

# SOOKMYUNG WOMEN'S UNIVERSITY

Course Registration





01

Before Course  
Registration



# 01 Sookmyung Women's University Portal System

website: <https://portal.sookmyung.ac.kr/>

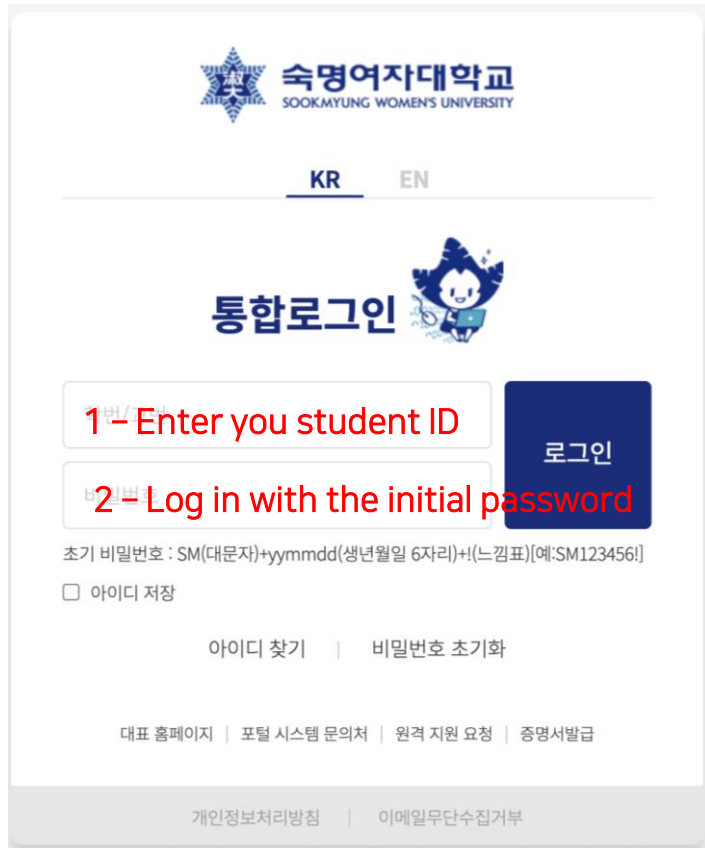
Entering  
Personal  
Information

Course  
Registration

Final Grade  
Inquiry and  
Appeal

# 01 Sookmyung Women's University Portal System

Reset your password after logging in



숙명여자대학교  
SOOKMYUNG WOMEN'S UNIVERSITY

KR EN

통합로그인

1 - Enter you student ID

로그인

2 - Log in with the initial password

초기 비밀번호 : SM(대문자)+yyymmdd(생년월일 6자리)+(느낌표)[예:SM123456!]

☐ 아이디 저장

아이디 찾기 | 비밀번호 초기화

대표 홈페이지 | 포털 시스템 문의처 | 원격 지원 요청 | 증명서발급

개인정보처리방침 | 이메일무단수집거부

3 - Change your password after resetting it

비밀번호 초기화

학번/교번	<input type="text"/>
이름	<input type="text"/>
인증수단 선택	<input type="radio"/> 이메일 <input type="radio"/> 통신사 본인인증




- ▶ 비밀번호 초기화는 비밀번호를 잊었을 경우 사용하세요.
- ▶ 비밀번호 수정은 로그인 후 가능합니다.
- ▶ 초기 비밀번호 : SM(대문자)+yyymmdd(생년월일 6자리)+(느낌표)  
[예:SM123456!]
- ▶ 정보보안을 위해 5분에 한번만 비밀번호 초기화를 수행할수 있습니다.

취소




# 01 Sookmyung Women's University Portal System


한다인 님 접속을 환영합니다. 비밀번호변경 | 사이트맵 | English | 로그아웃


[Home](#)
[상담](#)
[학사](#)
[시설/홍보](#)
[통합\(기타\)](#)

### 주요 사이트 링크


숙명여자대학교 교내 주요사이트와 바로 연결됩니다.




중앙도서관  
자료검색




SnowBoard  
학습관리




비교과시스템  
특강/마일리지




SnoWe  
커뮤니티




SNOWAY  
경력개발



Snowverse  
메타버스



SM-MOOC  
무크강좌



이름(학번)

전공

- 최근접속: 2025-07-31 13:58:57 - 접속IP : 192.168.18.222


[G메일|MS](#)
[소프트웨어 다운](#)
[노트북 대여](#)
[Wi-Fi](#)
[증명서 발급](#)
[원격지원요청](#)

### 공지사항

- [공지] [캠퍼스타운사업단] 2025 스마트푸드테크-AI 창업 아이디어...
- [공지] [데이터전략팀] 통합로그인 DB서버 운영체제 변경 작업으...
- [공지] [긴급][시설종합관리센터] 옥외 눈꽃광장 누수 부위 점검을...
- [장학] 2025-2 <서울희망 대학진로 장학금> 장학생 선발 안내

### 취업경력개발

- [공지] [IDP 에듀케이션] 2025 호주 명문대학 온라인 유학박람회 ...
- [공지] [엔터잡에듀] 청년 구직자를 위한 디지털 마케팅 무료 강의 ...
- [공지] [신청] 2025 여름방학 글로벌 역량강화 프로그램 안내
- [공지] [SEMI] Campus Outreach 2025-국내 최대 반도체 진로...





# 01 Sookmyung Women's University Portal System

## Consent to Personal Information Collection

The screenshot displays the Sookmyung Women's University Portal System interface. At the top, a dark blue header bar contains the university's logo and name in Korean, along with a red number '1' pointing to the '학사' (Academic) menu item. Below the header, a navigation bar lists various academic and administrative services. The '학사' menu is highlighted with a red box. On the left side, a sidebar menu lists various academic services, with the option '개인정보 목적 외 수집이용 및 제3자제공 동의' (Consent to collection and use for purposes other than personal information and third-party provision) highlighted with a red box and a red number '2'. The main content area shows a large blue rounded rectangle, likely a placeholder for a consent form or a message.



# 01 Sookmyung Women's University Portal System

Enter Academic Information – Fill in Personal Details (phone number, email, etc)

1 학사

Academic Affairs

2 학적정보

Academic Records

3 수정 Edit

4 휴대전화: Phone number

Home Address

email

학적 기본사항 관리

학적 기본사항

Photo

Basic Informations

본인연락처 보호자인적사항 계좌정보 전공선택/전과내역 학적상태 상벌사항 출입정보 영문성명 수정 영어배치등급

※ 본인은 인적사항에 대한 관리 소홀 및 허위기재와 오기로 인하여 발생하는 일체 사항에 대하여 책임질 것을 서약합니다.

자택전화

휴대전화

E-mail

Home Address

상세주소

확인

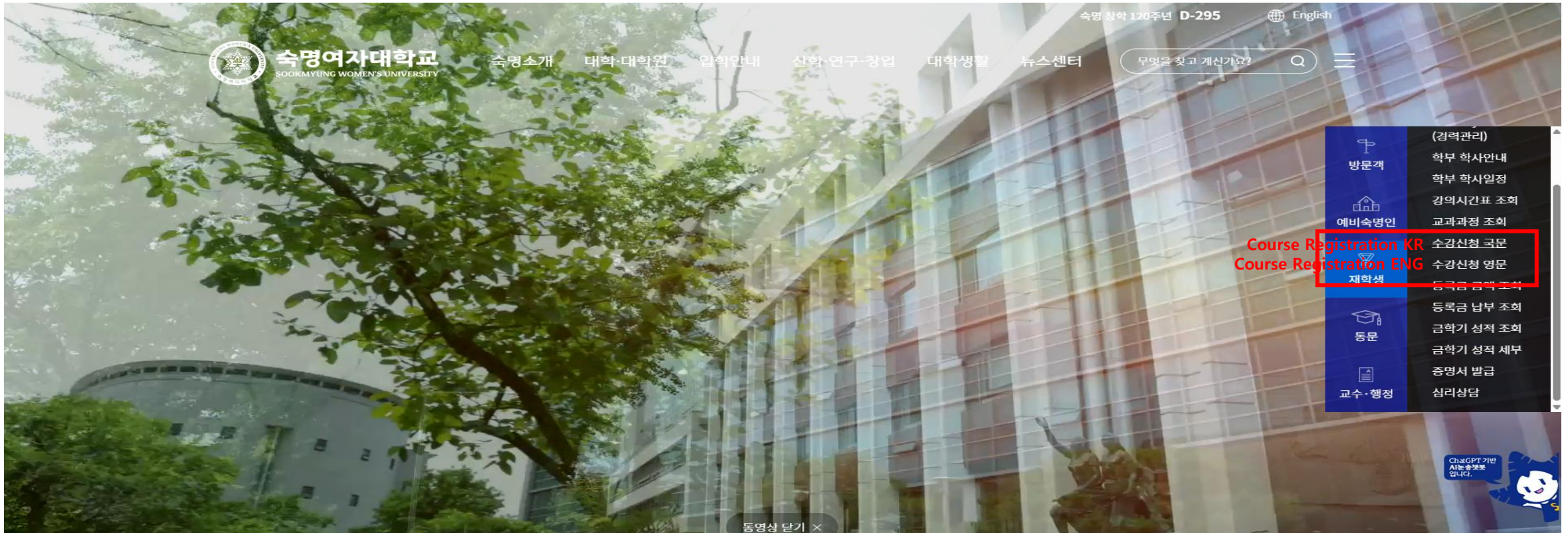
※ 본인 주소는 통학 시 학생 거주지를 입력해 주시기 바랍니다.  
※ 휴대폰, Email 등 수정된 정보는 익일(다음날) 모든 서비스에 반영됩니다.



# 02

## Course Registration Process






# 02 Course Registration Method

Log in by entering Sookmyung Portal System ID and password

수강신청 로그인

숙명여자대학교  
SOOKMYUNG WOMEN'S UNIVERSITY

숙명여자대학교 '수강신청'시스템에 로그인합니다.



아이디

비밀번호

로그인

숙명포털시스템 아이디와 비밀번호를 입력하신 후 [로그인 버튼](#)을 누르세요.

숙명포털시스템 [아이디 찾기](#)

## 02 Course Registration Method

## View Class Timetable

## Class Timetable Inquiry 2

속명모집

한다인 님 접속을 환영합니다.

비밀번호변경

사이트맵

English

로그아웃

Home

상담

학사

시설/홍보

통합(기타)

Academic Affairs

학적

수업

교육과정

수강신청

성적

졸업

대외교류

사회봉사

등록

장학

설문조사

1

Courses

강의시간표 안내

강의시간표 조회

강의시간표 시뮬레이션

수업평가

수업평가 결과 조회

조기취업 출석인정 신청

조기취업 출석인정(학기말 재직증명서 첨부)

교과강의시간표 조회

검색기간

학년도: 2025학년도

학기: 2학기

과목조회

교양필수

교양선택

학과 / 전공

교지

공통/마이크로디그리

교수법

과목검색

담당교수 검색

학부 신입과정

집중학기

진로/신학연계

특성화 영역별 과목

학부 신입생 수강과목

소속: 학부

전공구분: 주전공

학과전공: 경영학부

☐ 학부 신입생 수강과목

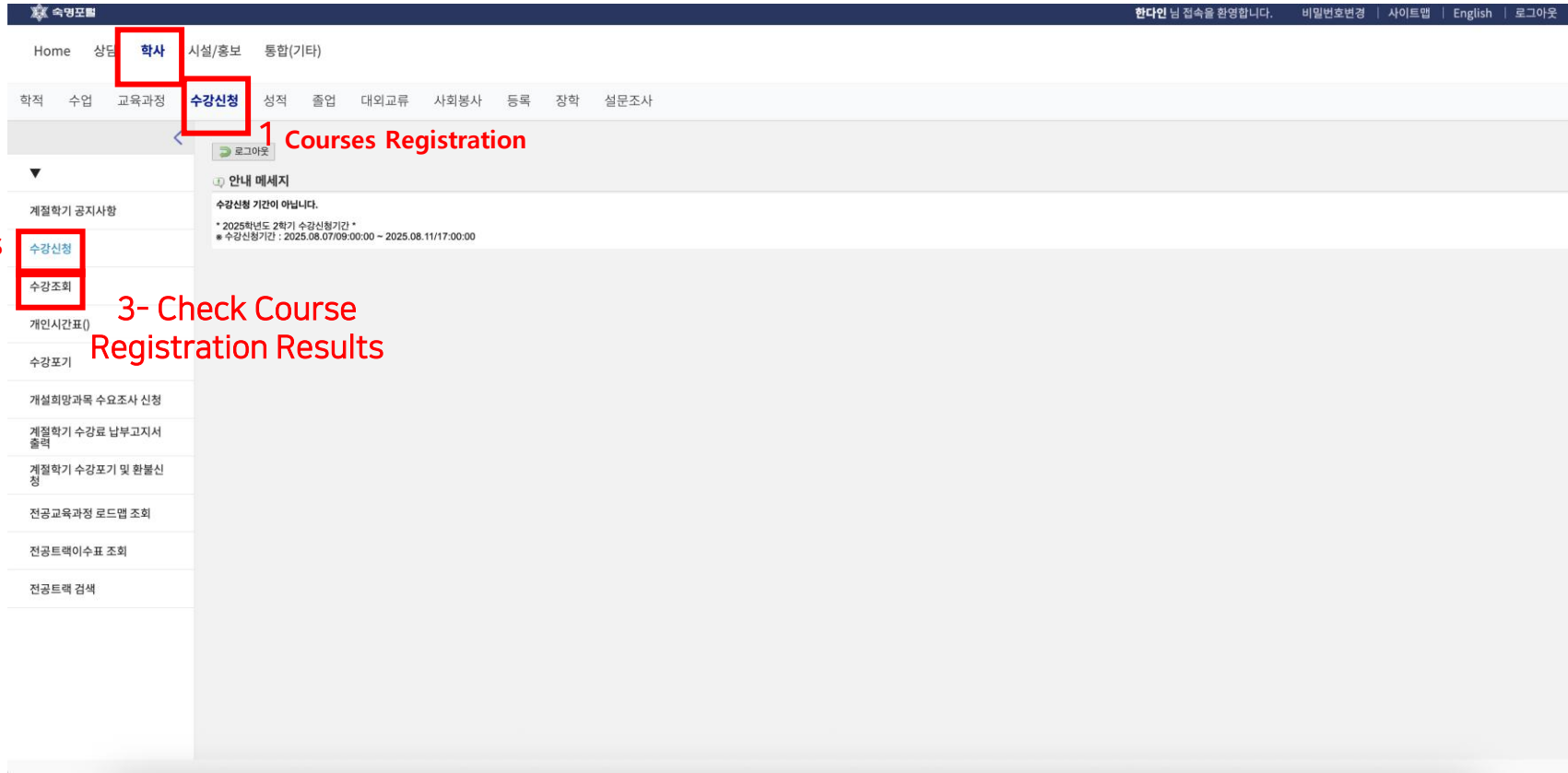
검색

강의형태	과목명	과목번호	분반	계획	동영상	교과구분	강의시간	담당교수	이수단계	학점/이론/실습	정원	신청	여석	교수법	언어	진로/신학연계	수강자격	수강유의사항
대면	ASEAN지역비즈니스개발학	21103992	001			전공선택	월16:30-19:20(영신관 418)	김윤태	3·4학년	3/3.0/0.0	50	0	50					글로벌
대면	IT외비즈니스혁신	21101322	001			전공선택	금12:00-14:50(순환관 319)	한은정	3학년	3/2.0/1.0	50	0	50					
원격(사이버)	R로베우는데이터분석입문:비즈니스모델개발	21104615	001			전공선택		오중산	1·2학년	3/3.0/0.0	200	0	200	사이버				
대면	경영과학2	21100752	001			전공선택	화목 10:30-11:45(영신관 109)	박철순	2학년	3/2.0/1.0	50	0	50					
대면	경영과학2	21100752	002			전공선택	화목 13:30-14:45(영신관 101)	박철순	2학년	3/2.0/1.0	40	0	40					
대면	경영과학2	21100752	003			전공선택	화목 15:00-16:15(영신관 109)	박철순	2학년	3/2.0/1.0	50	0	50					
원격(사이버)	경영데이터분석1:데이터분석을통한비즈니스모델개발	21003870	001			전공선택		오중산	2학년	3/2.0/1.0	200	0	200	사이버				
원격(사이버)	경영데이터분석2:데이터분석을통한비즈니스모델개발	21107033	001			재고선택		조자아	3학년	3/2.0/1.0	200	0	200	사이버				

# 02 Course Registration Method

## Academic Affairs – Course Registration – Course Lookup

2 - Courses  
Registration Process



The screenshot displays the Academic Affairs website interface. The top navigation bar includes links for Home, 학사 (Academic Affairs), 시설/홍보 (Facilities/PR), and 통합(기타) (Integrated/Other). The main menu features links for 학적 (Academic), 수업 (Classes), 교육과정 (Curriculum), 수강신청 (Course Registration), 성적 (Grades), 졸업 (Graduation), 대외교류 (External Exchange), 사회봉사 (Social Service), 등록 (Registration), 장학 (Scholarship), and 설문조사 (Survey). The '수강신청' (Course Registration) link is highlighted with a red box and labeled '1 Courses Registration'. Below the main menu, a sidebar on the left contains a list of links, with '수강신청' (Course Registration) and '수강조회' (Course Lookup) highlighted with red boxes. The '수강조회' link is labeled '3- Check Course Registration Results'. The main content area displays a message titled '안내 메시지' (Notice Message) regarding the course registration period for the 2025 academic year, from August 7, 2025, to November 17, 2025.



# 03

Check Required  
Courses



# 03 Graduation Credit Guide

## Credit Requirements for Graduation

- Graduation Credits: 125–130 credits (varies by department)
- Recommended to complete an average of 15–18 credits per semester until graduation
- Please check the graduation credit requirements for each major

Available on the Sookmyung Women's University website > Campus Life > Academic Information  
> Graduation > Graduation Credit Allocation Table

<https://www.sookmyung.ac.kr/kr/university-life/graduate02.do?mode=view&articleNo=88383&article.offset=0&articleLimit=10>



졸업  
큰업

졸업학점배정표	졸업심사	졸업인증제	전공별 경과조치
<p>2025학년도 졸업학점배정표</p> <p>조회수 3148    작성자 학사팀    2025-03-12</p>			

계열	대학 · 독립학부	학부 · 학과 · 전공	졸업 학점 Graduation Credits	교양학점		제1전공 학점						복수전공 학점			부전공 학점
				교양 필수	교양 핵심 선택	심화과정			다전공과정						
						필수	선택	계	필수	선택	계	필수	선택	계	
		환경디자인과				20	44	64	20	22	42	20	22	42	
		공예과				20	46	66	20	22	42	20	22	42	
		회화과				31	32	63	31	11	42	31	11	42	
인문 사회	글로벌서 비스학부	글로벌협력전공	125	12	15	18	36	54	18	24	42	18	24	42	
		앙트러프러너십전공				18	36	54	18	24	42	18	24	42	
	영어영문 학부	영어영문학전공				9	51	60	9	36	45	9	30	39	
		테슬(TESL)전공				9	42	51	9	33	42	9	33	42	
	미디어 학부	미디어학전공				18	45	63	18	30	48	18	24	42	
	글로벌 융합대학	글로벌융합학부				12	39	51	12	24	36	0	36	36	
연계전공		공공인재학전공(36), 글로벌지식경영전공(36), 글로벌비즈니스개발학전공(36), 글로벌환경학전공(36), 금융공학전공(36), 기술인문융합전공(36), 기업법무전공(36), 문화예술기획전공(36), 빅데이터분석학전공(36), 상담학전공(36), 세무회계학전공(36), 순헌융합인문학전공(36), 스토리텔링전공(36), 통상학전공(36)													



# 03 General Education Curriculum

General Education Required – Total 12 credits

- Second-semester freshmen are not permitted to take the English courses listed below.

Course Title	Credits	Course Code	Semester Offered	Completion Level
공학영어 (TECHNOLOGY AND ENGINEERING)	<b>English Requirement</b> <b>3 credits</b> (Choose 1 out of 5 courses) <ul style="list-style-type: none"><li>• Take the English placement test in advance</li><li>• Course registration available based on your placement level</li></ul>	21104195	Every Semester	Freshman Year
비즈니스영어 (BUSINESS AND MANAGEMENT)		21104198	Every Semester	Freshman Year
글로벌미디어영어 (GLOBAL MEDIA)		21104199	Every Semester	Freshman Year
관광·문화영어 (TOURISM AND CULTURE)		21104200	Every Semester	Freshman Year
커뮤니케이션영어 (COMMUNICATION BASICS)		21104197	Every Semester	Freshman Year





# 03 General Education Curriculum

## English Placement Test(GELT) Information

- Sookmyung Women's University website > News > Notice > Main Notices
- Announcement: 2025-2 English Liberal Arts Required Course Placement Test (GELT) Information for Prospective Students

Period: Late October (TBD)

Target: Students wishing to take Winter session courses

Period: Late January (TBD)

Target: Students wishing to take 2026 Spring semester courses



# 03 General Education Curriculum

## English General Education Exemption Application (As of Fall Semester 2025)

- Sookmyung Women’s University Website > News Center > University Notices > Major Announcements
- Post Title: Notice for English General Education Requirement Exemption Application for Fall 2025

Content	Detail
Period	September 1, 2025 – September 30, 2025
Exemption Criteria	<ul style="list-style-type: none"><li>• Official English Test Scores: Choose one from TOEIC 850 / TOEFL 89 / IELTS 6.5 or higher</li><li>• Nationality of an English-speaking country</li></ul>
Method	Submit <b>in person</b> at Room 201, Administration Building, Soonheon College Academic Affairs Team
Required Documents	<p>For Exemption Application Based on Official English Test Scores: Official English test score report (Original transcript) and exemption application form (designated format) are required.</p> <p>For Exemption Application by Nationality of an English-speaking Country: Application must be submitted within one year after admission (For freshmen in Fall 2025: applications accepted in September 2025 and March 2026).</p>
Precautions	<ul style="list-style-type: none"><li>• Application is not allowed if you have already earned a grade in an English general education course (including F).</li><li>• Application is not allowed if you are currently enrolled in an English general education course.</li><li>• Exempted courses will not be counted as credits (graduation credits are fulfilled by completing substitute courses).</li><li>• In the final semester before graduation, the exemption will be marked as ‘Satisfied’ (around late January/July) One copy of Alien Registration Card, one copy of Exemption Application Form</li></ul>



# 03 General Education Curriculum

General Education Required – Total 12 credits

Course	Credit	Course Number	Semester Offered	Completion Level
<small>Critical Thinking and Communication in the Digital Era</small> 디지털시대의사고와의사소통	9 credits (Total of 3 Courses)	21105203	Every Semenster	Freshman Year
<small>Logical Thinking and Software</small> 논리적사고와소프트웨어		21104205	Every Semenster	Sophomore Year
<small>Korean Language for Foreigners</small> 외국인을위한한국어 I		21002652	Every Semenster	
외국인을위한한국어 II		21002653	Every Semenster	
외국인을위한한국어 III		21002654	Every Semenster	
외국인을위한한국어 IV		21002655	Every Semenster	



# 03 General Education Curriculum

General Education Core – Total 15 credits

교과목	학점
Area 1 – Self Directed Growth	At least one course (3 credits) from two or more areas required
Area 2 – Global Citizenship	
Area 3 – Creative Problem Solving	
Area 4 – Collaborative Communication	



# 03 General Education Curriculum

## General Education Core – Total 15 credits

- Enrollment in Courses Exclusively for International Students is Recommended

### Courses Exclusively for International Students

Course	Subject Name (Subject Code)	Credits
Core General Education Area 1	K-메이크업 K- MAKE UP (21104952)	3
Core General Education Area 2	K-아트 K-ART (21104954)	3
	한국의전통춤입문 AN INTRODUCTION TO KOREAN TRADITIONAL DANCE (21003980)	2
Core General Education Area 4	한국의고전과전통문화콘텐츠 KOREAN CLASSICS AND TRADITIONAL CULTURE (21104351)	3



# 03 Course Registration Schedule

Content	Date and Time	Access Method
1 <sup>st</sup> Course Registration	8/7 (Thu) 9:00 AM – 8/11 (Mon) 5:00 PM Not on a first-come, first-served basis!	University Website > Select 'Current Students' from the User Menu on the Right > Course Registration
Course Confirmation Result Inquiry	After 4PM on August 19 (Tue)	Sookmyung Portal > Academic Affairs > Course Registration > Course Inquiry
2 <sup>nd</sup> Course Registration	3rd & 4th Year: 8/ 20 (Wed) 9:00 AM – 5:00 PM 1st & 2nd Year: 8/21 (Thu) 9:00 AM – 5:00 PM All Years: 8/22 (Fri) 9:00 AM – 5:00 PM	University Website > Select 'Current Students' from the User Menu on the Right > Course Registration
3 <sup>rd</sup> Course Registration	9/1(Mon) 8:00 AM~ 9/5(Fri)★ Until 5:00 PM	University Website > Select 'Current Students' from the User Menu on the Right > Course Registration
Final Course Cancellation Notice	9/5(Fri) After 6:00 PM	University Website > Announcements
4 <sup>th</sup> Course Registration	9/8(Mon) 10:00 AM~ 5:00 PM	University Website > Select 'Current Students' from the User Menu on the Right > Course Registration
Course Withdrawal	9/22(Mon) 10:00 AM ~ 9/28(Sun) 12:00 AM	Sookmyung Portal > Academic Affairs > Course Registration > Course Inquiry



# 03 Global Core Talent Scholarship

- **Course Credits:** Students who have earned 12 or more credits (up to 3 credits from P/F courses are recognized)
- **Payment Period:** Up to 8 regular semesters

## Eligibility Criteria at Admission

Applies only to the first semester, based on the Korean track  
The English track has different eligibility criteria

- TOPIK Level 6: 90% tuition waiver
- TOPIK Level 5 or Completion Certificate of Level 6 from the University Language Institute: 70% tuition waiver
- TOPIK Level 4 or Completion Certificate of Level 5 from the University Language Institute: 60% tuition waiver
- TOPIK Level 3 or Completion Certificate of Level 4 from the University Language Institute: 40% tuition waiver
- No TOPIK Certification: 30% tuition waiver
- No TOPIK Certification (Arts and Physical Education Majors): 20% tuition waiver

## Eligibility Criteria During Enrollment

### Korean Track

TOPIK	GPA		
	4.0	3.5	3.0
6	100% tuition waiver	50% tuition waiver	30% tuition waiver
5	70% tuition waiver		
4			
3	40% tuition waiver	30% tuition waiver	20% tuition waiver
미취득	10% 감면		

### English Track

- GPA 4.0 or higher: 60% tuition waiver
- GPA 3.5 or higher: 50% tuition waiver
- GPA 4.3 or higher: 100% tuition waiver
- GPA 3.0 or higher: 30% tuition waiver



# 03 Global Key Talent Scholarship

- **Credits Completed:** Students who have earned 12 or more credits (Pass/Fail courses recognized up to a maximum of 3 credits)
- **Payment Period:** Up to 8 regular semester
- **Eligibility:** Only students enrolled in both National Health Insurance and private indemnity insurance are eligible
- **More Information:** Sookmyung Women's University website > Campus Life > Scholarships > Scholarship Information > Undergraduate Scholarships

## 2017 Fall Semester ~

Previous Semester GPA	Scholarship Amount
3.5 or higher (Only for students in single departments or independent majors)	100% of tuition
3.3 or higher	70% of tuition
Between 3.0 and below 3.3	50% of tuition

## 2021 Spring Semester ~

Previous Semester GPA	Scholarship Amount
4.3	100% of tuition
Between 4.0 and below 4.3	50% of tuition
Between 3.5 and below 4.0	30% of tuition
Between 3.3 and below 3.5	20% of tuition



# 03 Required Korean Language Course for the Division of Global Convergence

- Below TOPIK Level 3: Beginner, Intermediate Korean class **required**
- TOPIK Level 3 and above: Intermediate coursework **recommended**

## > Beginner Courses

- Basic Korean Vocabulary and Grammar (초급 한국어 어휘와 문법)
- Basic Korean Speaking (초급 한국어 말하기)
- Basic Korean Writing (초급 한국어 쓰기)
- Basic Korean Reading and Listening (초급 한국어 읽기와 듣기)

## > Intermediate Courses

- Intermediate Korean Vocabulary and Grammar(중급 한국어 어휘와 문법)
- Intermediate Korean Speaking (중급 한국어 말하기)





# 03 Example Courses for New Students in the Division of Global Convergence

※ Global Convergence Career Exploration: Career Understanding Classes Using AI Translation Tools

## > Without Korean Language Score Required

- Basic Korean Vocabulary & Grammar (3 credits)  
초급 한국어 읽기와 듣기
- Basic Korean Reading & Listening (3 credits)  
초급 한국어 어휘와 문법
- Basic Korean Writing (3 credits)  
초급 한국어 쓰기
- Basic Korean Speaking (3 credits)  
초급 한국어 말하기

### Recommend

- Global Convergence & Career Exploration (3 credits)  
글로벌 융합 진로 탐색
- Novice Korean I  
외국인을 위한 한국어 I

### Additional Subjects (More than 15 credits)

- An Introduction To Korean Traditional Dance  
한국의 전통 춤 입문
- Korean Classics and Traditional Culture  
한국의 고전과 전통 문화 콘텐츠



## > With Korean Language Score Required

- Global Convergence & Career Exploration (3 credits)  
글로벌 융합 진로 탐색
- Intermediate Korean Vocabulary & Grammar (3 credits)  
중급한국어어휘와문법
- Intermediate Korean Speaking (3 credits)  
중급한국어말하기
- Novice Korean II  
외국인을 위한 한국어 II
- Novice Korean III  
외국인을 위한 한국어 III
- An Introduction to Korean Traditional Dance  
한국의 전통 춤 입문
- Korean Classics and Traditional Culture  
한국의 고전과 전통 문화 콘텐츠



# 04

Additional  
Information



# 04 Important Dates

- Dates are subject to change
- Advance notice will be given if changes occurs

## Freshmen Orientation

**Date:** Wednesday,  
August 27<sup>th</sup>

## Freshmen Welcome Party

**Date:** Friday,  
September 5<sup>th</sup>



# 04 Remarks

## > Univ Announcement

- General Announcement  
<https://www.sookmyung.ac.kr/kr/news/important-notice.do>
- Course Registration Announcement  
<https://www.sookmyung.ac.kr/kr/news/important-notice.do?mode=view&articleNo=89506>

## > Contact

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• 유학생서비스팀 (International Student Services Team))<br/>☎ 02-2077-7217<br/>✉ studyabroad@sookmyung.ac.kr</li> </ul> | <ul style="list-style-type: none"> <li>• 글로벌융합대학 교학팀 (Academic Affairs, College of Global Convergence)<br/>☎ 02-2077-7695<br/>✉ glocon@sookmyung.ac.kr</li> </ul> |
|---|---|

Concluding the presentation  
Thank you