

## 2021 • S E S S I O N 4

# STUDENT GUIDE

### 【Level Placement Test】

- **10AM, August 30**
- ZOOM meeting room
- **New student ONLY**

Birth month January-June [Enter HERE](#)

(Or copy and paste the below to your browser)

<https://us02web.zoom.us/j/6027876518?pwd=SFcyMkk1MDY2UE43MDNRd1JkUS9LUT09>

Birth month July-December [Enter HERE](#)

(Or copy and paste the below to your browser)

<https://us02web.zoom.us/j/6844316816?pwd=SG1BT1FhL2RSQkJOZ1VZaWxDOVRrQT09>

### 【New & Current students】

- Class starts from **9AM, August 31**
- Sungkyun LMS classroom
- All students

## 1. Program schedule 기간 : August 30-October 28

## 2. Calendar 주요일정

2-1. Add Registration	Monday-Wednesday, September 13-15
2-2. Mid-term Exam	Thursday, September 30
2-3. Final Exam	Tuesday, October 26
2-4. Graduation Ceremony	Thursday, October 28
2-5. No class	September 20-22 (Chuseok), October 4 (Gaecheonjeol), October 11 (Hangeulnal)
<b>Registration-Add</b> • Eligibility #1 Current students with valid visa #2 Attendance rate 80% or higher • How to #1 Request registration-add to your teacher following their instruction. #2 Receive bank account numbers for tuition payment from your teacher. Payment by bank transfer only.	

Month	Week	Mon	Tue	Wed	Thu	Fri
Aug-Sep	1	30-August Placement test & Orientation	31 Class start	1-September	2	3
Sep-Oct	2	6	7	8	9	10
	3	13 Registration-add	14	15	16	17
	4	20 Chuseok	21	22	23	24
	5	27	28	29	30 Midterm	1-October Field trip
Oct	6	4	5	6	7	8
	7	11	12	13	14	15
	8	18	19	18	19	20
	9	25	26 Final exam	27	28 Graduation ceremony	

### Online class rule

1. Remain your camera on during the class to clearly show your teacher your face.
2. Tell your teacher immediately if you experience any internet connectivity issue.

3. Your camera-off does not count as attendance.
4. Respond immediately to your teacher. Your continuous no-response counts as absence.
5. Find a quiet place for class. Stay away from a public area full of distraction.

### COVID-19 Offline class rule

1. Keep wear your facial mask in all on-campus building.
2. Your mask must perfectly cover your nose and mouth without being off from your face all the time.
3. Sanitize your hands first, before entering classroom.
4. No food or beverage is allowed in the classroom.
5. Put the minimum 1m distance between yourself and classmate or teacher.
6. Do not leave your seat during class and raise your hand to speak.
7. Do not enter vacant rooms in campus other than your assigned classroom.
8. Before the session starts, you finished choosing one of blended or full online. Change into the blended or online is not acceptable. (Change for COVID-19 related reason is considered once.)

## 3. Curriculum 과정내용

### 1) Subjects

Subject	Content
Grammar	Understanding and acquiring grammar
	Vocabularies & expressions
	Reading & writing
Integrated skill	Practice of grammar previously acquired
	Speaking and writing using grammar and vocabulary previously acquired
	Advanced listening/reading

### 2) Time table

Class	Time	Course
Class 1	09:00~10:05AM	Grammar
Class 2	10:05~11:20AM	
Lunch break	11:20AM~12:30PM	
Class 3	12:30PM~01:35PM	Integrated skill
Class 4	01:45PM~02:50PM	

### 3) Grading criteria and grade distribution

Assessment	Midterm (40%)		Final exam (40%)		Assignment	Participation	Total
	Test	Writing I Speaking I	Test	Writing II Speaking II			
Distribution	30%	10%	30%	10%	10%	10%	100%

4) Requirement for level completion (pass)

- a. Minimum attendance rate 80%
- b. Minimum score 70% (grade C) for each subject
- c. Must meet both a & b above to pass to the next level

- Grade scale

Letter Grade	A+	A	B+	B	C+	C	D+	D	F
Percentage	95 ~	90 ~ 94	85 ~ 89	80 ~ 84	75 ~ 79	70 ~ 74	65 ~ 69	60 ~ 64	~ 60
Number Grade	4.5	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0

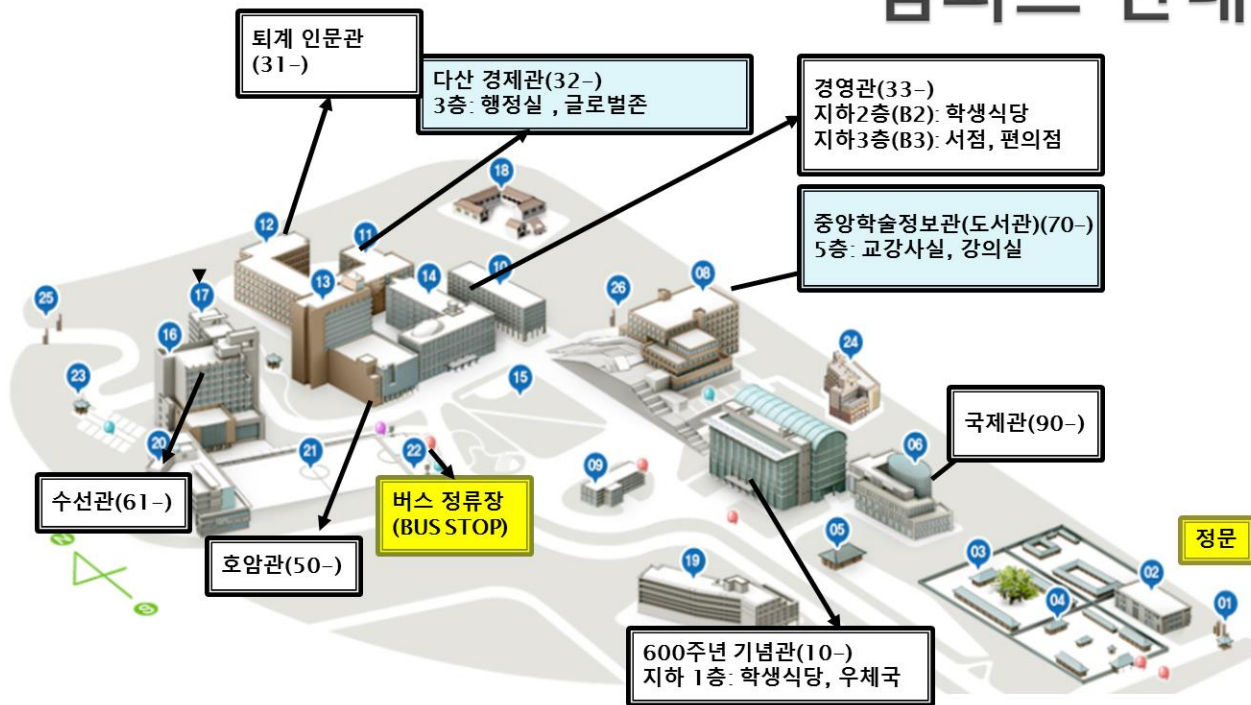
\* Our transcript service is available for all students excluding those who dropped registration.

\* Our certificate of completion is given to those who satisfy the requirement at 4).

\* Our teachers do NOT provide a reference letter to students.

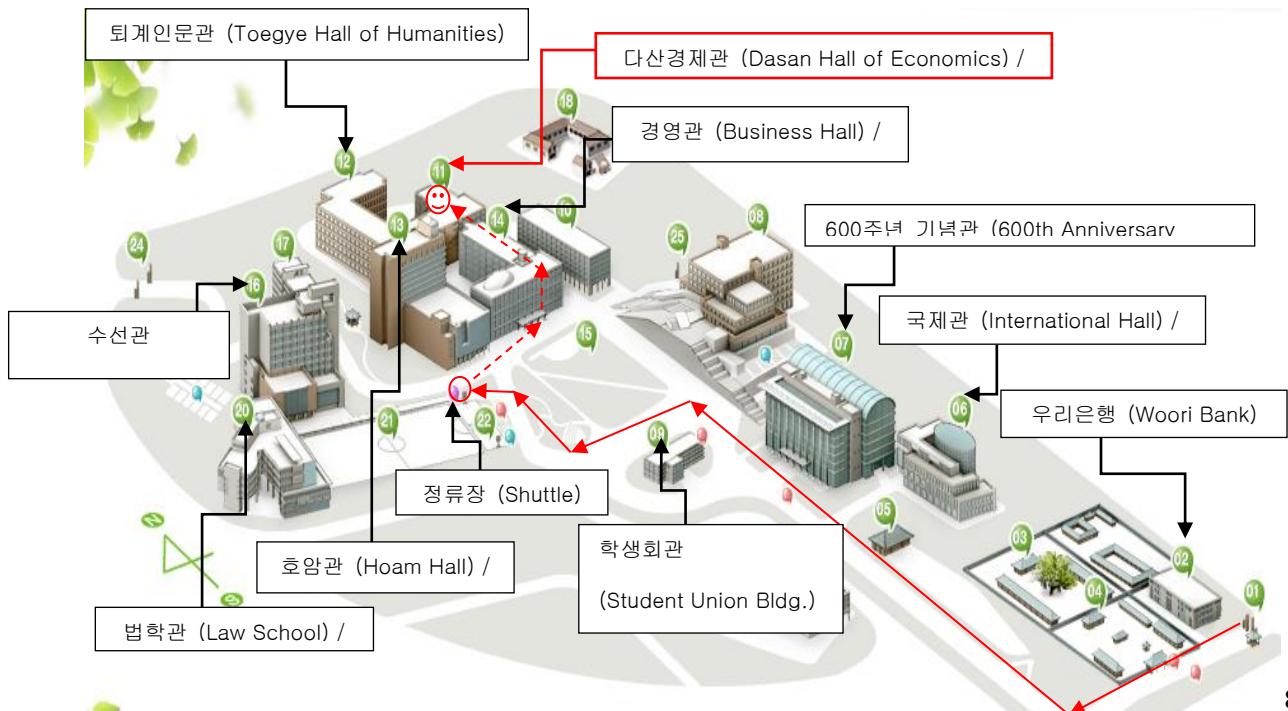
#### 4. Campus Map 캠퍼스 안내

## 캠퍼스 안내



#### How to identify classroom by room number

Each classroom has 5-digit numbers.  
 The first 2-digit number: building  
 The 3rd number: floor  
 The last 2-digit numbers: room number  
 Example: Room 33504  
 33: Business Hall  
 5: 5th floor  
 04: room number



SLI office

-----> Walk

-----> Shuttle Bus

## 5. SLI Education Center 별관 위치 안내

- Address: 14, Changgyeonggung-ro 26-gil, Jongno-gu, Seoul (206-18, Myeongnyun 4-ga, Jongno-gu, Seoul)
- Contact (Office phone number): 02-766-8702



### Direction:

1. Exit from the main gate of SKKU, make a right and go straight.
2. At the crossroad, cross the street so you meet the CU convenience store.
3. Make a right at the store then you see a hair shop in green-color on your left.
4. Choose the right path of the hair shop. And keep walking.
5. Arrive at Ed Center.





## 6. Alien Registration Card 외국인등록증

According to the Korean Immigration Law, all foreigners must apply for an **Alien Registration Card (ARC)**, to stay in South Korea longer than 90 days. Our D-4 holders must start it within 90 days of their arrival. Otherwise, late fee's levied or visa gets cancelled.

Tourist visa holders are NOT eligible for the registration.

### *Reserve your visit*

Start your reservation in the HiKorea website. Click [HERE](#) to enter; or copy and paste

<https://www.hikorea.go.kr/resv/ResvIntroR.pt> to the address bar on your browser.

Submit the alien registration application at the Immigration Office. Walk-in is not permitted following the Immigration Service COVID-19 policy.

### *Where to go*

Find the immigration office pertinent to your current Korean address. Click [HERE](#) to see all offices.

Sejongro branch office serves for SKKU students, regardless of their Korean address.

Address: 2~3F Seoul Global Center, Jong-ro 38, Jongno-gu, Seoul, Korea

### *What to submit*

1. Passport
2. Color photo (3\*4 cm)
3. Certificate of enrollment
4. Application (provided by the Korean Immigration Office)
5. Fee KRW30,000
6. Proof of residence: Copy of leasing contract, rent fee receipt, etc.

\*TB (tuberculosis) -negative test result is required upon student's nationality.

## 7. Extension of stay 비자유효기간 (체류기간) 연장

Visit the immigration office to extend of your stay, before your expiration date. This extension is allowed in 30 days of an expiration date.

### *What to submit*

1. Passport
2. Current ARC
3. Application of extension (available at the Immigration Office)
4. Fee KRW60,000
5. SLI certificate of attendance
6. SLI tuition receipt
7. Proof of residence: Copy of leasing contract, rent fee receipt, etc.
8. Bank statement with min. balance 5,000,000KRW (if one's attendance rate is below 70%)

## 8. Contact Information 행정실 및 교사실 안내

### 1) SLI office

- Office Location: Room#32323, 3rd floor, Dasan Hall of Economics
- Phone number: 02-760-1341/1225(Chinese) / 02-760-1345 (English)
- Office Hour: 9:00 AM-05:30 PM, Mon-Fri
- Lunch Break: 12:00-01:00PM

### 2) Teachers' office

Contact the office for questions about class.

- Office Location: #70528, #70529, 5<sup>th</sup> Floor, SKKU Central Library
- Phone number: 02-760-1338 / 02-740-1683

### 3) Student insurance

#### **KB Insurance**

Call: 02-3140-1747 (English and Chinese assistance available)

Web: Click [HERE](#) to enter the website;

Or directly copy and paste <http://www.soskb.co.kr/> to the address bar of your browser.

#### **National health insurance**

D-4-1 visa holders are automatically registered for National Health Insurance 6 months after their last arrival date to South Korea. NHI registered students must pay the monthly fee. The first NHI bill's mailed to a student's current address.

Students whose registration is for 2 sessions only is not the subject for NHI registration, unless they add another session.

For more information, see the SLI bulletin board.

## 9. [Official website \(click to enter\)](#)

Unique Origin  
Unique Future