

SOLBRIDGE

International School of Business

<http://solbridge.wsu.ac.kr>

Educating Business Leaders of the 21st Century

APPLICATION FORM 2008 - 09

Undergraduate & Graduate Application

What We Look for in an Applicant

SolBridge welcomes applications from students wishing to make a difference in their lives—from any part of the world. In particular, SolBridge seeks students who promise distinction in the quality of their personal lives, service to the community, and leadership in their chosen fields of study. To this end, SolBridge invites applications from men and women regardless of race, age, sexual orientation, disability, religion or national origin.

Admission is highly competitive. Every application is reviewed individually; evidence of academic preparation, achievement, letters of recommendation, essay and test scores are carefully considered in the context of the student's environment.

This document contains details of the admission requirements, and instructions on how to complete and submit the attached application form.

How to Apply

There are three ways to apply for admission:

1. Apply online by going to our web site at <http://solbridge.wsu.ac.kr>
2. Complete and return this paper application
3. Download a PDF version of the form and fax or mail it to us.

The Admissions Committee

The Admissions Committee meets regularly and will review **only completed** application files. A completed application includes the application fee, completed application form, transcripts/marksheets, essay, letter(s) of recommendation, Proof of English Proficiency and Proof of Finances.

Submit Your Application

It is the applicant's responsibility to ensure that all parts of the application documentation is complied with, and reaches the Admissions Office in time. Applications may be submitted to:

The Registrar

SolBridge, International School of Business
Woosong University
Level 5, 151-13, Samsung 1-dong, Dong-gu
Daejeon, Republic of Korea 300-814

You can fax your completed application to: +82 (42) 630 8840.

Transfer students

SolBridge accepts students from accredited universities, who are currently studying a similar course as offered by SolBridge. These students are considered for admission based on the units they have already completed and their academic achievement at previous institutions.

Evidence of academic preparation, letter(s) of recommendation and the essay will be given careful consideration in determining a student's eligibility. Students must be in good academic standing at the last institution(s) attended. **Note:** To graduate from SolBridge, an undergraduate student must complete at least 2 years of study at SolBridge.

After the application has been received and processed, an applicant will receive an application number and information on how to monitor the application status.

Application Deadlines

SolBridge operates on a rolling admission basis. Deadlines are set as a guideline for students to submit their application. This is to ensure sufficient time to complete the review procedure for their student visa and move to Korea.

Classes run on a two-semester system. You can start your undergraduate studies in either semester—Fall or Spring. International students are encouraged to apply as early as possible—even while awaiting final results of their current studies, to ensure sufficient time to obtain a visa and prepare to travel to Korea.

For Fall Semester 2008

If you are applying for Fall Semester 2008, you must submit your application and all supplementary materials by June 27, 2008. Applications received after June 27, 2008 will be admitted on a space available basis. We will make a decision on your application two to three weeks **after all required materials have been received.**

This may leave the student with little time to apply for a visa and organize travel to Korea. *Please note: It is the student's responsibility to ensure his/her presence at the start of the semester.*

For Spring Semester 2009

To be considered for Spring 2009 admission, you must apply by December 29, 2008.

Estimated Under-Graduate cost of attendance at SolBridge for 2008-2009 is \$11,550

Tuition.....	US\$8,230
Dormitory + Meals [†]	US\$1,900
Health Insurance [*]	US\$120
Personal Expenses [‡]	US\$1,300
Estimated Total	US\$11,550

Estimated Post-Graduate cost of attendance at SolBridge for 2008-2009 is \$12,410

Tuition.....	US\$9,090
Dormitory + Meals [†]	US\$1,900
Health Insurance [*]	US\$120
Personal Expenses [‡]	US\$1,300
Total	US\$12,410

[†]**Dormitory + Meals** is double-occupancy dormitory including a 3-meals-a-day food plan.

^{*}**Health insurance.** All international students are required to enroll in the Insurance plan offered through SolBridge at US\$120.

[‡]**Personal Expenses** include books, clothing, laundry, local transportation, personal items, etc. This however will vary based on an individual's lifestyle.

This budget is based on two semesters (Fall and Spring). Other expenses that are not included in this estimate are those for international travel, summer school courses, and accompanying dependents. *The US\$ amounts above will vary based on the exchange rate of the US Dollar to the Korean Won. Please check our website to find the current exchange value.*

Completing the Application

Please read the instructions carefully before filling out the form. Type or print the requested information clearly, using black ink. Please sign documents in blue ink. Ensure that you write your Family/Last name and date of birth on each sheet of the application form.

Academic Interest APP-PAGE 1

Kindly specify which program you are applying for. If you have not yet decided your major, select Undecided.

Select also the semester you are applying for.

Status. A Freshman is a student who has completed only high school (Year 12). A Transfer student is one who has taken some college- or university-level courses, and wishes to continue his current course at SolBridge *Note: To graduate from SolBridge, one must complete at least 50 per cent of the course content at SolBridge.*

Name APP-PAGE 1

The name on your application for admission must match your legal name as it appears on your passport. Please ensure that you clearly differentiate your family name(s) from your first and other names.

Other names: If other documents/certificates, list your name differently, please fill in the other names that appear on your certificates.

Addresses APP-PAGE 1

If your address exceeds the allotted space, please abbreviate in a manner that will clearly identify your location and permit mail to reach you.

Mailing Address. This is the address as listed on your passport, driver's license or legal documents. This is the address that SolBridge will use to mail any documents to you.

E-mail. Please print your e-mail address using block capitals. If you have an alternate e-mail address, please include this as well.

Alternate Mailing Address. If you are not always at your usual address, or use a Post Office Box to receive mail, kindly enter an alternate address here. Please also state the period when this address should be used. SolBridge will accordingly mail documents to this address. Outside of these dates, mail will be sent to your Mailing Address. *Note: Express/Courier mail usually cannot be sent to a P.O.Box, in which case, SolBridge will use the Alternate Mailing Address.*

Citizenship and Other Personal Data APP-PAGE 1

Please complete this section. State your date and country of birth, current nationality, and if you have dual citizenship, the other country.

Summary of Educational Experience APP-PAGE 1 & 2

Please list all secondary/high schools you attended, and all colleges and universities at which you have taken courses. Please also provide current contact details for the last school, college or university you attended.

Official Academic Records. Please submit official transcripts/mark sheets of all final/exit examinations you have taken from Year 9. Authenticated (notarized or certified) translations should accompany any records issued in a language other than English. Transcripts/mark sheets must be sent in envelopes sealed and signed by the school's registrar's or principal's office.

Students applying before completion of their qualifying certificate (for Bachelor applications, High School Diploma or equivalent; for Master applications, Bachelor degree; for transfer students, current term grades) must be submitted as soon as possible.

Proof of English Proficiency PAGE 3

Non-native speakers of English: If English is not your native language, you are required to submit proof of English proficiency by a Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) score.

TOEFL: Please mention the SolBridge TOEFL code (5980) when taking the test. This will enable SolBridge to receive the scores directly. For undergraduate applicants—79 Internet-Based Test (IBT), 213 Computer-based Test (CBT), or 550 Paper-Based Test (PBT).

For graduate applicants—88 IBT, 230 CBT, or 570 PBT.

IELTS: For undergraduate students—6.0 overall band score with no individual score below 5.5, and graduate applicants—6.5 overall band score with no individual score below 6.0.

Conditional Admission. Applicants who present a TOEFL score between 48-78 IBT or 140-210 CBT or 460-547 PBT, or an IELTS overall band score between 4.5-5.5, may be admitted to SolBridge on an English Conditional basis.

Native speakers of English: Applicants who are native English speakers are exempt from the language requirements. However, the Admissions Committee may recommend additional language courses if it feels that the applicant's English proficiency is not at an acceptable level.

Extracurricular Record and Experience Since Graduation APP-PAGE 3

Please provide us with a description of your extra-curricular activities and any work experience since graduation (or attach a résumé).

Essay APP-PAGE 4

Please write a brief essay (500-1000 words) about a life-changing moment, or a significant event that guided you to make the career choice you are making. You may also describe your long-term career goals. Kindly write clearly and sign the declaration at the bottom of the page, or submit the essay on another page attaching the signed declaration.

Note: SolBridge does not tolerate copyright infringement in any form. Plagiarism or submission of non-original work is grounds for immediate refusal of admission.

Letter(s) of Recommendation APP-PAGE 5 - 8

If you are currently in an educational institution, or recently graduated, you should obtain a Letter of Recommendation from a teacher, school counselor or professor of the institution. If you are not in school but working, you may submit a letter from an employer or immediate supervisor.

While students applying for a Bachelor level program may submit only one Letter of Recommendation, students applying for Master level programs must submit two letters of recommendation.

Ideally, students applying for an MBA program should submit a Letter of Recommendation from a teacher, student counselor, professor or principal of their last institution; and another from an employer or immediate supervisor.

Proof of Finances APP-PAGE 9 & 10

All international students must submit the Proof of Finances form showing that they have the appropriate level of funding to support them during their studies at SolBridge. You, your parent, and bank official(s) must complete and sign (endorse) the Proof of Finances form. The Estimated amount required for a single Academic year at SolBridge is listed on this page. Students must prove that they have this amount of funding available to them when submitting their application.

In addition, a certified photocopy of the passbook showing transactions and funds (of at least US\$10,000) in the account for three months prior to application should be submitted.

Passport Data Page: Submit a copy of your passport data page (face page), along with the Proof of Finances form to aid in the issuance of visa documents.

Mid-Year Report APP-PAGE 11

This form is for applicants or transfer students who are in the process of completing an academic year. Please give this form to the school or university counselor; or registrar/official who sends out transcripts/mark sheets after filling the first part.

Application Fee

A non-refundable US\$50 application fee is required. A bank draft of US\$50 made payable to “SolBridge, Woosong University” should accompany the mailed, paper copy of your application. It is possible to make a secure credit card payment over the website. If you are applying online and cannot make a credit card payment, please ensure that the bank draft clearly identifies you/your application, so that we can credit the amount to your account.

If you have any further questions or need clarification on any aspect of your application, please contact us, via email (info@wsu.ac.kr), or call +82 (42) 630 8841-45.

Please send your application and supporting documents to:

The Registrar

SolBridge, International School of Business
Woosong University
Level 5, 151-13, Samsung 1-dong, Dong-gu
Daejeon, Republic of Korea 300-814
Phone: +82 (42) 630 8841-45
Fax: +82 (42) 630 8840

Check list of required items/accompanying documents

- A recent passport photo
- Application fee (US\$50) bank draft, or credit card payment.
- Application form is correctly and completely filled-in
- Proof of English Proficiency. (Please use SolBridge TOEFL code 5980 to report test scores.)
- Essay is attached and declaration signed
- Letter(s) of recommendation completed and submitted in envelopes, sealed and signed by the Recommender.
- Proof of Finances form attached
- Copy of Photo Page of passport
- Transcripts/Mark sheets duly attested and submitted in envelopes sealed and signed by the School/University Official.
- Mid-year results attached (for applicants who have not received final results).

LAST/FAMILY NAME: _____

DATE OF BIRTH: **YYYY / MM / DD**

Application for International Student Admission

PLEASE TYPE OR PRINT IN BLOCK CAPITAL LETTERS (*in black ink*).

I AM APPLYING FOR: FALL: AUGUST 2008 SPRING: JANUARY 2009 FALL: AUGUST 2009

COURSE:

- BBA MAJOR: UNDECIDED ENTREPRENEURSHIP INTERNATIONAL BUSINESS INTERNATIONAL FINANCE INTERNATIONAL MARKETING INFORMATION SCIENCE AND TECHNOLOGY
- MBA MAJOR: UNDECIDED ENTREPRENEURSHIP FINANCIAL MANAGEMENT INFORMATION TECHNOLOGY MANAGEMENT MARKETING MANAGEMENT STRATEGIC MANAGEMENT
- MIB MAJOR: UNDECIDED ASIAN ECONOMIES AND PUBLIC POLICY ASIAN PRODUCTION AND DISTRIBUTION MANAGEMENT ASIAN REAL ESTATE DEVELOPMENT EMERGING MARKET MANAGEMENT
 INTERNATIONAL FINANCE AND ASIAN INVESTMENT

STATUS: FRESHMAN TRANSFER REAPPLICANT. IF REAPPLYING, PREVIOUS APPLICATION NUMBER: _____

Name (PLEASE ENTER YOUR LEGAL NAME AS IT APPEARS ON YOUR PASSPORT)

LEGAL NAME: _____
LAST OR FAMILY NAME FIRST OR GIVEN NAME MIDDLE NAME PREFERRED OR NICKNAME

OTHER NAME(S) ON SUPPORTING DOCUMENTS: _____

Mailing Address (THIS ADDRESS IS REQUIRED TO PRODUCE IMMIGRATION DOCUMENTS.)

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE NUMBER: _____ / _____ / _____ MOBILE NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

E-MAIL ADDRESS: _____ ALTERNATE EMAIL ADDRESS: _____
PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS

Alternate Mailing Address (If different from above address) VALID FROM YY/MM/DD TO YY/MM/DD

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

Citizenship and Other Personal Data

DATE OF BIRTH: **YYYY / MM / DD** COUNTRY OF BIRTH: _____

COUNTRY OF CITIZENSHIP: _____ GENDER: MALE FEMALE

DUAL CITIZENSHIP. OTHER COUNTRY OF CITIZENSHIP: _____

IS ENGLISH THE PRIMARY LANGUAGE SPOKEN IN YOUR HOME? YES NO. IF NO, WHAT LANGUAGE? _____

WHERE OR HOW DID YOU FIRST HEAR ABOUT SOLBRIDGE? _____

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE? NO YES. IF YES, PLEASE EXPLAIN ON A SEPARATE PAGE THE NATURE OF THE OFFENSE.

Summary of Educational Experience PLEASE SEND AN OFFICIAL TRANSCRIPT FROM EACH INSTITUTION LISTED.

SECONDARY SCHOOL FROM WHICH YOU GRADUATED _____

DATE OF ENTRY: YY/MM/DD TO YY/MM/DD

DATE OF SECONDARY GRADUATION YY/MM/DD TYPE OF SCHOOL: PUBLIC PRIVATE RELIGIOUS

SCHOOL ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

SCHOOL PHONE: / / FAX NUMBER: / /
COUNTRY CODE / CITY CODE / NUMBER COUNTRY CODE / CITY CODE / NUMBER

COUNSELOR'S NAME:
Prof., Dr., Mr., Mrs., Ms. FAMILY/LAST NAME FIRST/GIVEN NAME

COUNSELOR'S E-MAIL ADDRESS: _____
PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS

COUNSELOR'S PHONE: / / MOBILE NUMBER: / /
COUNTRY CODE / CITY CODE / NUMBER COUNTRY CODE / CITY CODE / NUMBER

LIST ALL SECONDARY SCHOOLS YOU HAVE ATTENDED, BEGINNING WITH YEAR 9 (LAST YEAR OF MIDDLE SCHOOL/FIRST YEAR OF HIGH SCHOOL).

NAME OF SCHOOL:	LOCATION: COUNTRY AND CITY OF SCHOOL	DATES ATTENDED FROM/TO	PERCENTILE / GPA
_____	_____	YY/MM TO YY/MM	_____
_____	_____	YY/MM TO YY/MM	_____
_____	_____	YY/MM TO YY/MM	_____
_____	_____	YY/MM TO YY/MM	_____

LIST ALL COLLEGES/UNIVERSITIES AT WHICH YOU HAVE TAKEN A COURSE(S) FOR CREDIT.

NAME OF COLLEGE OR UNIVERSITY:	LOCATION: COUNTRY AND CITY OF COLLEGE/UNIVERSITY	DATES ATTENDED FROM/TO	EARNED DEGREE	RESULT ¹
_____	_____	YY/MM TO YY/MM	_____	_____
_____	_____	YY/MM TO YY/MM	_____	_____
_____	_____	YY/MM TO YY/MM	_____	_____
_____	_____	YY/MM TO YY/MM	_____	_____

¹ PLEASE STATE THE DEGREE / CERTIFICATE YOU EARNED. IF YOU COMPLETED YOUR COURSE AND ARE AWAITING RESULTS, PLEASE ENTER 'AR' FOR RESULT. IF YOU HAVE NOT YET COMPLETED YOUR COURSE, PLEASE ENTER 'NYC' FOR RESULT, AND THE NUMBER OF YEARS LEFT (NYC 0.5 =HALF YEAR LEFT, NYC 1= ONE YEAR LEFT), OTHERWISE ENTER YOUR GRADE, OVERALL PERCENTILE OR GPA.

Test Information

PLEASE INDICATE BELOW WHEN YOU HAVE TAKEN OR WILL TAKE THE REQUIRED TEST. PLEASE STATE SOLBRIDGE TOEFL CODE 5980 WHEN TAKING THE TEST.

TOEFL YY / MM / DD INTERNET BASED PAPER YY / MM / DD INTERNET BASED PAPER
DATE TAKEN SCORE COMPUTER DATE TAKEN SCORE COMPUTER

TOEFL YY / MM / DD INTERNET BASED PAPER YY / MM / DD INTERNET BASED PAPER
DATE TAKEN SCORE COMPUTER DATE TAKEN SCORE COMPUTER

IELTS YY / MM / DD _____
DATE TAKEN LISTENING READING WRITING SPEAKING OVERALL BAND SCORE

IELTS YY / MM / DD _____
DATE TAKEN LISTENING READING WRITING SPEAKING OVERALL BAND SCORE

LAST/FAMILY NAME: _____

DATE OF BIRTH: YYYY / MM / DD

Extracurricular Record

PLEASE LIST IN ORDER OF PRIORITY THE EXTRACURRICULAR ACTIVITIES (SCHOOL, RELIGIOUS, COMMUNITY OR OTHER) IN WHICH YOU HAVE BEEN INVOLVED. INCLUDE PART-TIME WORK AND VOLUNTEER WORK SERVICES.

NAME OF ACTIVITY	GRADE LEVEL					APPROXIMATE TIME SPENT		POSITIONS HELD, HONORS WON, OR CERTIFICATES EARNED
	OR POST-SECONDARY (PS)					HRS/WEEK	WEEKS/YR	
	9	10	11	12	PS			
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

Experience Since Graduation: IF YOU ARE NOT ATTENDING SCHOOL, PLEASE DESCRIBE YOUR ACTIVITIES SINCE YOUR LAST DATE OF ATTENDANCE.

Other Colleges and Universities PLEASE LIST ANY OTHER COLLEGES AND/OR UNIVERSITIES YOU ARE APPLYING TO:

NAME OF COLLEGE OR UNIVERSITY	LOCATION: COUNTRY AND CITY OF SCHOOL	DEGREE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Family Information

FATHER SPOUSE LIVING? YES NO FULL NAME: _____
(Prof., Dr., Mr., Mrs., Ms.) Family/Last name First/Given name

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE NUMBER: _____ / _____ / _____ MOBILE NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

E-MAIL ADDRESS: _____
(PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS)

NAME OF EMPLOYER: _____ POSITION: _____

UNIVERSITY ATTENDED/DEGREE(S): _____

MOTHER LIVING? YES NO FULL NAME: _____
(Prof., Dr., Mrs., Ms.) FAMILY/LAST NAME FIRST/GIVEN NAME

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE NUMBER: _____ / _____ / _____ MOBILE NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

E-MAIL ADDRESS: _____
(PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS)

NAME OF EMPLOYER: _____ POSITION: _____

UNIVERSITY ATTENDED/DEGREE(S): _____

APPLICANT'S SIBLINGS/CHILDREN NAME	AGE	RELATION	NAME	AGE	RELATION
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Essay

PLEASE COMPOSE A 500-WORD TO 1000-WORD ESSAY THAT DESCRIBES A LIFE-CHANGING MOMENT IN YOUR LIFE, OR A SIGNIFICANT EVENT THAT GUIDED YOU TO MAKE THE CAREER CHOICE YOU ARE CHOOSING. YOU COULD ALSO DESCRIBE WHAT YOUR LONG-TERM CAREER GOALS ARE. YOU MAY ATTACH ADDITIONAL SHEETS IF YOU NEED MORE SPACE.

I DECLARE THAT THE WORK APPEARING ABOVE IS ORIGINAL AND WRITTEN BY ME. IT DOES NOT INFRINGE ON ANY COPYRIGHT.

SIGNATURE OF APPLICANT

DATE

LEGAL NAME:

LAST OR FAMILY NAME

FIRST OR GIVEN NAME

MIDDLE NAME

PREFERRED OR NICKNAME

LAST/FAMILY NAME: _____

DATE OF BIRTH: YYYY / MM / DD

Letter of Recommendation

To the Applicant (Students applying for Master programs, must submit **TWO** recommendations)

PLEASE FILL OUT THE FIRST SECTION AND GIVE THIS FORM TO YOUR SCHOOL/UNIVERSITY COUNSELOR, TEACHER, PROFESSOR OR PRINCIPAL; OR YOUR IMMEDIATE SUPERVISOR OR EMPLOYER.

LEGAL NAME: _____
LAST OR FAMILY NAME FIRST OR GIVEN NAME MIDDLE NAME PREFERRED OR NICKNAME

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

CURRENT SECONDARY OR HIGH SCHOOL:

NAME OF SCHOOL/COLLEGE: _____

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE: _____ / _____ / _____ FAX NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

RIGHT OF ACCESS

This form will be used in the admission process by officials of SolBridge. SolBridge Privacy Policy allows the option to choose whether you will, or will not, have the right of access to read this letter of recommendation. Accordingly, you may choose one of the following options by checking the appropriate box:

- I waive access to this letter of recommendation. I understand it shall remain confidential and that I will not have access to read it.
- I do not waive access to this letter of recommendation. I retain my right to have access to read it during the admission process at SolBridge.

SIGNATURE OF APPLICANT _____

DATE _____

To the Recommender

PLEASE COMPLETE THIS FORM AS SOON AS THE APPLICANT'S FALL 2007 GRADES, OR EXPECTED INTERNATIONAL BACCALAUREATE RESULTS, BECOME AVAILABLE. PLEASE FORWARD THE OFFICIAL TRANSCRIPTS/MARKSHEET FOR EACH TERM AS SOON AS THEY ARE AVAILABLE, TO:

The Registrar
SolBridge, International School of Business
Woosong University
Level 5, 151-13, Samsung-dong, Dong-gu
Daejeon, Republic of Korea 300-814

The University will use this letter only in the evaluation of the student's application for admission. Please refer to the applicant's selection above to determine whether or not the applicant will, or will not, have access to read this letter of recommendation.

1. COMPARATIVE EVALUATION

Please rate this student, by comparison to other students, in terms of the following skills:

	POOR	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	TOP 10%	TOP 2%	NO BASIS FOR COMPARISON
Written Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. OVERALL RECOMMENDATION

	NOT RECOMMENDED	WITHOUT ENTHUSIASM	FAIRLY STRONGLY	STRONGLY	ENTHUSIASTICALLY
For Academic Promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For Personal Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How long have you known this candidate (in months and years)? _____

Please be certain to complete the second page of this form and to endorse it with your signature.

LAST/FAMILY NAME: _____

DATE OF BIRTH: YYYY / MM / DD

Letter of Recommendation

To the Applicant (Students applying for Master programs, must submit **TWO** recommendations)

PLEASE FILL OUT THE FIRST SECTION AND GIVE THIS FORM TO YOUR SCHOOL/UNIVERSITY COUNSELOR, TEACHER, PROFESSOR OR PRINCIPAL; OR YOUR IMMEDIATE SUPERVISOR OR EMPLOYER.

LEGAL NAME: _____
LAST OR FAMILY NAME FIRST OR GIVEN NAME MIDDLE NAME PREFERRED OR NICKNAME

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

CURRENT SECONDARY OR HIGH SCHOOL:

NAME OF SCHOOL/COLLEGE: _____

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE: _____ / _____ / _____ FAX NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

RIGHT OF ACCESS

This form will be used in the admission process by officials of SolBridge. SolBridge Privacy Policy allows the option to choose whether you will, or will not, have the right of access to read this letter of recommendation. Accordingly, you may choose one of the following options by checking the appropriate box:

- I waive access to this letter of recommendation. I understand it shall remain confidential and that I will not have access to read it.
- I do not waive access to this letter of recommendation. I retain my right to have access to read it during the admission process at SolBridge.

SIGNATURE OF APPLICANT _____

DATE _____

To the Recommender

PLEASE COMPLETE THIS FORM AS SOON AS THE APPLICANT'S FALL 2007 GRADES, OR EXPECTED INTERNATIONAL BACCALAUREATE RESULTS, BECOME AVAILABLE. PLEASE FORWARD THE OFFICIAL TRANSCRIPTS/MARKSHEET FOR EACH TERM AS SOON AS THEY ARE AVAILABLE, TO:

The Registrar
SolBridge, International School of Business
Woosong University
Level 5, 151-13, Samsung-dong, Dong-gu
Daejeon, Republic of Korea 300-814

The University will use this letter only in the evaluation of the student's application for admission. Please refer to the applicant's selection above to determine whether or not the applicant will, or will not, have access to read this letter of recommendation.

1. COMPARATIVE EVALUATION

Please rate this student, by comparison to other students, in terms of the following skills:

	POOR	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	TOP 10%	TOP 2%	NO BASIS FOR COMPARISON
Written Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. OVERALL RECOMMENDATION

	NOT RECOMMENDED	WITHOUT ENTHUSIASM	FAIRLY STRONGLY	STRONGLY	ENTHUSIASTICALLY
For Academic Promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For Personal Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How long have you known this candidate (in months and years)? _____

Please be certain to complete the second page of this form and to endorse it with your signature.

3. Written Evaluation Form

The Admission Committee is interested in your comments concerning the applicant's intellectual ability and personal character. In particular, we would appreciate your appraisal of the candidate's potential for intellectual growth, honesty, integrity, and emotional stability. Should you wish, a separate letter of recommendation may accompany this form.

4. Endorsement

RECOMMENDER'S SIGNATURE _____ DATE _____

RECOMMENDER'S NAME: _____
Prof., Dr., Mr., Mrs., Ms. _____ *FAMILY/LAST NAME* _____ *FIRST/GIVEN NAME* _____

DESIGNATION OF RECOMMENDER _____ E-MAIL ADDRESS: _____
PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS

INSTITUTION NAME: _____

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE: _____ / _____ / _____ FAX NUMBER: _____ / _____ / _____
COUNTRY CODE / CITY CODE / NUMBER *COUNTRY CODE / CITY CODE / NUMBER*

LAST/FAMILY NAME: _____

DATE OF BIRTH: YYYY / MM / DD

Proof of Finances

Please complete both sides of this form

The Korean Immigration Service requires SolBridge, International School of Business to verify that international students have sufficient financial support to pay for their expenses while studying in the Republic of Korea. The Proof of Finances is used to ascertain if international applicants have sufficient funds available to support their study. This certification must be completed and submitted before SolBridge issues a Letter of Admission. The Proof of Finances will be used by the Immigration officials (along with the accompanying financial statements and documents) to decide if the student is eligible for a student visa.

I AM APPLYING FOR: FALL: AUGUST 2008 SPRING: JANUARY 2009

Name (PLEASE ENTER YOUR LEGAL NAME AS IT APPEARS ON YOUR PASSPORT)

LEGAL NAME: _____
LAST OR FAMILY NAME MIDDLE NAME FIRST OR GIVEN NAME

Mailing Address (THIS ADDRESS MUST MATCH YOUR LEGAL DOCUMENTS.)

ADDRESS: _____

CITY: _____ STATE/PROVINCE: _____

POSTAL CODE: _____ COUNTRY: _____

PHONE NUMBER: _____ / _____ / _____ MOBILE NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER

DATE OF BIRTH: YYYY / MM / DD COUNTRY OF BIRTH: _____

COUNTRY OF CITIZENSHIP: _____ GENDER: MALE FEMALE

DUAL CITIZENSHIP. OTHER COUNTRY OF CITIZENSHIP: _____

Estimated Under-Graduate cost of attendance at SolBridge for 2008-2009 is \$11,550

Tuition	US\$8,230
Dormitory + Meals	US\$1,900
Health Insurance	US\$120
Personal Expenses	US\$1,300
Estimated Total	US\$11,550

Estimated Post-Graduate cost of attendance at SolBridge for 2008-2009 is \$12,410

Tuition	US\$9,090
Dormitory + Meals	US\$1,900
Health Insurance	US\$120
Personal Expenses	US\$1,300
Estimated Total	US\$12,410

REQUIRED VERIFICATIONS

This form is for the explicit purpose of verifying the amount of finance available to the student. Please use **BLUE INK** and **PRINT** while filling in the form.

APPLICANT'S PERSONAL FUNDS

US\$ _____ (1)

BANK NAME: _____ BANK LETTER ATTACHED ACCOUNT STATEMENT ATTACHED

BANK POSTAL CODE: _____ COUNTRY: _____

I have verified that the attached bank letter/account statement is a true and accurate record of account number _____ in the name of _____ and accurately reflects the available funds, stated above.

BANK OFFICIAL'S SIGNATURE _____ DATE _____

BANK OFFICIAL'S NAME: _____
Prof., Dr., Mr., Mrs., Ms. FAMILY/LAST NAME FIRST/GIVEN NAME

DESIGNATION OF BANK OFFICIAL _____ E-MAIL ADDRESS: _____
PLEASE WRITE E-MAIL ADDRESS CLEARLY IN BLOCK CAPITAL LETTERS

Please affix the bank seal/stamp here

PHONE: _____ / _____ / _____ FAX NUMBER: _____ / _____ / _____
COUNTRY CODE CITY CODE NUMBER COUNTRY CODE CITY CODE NUMBER



Woosong University

Level 5, 151-13, Samsung 1-dong, Dong-gu
Daejeon, Republic of Korea 300-814

Phone: +82 (42) 630 8841—45

Fax: +82 (42) 630 8840

Email: info@wsu.ac.kr

<http://solbridge.wsu.ac.kr>

Version 3.0 (2008-04-29)