|  |  |  |
| --- | --- | --- |
|  | **Yonsei University Department of Computer Science**  **International Studies** | |
| Student Exchange Application Form | Document Version 1.3 |

|  |  |  |
| --- | --- | --- |
| Name: | | Student ID: |
| Academic year 201\_ / 201\_ | Intended duration of stay: | 1 Semester  2 Semesters |
| Undergraduate / graduate student at the time of the student exchange | | |
| Department(s) (both in case of double-major): | Uppsala University  Dalhousie University (select one or two, decision will be made according to availability of slots) | |
| Email: | | |
| Student signature: | | |

|  |  |
| --- | --- |
| Documents to be submitted by the applicant (see guidelines on page 3) | received |
| GPA and transcript of lectures |  |
| Copy of TOEFL score or equivalent |  |
| Statement of Purpose |  |
| Study Plan (use template on page 2) |  |
| Reference Letter (required **after** the interview) |  |

# Study Plan

|  |  |  |
| --- | --- | --- |
| Course unit code | Course unit title | Number of ECTS[[1]](#footnote-1) credits |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Guidelines on filling in the Student Exchange Application Form

### GPA and transcript of lectures

Please provide a copy of your GPA and a transcript of all lectures taken so far.

### Statement of Purpose

Please describe your main intention and purpose for studying abroad. Please include any relevant previous international experiences. Your description should be in English and about half an A4 page long.

### Study Plan

For each course you want to take during your stay abroad, please provide the requested data in the table on page 2. The courses taught at Uppsala University’s IT department can be found at <http://www.it.uu.se/education>. Please make sure that you pick the right semester and that your targeted courses are offered in English. Semesters are divided in a first and second period at Uppsala University. Make sure that you have a balanced load between first and second period.

IMPORTANT: if you want to receive credit at Yonsei University for courses taken abroad, a faculty member of the CS department must accept the course as equivalent to her/his own course. You are strongly advised to consult with the respective faculty members **before** submitting your application! Only the acknowledgement of a CS department faculty member ensures that you will get credit for courses taken abroad! Although we ask for your study plan already with the application, it is sufficient if you consult with faculty members after your interview.

### Reference Letter

Please contact a CS department faculty member that knows you sufficiently well (from courses, internships, ...) to provide you with a reference letter. **This reference letter is only required after you have successfully completed the interview.**

### Submission

Please provide all requested information scanned as a **single PDF file**, via email to [bburg@cs.yonsei.ac.kr](mailto:bburg@cs.yonsei.ac.kr). Electronic submission formats other than PDF are **not accepted**.

Please use a scanner (e.g., in the university library) to scan your documents. Do not use snap-shots from smartphones or digital cameras.

You don’t have to submit the guidelines (this page) with your application.

Please read your email on a daily basis and reply timely.

1. ECTS stands for “European Credit Transfer and Accumulation System”, see <http://en.wikipedia.org/wiki/European_Credit_Transfer_and_Accumulation_System>. [↑](#footnote-ref-1)