



학적 조회 동의/확인서 (学历查询同意/确认书)

(Letter of Consent for Academic Background Check)

Admissions and Recruitment Office
184-16 Hwahap-ro, 1080beon-gil, Eunhyeon-myeon, Yangju-si,
Gyeonggido, Republic of Korea (ZIP code: 11429) Tel. 86-31-858-3144

School Name : (English)
: (Native Language)

School Address : (English)
: (Native Language)

School Email: School Tel: School Fax:

To whom it may concern:

We are pleased to have the following individual, (), who was a student of your school, study here at **Shema Global School**, Gyeonggido, Republic of Korea. We ask you to examine the enrollment records below, complete the attached **Verification Report**, and return it to our office **by postal mail, fax or email (scan)**.

Your cooperation is greatly appreciated and your answers will be held in complete confidentiality. For your reference, the student's **Letter of Consent** is below.

Thank you for your cooperation. We look forward to hearing from you soon.

Sincerely,
Office of Admissions

<Letter of Consent>

To whom it may concern:

I have applied to **Shema Global School** in Seoul, Republic of Korea for the **Fall semester of 2022**. I ask you to render your full cooperation to **Shema Global School** when it contacts you regarding verification of enrollment and transcripts.

Name: _____ Date of Birth(yyyy/mm/dd): _____ Signature : _____

Written by Applicant	Written by Previous School	
Date of Admission: _____ (yyyy/mm/dd)	<input type="checkbox"/> Correct	<input type="checkbox"/> Incorrect
Date of Graduation: _____ (yyyy/mm/dd)	<input type="checkbox"/> Correct	<input type="checkbox"/> Incorrect
<input type="checkbox"/> Name : <input type="checkbox"/> Job Title : <input type="checkbox"/> Tel : <input type="checkbox"/> Date :		

* Applicants should fill out everything except the area in gray.(报名学生除灰色部分外必须填写所有空格。)