



Indiana University – Sungkyunkwan University Graduate Student Exchange Program Fact Sheet for Academic Year 2018-2019

Contact Information	
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Websites	University: https://www.indiana.edu International Partnerships: https://partner.iu.edu

Academic Calendar		
	Fall 2018 Term	Spring 2019 Term
Semester dates (classes meet)	August 20 – December 8	January 7 – April 27
Holidays and breaks (classes do not meet)	September 3 (Labor Day) October 4 – 5 (Fall Break) November 17 – 21 (Thanksgiving Recess)	January 21 (Martin Luther King, Jr. Day) March 9 – 17 (Spring Recess)
Examinations	December 10 – 14	April 29 – May 3
Orientation	August 15 – 19	January 2 – 6

Application		
APPLICATION DEADLINE	For the Fall 2018 Term: March 1, 2018	For the Spring 2019 Term: August 1, 2018
Nomination to participate	Graduate students must be officially nominated before starting the application for admission. Nominations should be sent by email to partner@iu.edu .	
Application process	After the IU Office of International Partnerships confirms receipt of nominations, graduate students should then complete the online application for admission to Indiana University: https://partner.iu.edu/opportunities/graduate/incoming.html Prior to starting the application, students should determine the academic program in which they would like to study. Students are restricted to academic programs offered through the College of Arts and Sciences (see the next section for more details).	

	Students should also gather the required documents listed below and submit to the Student Exchange Office at their home university.
Academic programs	Graduate students should review the list of academic programs offered in the College of Arts and Sciences to determine which program most closely matches with their current program of study: https://college.indiana.edu/academics/degrees-majors/index.html Please note that the Departments of Economics and Political Science will admit exchange students only for the Fall semester (August-December).
Required documents	After graduate students have completed the application for admission, the exchange coordinator at your home university should send the following supporting documents to the IU Office of International Partnerships: <ul style="list-style-type: none"> • Printed copy of the IU international application for admission • TOEFL or IELTS score report that is no more than one year old (required) • Official academic records/transcripts (originals or certified copies) • Degree certificates (originals or certified copies) • 2-3 letters of recommendation (in English or translated into English) • Resume or CV • 300- to 500-word statement of purpose (in English) for participating in the exchange program <p>Upon receipt, the student's application materials will be forwarded to the appropriate academic program for review. This process takes several weeks.</p> <p>Due to strict data protection laws in the United States, these documents should not be sent by email to Indiana University.</p>
Acceptance notification	Graduate students will receive a letter of admission from IU's Office of International Services (OIS) by email approximately 6-8 weeks after completing the application for admission. Students should follow the instructions provided by OIS to secure their visa. Additionally, the IU Office of International Partnerships will send students a separate letter that states the specific financial support they will receive from Indiana University.

English language requirements	
Language of instruction	All subjects (with the exception of foreign language courses) are taught in English.
English language proficiency	Students must meet the minimum English proficiency requirement for admission to Indiana University: https://ois.iu.edu/admissions/apply/transfer/standards.html .
Foreign languages	Exchange students can enroll in any foreign language course offered through the College of Arts & Sciences: https://college.indiana.edu/academics/languages.html .

U.S. visa requirements

J-1 visa for exchange visitors	All exchange visitors are required to secure a J-1 visa. After a student is admitted to IU, the IU Office of International Services will issue the DS-2019 form and the official letter of admission that students will need in order to apply for the J-1 visa: https://ois.iu.edu/visas/student-visas/j1/index.html
Fees	Students should budget for the SEVIS fee (USD \$180 in 2017). SEVIS stands for the Student and Exchange Visitor Information System. It maintains current information on nonimmigrant students, exchange visitors, and their dependents. All J-1 students are assigned a SEVIS number, and a SEVIS record is created. SEVIS tracks students from the time they receive their DS-2019 until they complete their program.

Health insurance

Enrollment in the IU health insurance plan	Students are automatically enrolled in the IU international health insurance plan. The cost of the policy is covered by IU. Read more about the coverage here: https://ois.iu.edu/living-working/health/insurance/iu%20international.html <i>It is extremely important that students review the health insurance plan. Some medical and psychological services may require an out-of-pocket payment. IU recommends that students include potential health costs in their budget, especially those students who may have an ongoing health issue.</i>
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Tuition/fee waivers and taxes

Bursar account	All students should check their bursar account regularly and pay any charges (e.g. laundry, printing, books) that are not covered by IU.
Tuition and mandatory fees	Students are exempt from IU tuition, mandatory fees, international student services fee, and international student orientation fee. A financial award will appear on the student's bursar account to cover these items.
Housing fees	Students are required to live on campus. IU covers the cost of on-campus accommodations, including fees for early move-in.
Meal plan fees	IU covers the cost of the "I-BUCKS 60" standard meal plan offered by IU Residential Programs and Services. Students are required to enroll in the meal plan.
Taxes	Under the United States tax code, any financial benefit that an exchange student receives from IU is considered taxable. Students <i>must</i> complete the IU International Tax Questionnaire to determine any eligible tax treaty benefits they might be able to receive. If a student does not complete the online form and fails to follow all instructions provided by IU Financial Management Services, the student will be responsible for the payment of taxes: https://ois.iu.edu/living-working/taxes/index.html <i>It is imperative that students complete the IU International Tax Questionnaire immediately when they arrive at IU. The process to determine eligibility for tax treaty benefits can take a minimum of one month.</i>

Miscellaneous expenses	
Personal expenses	<p>On-campus accommodations are partially furnished. Students should bring or purchase pillows, sheets (extra-long twin bed linens), blankets, towels, and washcloths. Students may also want to purchase a small refrigerator or microwave (check online classified ads or purchase from a local store). IU's Residential Programs and Services (RPS) recommends that students bring or purchase clothing hangers, laundry bag, surge protector, power adapter/converter, and other supplies (cups, dishes, cutlery).</p> <p>Students will receive a one-time supplemental award of USD \$250 to help offset the costs of housing-related items. This award is taxable.</p> <p>Students are otherwise responsible for all personal expenses such as laundry (i.e. use of washer and dryer), clothing purchases, bicycle purchase or rental, and fees for medical or psychological services not covered by health insurance.</p>
Course-related expenses	<p>Students are responsible for the costs of books and other supplies for courses. Before purchasing required books, students are encouraged to check IU Libraries (https://iucat.iu.edu/) to see if electronic versions are available free-of-charge. To keep costs lower, students may want to rent books (electronic or print versions) or purchase used copies. Books can be rented or purchased through the IU Bookstore (http://iub.bncollege.com), TIS College Bookstore (http://tisbookiu.com), or any online retailer such as Amazon.</p> <p>Students receive a small printing allotment for each semester. Students are responsible for all printing charges if they exceed the allotment.</p>
Transportation	<p>Students will receive a student identification card at orientation that permits them to ride university and city buses free of charge.</p>

Pre-arrival requirements	
On-campus housing and meal plan	<p>After students have been admitted to IU, they should apply for on-campus housing through Residential Programs and Services: http://www.rps.indiana.edu. Students should apply for a <u>furnished apartment</u> and enroll in the <u>standard meal plan</u>.</p> <p>An application fee of USD \$200 is required. Students will be reimbursed for that fee through their bursar account when they arrive on campus.</p>
Course registration	<p>Students should communicate with the graduate director in the department to which they have been admitted. Most graduate students do not enroll in courses until they arrive on campus for orientation. Graduate students must enroll in a minimum of 8 credit hours each semester.</p> <p>Schedule of classes: http://registrar.indiana.edu/calendars/schedule-of-classes.shtml</p>
Orientation	<p>Orientation is required: https://ois.iu.edu/after-admission/orientation/index.html</p> <p>Students should arrive on the Bloomington campus at least one week prior to the start of the semester. Students can request to move into their on-campus accommodations early: https://ois.iu.edu/after-admission/orientation/housing.html.</p>
Transportation to Bloomington from the airport	<p>The city of Bloomington is located 80km from Indianapolis. Students should fly into the Indianapolis International Airport (airport code: IND). Inexpensive shuttles are available to Bloomington: https://ois.iu.edu/living-working/transportation/shuttle.html</p>

Grades and transcripts	
Grading scale	All academic programs follow the same grading scale and grade point average (GPA):

	<table border="1"> <thead> <tr> <th>Grade</th> <th>GPA points per credit hour</th> </tr> </thead> <tbody> <tr> <td>A+ / A</td> <td>4.0</td> </tr> <tr> <td>A-</td> <td>3.7</td> </tr> <tr> <td>B+</td> <td>3.3</td> </tr> <tr> <td>B</td> <td>3.0</td> </tr> <tr> <td>B-</td> <td>2.7</td> </tr> <tr> <td>C+</td> <td>2.3</td> </tr> </tbody> </table>	Grade	GPA points per credit hour	A+ / A	4.0	A-	3.7	B+	3.3	B	3.0	B-	2.7	C+	2.3	<table border="1"> <thead> <tr> <th>Grade</th> <th>GPA points per credit hour</th> </tr> </thead> <tbody> <tr> <td>C</td> <td>2.0</td> </tr> <tr> <td>C-</td> <td>1.7</td> </tr> <tr> <td>D+</td> <td>1.3</td> </tr> <tr> <td>D</td> <td>1.0</td> </tr> <tr> <td>D-</td> <td>0.7</td> </tr> <tr> <td>F</td> <td>0</td> </tr> </tbody> </table>	Grade	GPA points per credit hour	C	2.0	C-	1.7	D+	1.3	D	1.0	D-	0.7	F	0
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<p>For more information about grade values: http://registrar.indiana.edu/grades/grade-information.shtml</p>																														
Transcripts	<p>Official transcripts are not issued automatically. Students should follow the instructions on the Registrar's website to request transcripts: http://registrar.indiana.edu/information/transcripts.shtml</p>																													