



*(해외학교공식명칭 : 영문 또는 재학국언어)

School Name : ex) Tokyo School of Music

*(해외학교공식명칭 : 영문 또는 재학국언어)

Address : ex) 3-14-8 Nishi-kasai, Edogawa-ku, Tokyo 134-0088 JAPAN

Subject : Transfer Student Information

To Whom it may concern :

*(해외학교에 등록된 본인이름)

We are pleased to have the following individual, (ex) Kim Jong Hoon), transferred from your school, to study here at Pai Chai University. Your answers to the following questions are appreciated and will be held confidentially. For your reference, the student's Letter of Agreement is below.

If possible, a response from your office by fax will greatly help to expedite our processing of this individual's application. Thank you for cooperation.

Sincerely yours,

Seon-Jae Kim, PH. D.

President Pai Chai University

LETTER OF AGREEMENT

To whom it may concern :

I have applied to Pai Chai University in Daejeon, Korea for the 2018 academic year. In this regard, I would like to request your full assistance to Pai Chai University when they contact you regarding verification of enrollment and transcripts.

| Written by applicant (지원자기록) | Verified by previously attended school (해외 학교 담당자 기록) |
|---|--|
| Is the credit that you acquired in university or college authorized by the Ministry of Education or an equivalent government agency? (해당국가 교육부가 인정하는 대학 또는 귀교에서 취득한 학점이 교육부나 이에 상응하는 정부기관에서 인정을 받으니까?) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is it a 4 year degree program or 2~3 year diploma program? (몇 년제 대학입니까?) | <input type="checkbox"/> four year <input type="checkbox"/> three year <input type="checkbox"/> two year |
| Date of birth : _____ | <input type="checkbox"/> Correct <input type="checkbox"/> Incorrect |
| Date of admission(transfer from previous school): _____ | <input type="checkbox"/> Correct <input type="checkbox"/> Incorrect |
| Date of graduation(transfer from previous school): _____ | <input type="checkbox"/> Correct <input type="checkbox"/> Incorrect |
| Name and Signature : _____ | Additional comments : _____ |
| Date : _____ - _____ | Printed Name and Signature : _____ |