

# Application Checklist



- **Application Form**
- **1 Color Photo**
- **Eligibility Proof Documents**
  - **3 Years Overseas**
    - Official certificate of entry and exit (Student and Parents)
  - **Foreign Parent(s)**
    - Copy of valid alien registration card of parent(s)
    - Official certificate of entry and exit
  - **International School Transfer**
    - Letter of attendance from current international school stating date of initial enrollment
    - Eligibility requirement that was met at the time of student's admission to current school
  - **6 Semesters**
    - Official report cards for the duration of 6 semesters from school(s) abroad
    - Official letter of attendance from school(s) abroad
    - Official certificate of entry & exit (Student and Parents)
- **Copies of Student and Parents' Passports**
- **Copies of Child's Birth Certificate or Certificate of Korean Family Registry**
- **Official Recommendation Letter(s)**
- **Official Report Cards**
- **Copy of Standardized Test Score Reports (if Available)**
- **Non- Refundable Application & Testing Fee (KRW 400,000)**

**For more detailed information, please contact the Admissions Office.**

Submitting documents and taking the admissions exam do not guarantee acceptance.

*Documents submitted will not be returned under any circumstances.*

