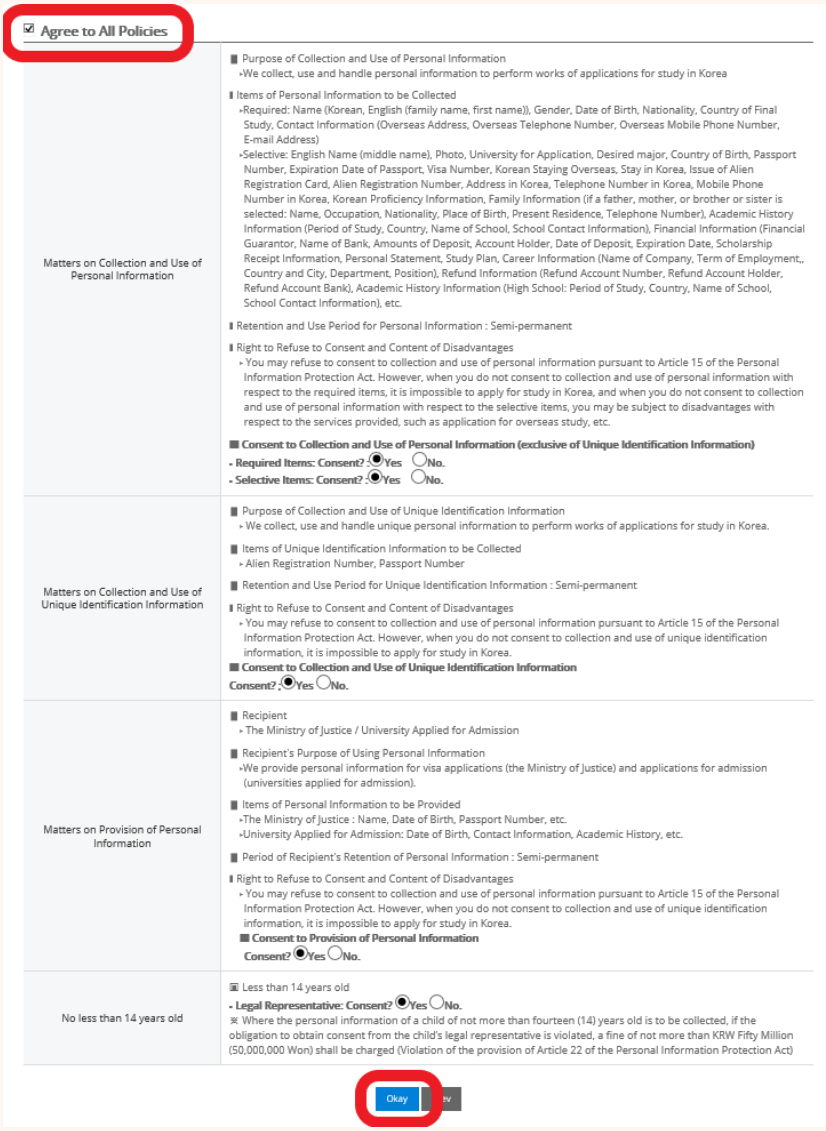
12. Click on “Go On-line Application”



13. Choose your course and Click on “Select”



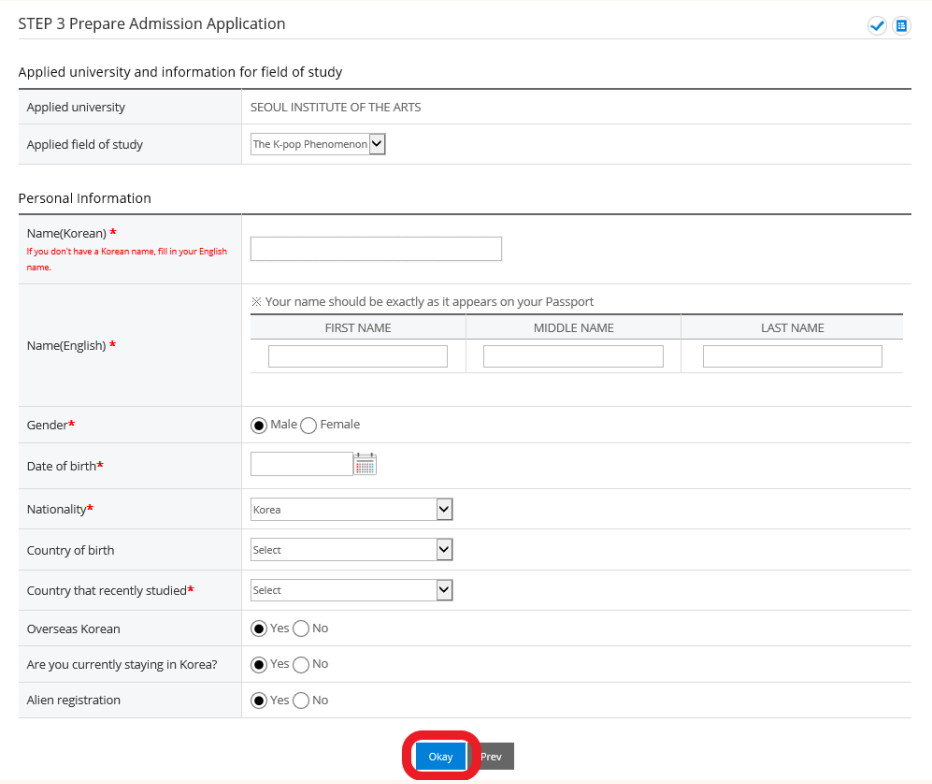
14. Agree to all policies and Click on “Okay”



15. Complete the application form

※ **Mandatory questions are marked with ***

1) Personal Information



STEP 3 Prepare Admission Application

Applied university and information for field of study

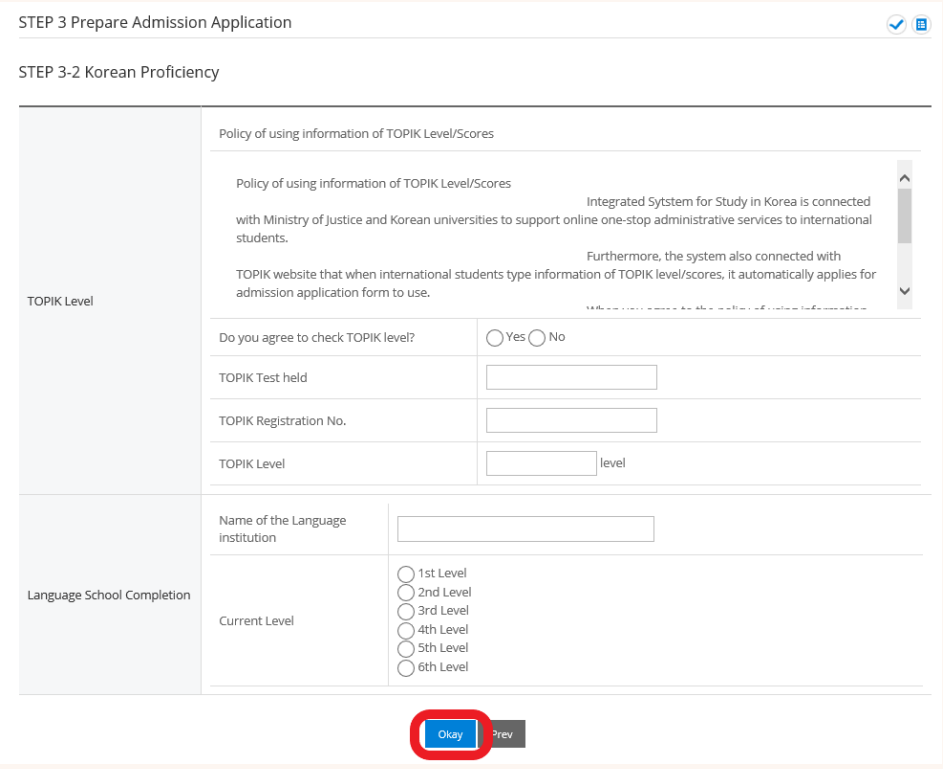
Applied university	SEOUL INSTITUTE OF THE ARTS
Applied field of study	The K-pop Phenomenon

Personal Information

Name(Korean) * If you don't have a Korean name, fill in your English name.	
Name(English) *	※ Your name should be exactly as it appears on your Passport FIRST NAME / MIDDLE NAME / LAST NAME
Gender*	Male / Female
Date of birth*	
Nationality*	Korea
Country of birth	Select
Country that recently studied*	Select
Overseas Korean	Yes / No
Are you currently staying in Korea?	Yes / No
Alien registration	Yes / No

Okay Prev

2) Korean Proficiency



STEP 3 Prepare Admission Application

STEP 3-2 Korean Proficiency

TOPIK Level	Policy of using information of TOPIK Level/Scores	Policy of using information of TOPIK Level/Scores Integrated Sytstem for Study in Korea is connected with Ministry of Justice and Korean universities to support online one-stop administrative services to international students. Furthermore, the system also connected with TOPIK website that when international students type information of TOPIK level/scores, it automatically applies for admission application form to use.
	Do you agree to check TOPIK level?	Yes / No
	TOPIK Test held	
	TOPIK Registration No.	
	TOPIK Level	level
Language School Completion	Name of the Language institution	
	Current Level	1st Level / 2nd Level / 3rd Level / 4th Level / 5th Level / 6th Level

Okay Prev

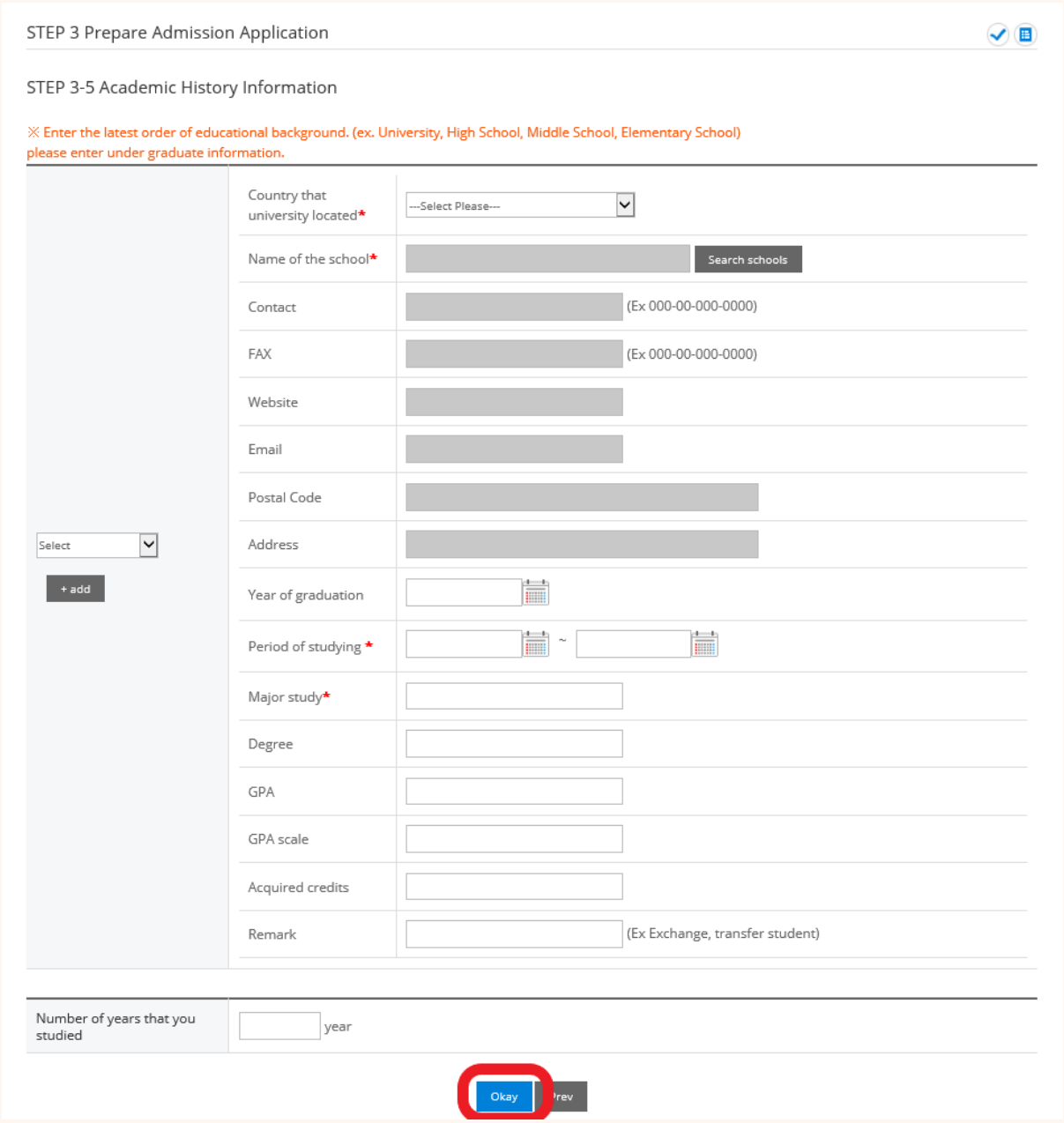
3) Contact Information

STEP 3-3 Contact Information

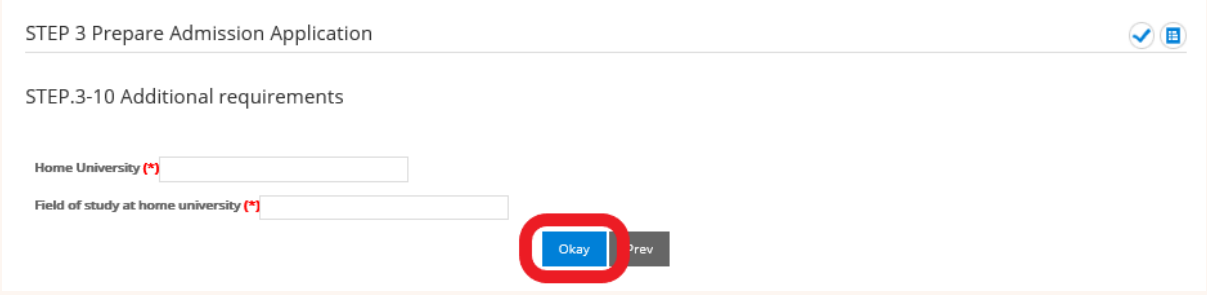
Contact information in overseas	Home country Address*	Postal Code Address ※ Please enter in English.
	Home country Phone Number*	Ex) 000-000-0000-0000, country code - city code - contact number
	Home country Mobile Number	Ex) 000-000-0000-0000, country code - city code - contact number
Email address1*		
Email address2		
Contact information in Korea	Address(In Korea)	Postal Code
	Phone Number(In Korea)	- -
	Mobile Number(In Korea)	- -
Emergency Contact	Name	
	Relation	
	Phone Number	
	Mobile Number	
Emergency Contact(In Korea)	Name	
	Relation	
	Phone Number	
	Mobile Number	

Okay Prev

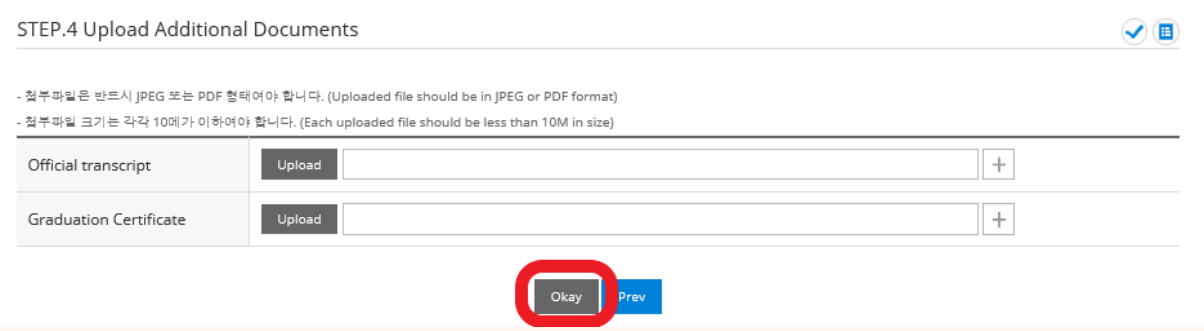
4) Academic History Information



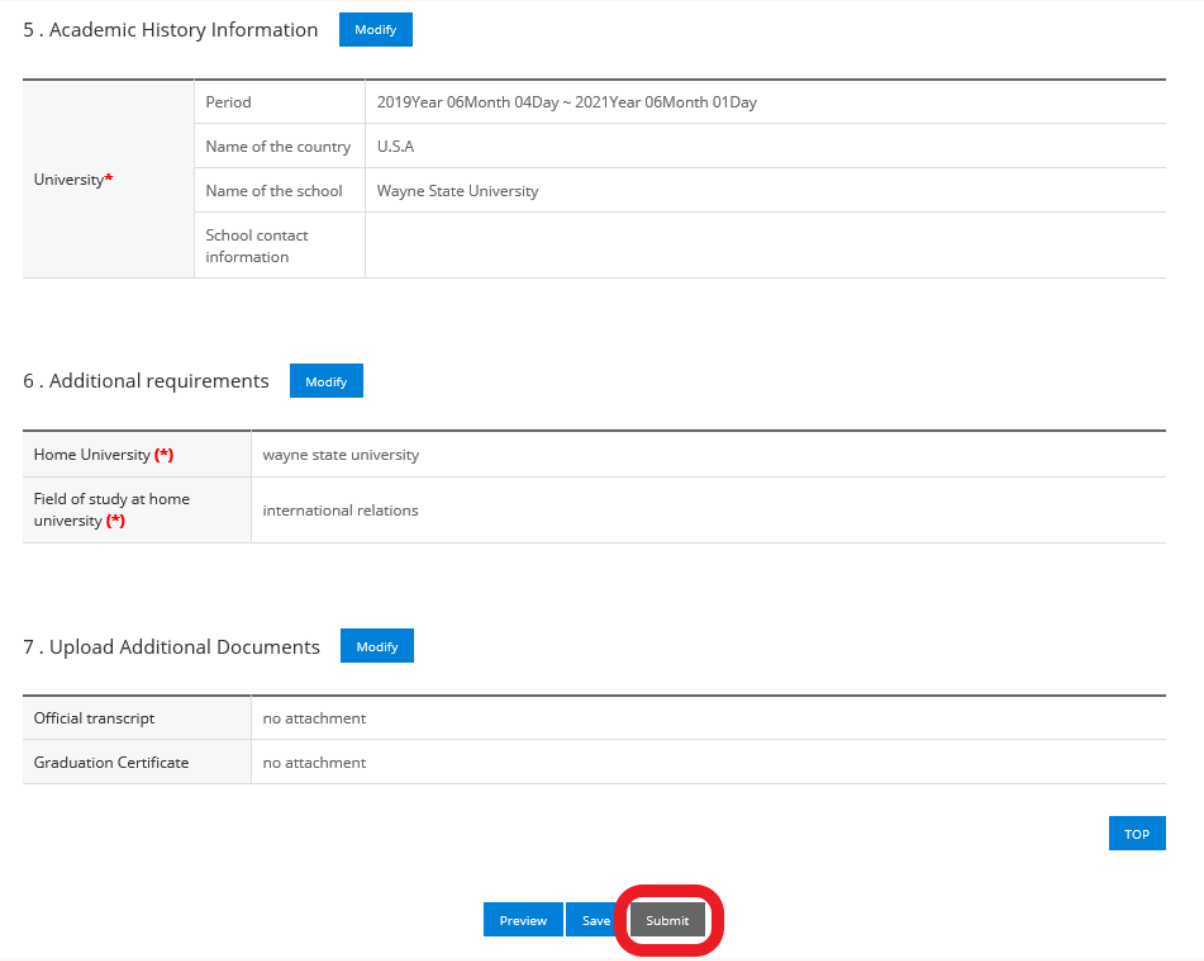
5) Additional Information



6) Upload Documents

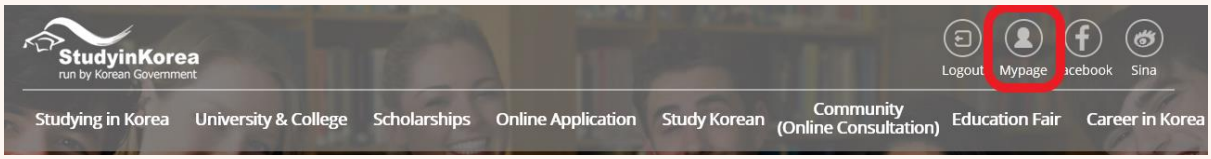


16. Review your application and Click on “Submit”

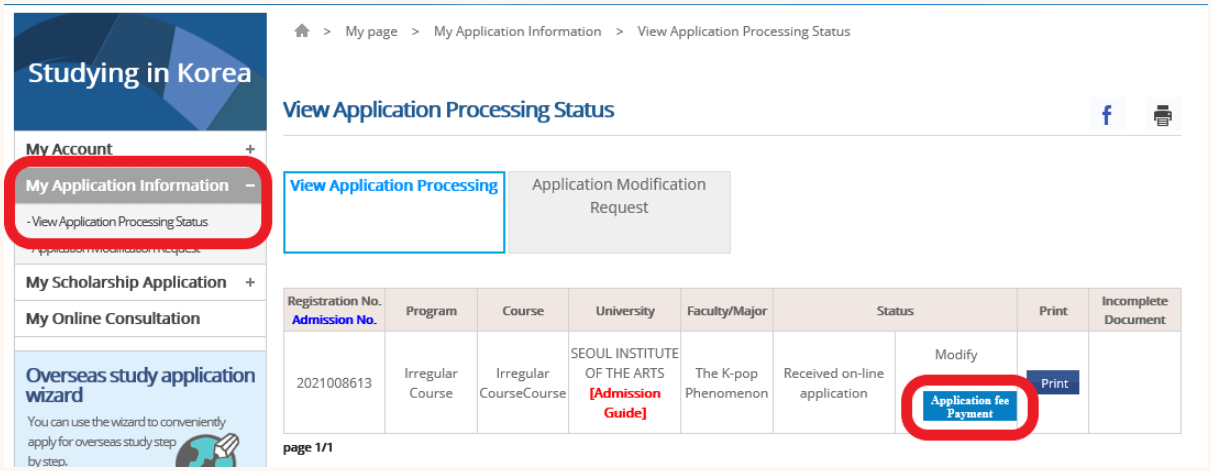


■ Application Fee Payment Guidelines for International Students

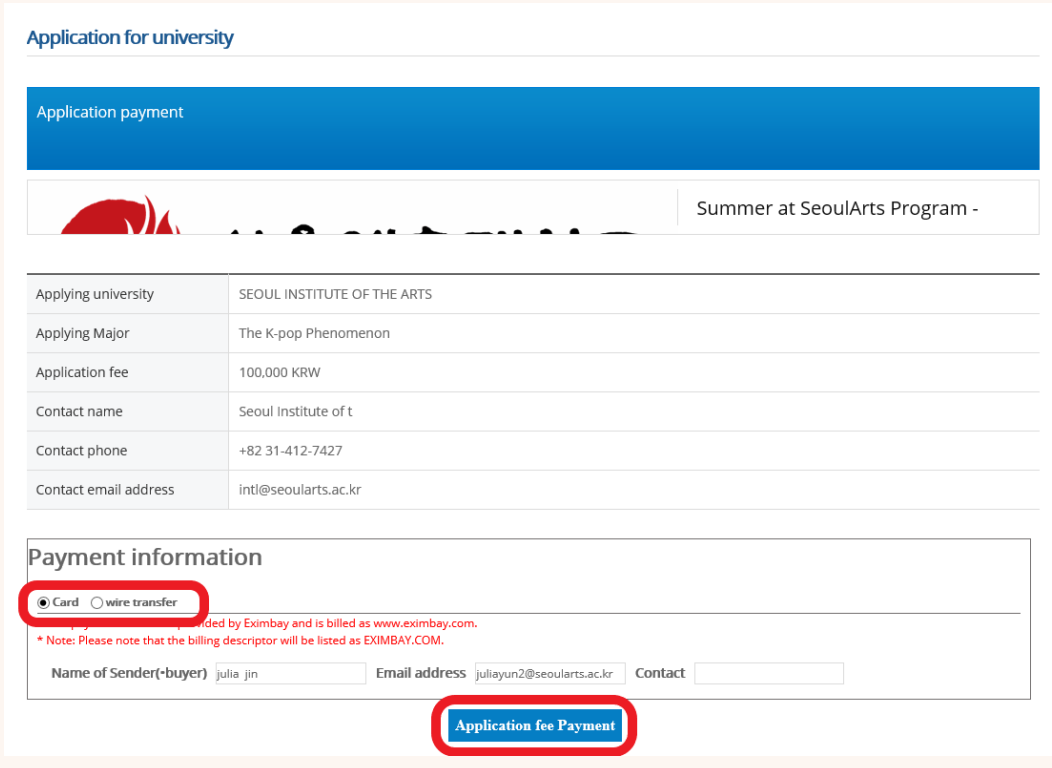
1. Go to Study in Korea Website and Click on “My page”



2. Go to “View Application Processing Status” and Click on “Application fee Payment”



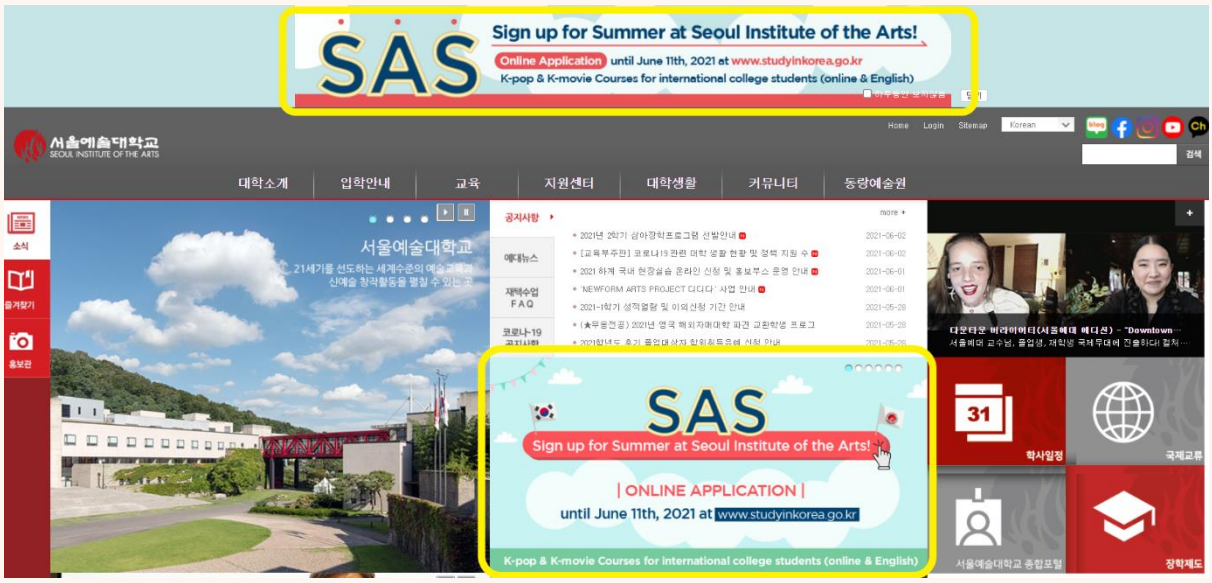
3. Select your preferred payment method and Click on “Application fee Payment”



■ Online Application Guidelines for Korean Students

1. Find and Click SAS banner at the SeoulArts website

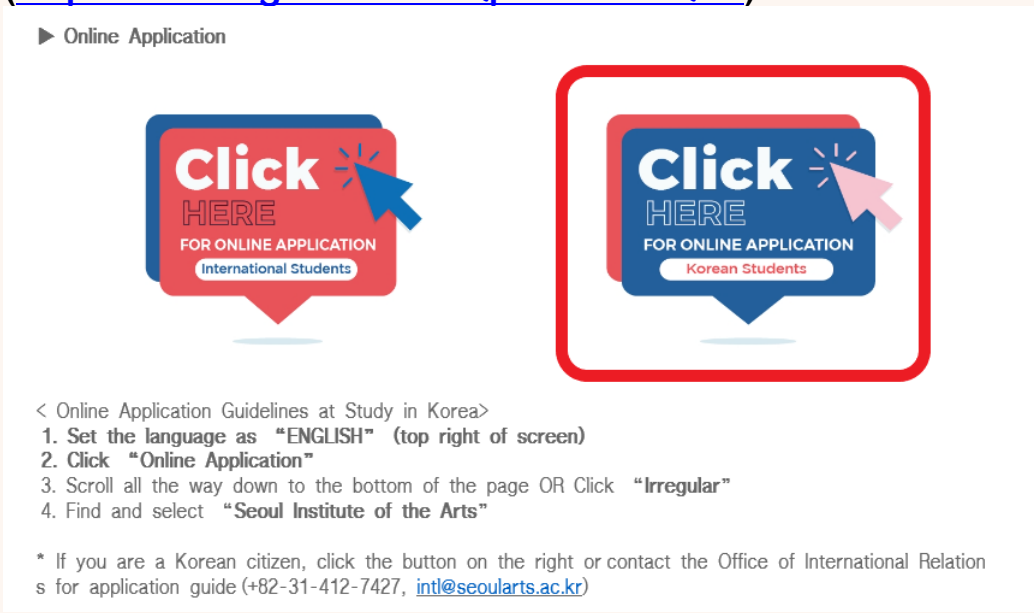
(www.seoularts.ac.kr/mbs/en/)



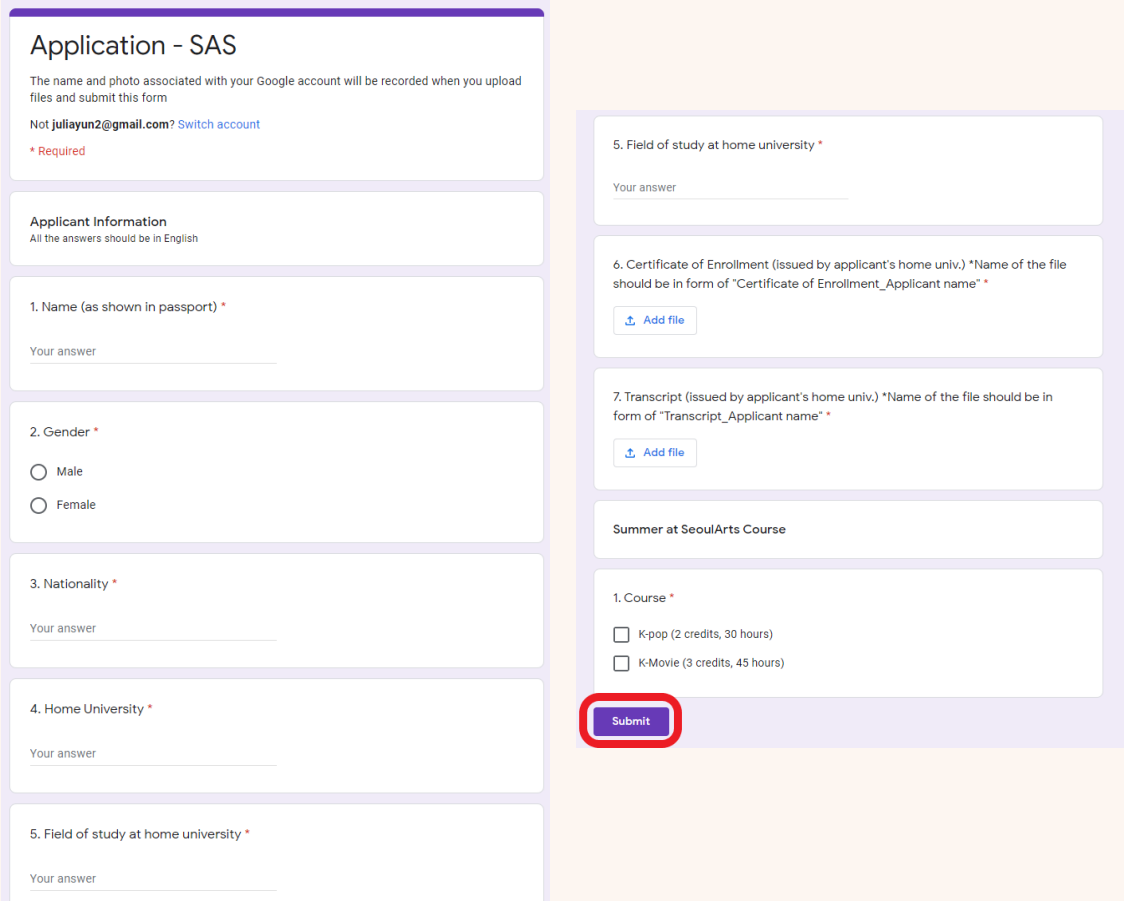
2. Review the SAS program and syllabus

3. **Click on “CLICK HERE FOR ONLINE APPLICATION Korean Students” if you are Korean citizen.**

(https://forms.gle/HPAEGQpkbXxcd3QE8)



4. **Complete the application form and Click on “Submit”**



■ Application Fee Payment Guidelines for Korean Students

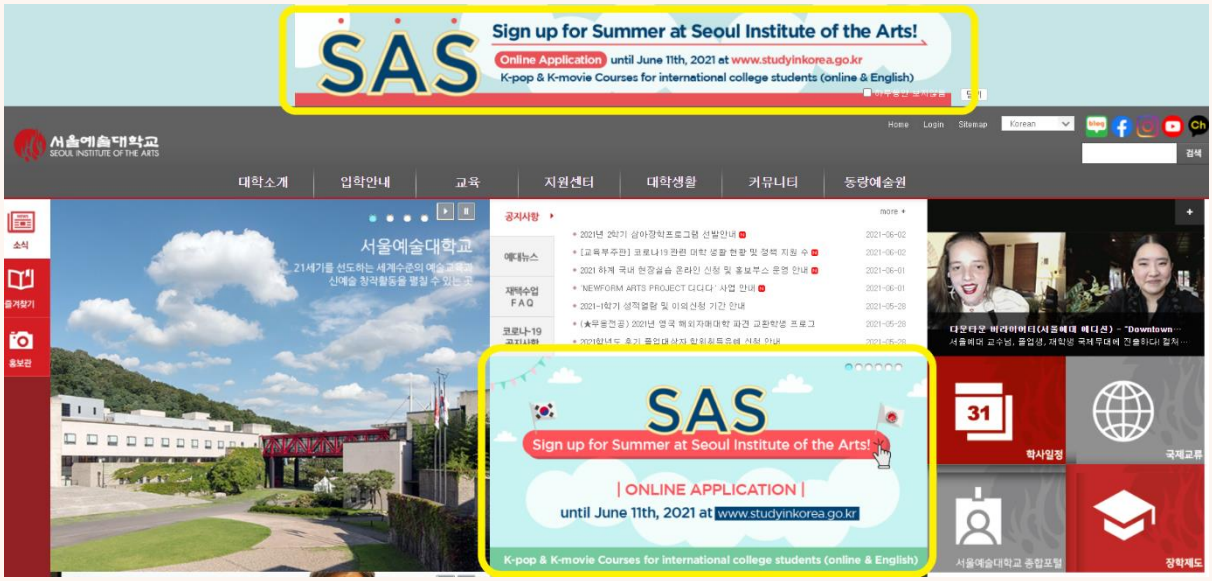
○ **Application Fee: KRW 100,000**

○ **Account Information for Wire Transfer**

Bank Name	Hana Bank
Account Number	338-910020-90304
SWIFT CODE	KOEXKRSE
Receiver	서울예술대학교(Seoul Institute of the Arts)
Bank Address	35, Eulji-ro, Jung-gu, Seoul, Republic of Korea

■외국 국적 학생 온라인 신청 방법

1. 서울예술대학교 홈페이지에서 **SAS** 배너 클릭
   (www.seoularts.ac.kr)



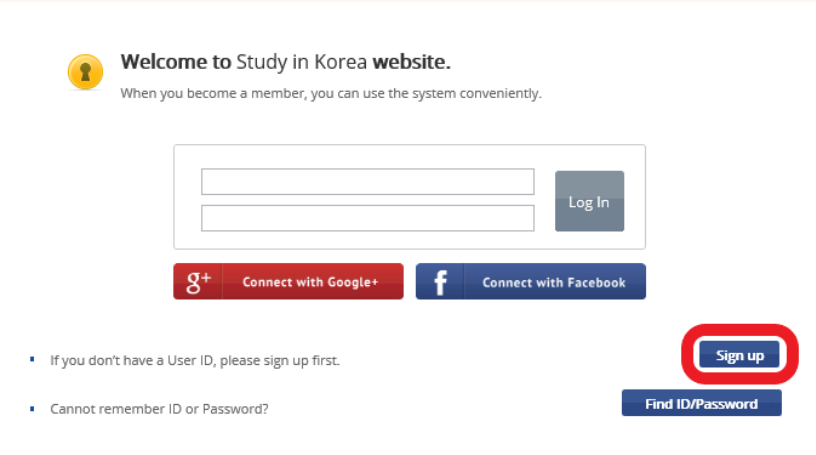
2. **SAS** 프로그램 설명 및 강의계획서 확인

3. **“CLICK HERE FOR ONLINE APPLICATION International Students”** 클릭

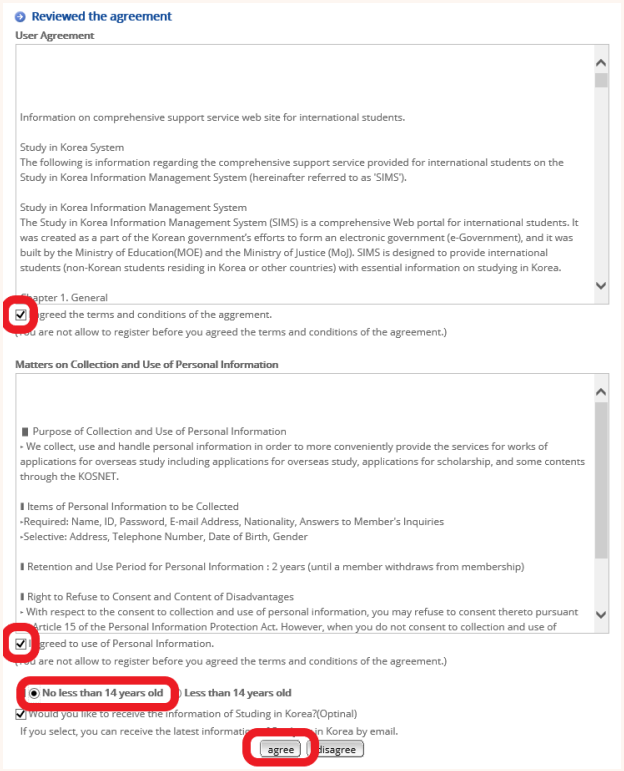
(https://www.studyinkorea.go.kr/en/sub/overseas_info/request/request.do)

4. **Study in Korea** 사이트로 이동 및 **“Login”** 클릭

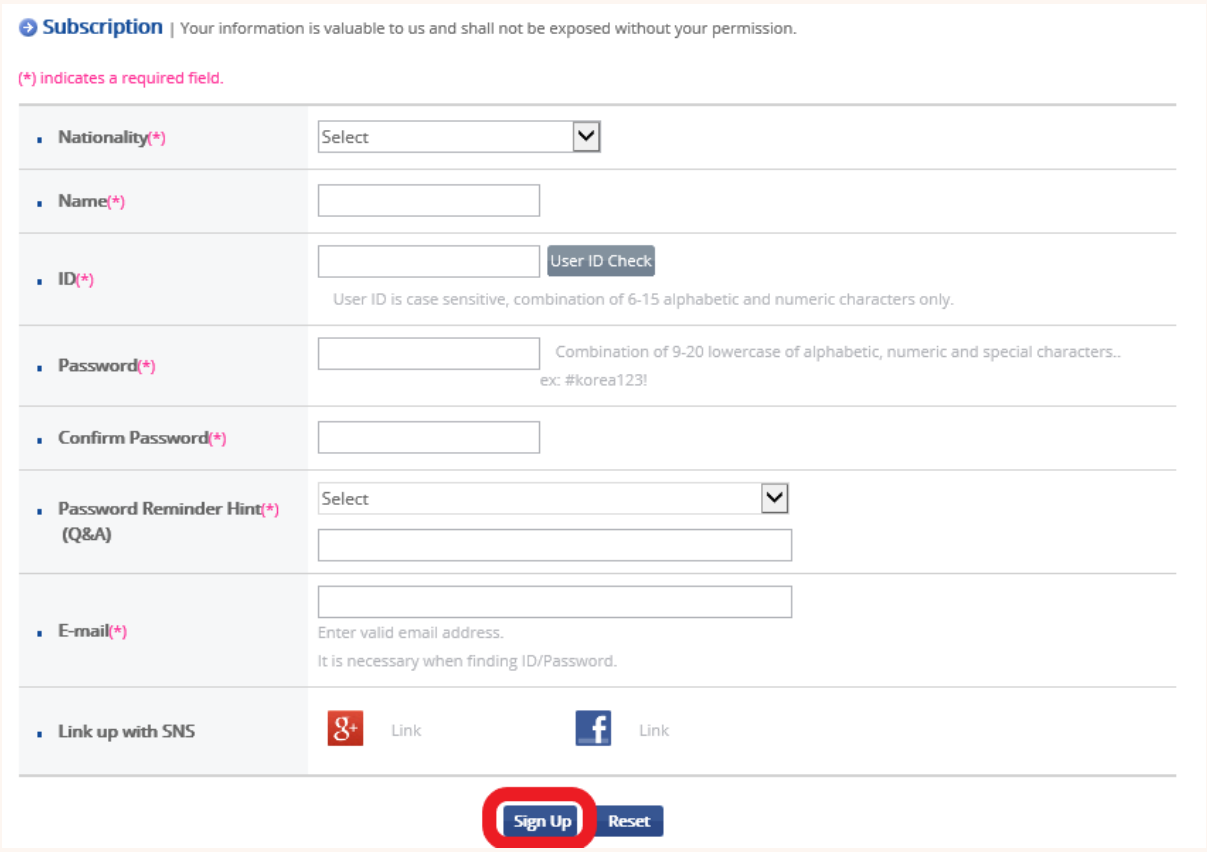
5. **“Sign Up”** 클릭 후 회원가입



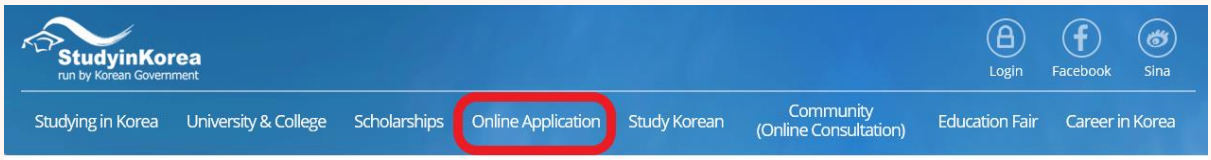
6. 모든 항목에 동의



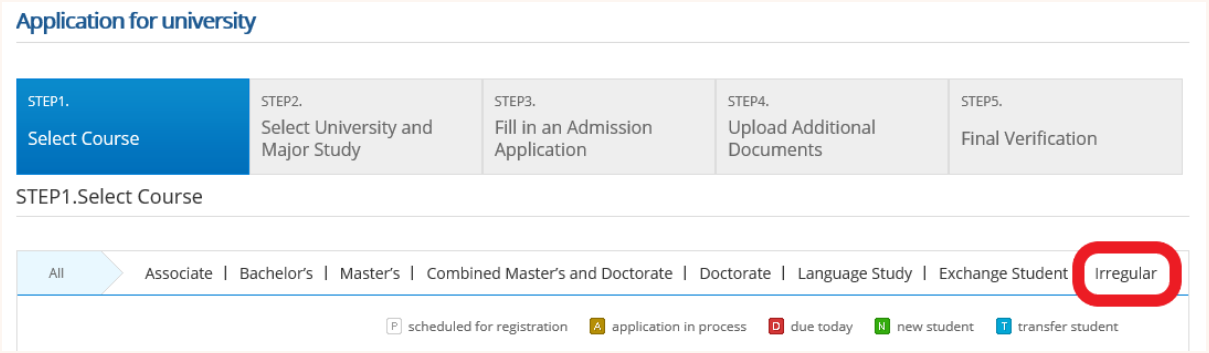
7. 회원가입 정보 입력 후 “Sign Up” 클릭



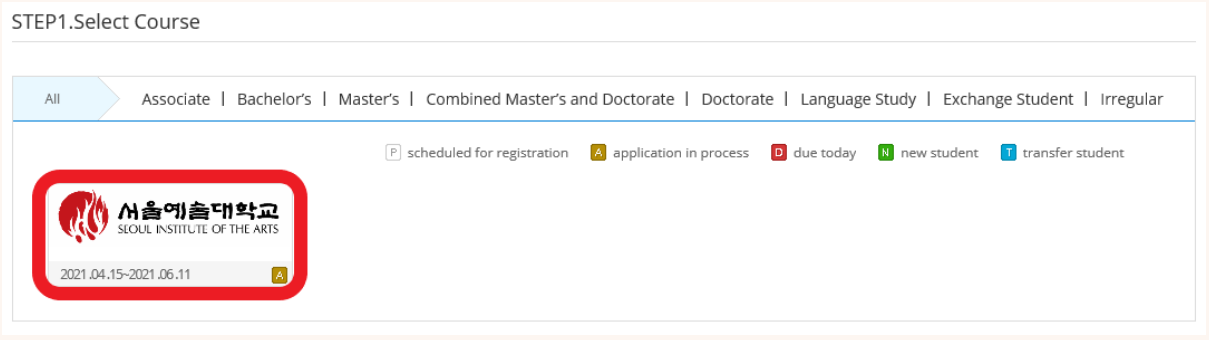
8. “Online Application(온라인 원서접수)” 클릭



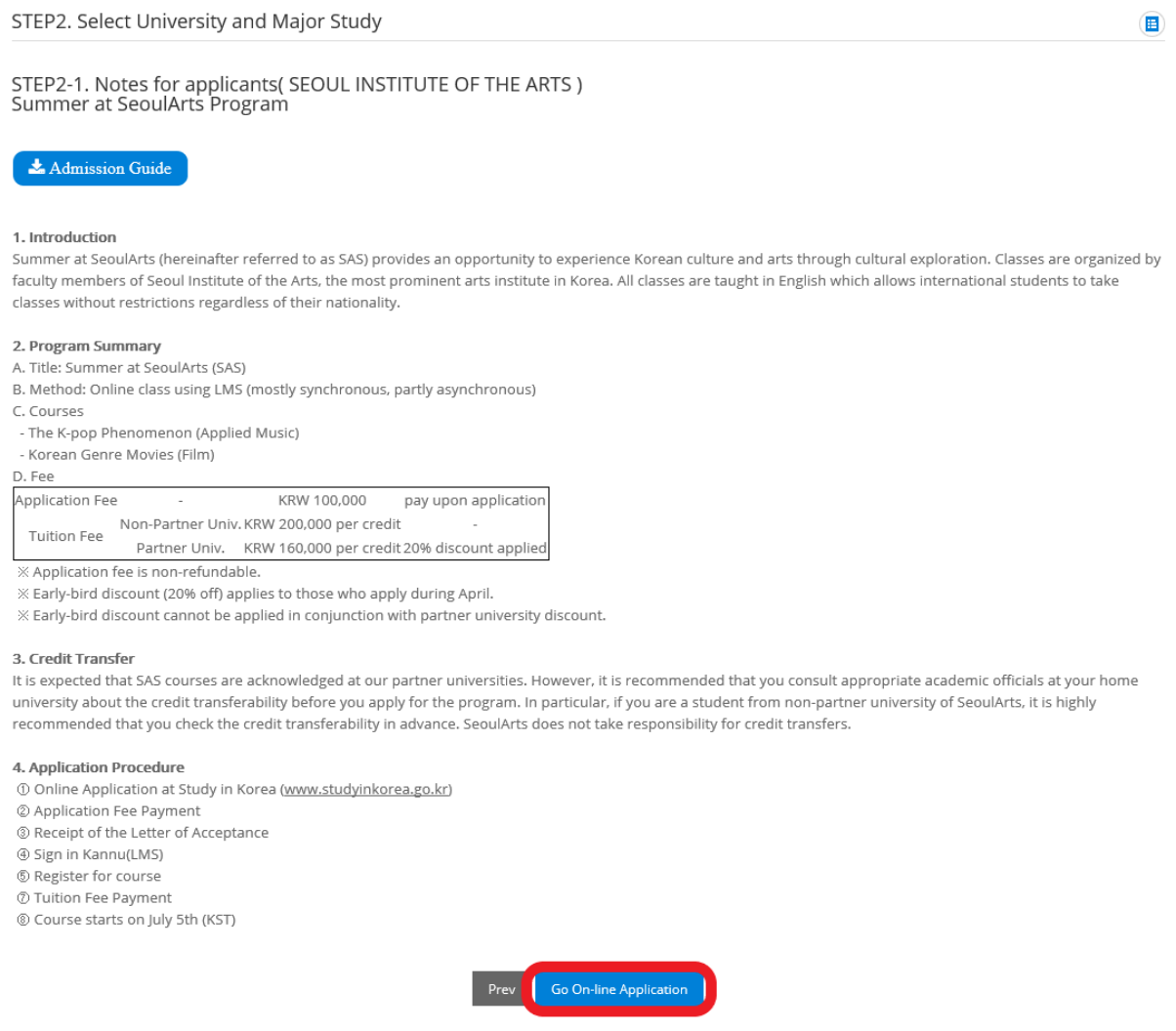
9. “Irregular(비정규)” 클릭



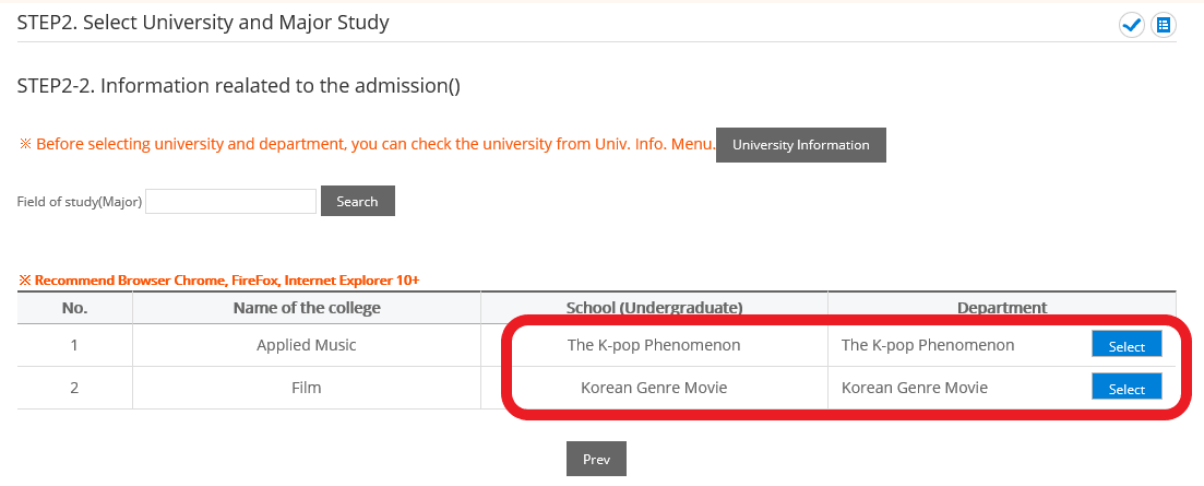
10. 서울예술대학교 클릭



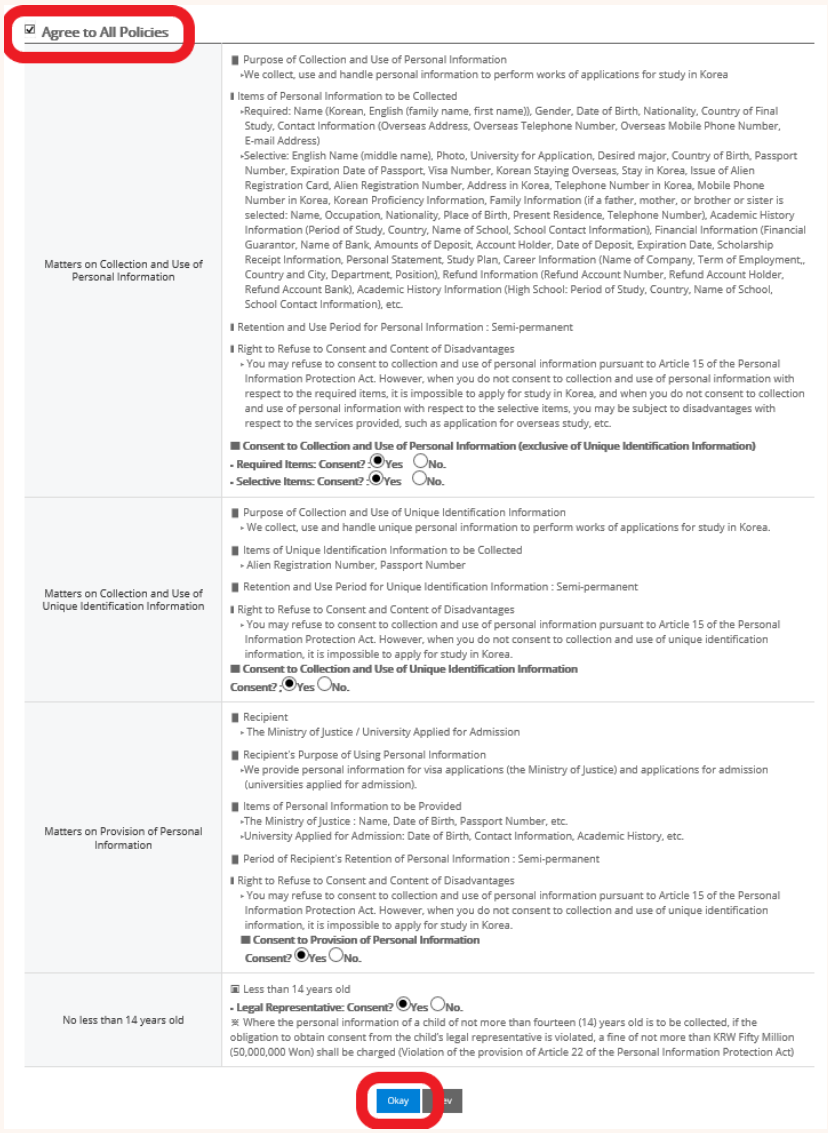
11. “Go On-line Application(온라인 지원)” 클릭



12. 수강 희망 과목 선택



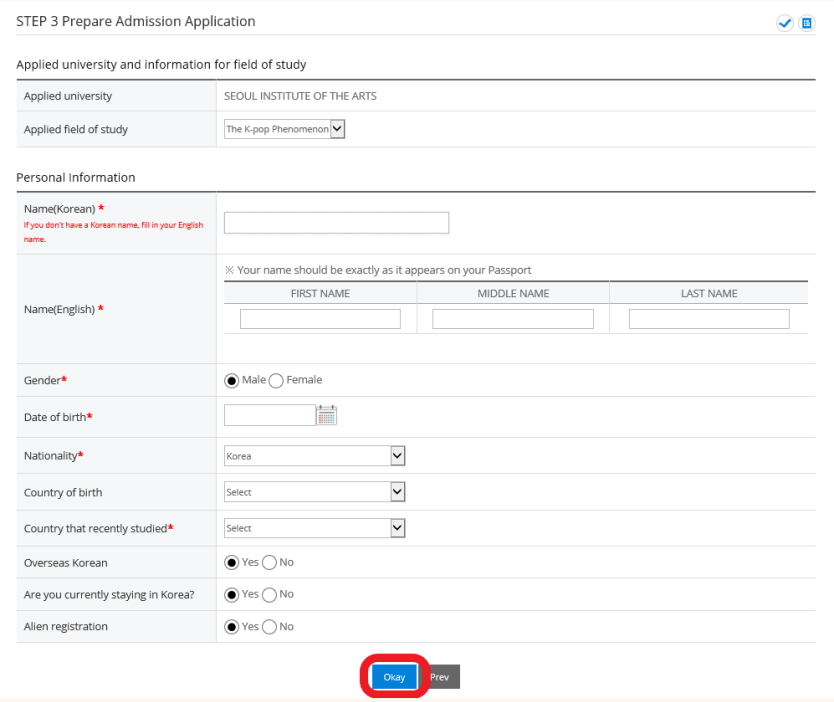
13. 개인정보 전체동의 후 **“Okay(입력완료)”** 클릭



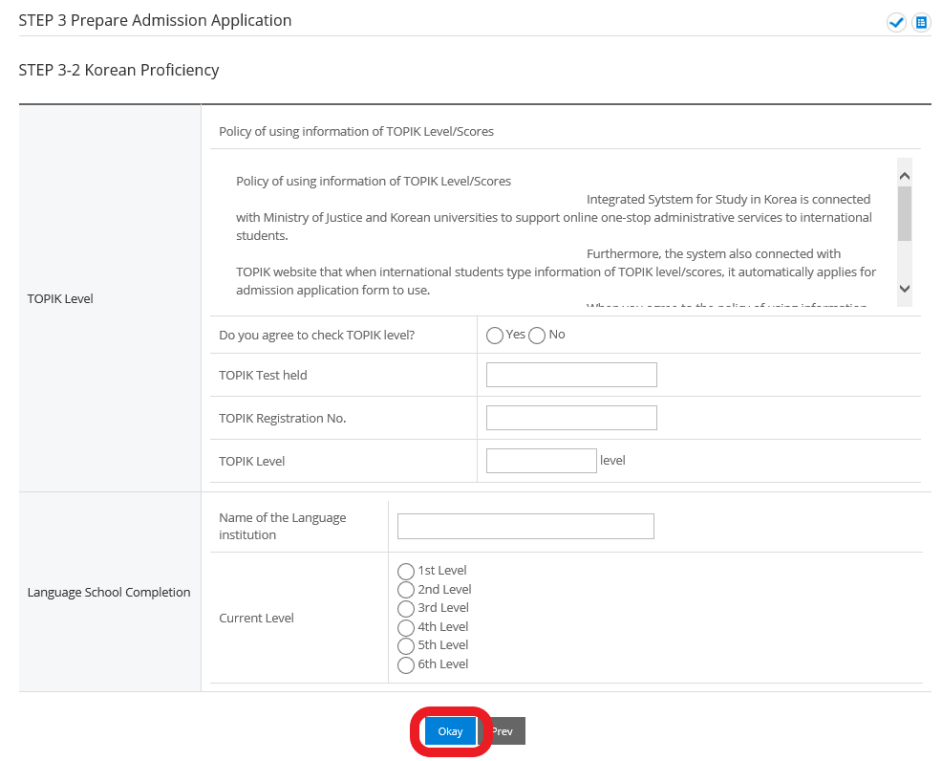
14. 입학지원서 작성

※ 필수입력 정보는 * 표시

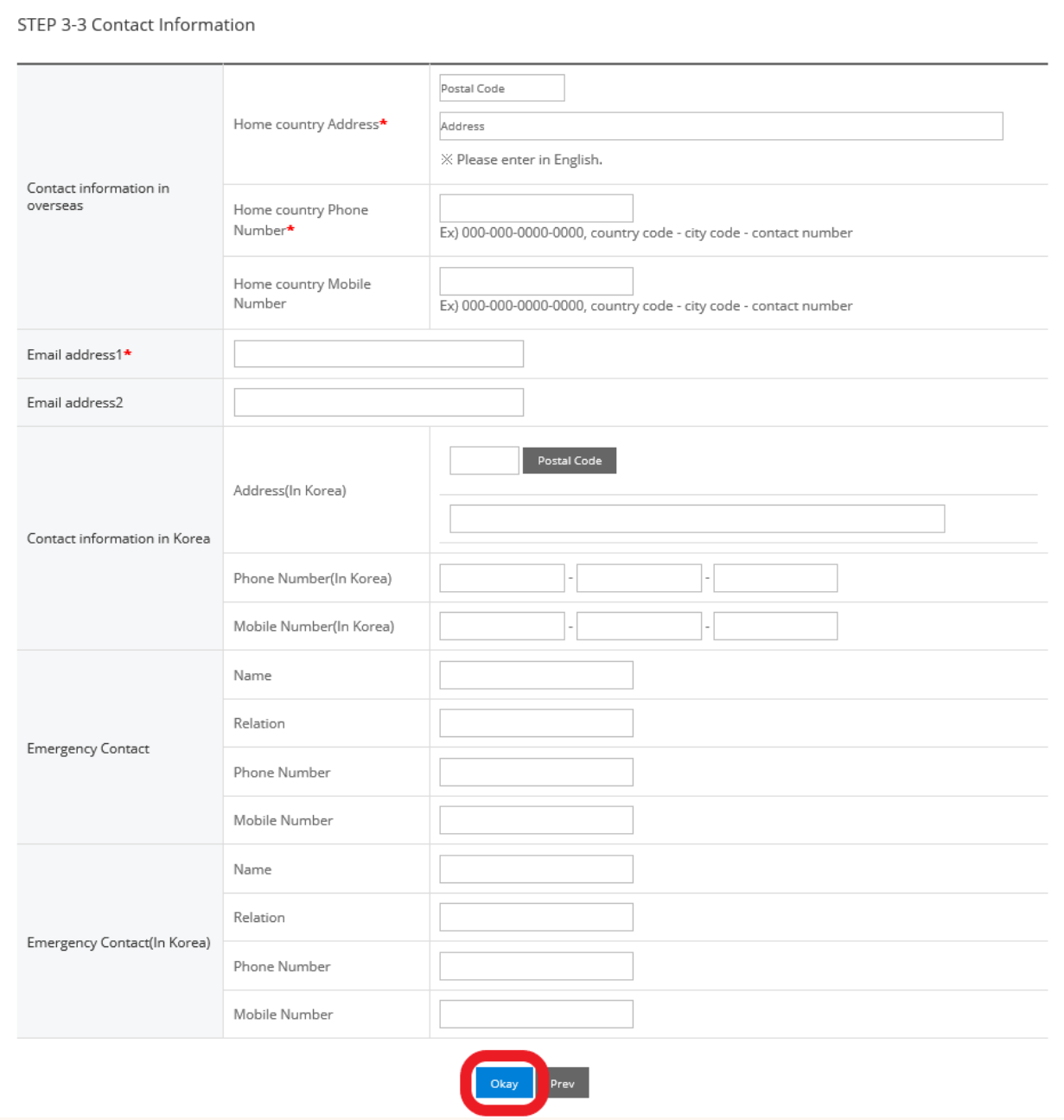
1) 개인정보



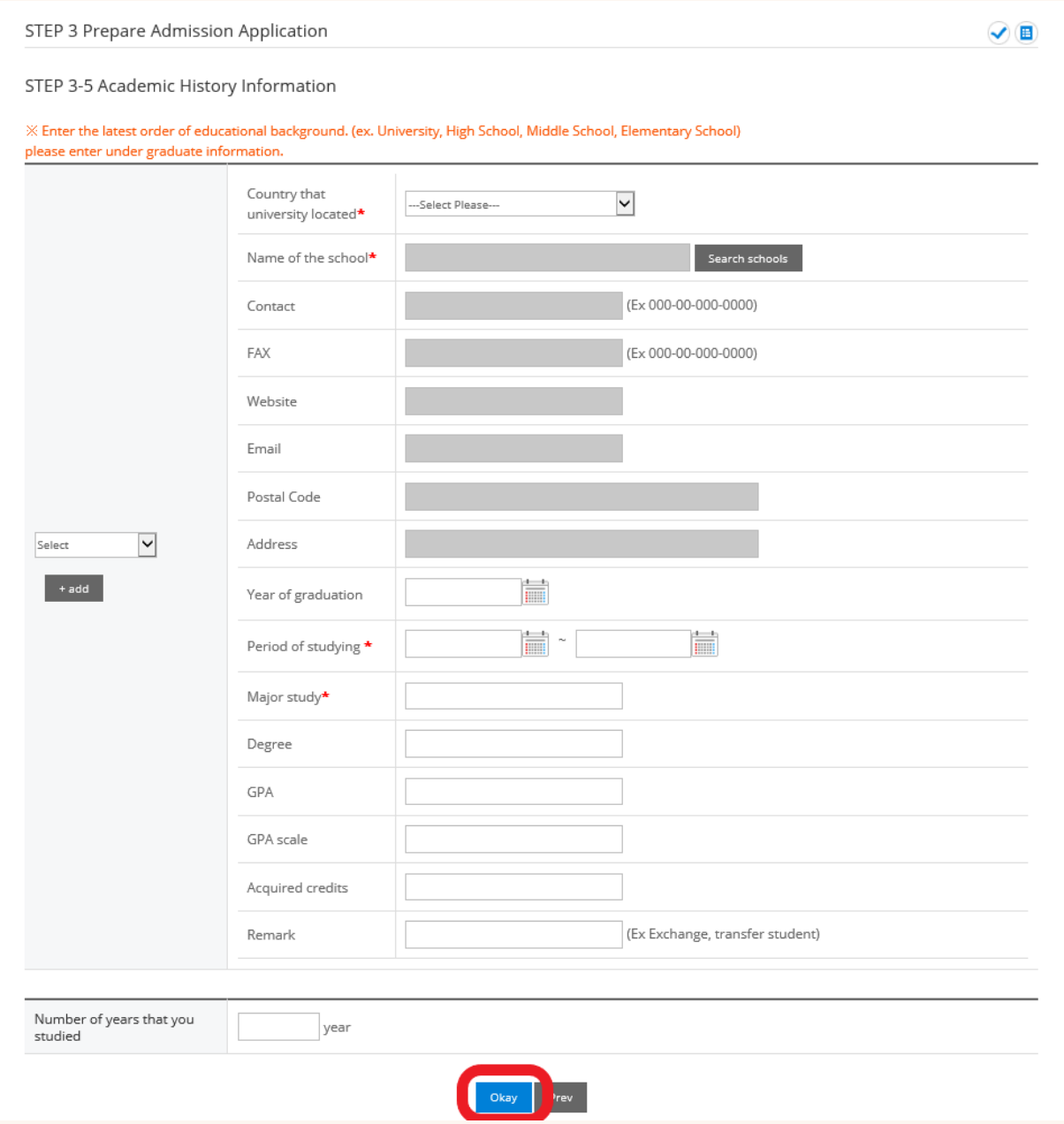
2) 한국어 능력



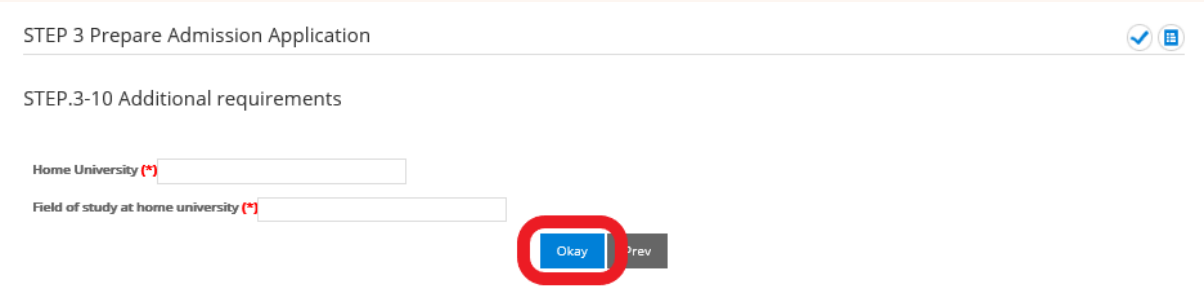
3) 연락처 정보


STEP 3-3 Contact Information
Contact information in overseas
Home country Address*
Postal Code
Address
※ Please enter in English.
Home country Phone Number*
Ex) 000-000-0000-0000, country code - city code - contact number
Home country Mobile Number
Ex) 000-000-0000-0000, country code - city code - contact number
Email address1*
Email address2
Contact information in Korea
Address(In Korea)
Postal Code
Phone Number(In Korea)
Mobile Number(In Korea)
Emergency Contact
Name
Relation
Phone Number
Mobile Number
Emergency Contact(In Korea)
Name
Relation
Phone Number
Mobile Number
Okay
Prev

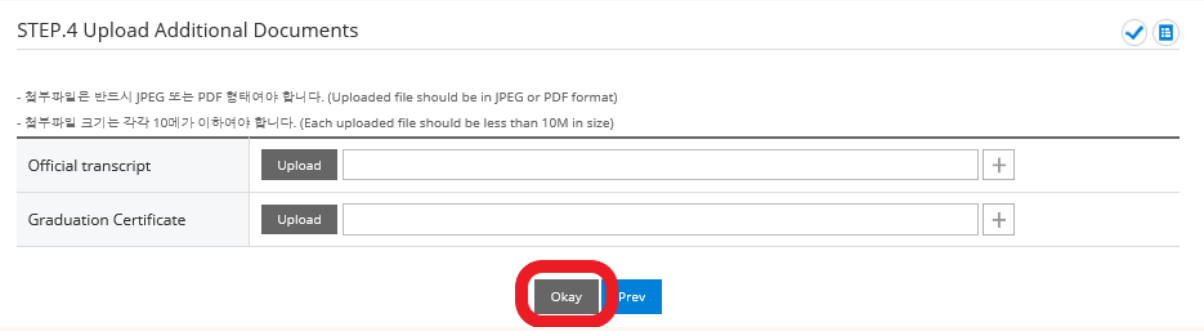
4) 학력정보



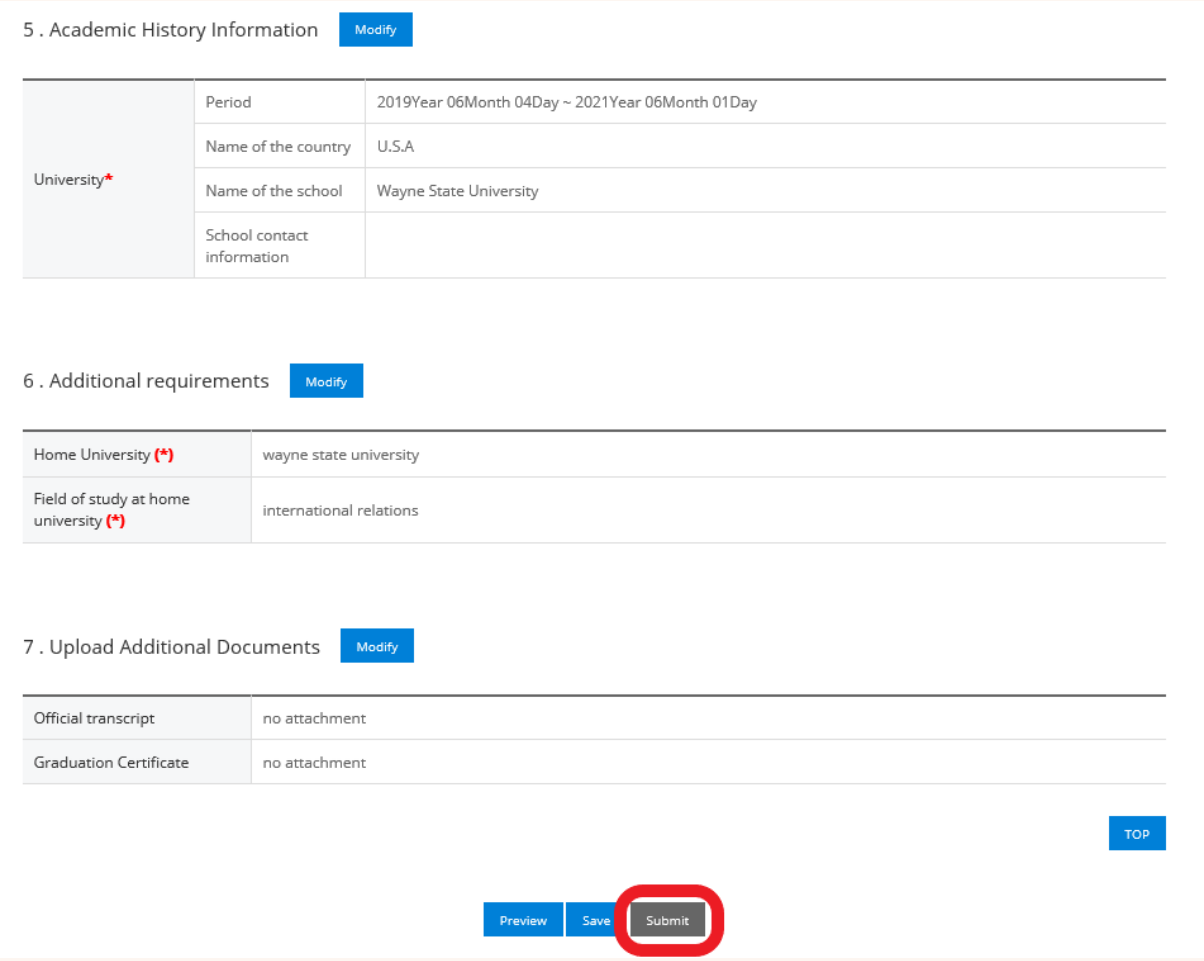
5) 추가 입력사항



6) 부가서류 업로드

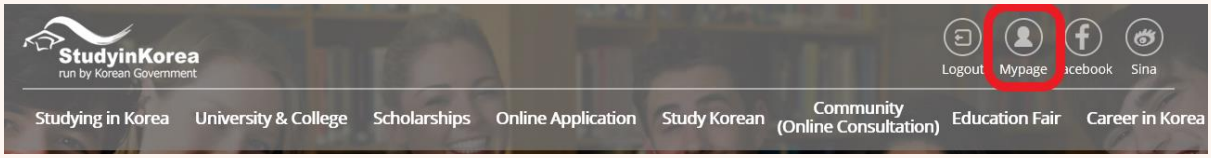


15. 입학신청서 최종확인 후 “Submit(제출)” 클릭

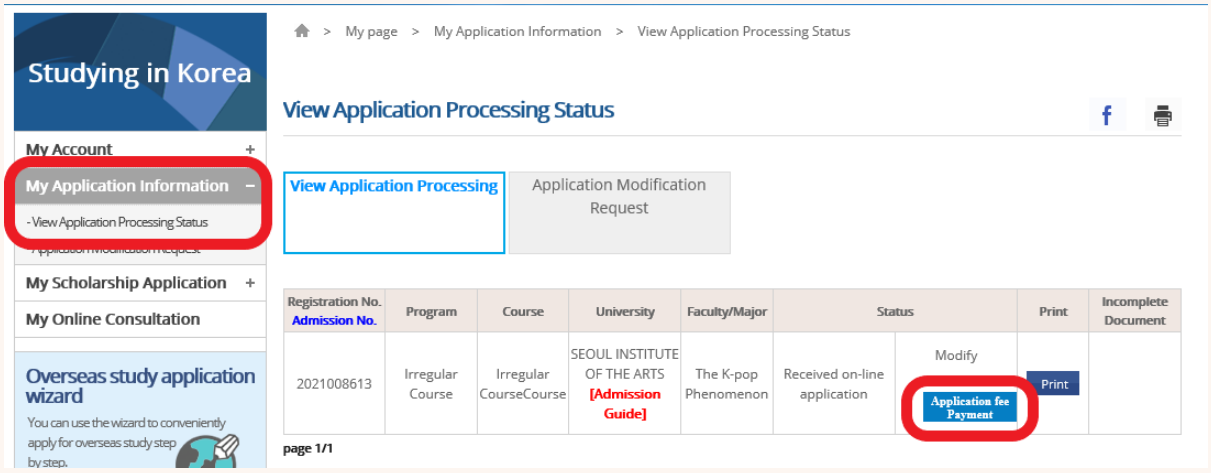


■외국 국적 학생 결제 방법

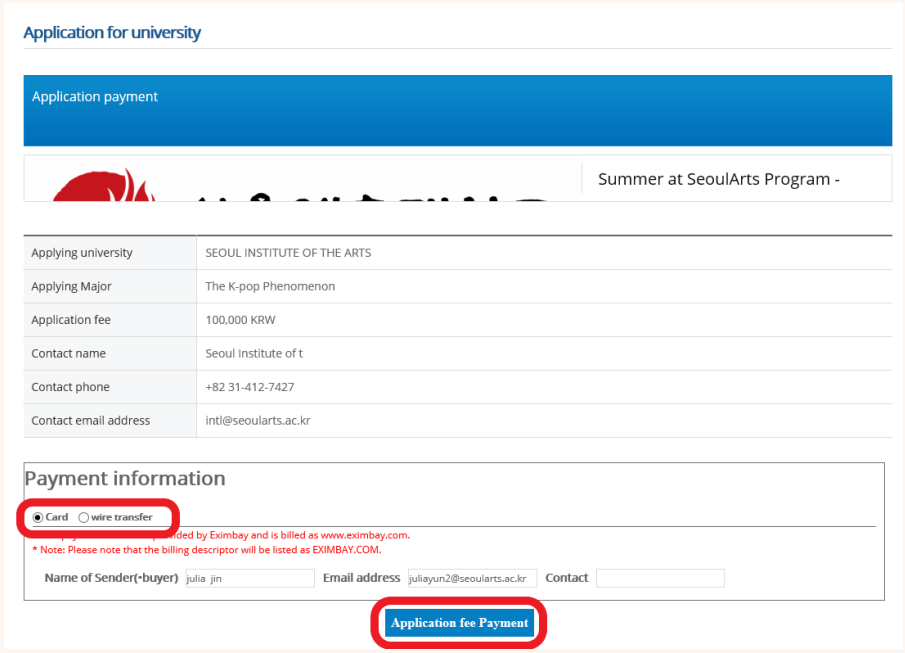
1. **Study in Korea** 홈페이지에서 **“My page”** 클릭



2. **“View Application Processing Status(유학신청현황 조회)”** 에서 **“Application fee Payment”** 클릭



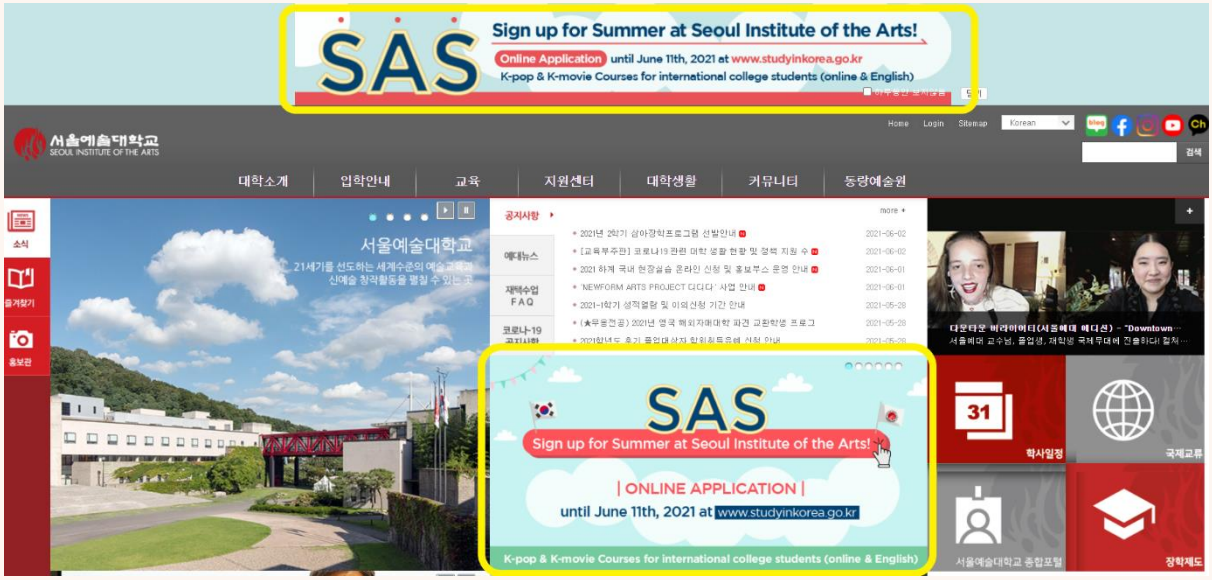
3. 결제 방식(카드결제 또는 계좌이체) 선택 후 “Application fee Payment” 클릭



■ 한국 국적 학생 온라인 신청 방법

1. 서울예술대학교 홈페이지에서 **SAS** 배너 클릭

   (www.seoularts.ac.kr/mbs/en/)



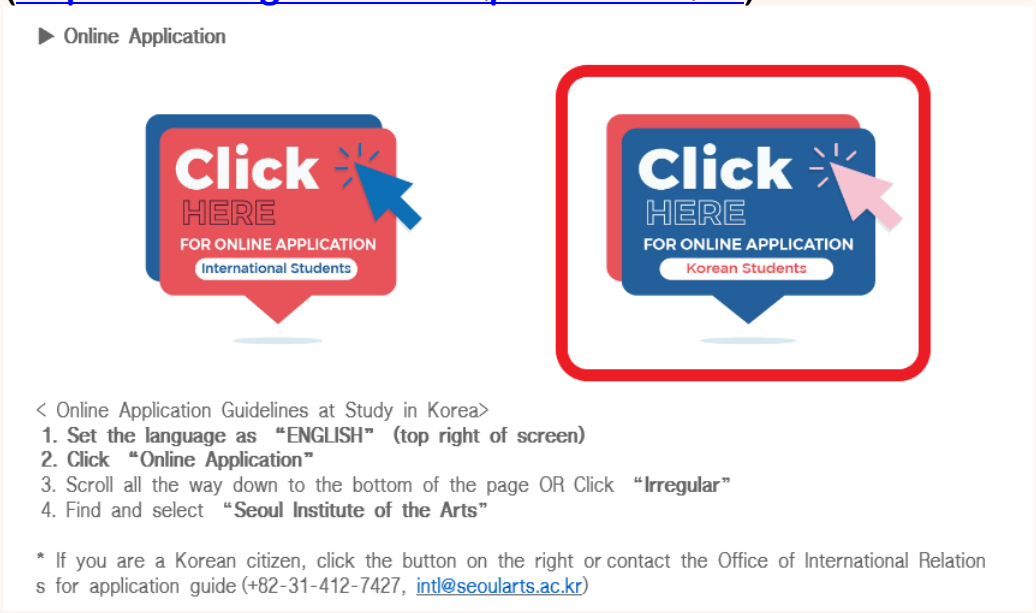
2. **SAS** 프로그램 설명 및 강의계획서 확인

공지사항

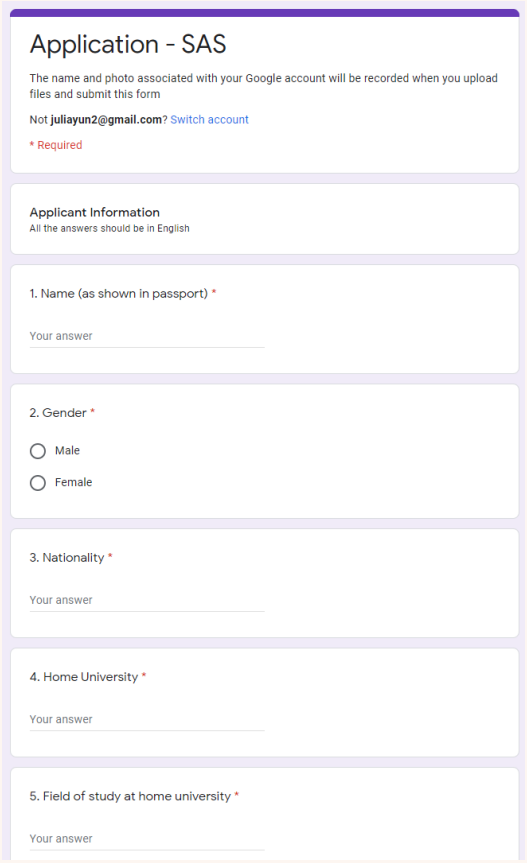
제목	[모집] (★ International Students) Summer at SeoulArts Program	작성일	2021-04-28
작성자	진아윤	조회수	795
첨부파일	SAS Brochure-final.jpg SAS Poster-final.jpg 2021 SAS_K-Movie Course Syllabus.pdf 2021 SAS_K-POP PHENOMENON Course Syllabus.pdf		

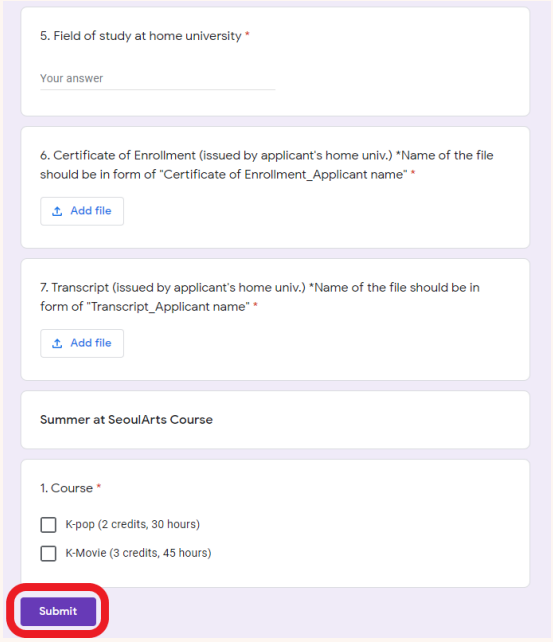
3. **“CLICK HERE FOR ONLINE APPLICATION Korean Students”** 클릭

(https://forms.gle/HPAEGQpkbXxcd3QE8)



4. 입학지원서 작성 후 **“Submit”** 클릭





■한국 국적 학생 결제 방법

○ **Application Fee: 100,000** 원

○ 입금할 계좌 정보

은행명	하나은행
계좌번호	338-910020-90304
SWIFT CODE	KOEXKRSE
받는 사람	서울예술대학교(Seoul Institute of the Arts)
은행 주소	35, Eulji-ro, Jung-gu, Seoul, Republic of Korea