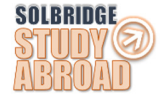


1 + 1

PROGRAMS HANDBOOK

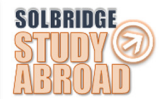
2017

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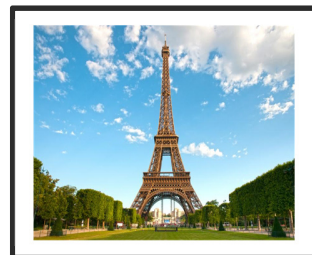
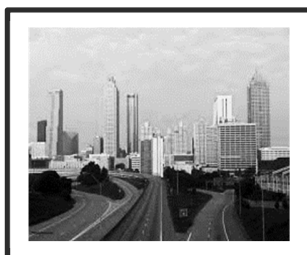
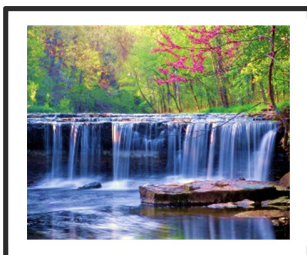
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ABOUT THE PROGRAM



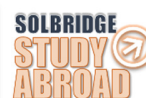
About the Program

In the tradition of expanding students' experience and knowledge within the scope of higher education, SolBridge actively engages in 1+1 transfers with its partner universities. This document is meant to serve as a guide for students interested in applying for 1+1 programs. In this document, students can find definitions, requirements, and obligations of SolBridge 1+1 programs.



* Pictures from cities where 1+1 program partner universities are located. From top left to right:
Indiana, USA | Taipei, Taiwan | Rennes, France | Taichung, Taiwan | Tokyo, Japan | Clermont-ferrand, France | Tainan, Taiwan
| Georgia, USA | Paris, France

1+1 PROGRAMS



Program Requirements and Procedures

The outbound student 1+1 program provides SolBridge students with the opportunity to complete 50% of their studies at SolBridge and complete the remaining 50% at a partner university. Students can obtain two degrees at the completion of the 1+1 program. In order to qualify to participate in the program, students must fulfill the criteria set by SolBridge and the host university.

Generally, students who participate in the 1+1 program are not required to pay any fees to SolBridge after they transfer to the partner university, and any scholarships held at SolBridge prior to the transfer are void. In some instances however, the agreement between SolBridge and the host university may require students to continue to pay tuition at SolBridge. Students are advised to consult with the Study Abroad Office about payment terms and scholarships before applying.

ELIGIBILITY REQUIREMENTS

In order to apply for an outbound 1+1 program, students must meet the following SolBridge criteria:

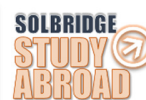
	Minimum Credits Earned ¹	Regular Semesters Completed
MBA	24	2

Students should also ensure that they meet the host university's admission requirements. Requirements vary by university so students should visit the host university's website for the most up-to-date information on admission requirements. The following GPA and English proficiency scores are recommended by SolBridge:

	Recommended Cumulative GPA	Recommended TOEFL Score
MBA	3.0	550

¹ If students do not meet the minimum credits requirement at the time of application, they are still eligible to apply for the 1+1 program as long as they are able to complete the required minimum **BEFORE** the start of semester at the host university.

1+1 PROGRAMS



PROCEDURE

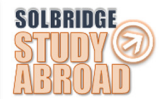
1. Check the eligibility requirements of SolBridge and the host university. Inform the Study Abroad Office of your decision to apply to determine courses you need to take at SolBridge to be eligible to apply.
2. Submit the SolBridge outbound application at least 2 weeks before the application deadline along with the following required documents. Applications will be processed on a first-come-first-served basis:
 - a. SolBridge transcript
 - b. One clear copy of the student's passport ID page
 - c. TOEFL/IELTS/TOEIC score report²
 - d. Two photographs
 - e. Copy of alien registration card (international students only)
 - f. Signed payment agreement (if applicable).

Please note that there might be a limit on the number of students that can be nominated to a partner school. When several applications are received for the same school, students will be selected based on their GPA and time of application submission. In case there are two students have equivalent GPA, the student who submitted their application earlier will be selected. This does not apply to students who submit their application after the stated deadline. Please consult with the Study Abroad Office for further information on selection criteria.

3. Within one week after submission of the application, you will be invited for an interview with SolBridge's Admissions Manager if you are eligible to apply.
4. If you successfully pass the interview, you will be asked to fill out application forms of the host university. Submit all forms and supporting documents to the Study Abroad Office for sending to the host university. You will be notified of the admissions decision within two to four weeks of submission.
5. While waiting for the admissions decision, start finding out about the application process and processing times for the host country visa. In addition, pay any advance fees required by host school (visa deposit, dorm deposit, etc.). Also, complete an online registration of courses if applicable.

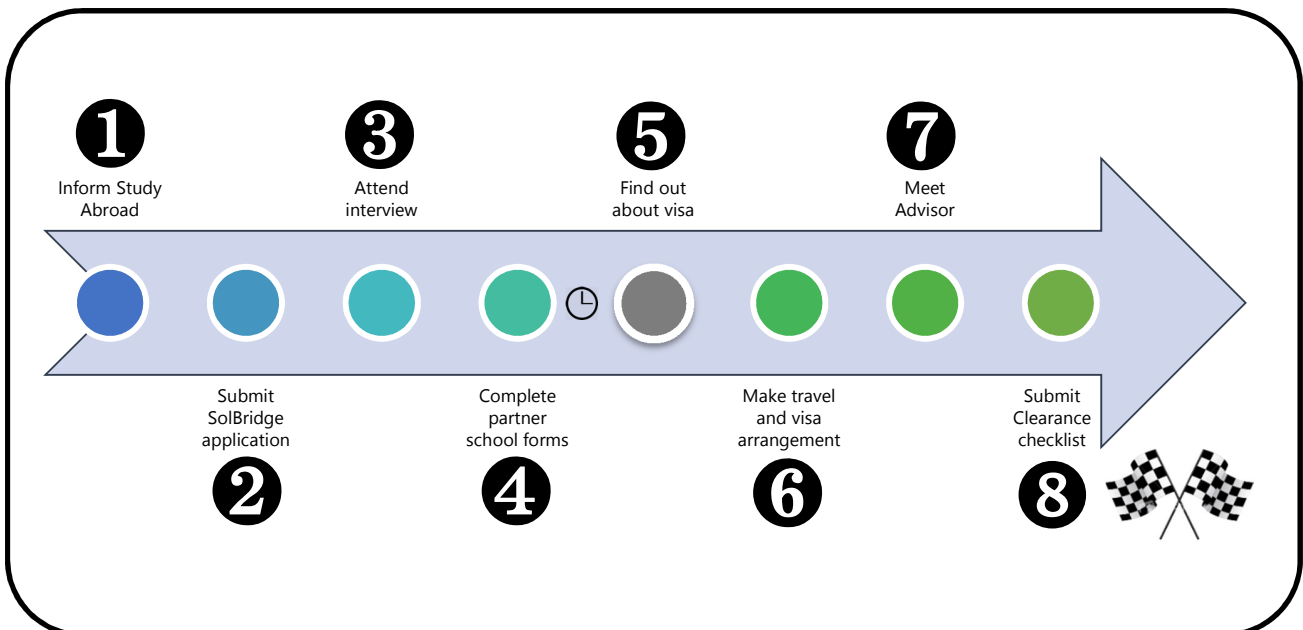
² Students must have their English scores ready at the time of application. If students do not have their test scores at the time of application, their application will not be considered. Native speakers however, are not required to submit scores if they do not have test scores

1+1 PROGRAMS

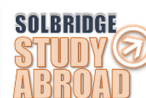


6. If accepted at the host university, submit a copy of your acceptance/admission letter to the Study Abroad Office. Also, submit your visa application and make necessary travel arrangements keeping in mind the orientation and semester start dates at the host university. From this point on, you can start communicating directly with the host university.
7. Schedule a meeting with your CAP advisor to discuss your plans about studying abroad. Please make sure to meet with and inform your CAP advisor as he/she will be responsible for approving your application for studying abroad. You may contact the Career Development Center (CDC) if you need information about your CAP advisor.
8. After travel arrangements have been made, complete the Clearance Checklist and submit to the Student Services Manager before your departure. Inform the Study Abroad Office and the host university of your travel dates.

Overview of Application Procedure



1+1 PROGRAMS



CREDIT ARTICULATIONS

Students participating in a 1+1 program are required to send official copies of their transcripts to the SolBridge Study Abroad Office each semester to maintain their academic status at SolBridge. Upon completion of the program, students are required to submit official copies of their final transcript and a copy of their diploma to the SolBridge Study Abroad Office to obtain a SolBridge degree. Students are also required to apply for graduation and complete the graduation checklist to obtain their SolBridge degree.

LENGTH OF STUDY

Students will study at the host university for the agreed time of one year so long as they do not violate the laws of the host country or policies of the host university. Students might have to spend an additional semester at the host university if they do not transfer enough credits or if they fail to pass required courses at the host university.

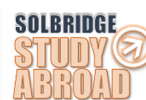
WITHDRAWING FROM THE PROGRAM

Students can withdraw from the program at any point during or after the application. However, students must inform the host university of their decision and must also submit the Withdrawal form to the Study Abroad Office to obtain official approval. Students are encouraged to carefully consider their decision before submitting an application so that withdrawals can be avoided.

OBLIGATIONS

1. Students must keep the Study Abroad Office informed of their enrollment status at the host university each semester. If students take a leave from the host university (e.g. military, health, general, etc.), students must duly inform the Study Abroad Office of their intentions within the first few weeks of the given semester. Failure to do so may result in disqualification from obtaining a SolBridge degree.
2. After transferring to the host university, students become the responsibility of the host university and must comply with the host university's rules and regulations. Students are subject to the host university's disciplinary actions and will be liable for any damages caused by them to the host university's property. The same applies to the host country's laws and its penal system. Students may be expelled from the host university or have their visa revoked by breaking the host country's laws or the host university's rules.
3. Students are responsible for their expenses. This includes books, residence, flights or other costs which they may incur while studying at the host institution. SolBridge is under no obligation to provide financial support to students after they have transferred to the partner university.
4. Students are responsible for applying for and obtaining visas to exit Korea and enter the host country. The Study Abroad Office will offer general guidance and provide official documentation if necessary but

1+1 PROGRAMS



will not be held liable if a student's visa application is rejected or if a student is unable to obtain a visa on time.

5. Students must submit transcripts from the host university to SolBridge in a timely manner to process the articulation of credits towards their SolBridge degree. Failure to do so may result in disqualification from obtaining a SolBridge degree.

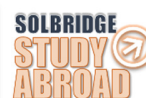
IMPORTANT POINTS TO REMEMBER

1. Students must recognize expectations and standards vary from university to university and country to country, therefore, performance at SolBridge may not always be a predictor of performance elsewhere. While studying at the host university, students should meet the host's expectations and they should be aware of these expectations before arrival or soon after. Although efforts are taken to ensure that students who best represent SolBridge are selected, their performance may not always be what was expected or hoped for.
2. Students cannot apply to a host university that does not have a 1+1 agreement with SolBridge. If students wish to apply to such a university, the students may apply for *regular academic transfer* and must complete the school drop-out form. Students should consult with the Study Abroad Office before applying to such universities.
3. Students who wish to participate in a 1+1 program should not participate in an exchange program during their time at SolBridge.
4. An English certificate, when required by the host university, may be provided only for students who submit official English scores (or genuine online results) and successfully pass the initial screening interview.

WHO IS NOT ELIGIBLE TO APPLY?

Students enrolled as transfer students at SolBridge are not eligible to apply to the 1+1 program. In addition, students who have previously participated in an exchange program are also not eligible to apply unless they give up credits they earned during the exchange.

1+1 PROGRAMS

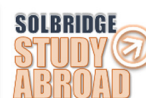


PARTNER UNIVERSITIES

UNIVERSITIES INFORMATION
ESC Clermont, France NEW! http://www.esc-clermont.fr/en/
ESC Rennes School of Business, France NEW! https://www.esc-rennes.fr/index.php/en
Feng Chia University, Taiwan NEW! http://en.fcu.edu.tw/
Georgia State University, USA http://www.gsu.edu/
Meiji University***, Japan http://www.meiji.ac.jp/cip/english/
National Taiwan Normal University, Taiwan http://www.mba.ntnu.edu.tw/
National University of Tainan, Taiwan NEW! http://eng.nutn.edu.tw/
National Yunlin University of Science and Technology, Taiwan http://www.yuntech.edu.tw/english/
Valparaiso University, USA http://www.valpo.edu/
*** Tuition paid at SolBridge. Consult with Study Abroad Office about scholarship terms.

For a complete list of universities, please visit our webpage.

FREQUENTLY ASKED QUESTIONS



Frequently Asked Questions

- Can I apply to a university that does not have a 1+1 agreement with SolBridge?
Yes, but your application will be treated as a regular transfer application because credits are not transferrable without an agreement and the Study Abroad Office will not assist you with the application. You must apply to drop out of SolBridge if you choose to apply to such a university

- Can I submit TOEFL instead of IELTS or other?
Generally, yes, unless TOEFL is specifically required by the partner university. You may use the equivalency tables below for reference only::

BBA

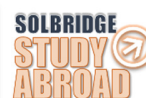
TOEFL IBT	61
TOEFL PBT	500
TOEFL CBT	173
IELTS	5.5
TOEIC	600
CET-6	Pass
TEM-4	Pass
TEPS	550

MBA

TOEFL IBT	79
TOEFL PBT	550
TOEFL CBT	213
IELTS	6.5
TOEIC	800
CET-6	Pass
TEM-4	Pass
TEPS	650

- Can I withdraw from a program after being accepted?
Yes, but you must inform the host university and you must also submit the Withdrawal form to the Study Abroad office for approval
- Can I return to SolBridge after withdrawing from a 1+1 program?
Yes, but you might have to follow additional procedures before returning. Consult with the Study Abroad Office before returning.
- Do I need to complete all courses in the articulation tables of the university I am applying to?
Yes, unless otherwise stated. Note that you MUST complete at least 8 core courses (24 credits). The advantage of taking all courses in the articulations tables is that you can transfer more credits to the host institution and so spend a shorter time in completing your studies. Consult with the Study Abroad Office regarding credit transfer before applying.

PARTNER UNIVERSITY FACT SHEET



Partner University Fact Sheets

Please note that the following factsheets are provided for reference purposes only. For the most up-to-date information on requirements and deadlines, please visit the partner university webs

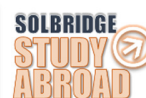
Georgia State University, Atlanta

Location	Georgia, USA
Program	1+1 (Master of International Business)
English Proficiency	TOEFL iBT 101 or IELTS 7
Cumulative GPA	<i>Refer to GSU website</i> *GMAT 550 or GRE 150 in each section required
Application Procedure	http://iib.robinson.gsu.edu/academic-programs/mib-on-e-year/
Deadlines	Spring: September 15
Application Form	https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=robinson *\$50 application fee
Supplementary Documents	GMAT/GRE, Resume, Essay, Letter of recommendation *Applicants interviewed by GSU
Estimated Costs	\$37,500 paid in three installments based on course load (includes tuition and other expenses such as iPad, textbooks, e-books, and materials, meals, snacks/drinks, etc.)
Required SolBridge Courses	Refer to Articulation Tables

Meiji University, Japan

Location	Tokyo, Japan
Program	1+1 (Master of Business Administration) <i>*General MBA</i>
English Proficiency	TOEFL (IBT) 60 / TOEFL 500
Cumulative GPA	2.7 out of 4.0
Application Procedure	Contact Study Abroad Office at SolBridge <i>*MBA 1st year students are eligible to apply</i>
Deadlines	Fall: May 20 Spring: September 30
Application Form	Paper application
Supplementary Documents	Contact Study Abroad Office at SolBridge for list of documents <i>*Applicants interviewed by Meiji via Skype</i>
Estimated Costs	\$5,690 per semester (paid to SolBridge) <i>*SolBridge scholarship applicable</i> <i>*\$600-700 average monthly expenses</i>
Required SolBridge Courses	Courses: BUS503, FIN500, MKT500, BUS509, FIN501, INF500, BUS508, IMM505B Grade: Pass

PARTNER UNIVERSITY FACT SHEET

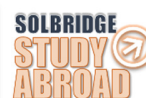


Valparaiso University, USA

Location	Indiana, USA
Program	1+1 (Master of Science/Master of Arts) MS in International Commerce and Policy MS in International Economics and Finance MS in Sports Administration MA in Arts and Entertainment Administration MS in Information Technology <i>*7-month Optional Practical Training at US-based corporation after completing degree</i>
English Proficiency	Not Required
Cumulative GPA	3.0 out of 4.5
Application Procedure	http://www.valpo.edu/mba/admissions.php
Deadlines	Fall: June 20 Spring: November 1
Application Form	www.valpo.edu/grad/apply/
Supplementary Documents	Reflective essay, Two letters of recommendation, Transcripts (from undergraduate work and SolBridge MBA work – soft copy acceptable), Copy of passport, Bank Statement
Estimated Costs	\$28,434 per year (including housing, books, meal, and other expenses) *Scholarship not available for international students http://www.valpo.edu/grad/international/admission.php
Required SolBridge Courses	Refer to Articulation Tables

For additional fact sheets, please write to studyabroad@solbridge.ac.kr

CONTACT INFORMATION



Contact Information

SolBridge Offices

For general inquiries about 1+1 programs, please write to: studyabroad@solbridge.ac.kr . For questions regarding other matters, please contact the appropriate office:

Career Development Center

Office 5th floor, SolBridge

Tel +82.42.630.8849

E-mail cdc@solbridge.ac.kr

Finance Office

Office 5th floor, SolBridge

Tel +82.42.630.8842

E-mail solfinance@solbridge.ac.kr

Residence & Housing

Office A-Site, Sol-Geo Dormitory

Tel +82.42.630.9926

E-mail solgeo@solbridge.ac.kr

Immigration & Medical Insurance

Office 5th floor, SolBridge

Tel +82.42.630.8899

E-mail kimchangki@solbridge.ac.kr

Academic Affairs Office

Office 5th floor, SolBridge

Tel +82.42.630.8815

E-mail jwlee@solbridge.ac.kr

Student Services Office

Office 5th floor, SolBridge

Tel +82.42.630.8808

E-mail dhhg@solbridge.ac.kr

Library Services

Office 2nd floor, SolBridge

Tel +82.42.630.8852

E-mail solibrary@solbridge.ac.kr

IT Help Desk

Office 11th floor, SolBridge

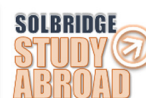
E-mail:

ithelpdesk@student.solbridge.ac.kr

Foreign Embassies/Consulates in South Korea

This section provides contact information for a number of foreign embassies and consulates. Students should be aware that the information provided below is for reference purposes ONLY. Students are required to contact the foreign embassies for detailed information as required documents and procedures vary depending on a student's nationality.

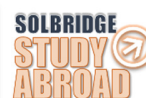
CONTACT INFORMATION



FOREIGN EMBASSIES /CONSULATES INFORMATION

Australia	Website:	www.southkorea.embassy.gov.au/seoul/home.html
	E-mail:	seoul-consular@dfat.gov.au
	Phone:	82-2-2003-0100
	Address:	19th Fl, Kyobo Building, 1 Jongno 1-Ga, Jongno-Gu, Seoul
Azerbaijan	Website:	www.azembassy.co.kr
	E-mail:	embassy@azembassy.co.kr
	Phone:	82-2-797-1765~6
	Address:	1st Floor, Hannam-Tower II, 725-23 Hannam-dong, Yongsan-gu, Seoul
Brazil	Website:	seul.itamaraty.gov.br/en-us/
	E-mail:	consular.seoul@itamaraty.gov.br
	Phone:	82-2-738-4970
	Address:	73, Cheongwadae-ro, Jongno-gu, IHN Gallery Bldg., 4-5th Fl. (141, Palpan-dong, Jongno-gu) Seoul
Bulgaria	Phone:	82-2-794-8625
	Address:	102-8 Hannam-daero, Yongsan-gu, Seoul
Chile	Website:	coreachile.org/ver2010/xe/?mid=home
	E-mail:	echilekr@unitel.co.kr
	Phone:	82-2-779-2610
	Address:	1801 Korea University Yeon-gak Tower, 25-5 Choongmoo-ro 1, Jung-gu, Seoul
China	Website:	www.chinaemb.or.kr/kor/
	Phone:	82-2-755-0453 or 82-2-756-7300 or 82-2-755-0456
	Address:	Embassy: 83-7 Myungdong 2 ga, Jung-gu, Seoul Consulate: 50-7, Namsan-dong 2-ga, Jung-gu, Seoul
Cyprus	Embassy in Beijing handles affiliated work	
Denmark	Website:	sydkorea.um.dk/ko www.nyidanmark.dk/en-us/coming_to_dk/studies/how_to_apply.htm
	E-mail:	jesvib@um.dk
	Phone:	82-2-795-4187 (EXT 407)
	Address:	#501 Namsong Building, 272 Sowol-ro, Yongsan-gu, Seoul 140-775
Finland	Website:	www.finland.or.kr/public/default.aspx?nodeid=44140&contentlan=26&culture=ko-KR
	E-mail:	sanomat.seo@formin.fi
	Phone:	82-2-732-6737
	Address:	18th Floor, Gyobo Buildling, Jongro 1, Jongro-gu, Seoul
France	Website:	www.ambafrance-kr.org
	E-mail:	visas.seoul-amba@diplomatie.gouv.fr
	Phone:	82-3149-4300
	Address:	43-12, Seosomun-ro, Seodaemun-gu, Seoul 120-030
Georgia	Website:	korea.mfa.gov.ge/index.php?lang_id=ENG&sec_id=851&lang_id=ENG
	E-mail:	consulinfo@mfa.gov.ge
	Phone:	82-2-792-7118
	Address:	30 Itaewon-ro 27-gil, Yongsan-gu, Seoul 140-863

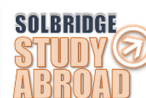
CONTACT INFORMATION



FOREIGN EMBASSIES /CONSULATES INFORMATION

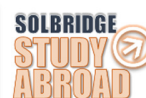
Germany	Website:	www.seoul.diplo.de/Vertretung/seoul/ko/05-RK/Visabestimmungen/Visabestimmungen_ub.html
	E-mail:	info@seoul.diplo.de
	Phone:	82-2-748-4114
	Address:	8th Floor, Seoul Square, 416 Hangang-daero, Junggu, Seoul 100-714
Hong Kong	Chinese Embassy handles Hong Kong visas	
India	Website:	www.indembassy.or.kr
	E-mail:	cons.seoul@mea.gov.in
	Phone:	82-2-798-4257
	Address:	101 Deokseodang-ro, Yongsan-gu, Seoul, 140-885
Indonesia	Website:	kbriseoul.kr/kbriseoul/index.php/ko/2013-01-13-06-07-31/비자
	E-mail:	seoul.kbri@kemlu.go.id
	Phone:	82-2-783-5675
	Address:	380 Yeouidebangro, Yeongdeungpo-gu, Seoul
Japan	Website:	www.kr.emb-japan.go.jp/visa/visa_doc.htm
	E-mail:	visa@so.mofa.go.jp
	Phone:	82-2-2170-5200
	Address:	22, Yulgok-ro 2-gil, Jongno-gu, Seoul
Kazakhstan	Phone:	82-2-391-8906
	Address:	1-48 Dongbinggo-dong, Yongsan-gu, Seoul
Kenya	Website:	www.kenya-embassy.or.kr
	E-mail:	info@kenye-embassy.or.kr
	Phone:	82-2-3785-2903
	Address:	243-36 Itaewon-dong, Yongsan-gu, Seoul 140-200
Kyrgyzstan	Website:	seoulembassykg@gmail.com
	Phone:	82-2-379-0951
	Address:	272 Sowol-ro, Yongsan-gu, Seoul
Latvia	Embassy in Japan handles affiliated work	
Malaysia	Website:	malaysia.dothome.co.kr/board03
	Phone:	82-2-2077-8600
	Address:	4-1 Hannam-dong, Yongsan-gu, Seoul
Mexico	Website:	embamex.sre.gob.mx/corea/index.php/ko/consulado
	E-mail:	consularesembcor@sre.gob.mx
	Phone:	82-2-798-1694
	Address:	33-6 Hannam-dong, Yongsan-gu, Seoul
Mongolia	Website:	www.mongolembassy.com
	Phone:	82-2-792-5985
	Address:	5th Floor, Shinsegi Handuk Building, 40-147, Hanganro-3-ga, Yongsan-gu, Seoul
Morocco	Website:	mar.mofat.go.kr/kor/af/mar/consul/visa/index.jsp
	Phone:	02-793-6249
	Address:	4th Floor, Hannam Tower, 730 Hannam-dong, Yongsan-gu, Seoul

CONTACT INFORMATION



FOREIGN EMBASSIES /CONSULATES INFORMATION		
Nepal	Website:	nepembseoul.gov.np
	E-mail:	seoul@mofa.gov.np
	Phone:	02-3789-9770
	Address:	37-24, Sungbuk-dong, Sungbuk-gu, Seoul
Netherlands	Website:	southkorea-kr.nlembassy.org/대사관-제공-서비스/영사업무/영사업무.html
	E-mail:	seo-ca@minbuza.nl
	Phone:	02-311-8600
	Address:	10th Floor, Jeongdong Building, 21-15 Jeongdong-gil, Jung-gu, Seoul
Norway	Website:	www.vfsglobal.com/norway/southkorea/
	E-mail:	info.norkr@vfshelpline.com
	Phone:	02-727-7100 or 070-4044-0599
	Address:	Embassy: 13th Floor, Jeongdong Building, 21-15 Jeongdong-gil, Jung-gu, Seoul Norway Visa Application Centre: 5th Floor, Danam Building, Sowol-ro 10, Jung-gu, Seoul 100-704
Peru	E-mail:	ipruseul@korea.com
	Phone:	02-757-1735
	Address:	25-5 Choongmuro-1-ga, Jung-gu, Seoul
Philippines	Website:	www.philembassy-seoul.com
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