

KYUNG HEE UNIVERSITY

# 2023 Fall Semester Guidelines for Graduate International Admission



경희대학교

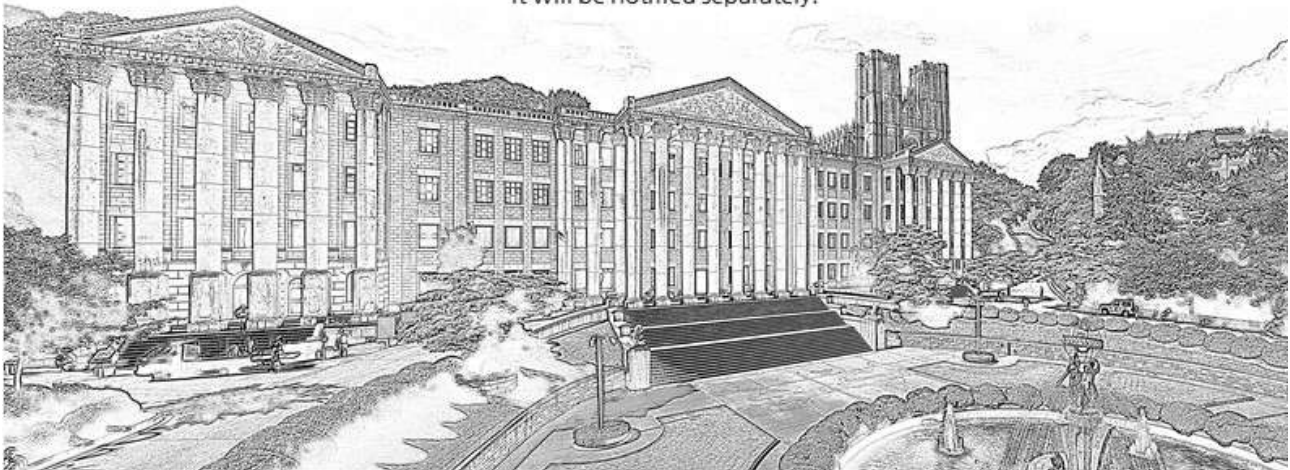
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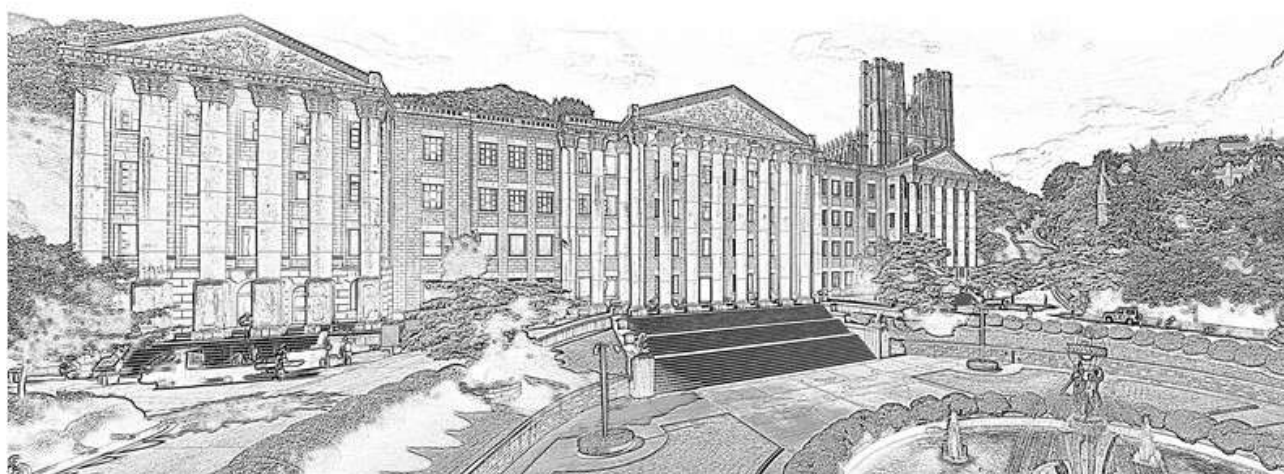
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**2023 Spring Semester Guidelines for Graduate International Admission Schedule**

SUN	MON	TUE	WED	THU	FRI	SAT
<b>April</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> •UWAY Application begins from April 7th, 10AM •Document Submission begins from April 7th	<b>8</b>
	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>16</b>	<b>17</b> •UWAY Application ends at April 17th, 5PM •Document Submission ends at April 17th (based on timecode from postmark/stamp)	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>May</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> Announcement about Interview and Audition from 3PM (refer to website)	<b>26</b>	<b>27</b> Interview and Audition (refer to evaluation grid from each department, only required from certain departments)
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			
<b>June</b>				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b> Results Announced from 2PM (refer to website)	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	
<b>July</b>						<b>1</b>
<b>2</b>	<b>3</b> Tuition Payment begins from July 3rd, 10AM (receipt downloadable from results announce website)	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b> Tuition Payment ends at July 14th, 4PM	<b>15</b>

# 1

## Admission Schedule

Process	Dates and Deadlines	Notes
① Online Application	Apr 7 <sup>th</sup> , 2023 (Fri), 10:00 ~ Apr 17 <sup>st</sup> , 2023 (Mon), 17:00	<ul style="list-style-type: none"> <li>• Applications for admission are only accepted via online.</li> <li>• Website for online application: <a href="http://www.uwayapply.com">http://www.uwayapply.com</a> (Log-in → Kyung Hee University (경희대학교) → General Graduate School (Application for International Students (경희대학교 일반대학원 외국인))</li> <li>※ Application will be considered as complete if only when the application fee is fully paid before Apr. 17<sup>st</sup> 2023(Mon), 17:00.</li> <li>※ Website call center (Uwayapply) ☎ +82-1588-8988</li> <li>※ Your name and date of birth must match your passport.</li> </ul>
② Submission of Documents	Apr 7 <sup>th</sup> , 2023 (Fri), 10:00 ~ Apr 17 <sup>th</sup> , 2023 (Mon), 17:00	<ul style="list-style-type: none"> <li>• Documents should be submitted only after completing the online application and fee payment.</li> <li>• Applicants are fully responsible with any disadvantages due to failing to submit documents on time or submitting documents which do not meet criteria.</li> <li>• List of required documents: p. 8~11</li> <li>※ Application is completed only after online application and documents submission are done.</li> </ul>
③ Documents Arrival Check-up	Apr 18 <sup>th</sup> , 2023 (Tue), 10:00 ~ Apr 21 <sup>st</sup> , 2023 (Fri), 17:00	<ul style="list-style-type: none"> <li>• Log in <a href="http://www.uwayapply.com">http://www.uwayapply.com</a> → 내 원서 보관함 → 접수 원서 → 경희대학교 일반대학원 → '서류도착 확인'</li> <li>• Applicants have responsibility to confirm whether all the required documents have arrived safely in time.</li> <li>• If submitted exactly on due date, document arrival check-up process may take time.</li> </ul>
④ Admission Interview (Audition)	May. 27 <sup>th</sup> , 2023 (Sat) Notice on time and location will be uploaded after May 25 <sup>th</sup> , 2023 (Thu) 15:00	<ul style="list-style-type: none"> <li>• Please check whether your department requires an interview (audition) in advance, referring to the guidelines. (p.12~16)</li> <li>• Details on interview (audition) must be asked to the departments individually.</li> <li>• Notice on time and location of the interview will be available at Global Admissions Team homepage [<a href="http://iadmission.khu.ac.kr">iadmission.khu.ac.kr</a>]: Visit '공지' - '외국인입학(대학원)' individually.</li> <li>• Prepare your application slip (printable via uwayapply) and your ID on the date of interview. (audition)</li> </ul>
⑤ Result Announcement	Jun 9 <sup>th</sup> , 2023 (Mon), 14:00	<ul style="list-style-type: none"> <li>• Check individually at <a href="https://iadmission.khu.ac.kr">https://iadmission.khu.ac.kr</a></li> </ul>
⑥ Registration (Tuition Payment)	Jul 3 <sup>rd</sup> , 2023 (Mon), 10:00 ~ Jul 14 <sup>th</sup> , 2023 (Fri) 16:00	<ul style="list-style-type: none"> <li>• Via virtual account of KEB Hana Bank, stated on your tuition receipt</li> <li>• Details will be on notified online (<a href="https://iadmission.khu.ac.kr">https://iadmission.khu.ac.kr</a>)</li> </ul>

※ Any schedule changes will be notified on the Global Admissions Team website. (<https://iadmission.khu.ac.kr>) There will be no individual notifications available.

### Contacts

<b>Website</b>	<a href="https://iadmission.khu.ac.kr">https://iadmission.khu.ac.kr</a>
<b>- Seoul Campus</b>	✉ admissions_s@khu.ac.kr / ☎ +82-2-961-9286~7
	Global Admissions, Cheongwon Building, 1 <sup>st</sup> Floor, Kyung Hee University, 26 Kyunghee- daero, Dongdaemun-gu, Seoul 02447, Republic of Korea
<b>- Global Campus</b>	✉ admissions_gg@khu.ac.kr / ☎ +82-31-201-3961~4
	Office of International Affairs, Room 108, Woojungwon Building, Kyung Hee University, 1732 Deogyong-daero, Giheung-gu, Yongin-si, Gyeonggi-Do 17104, Republic of Korea

## 2

## Admission Unit &amp; Available Degree Levels

Seoul Campus					
Division	Department	Major	M.A.	Ph. D.	Combined
Humanities and Social Sciences	Korean Language & Literature	Korean Classical Literature, Korean Current Literature, Korean Language and Literature, Korean Linguistics, Korean Cultural Contents	●	●	-
	English Language & Literature	English Literature, English Linguistics	●	●	-
	Applied English Linguistics & Translation Studies		●	●	-
	History	Korean History, Oriental History, Western History, Archaeology	●	●	X
	Philosophy	Oriental Philosophy, Western Philosophy	●	●	-
	Law	※ No Law major in General Graduate School; Admission for Ph. D course is conducted by Graduate School of International Legal Affairs (www.law.khu.ac.kr)	●	-	-
	Political Science		●	●	-
	Public Administration	Public Administration, Carbon Neutral Energy Conversion	●	●	●
	Sociology		●	●	-
	Economics	Economics	●	●	●
	International Trade	International Economics, International Business, International Trade Management	●	●	-
	Media		●	●	-
	Business Administration	Marketing, Human Resource Management and Organization, Finance and Insurance, Production and Operations Management, MIS, Pension Finance and Management, Big Data Management	●	●	●
	Health Services Management		●	●	●
	Accounting		●	●	-
	Hotel Management		●	●	-
	Tourism Sciences		●	●	-
	Convention & Exhibition Management		●	●	-
	Culinary Science & food service management		●	●	-
	Culture & Tourism Contents		●	●	-
	Global Hospitality & Tourism Management	※ All classes are conducted in English	●	●	-
	Smart Tourism Education Platform	Tourism Science, Hospitality Management	●	●	●
	Child & Family Studies	Child Studies, Family Studies	●	●	●
	Housing and Interior Design	Housing and Interior Design, AgeTech-Service Convergence	●	●	●
	Clothing and Textiles		●	●	-
	Education	Educational Technology, Educational Administration, Lifelong Education	●	●	-
	Natural Science	Mathematics	Mathematics, Quantum Information Science	●	●
Physics		Physics, Quantum Information Science	●	●	●
Chemistry			●	●	●
Biology			●	●	●
Geography			●	●	●
Food and Nutrition			●	●	●
Fundamental Pharmaceutical Sciences			●	●	●
Regulatory Science		Clinical Pharmacology & Therapeutic Sciences, Pharmaceutical Economics & Big Data Analysis, Biopharmaceutics	●	●	●
Integrated Drug Development and Natural Products		Oriental Pharmaceutical Life Sciences, Applied Pharmaceutical Sciences	●	●	●
Nursing			●	●	X
Biomedical and Pharmaceutical Science	Biomedical Science (Science), Life Science (Science), Pharmaceutical Science (Science), Pharmaceutical Science (Pharmacy), Pharmaceutical Science (Oriental Pharmacy)	●	●	●	

※ ● : Open to Enroll / × : Closed / - : Not Applicable

Seoul Campus						
Division	Department	Major	M.A.	Ph. D.	Combined	
Arts and Physical Education	Music	Composition	●	●	-	
	Fine Arts	Korean Painting, Painting, Sculpture, Criticism-Management	●	●	●	
	Dance	Korean Dance, Modern Dance, Ballet, Research of Dance, Dance Therapy	●	-	-	
	Performing Arts	Dance, Art Management	-	●	-	
Medicine	Medicine	Family Practice, Internal Medicine, Microbiology, Radiation Oncology, Pathology, Molecular Biology, Urology, Obstetrics & Gynecology, Physiology, Biochemistry, Plastic Surgery, Neurosurgery, Ophthalmology, Pharmacology, Preventive Medicine, General Surgery, Otorhinolaryngology, Physical Medicine and Rehabilitation, Orthopedic Surgery, Dermatology, Thoracic & Cardiovascular surgery, Emergency Medicine, Neurology, Laboratory Medicine, Anesthesia and Pain Medicine, Pediatrics, Diagnostic Radiology, Biomedical Engineering, Medical Zoology, Medical Education, Clinical Pharmacology, Psychiatry, Anatomy and Neurobiology, Nuclear Medicine, Occupational and Environmental Medicine, Age Service-Tech Convergence	●	●	●	
	Biomedical Science	Biomedical Science, Engineering	●	●	●	
	Neuroscience		●	●	●	
	Dentistry	Dentistry, Science, Engineering	●	●	●	
	Science in Korean Medicine	Korean Medicine	Meridian & Acupoint, Pathology, Herbal Pharmacology, Physiology, Biochemistry & Molecular Biology, Pharmacology, Preventive Medicine, Korean Medical Classics, Convergence Korean Medical Science, Medical History, Prescriptionology, Anatomy	●	●	-
			Science, Medical Science	●	●	●
	Clinical Korean Medicine	Internal Medicine of Liver System, Cardiology and Neurology, Gastroenterology, Respiratory System and Allergy & Immunology, Internal Medicine of Nephro-Urology & Endocrine System, Obstetrics and Gynecology, Pediatrics, Ophthalmology-Otorhinolaryngology & Dermatology, Biofunctional Medicine & Diagnostics, Neuropsychiatry, Acupuncture & Moxibustion Medicine, Rehabilitation Medicine, Sasang Constitutional Medicine, Oncology, Clinical Research of Korean Medicine	●	●	-	
	Global Public Health and Korean Medicine Management	Korean Medicine, Public Health	●	●	-	
	Korean Medicine	Meridian & Acupoint, Pathology, Herbal Pharmacology, Physiology, Biochemistry & Molecular Biology, Pharmacology, Preventive Medicine, Korean Medical Classics, Medical History, Prescriptionology, Anatomy, Medical Education in Korean Medicine, Convergence Korean Medical Science	●	●	-	
	Biomedical Science and Technology	Regenerative Medicine (Natural Science), Regenerative Medicine (Medicine) Integrative Cancer Biology (Natural Science), Integrative Cancer Biology (Medicine), Applied Multi-Omics and Precision Medicine (Natural Science) Convergence of Health Aging and Geriatric Diseases (Natural Science), Convergence of Health Aging and Geriatric Diseases (Medicine) Biomedical Sciences of Natural Products (Natural Science), Biomedical Sciences of Natural Products (Pharmacy)	●	●	●	
Precision Medicine		●	-	-		

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Global Campus

Division	Department	Major	M.A.	Ph. D.	Combined
Humanities and Social Sciences	International Korean Language and Culture		●	●	-
	East-Asian Language and Literature	Chinese, Japanese	●	●	●
	British-American Language and Culture	※ All classes are conducted in English	●	●	-
	European Language and Literature	Spanish, French, Russian	●	●	-
Natural Science	Physics	Physics, Frontier Integrated Major	●	●	●
	Graduate School of Biotechnology	Oriental Medicinal Materials Engineering, Genetic Engineering	●	●	●
	Plant & Environmental New Resources		●	●	●
	Food Sciences Biotechnology		●	●	●
	Astronomy & Space Science		●	●	●
	Space Research		●	●	●
	Genetics & Biotechnology		●	●	●
	Horticultural Biotechnology		●	●	●
	Biopharmaceutical Biotechnology		●	●	●
	Chemistry		●	●	●
	Applied Environmental Science	Environmental Engineering (Science), Environmental Science (Engineering,) Integrated Engineering (Engineering), Carbon Neutral Energy Conversion (Engineering)	●	●	●
	Landscape Architecture		●	●	●
	Graduate School of Green- Bio Science	Agricultural Science, Science	●	●	●
Engineering	Architectural Engineering	Architectural Engineering, Carbon Neutral Energy Conversion	●	●	●
	Mechanical Engineering	Mechanical Engineering, Integrated Engineering, Frontier Integrated Major	●	●	●
	Civil Engineering	Civil Engineering, Carbon Neutral Energy Conversion	●	●	●
	Industrial & Management Engineering	Industrial & Management Systems Engineering, Carbon Neutral Energy Conversion	●	●	●
	Software Convergence		●	●	●
	Biomedical Engineering		●	●	●
	Nuclear Engineering		●	●	●
	Artificial Intelligence		●	●	●
	Electronic Engineering	Electronic Engineering, Age Service-Tech Convergence	●	●	●
	Advanced Materials Engineering for Informations and Electronics	Advanced Materials Engineering for Informations and Electronics, Frontier Integrated Major	●	●	●
	Computer Science & Engineering		●	●	●
	Chemical Engineering	Chemical Engineering, Integrated Engineering	●	●	●
	Metaverse	Metaverse	●	●	X
Semiconductor	Semiconductor	●	●	X	
Arts and Physical Education	Architecture		●	●	●
	Ceramic Arts		●	-	-
	Digital Art & Design		●	●	-
	Industrial Design		●	-	-
	Visual Information Design		●	-	-
	Film & Theater		●	-	-
	Applied Arts		-	●	-
	Formative Design		-	●	-
	Physical Education		●	●	-
	Textiles & Fashion Design		●	●	-
	Post Modern Music		●	-	-

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Interdisciplinary Programs					
Campus	Department	Major	M.A	Ph. D.	Combined
Seoul	Information Display	☞ All classes are conducted in English	●	●	●
	Medical Engineering	Medicine, Oriental medicine, Dentistry, Nursing, Science	●	●	●
		Health Data Science and Convergence (Engineering)	●	●	●
	Philosophy in Korean Medicine	Korean Medicine, Philosophy	●	●	-
	History in Korean Medicine	Korean Medicine, History	●	●	-
	Biological Sciences in Korean Medicine	Korean Medicine, Science	●	●	-
	Applied Korean Medicine	Korean Medicine, Science in Medicine, Science, Public Health Science	●	●	-
	Human Informatics of Korean Medicine	Korean Medicine, Engineering	●	●	-
	Medical Science of Meridian	Korean Medicine, Science in Medicine, Science	●	●	-
	Cancer Preventive Material Development	Korean Medicine, Science	●	●	-
	Integrated Medical Humanities	Humanities, Medicine	●	●	-
	Smart City Planning and Real Estate	Ph. D. program divides into Real Estate and City & Urban and Regional Planning	●	●	-
	Future Science & Technology Commercialization Policy and Entrepreneurship	Entrepreneurship (Business Administration), Entrepreneurship (Engineering), Technology Commercialization Policy (Business Administration), Technology Commercialization Policy (Engineering)	●	●	-
	Seoul, Global	Big Data Analytics	Business Administration, Natural Science, Engineering ☞ Required to enter a campus where your academic advisor belongs	●	●
Global	Electronics and Information Convergence Engineering	Electronic Engineering, Biomedical Engineering	●	●	●

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### 3

## Quotas & Eligibility

**1. Admission Quota:** Each department and program accept a limited number of students

※ All departments may not accept any students if there are no qualified applicants

**2. Eligibility: Must meet all following 3 conditions (Degree, Nationality and Language Proficiency)**

Eligibility			
Contents	Details		Comments
Nationality	Foreigner	Applicants and both of his/her parents must be non-Korean citizens. (Upon application start date 2023.04.07)	
Degree	Master's & Combined	- Applicants must hold a Bachelor's degree from Universities in Korea or abroad, or be in the final year of Bachelor's program, or expected to acquire a Bachelor's program before Aug 31st, 2023. (Thu) Applicants who are considered to hold a level of education equivalent to or higher than a Bachelor's degree according to relevant laws	※ Admission may be revoked if the applicants who were expected to graduate do not submit a certificate of graduation upon entering.
	Ph. D.	- Applicants must hold a Master's degree from Universities in Korea or abroad, or scheduled to finish program by Aug 31st, 2023. (Thu) Applicants who are considered to hold a level of education equivalent to or higher than a Master's degree according to the relevant laws	
Language Proficiency	<p style="text-align: center;"><b>Korean</b></p> <p>All applicants except those who falls under condition ① must meet at least one of the conditions ②~④.</p> <p>① Obtained TOPIK Level 5 or above: Department of Economics, Media, International Trade, Hotel Management, Convention &amp; Exhibition Management, Culture, Tourism &amp; Contents, Business Administration, Accounting, Culinary Science and Food Service Management, Smart Tourism Education Platform</p> <p>② Obtained TOPIK Level 4 or above</p> <p>③ Must have graduated with a major in Korean Language from overseas university</p> <p>④ Must have registered or have grades for at least 4 semesters at universities in Korea</p> <p style="text-align: center;"><b>English</b></p> <p>※ Applicants for following departments - Global Hospitality &amp; Tourism Management, Information Display, English Language &amp; Literature, Applied English Interpretation and Translation, Chemistry (Seoul), Physics (Seoul), Cancer Preventive Material Development, Mathematics, Biomedical Science, British-American Language and Culture, all Science and Engineering departments at Global Campus – must meet either requirement ① or ②.</p> <p>① Applicants holding nationality of an English-speaking country or a country where English is an official language (only valid when completed education course is in English if from country where English is an official language), and submitted proof (Certificate of Graduation, etc.) of completing secondary or higher education from that country</p> <p>② Applicants who have one of designated English test results as follow:</p> <ul style="list-style-type: none"> <li>- TOEFL(iBT 80) or above</li> <li>- IELTS 5.5 or above</li> <li>- TEPS 600 (NEW TEPS 326) or above</li> </ul>		<p>※ Refer to the language proficiency conditions for each department and courses (p. 12~16)</p> <p>※ Language test scores must be valid (date printed on the test result sheet) at the date when online application begins</p>

Additional Eligibility		※ Applicants for the following departments must meet both the application qualification for the "General Admission" and the application qualification for the relevant department	
Contents	Details		Comments
Nursing	Master's	- Applicants must hold a Bachelor's degree from nursing college (or department) in Korea or abroad, or expected to obtain a Bachelor's degree before Aug 31st, 2023 (Thu)	
	Ph. D.	- Same as General Admission application qualification	

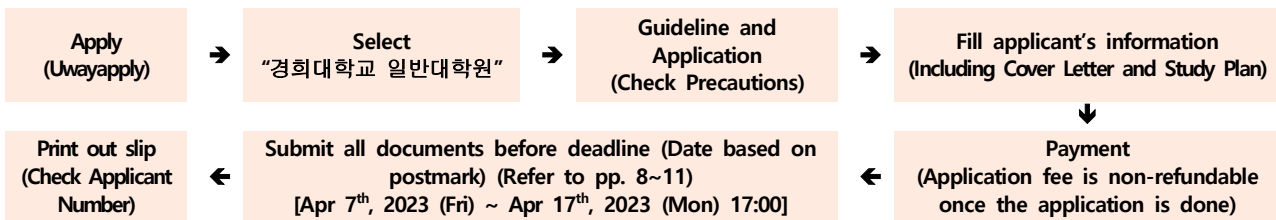
※ List of Required Documents: Refer to p. 8~11

## 4 How to Apply

1. Period: Apr 7<sup>th</sup>, 2023 (Fri) 10:00 ~ Apr 17<sup>th</sup>, 2023 (Mon) 17:00
2. Registration : Online
3. Website: <http://www.uwayapply.com> (Uwayapply)
4. Application Fee

Application Fee			
Division	Degree	Fee	Comments
All	Master's Ph. D. (including Combined)	KRW 147,000 in total	※ Including Uwayapply commission fee of KRW 7,000 ※ Transaction fee is on applicants and the application fee is non-refundable once the application is done (Only refundable when the application is canceled by KHU)

### 5. Application Process



- \* Access to application will be denied after the deadline. (Apr 17<sup>th</sup>, 2023 (Mon) 17:00)  
(It is applicant's responsibility for submitting the application by the deadline.)
- \* Admission fee is not refundable after admission closes. (according to Article 42-3 (Admission Fees), Enforcement Decree Of The Higher Education Act)

### 6. Important Notes

- ※ For applicants who do not have alien registration number, type Birth date YYYYMMDD + \_\_\_\_\_ (Male 5000000, Female 6000000 if born before Jan 1st, 2000; Male 7000000, Female 8000000 if born after)
- ※ For Chinese applicants, fill out 'Korean Name' box with your English name shown on your passport.  
Ex) 왕대륙(X) Wang Talu(O)
- ① Application is considered as completed after paying application fee and the applicant number is assigned,
- ② Printing application is only possible if the application is complete and application fee is payed, and you are not allowed to edit your application after payment.
- ③ Application is finally confirmed only when the required documents are submitted before the deadline. (refer to p. 8~11)
- ④ Address, contact information, and E-mail included in application will be used during the admission process so please provide them correctly.
- ⑤ Fill out the application form providing exact personal information, campus, application track, applying department and major. Any disadvantages caused by incorrectly listing contents, typographical errors or omissions are applicant's responsibility.
- ⑥ Applicants must choose and apply for only ONE department within General Graduate School. (must choose either Seoul or Global Campus) - **Applicable to only one department**
- ⑦ Enter the name of your university (graduate school) and department where you are from, degree registration number, average GPA (grades), etc. exactly as stated on your graduation certificate or transcript.  
※ Ph. D. applicants must enter the correct name of the graduate school where they obtained the master's degree from. (e.g.: general graduate school, business school, graduate school of education, etc.)

- ⑧ As for the average GPA (grades), enter exactly as shown on transcript. (Rounding off is not allowed)
- ⑨ Enter the name of (expected) academic advisor, if the applicant is in contact with them.

**(Applicants for Global Campus or departments of Science and Engineering, please contact current available professors individually via website, etc., and must enter the name)**

※ If the contact information changes after application is submitted, please notify Global Admissions Team at Global Campus immediately.

## 5 Required Documents

1. Period: Apr 7<sup>th</sup>, 2023 (Fri) ~ Apr 17<sup>th</sup>, 2023 (Mon)

2. Submit: Post (The date of postmark until Apr 17<sup>th</sup> (Mon) is accepted)

### 3. Precautions

- Total of 2 copies of document required (1 set of original documents listed in Application Checklist, 1 set of hard copy)
- "Set of hard copy" will be scanned for screening purposes, so DO NOT bond, glue or staple
- For "⑫ Recommendation Letter Written Signed by a Professor of the University from which You Graduated", please prepare 2 sets of original documents sealed separately, and include one each in both "Set of original documents" and "Set of hard copy" in designated order.
- All documents must be submitted in Korean or English, and the original notarized translation must be included for documents written in all other languages.
- All documents related to academic background and nationality must be original and will not be returned.

4. Required Documents: Check additional documents by applicants&departments before submission.

Where to Submit	
Website	http://iadmission.khu.ac.kr
- Global Campus	✉ admissions_gg@khu.ac.kr / ☎ +82-31-201-3961~4
	Office of International Affairs, Room 108, 1st floor, Woojungwon building, Kyung Hee University, 1732 Deogyong-daero, Giheung-gu, Yongin-si, Gyeonggi-Do 17104, Republic of Korea

**\* Regardless of whether you are applying to Seoul or Global Campus, please submit your documents to Global Admissions Team at Global Campus.**

Required Documents		
List	Details	Comments
① Application Checklist	- Print out and submit after completing application at uwaywapply.com - Checklist: refer to p. 28	Enter all information correctly
② Application Form	- Print out and submit after completing application at uwaywapply.com	
③ Language Proficiency Certificates	Please refer to the standards of language proficiency (All / By Departments) on pp. 12~16	Test scores must be valid (date printed on the test result sheet) at the date when online application begins
④ Financial Ability Certificate	Submit one among the following (total amount of money exceeds the amount noted in Comments): ① Copy of Deposit Balance Certificate (Issued after Mar. 8 <sup>th</sup> , 2023) - Under the name of the applicant or applicant's parents (if under the name of siblings, additional sibling's relationship certificate must be submitted) - Minimum amount of USD 20,000 or equivalent amount of each nation's currency (Withdrawal freeze until Sep. 1 <sup>st</sup> , 2023) ② Payment plan for living expenses (refer to p. 30) - Must submit Application for Scholarship and Pledge of Thesis Dissertation Publication (Attachment 7-1 & 7-2) - Autographed by an academic advisor and applicant him/herself - Submit along with the academic advisor's confirmation of research funding (Must be stamped by the head of Industry - Academic Cooperation Foundation of KHU) ③ Beneficiaries of External Scholarships: Certificate of Planned Scholarship Payment (school expenses, living expenses)	If successful applicants are financially guaranteeing their living expenses, they must additionally submit original Deposit Balance Certificate valid for issuing Visa.
⑤ Cover Letter & Study Plan	- Print out and submit after completing application at uwaywapply.com	
⑥ Copy of Passport (Both Applicant and Parents)	If copy of passport is unavailable, submit a copy of government issued ID or an ARC (Alien Registration Card) issued by the Republic of Korea. (cardholders only)	
⑦ Official (Prospective) Graduation Certificates [Original document]	1. By Courses - Master's Applicant: Original Bachelor's Graduation (Prospective) Certificate - Ph.D. Applicant: Bachelor's Graduation Certificate, Master's Graduation (Prospective) or original Certificate of Enrollment  2. Applicants from overseas Universities	* Prospective graduates must submit final degree certificate (authenticated or apostilled) by

Required Documents		
List	Details	Comments
of Authentication by Korean Embassy or Apostilled]	<p>1) Applicants from universities located other than China: Documents proving the final academic achievement such as diploma, graduation certificate, etc. must be authenticated by a Korean Embassy or apostilled</p> <p>2) Applicants from Chinese Universities</p> <p>1. Graduate: Submit Graduation Certificates of Academic History Verification Center of Chinese Ministry of Education (<a href="http://www.chsi.com.cn">www.chsi.com.cn</a>) in English</p> <p>2. Prospective Graduate: Submit a Graduation Certificate or a proof of enrollment in the 4th year which is notarized &amp; authenticated by a Korean Embassy.</p>	Aug 18 <sup>th</sup> (Submit after completion of notarization)
⑧ Authorized University Confirmation Certificates	<ul style="list-style-type: none"> <li>Submit one of the below (Except applicants who submit Graduation Certificates of Academic History Verification Center of Chinese Ministry of Education)</li> <li>1. Printed screenshot of your university name in WHED list if your university is registered in the WHED of UNESCO IAU (International Association of Universities)</li> <li>2. "Authorized University Confirmation Certificates" from your country's Embassy</li> <li>3. "Confirmation of Overseas Education" at the Korean Consulate in your country</li> <li>4. For U.S. universities, print from U.S. Department of Education, Office of Post-Secondary Education (<a href="https://ope.ed.gov/dapip/#/home">https://ope.ed.gov/dapip/#/home</a>), Council for Higher Education Accreditation (<a href="https://www.chea.org/search">https://www.chea.org/search</a>)</li> </ul>	Applicants obtained a degree from Chinese Universities and submitted Graduation Certificates are excluded.
⑨ Official Transcripts [original, notarized]	<p>1. Overall GPA or score percentile as shown on transcript (Original) Master's applicants: Bachelor's transcripts (Transferred students must also submit previous university transcripts) Ph.D. Applicant: Bachelor's and Master's transcripts</p> <p>① If the GPA is on 4.0/4.3/4.5/5.0 Scale, refer to the GPA conversion table on p. 27</p> <p>② If the transcript is not on a 100-point scale, applicants may issue an official letter that shows score percentile from applicants' undergraduate (graduate) institution, or screenshot the GPA conversion method of school website</p> <p>③ Documents written in languages other than Korean or English: original document with original language and its notarized translation must be submitted together</p>	<p>* Must include your grade average (CGPA or Percentages) and full marks standard</p> <p>* Prospective graduates must submit final degree certificate (authenticated or apostilled) by Aug 18<sup>th</sup> (Submit after completion of notarization)</p>
⑩ Family Relation Certificate and Parents' Nationality Certificate	<p>① A copy of parent's passport (can be replaced with a document that confirms parent's nationality)</p> <p>② The official certificate of a relation between applicant and parents - Family Relation Certificate, Birth Certificate, Family Registry issued by government of the applicant's country, etc. ※ In case of parents' death or divorce, must submit according certificates</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center; background-color: #333; color: white; margin: 0;">Chinese Applicants</p> <p>1. A copy of ID from applicant and all parents</p> <p>2. Choose and submit among Certificate of Kinship (notarized, issued within 1 year) and Hukou (notarized, issued within 1 year)</p> <ul style="list-style-type: none"> <li>Applicants allowed to submit Hukou: Either one of your parents are head of family, and all family members are listed in single Hukou</li> <li>If your family relations include any changes such as divorce, death, remarriage, etc., submit Certificate of Kinship (notarized, issued within 1 year) and most recently issued Hukou which applies all changes. (in case of divorce, additionally submit notarized Divorce Agreement paper which includes name of the custodian)</li> </ul> </div>	
⑪ Recommendation Letter Written Signed by a Professor of the University from Which You Graduated	Refer to "Recommendation Letter Written Signed by a Professor of the University from Which You Graduated" on p. 31 - Seoul Campus: must submit if applying to departments of Natural Science, Medicine, and Interdisciplinary Programs - Global Campus: must submit if applying to departments of Natural Science, Engineering, and Architecture	Submit only if required from department, <b>Total of 2 copies required</b>
⑫ Recommendation Letter (Global Campus applicants only)	Required for Global campus applicants, (Recommendation Letter by professors of Kyung Hee University) refer to p. 33	
⑬ Application for Scholarships & Pledge of Thesis Dissertation Publication	For applicants willing to apply for the President's Scholarship, check details on p. 34~36, sign your name and submit	Scholarship recipients are selected through deliberation
⑭ Transition to the Completion Course from Combined Course	Required for applicants of combined program (refer to p. 37)	

\* Documents listed above are essentials for visa application, so no changes or exceptions are allowed

### Additional Documents for Corresponding Applicants

Contents	Details	Comments
Employment Certificate, Career Certificate, Certificate of Volunteer Activities, Certificate of awards, Research performance, etc.	Only required for relevant applicants Certificates not written in Korean or English must be translated either in Korean or English and notarized by a notary public.	

### Additional Documents by departments

Contents	Department	Additional Document
Compulsory	Music	<ul style="list-style-type: none"> <li>○ <b>Composition (both MA and Ph.D) [Portfolio (work of art), Remote evaluation (online interview and oral test)]</b> <ul style="list-style-type: none"> <li>• 2 copies of either chamber-formed or orchestra-formed work</li> <li>• Remote evaluation (online interview and oral test): expertise evaluation related to major</li> <li>- Submit a copy of portfolio with your application documents</li> </ul> </li> </ul>
Compulsory	Fine Arts	<ul style="list-style-type: none"> <li>○ <b>Art Critique · Administration:</b> Debate-style In-depth evaluation about the major <ul style="list-style-type: none"> <li>• Ph. D. applicants must submit their Master's thesis (.pdf) via email to the Department of Fine Arts (khsc0400@khu.ac.kr)</li> <li>• Prospective graduates are exempt from submitting their Master's thesis</li> </ul> </li> <li>○ <b>Korean Painting, Drawing and Painting, Sculpture</b> <ul style="list-style-type: none"> <li>• Document screening, interview, portfolio (submit together with application form)</li> <li>- Submit 10 or more of your works, (completed after Oct 12<sup>th</sup>, 2020) full color printed (25cm*20cm)</li> <li>※ Submit together with application form</li> <li>※ Portfolio submission guidelines</li> </ul> </li> </ul> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p style="text-align: center;">length 25 X width 20</p> <p style="text-align: center; font-size: small;">Title/Year/ Material/Size (cm)</p> </div> <p style="margin-left: 20px;">Length 25cm * Width 20cm, including caption, 10 or more works required (refer to example)</p>
Compulsory	Industrial Design Formative Design	- Research Achievements (e.g. Portfolio, slides or photos of work of art, etc.)
Optional	Digital Contents	- Research Achievements (e.g. Portfolio, slides or photos of work of art, etc.)
Compulsory	Visual Information Design	- Portfolio: 1 set of hard-copied document, A4 sized and color-printed, include 5 projects in 10 or less pages
Compulsory	Ceramics	- Research Achievement that shows studies or work activities (booklets, portfolio, hard-copies)
Compulsory	Postmodern Music Applied Arts	<ol style="list-style-type: none"> <li>1. Portfolio (in any form): Describe artistic careers such as play, composition, producing, engineering, record production, acting, directing, performance, broadcasting, etc., or research activities that includes thesis, books, etc.</li> <li>2. Résumé (in any form): Describe applicants' career which includes work, tutoring, academy activities, awards, qualifications, etc.</li> <li>3. Proofs, evidences, supporting documents that confirm details on 1. and 2. (CD, flash drive, hard-copy, etc.)</li> </ol>

#### 4. Important Notice on Documents Submission

- ① After completing online application, print all of the application documents including the Application Checklist, application form and additional documents (if required). Please arrange them in order of Application Checklist, (include your applicant number, department and name on lower-right corner of each page of application documents) and send via registered mail to Global Admissions Team at Global Campus (recipient's address refer to p. 8) on time.
- ② It is required to submit proof for all of the information entered by applicant.
- ③ **All documents from "Set of Original Documents" must be original.**

- Certificates scanned or issued via fax are not acceptable.  
- Submit certificates which are allowed to be re-issued.  
- In case of certificates that cannot be re-issued, submit a copy that is authenticated by Korean Embassy or apostilled.  
(if the original document has already been authenticated or apostilled, please bring your original document and copy together to Global Admissions Team at Global Campus in person)

- ④ All submitted documents **will not be returned.**
- ⑤ The application slip is required for interview/audition, therefore make sure to print it beforehand and bring it with you on the day of the interview/audition.
- ⑥ Applicants may be exempt from evaluation even after the application is completed, in case if the printed application form and other required documents are not submitted.
- ⑦ Documents written in languages other than Korean or English must be translated and notarized, and submitted along with the original documents
- ⑧ Applicants who are expected to graduate and submitted Certification of the Expectant Graduation during application must submit the original graduation certificate (or diploma) by Aug 18<sup>th</sup>, 2023 (Fri). If fail to do so, the admission may be revoked.
- ⑨ Applicants are solely responsible for any disadvantages caused by misstatements in the application form or incomplete submission of required documents.
- ⑩ It is applicants' duty to check whether the submitted documents have arrived without any problems. (lost, non-arrival, non-submitted documents)

[How to check document arrivals] \* It is applicant's duty to confirm if the documents have safely arrived or if there are any missing documents. (Applicants may be disqualified if the documents are not submitted within deadline)

Log in to Uwayapply → Click '내 원서 보관함' → Click '접수 원서' → Click '경희대학교 일반대학원' → Click '서류도착 확인'

- ⑪ Applicants may be asked to submit additional documents in addition to already specified documents in Admissions Guideline in purpose of confirmation about the applying eligibility, etc.
- ⑫ If any reasons for disqualification, such as ineligibility for application, are found as a result of review of the submitted documents, the application will be excluded from the screening process and the application fee will not be refunded.
- ⑬ If, even after being selected as successful applicants, false information is found in the submitted documents or qualification conditions that violate the school rules are discovered, (e.g., if the degree obtained during the degree verification process through academic background inquiry is found to be false) the admission and registration will be revoked even after the class starts.



## 6 Evaluation by Departments

### 1. Evaluation

Evaluation	Additional notice	Notes
Document screening	-	Refer to Evaluation Methods by Departments p. 12~16
Document screening, (remote) interview	Location and details of interview/audition are to be posted on Global Admissions Team website (iadmission.khu.ac.kr) after May 25th, 2023 (Thu), 15:00	
Document screening, (remote) interview, audition		

### 2. Evaluation Methods by Departments

Seoul Campus		*Departments with (remote) interview and audition will be informed at website after May 25th, Thu, 15:00		
Division	Department	Methods	Language Proficiency	Contacts
Humanities and Social Sciences	Korean Language & Literature	Document screening	Basic Korean eligibility condition	02)961-0223 khsc0107@khu.ac.kr
	English Language & Literature	Document screening	Basic Korean or English eligibility condition	02)961-0224 khsc0108@khu.ac.kr
	Applied English Linguistics & Translation Studies	Document screening	Basic Korean or English eligibility condition	02)961-0890 aelts@khu.ac.kr
	History	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0227 history@khu.ac.kr
	Philosophy	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0228 khsophia@khu.ac.kr
	Law	Document screening	Basic Korean eligibility condition	02)961-0611 khsc0200@khu.ac.kr
	Political Science	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0623 kpoli2@khu.ac.kr
	Public Administration	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0492 kpa@khu.ac.kr
	Sociology	Document screening	Basic Korean eligibility condition	02)961-9367 socio@khu.ac.kr
	Economics	Document screening	TOPIK 5 or above	02)961-0479 economics@khu.ac.kr
	International Trade	Document screening and (remote) interview	TOPIK 5 or above	02)961-0426 trade1@khu.ac.kr
	Media	Document screening	TOPIK 5 or above	02)961-9383 khsc0319@khu.ac.kr
	Business Administration	Document screening	TOPIK 5 or above	02)961-0626 khmg@khu.ac.kr
	Health Services Management	Document screening	Basic Korean eligibility condition	02)961-0394 hsm@khu.ac.kr
	Accounting	Document screening	TOPIK 5 or above	02)961-2345 acct_gradu@khu.ac.kr
	Hotel Management	Document screening and (remote) interview	TOPIK 5 or above	02)961-0867 htg@khu.ac.kr
	Tourism Sciences	Document screening and interview (in-person if residing in Korea, remote if residing anywhere else)	Basic Korean eligibility condition	02)961-0867 tourgrad@khu.ac.kr
	Convention & Exhibition Management	Document screening and (in-person) interview	TOPIK 5 or above	02)961-0867 micegrad@khu.ac.kr
	Culinary Science & food servicemanagement	Document screening and (remote) interview	TOPIK 5 or above	02)961-0867 csfs@khu.ac.kr
	Culture & Tourism Contents	Document screening and (remote) interview	TOPIK 5 or above	02)961-0867 contentsgrad@khu.ac.kr
	Global Hospitality & Tourism Management	Document screening and (remote) interview	Basic English eligibility condition	02)961-0867 globalgrad@khu.ac.kr
	Smart Tourism Education Platform	Document screening and (remote) interview	TOPIK 5 or above	02)961-2114 step@khu.ac.kr
	Child & Family Studies	Document screening	Basic Korean eligibility condition	02)961-0551 khsc0500@khu.ac.kr
	Housing and Interior Design	Document screening	Basic Korean eligibility condition	02)961-0551 khsc0500@khu.ac.kr
Clothing and Textiles	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0551 khsc0500@khu.ac.kr	
Education	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0210 gsedu@khu.ac.kr	



## Seoul Campus

\*Departments with (remote) interview and audition will be informed at website after May 25th, Thu, 15:00

Division	Department	Methods	Language Proficiency	Contacts
Natural Science	Mathematics	Document screening	Basic English eligibility condition	02)961-0255 math@khu.ac.kr
	Physics	Document screening	Basic English eligibility condition	02)961-0230 phys@khu.ac.kr
	Chemistry	Document screening	Basic Korean or English eligibility condition	02)961-0237 chem1@khu.ac.kr
	Biology	Document screening	Basic Korean eligibility condition	02)961-0244 biology1@khu.ac.kr
	Geography	Document screening and (in-person) interview	Basic Korean eligibility condition	02)961-0251 geo@khu.ac.kr
	Food and Nutrition	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0551 khsc0500@khu.ac.kr
	Fundamental Pharmaceutical Sciences	Document screening	Basic Korean eligibility condition	02)961-0355 khsc0900@khu.ac.kr
	Regulatory Science	Document screening	Basic Korean eligibility condition	02)961-0355~6 pharmreg@khu.ac.kr
	Integrated Drug Development and Natural Products	Document screening	Basic Korean eligibility condition	02)961-0355 khsc0900@khu.ac.kr
	Nursing	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0308 khsc2073@khu.ac.kr
	Biomedical and Pharmaceutical Science	Document screening	Basic Korean eligibility condition	02)961-0367 bk21center2@khu.ac.kr
Arts and Physical Education	Music	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0571~3 khsc1200@khu.ac.kr
	Fine Arts	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0636 khsc0400@khu.ac.kr
	Dance	Document screening, (in-person) interview and audition (2 min. performance of each major - Korean Dance, Contemporary Dance, Ballet / costume free of style) ※ Theory, Dance Therapy applicants do not take audition	Basic Korean eligibility condition	02)961-0539 dance@khu.ac.kr
	Performing Arts	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0539 dance@khu.ac.kr
Medicine	Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0274 khsc0600@khu.ac.kr
	Biomedical Science	Document screening and (remote) interview	Basic Korean or English eligibility condition	02)961-9619 kimks@khu.ac.kr
	Neuroscience	Document screening	Basic Korean eligibility condition	02)961-9585 rlathdud53@khu.ac.kr
	Dentistry	Document screening and (in-person) interview	Basic Korean eligibility condition	02)961-0341 khsc0800@khu.ac.kr
	Science in Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Clinical Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Global Public Health and Korean Medicine Management	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Biomedical Science and Technology	Document screening and (remote) interview	Basic Korean eligibility condition	02)958-9574 biomedst@khu.ac.kr
	Precision Medicine	Document screening and (remote) interview	Basic Korean or English eligibility condition	02)961-0297 dkim@khu.ac.kr

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\*Departments with (remote) interview and audition will be informed at website after May 25th, Thu, 15:00

Division	Department	Methods	Language Proficiency	Contacts
Interdiscipli- nary Programs	Information Display	Document screening	Basic English eligibility condition	02)961-0971 display@khu.ac.kr
	Medical Engineering	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0290 medeng@khu.ac.kr
	Philosophy in Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	History in Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Biological Sciences in Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Applied Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Human Informatics of Korean Medicine	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Medical Science of Meridian System	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Cancer Preventive Material Development	Document screening and (remote) interview	Basic Korean or English eligibility condition	02)961-0328 hani0328@khu.ac.kr
	Integrated Medical Humanities	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-2138 khuhk@khu.ac.kr
	Smart City Planning and Real Estate	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0544 scre@khu.ac.kr
	Big Data Analytics	Document screening and (in-person) interview	Basic Korean eligibility condition	02)961-0939 bigdata21@khu.ac.kr
	Future Science & Technology Commercialization Policy and Entrepreneurship	Document screening and (remote) interview	Basic Korean eligibility condition	02)961-0240 techbiz@khu.ac.kr

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\*Departments with (remote) interview and audition will be informed at website after May 25th, Thu, 15:00

Division	Department	Methods	Language Proficiency	Contacts
Humanities and Social Sciences	British-American Language and Culture	Document screening and (remote) interview	Basic English eligibility condition	031)201-2227 gskh_elc@khu.ac.kr
	East-Asian Language and Literature	Document screening and (remote) interview	Basic Korean eligibility condition	031)201-2227 gskh_eal@khu.ac.kr
	European Language and Literature	Document screening	Basic Korean eligibility condition	031)201-2227 gskh_eu@khu.ac.kr
	International Korean Language and Culture	Document screening	Basic Korean eligibility condition	031)201-2247 gskh_ko@khu.ac.kr
Natural Science	Physics	Document screening and (remote) interview	Basic Korean or English eligibility condition	031)201-2185 gskh_phys@khu.ac.kr
	Chemistry	Document screening	Basic Korean or English eligibility condition	031)201-2419 gskh_chem@khu.ac.kr
	Astronomy & Space Science	Document screening	Basic Korean or English eligibility condition	031)201-2470 gskh_ssr@khu.ac.kr
	School of Space Research	Document screening	Basic Korean or English eligibility condition	031)201-2470 gskh_ssr@khu.ac.kr
	Department of Biopharmaceutical Biotechnology	Document screening	Basic Korean or English eligibility condition	031)201-5631 gskh_omb@khu.ac.kr
	Horticultural Biotechnology	Document screening	Basic Korean or English eligibility condition	031)201-2985 gskh_hbt@khu.ac.kr
	Plant & Environmental New Resources	Document screening	Basic Korean or English eligibility condition	031)201-2616 gskh_pam@khu.ac.kr
	Landscape Architecture	Document screening and (remote) interview	Basic Korean eligibility condition	031)201-2891 landscape2680@khu.ac.kr
	Genetics & Biotechnology	Document screening	Basic Korean or English eligibility condition	031)201-2127 gskh_genetic@khu.ac.kr
	Graduate school of Biotechnology	Document screening and (remote) interview	Basic Korean or English eligibility condition	031)201-2185 gob@khu.ac.kr
	Department of Food Science and Biotechnology	Document screening	Basic Korean or English eligibility condition	031)201-3827 foodscience@khu.ac.kr
	Applied Environmental Science	Document screening	Basic Korean or English eligibility condition	031)201-3686 gskh_env@khu.ac.kr
	Graduate School of Green Bioscience	Document screening	Basic Korean or English eligibility condition	031)201-2616 gskh_gbs@khu.ac.kr
	Engineering	Mechanical Engineering	Document screening	Basic Korean or English eligibility condition
Chemical Engineering		Document screening	Basic Korean or English eligibility condition	031)201-5437 gskh_che@khu.ac.kr
Advanced Materials Engineering for Information & Electronics		Document screening	Basic Korean or English eligibility condition	031)201-2989 gskh_amie@khu.ac.kr
Civil engineering		Document screening	Basic Korean or English eligibility condition	031)201-2545 gskh_ce@khu.ac.kr
Architectural Engineering		Document screening	Basic Korean or English eligibility condition	031)201-3683 gskh_ae@khu.ac.kr
Nuclear Engineering		Document screening and (remote or in-person) interview	Basic Korean or English eligibility condition	031)201-2558 gskh_ne@khu.ac.kr
Industrial & Management Systems Engineering		Document screening	Basic Korean or English eligibility condition	031)201-3663 gskh_ie@khu.ac.kr
Electronic Engineering		Document screening	Basic Korean or English eligibility condition	031)201-2965 gskh_ee@khu.ac.kr
Computer Science & Engineering		Document screening	Basic Korean or English eligibility condition	031)201-3722 gskh_cse@khu.ac.kr
Biomedical Engineering		Document screening	Basic Korean or English eligibility condition	031)201-3240 gskh_bme@khu.ac.kr
Artificial Intelligence		Document screening	Basic Korean or English eligibility condition	031)201-2749 gskh_ai@khu.ac.kr
Software Convergence		Document screening and (remote) interview	Basic Korean or English eligibility condition	031)201-3752 gs_swk@khu.ac.kr
Metaverse		Document screening	Basic Korean or English eligibility condition	031)201-3752 gskh_cse@khu.ac.kr
Semiconductor		Document screening	Basic Korean or English eligibility condition	031)201-2965 gskh_ee@khu.ac.kr
Arts and Physical Education	Physical Education	Document screening and (remote) interview	Basic Korean eligibility condition	031)201-2719 gskh_pe@khu.ac.kr
	Ceramics	Document screening and additional documents*	Basic Korean eligibility condition	031)201-2637 gskh_ca@khu.ac.kr
	Postmodern Music	Document screening and additional documents*	Basic Korean eligibility condition	031)201-3393 gskh_pm@khu.ac.kr

Division	Department	Methods	Language Proficiency	Contacts
	Applied Arts	Document screening and additional documents*	Basic Korean eligibility condition	031)201-3393 gskh_aa@khu.ac.kr
	Theater & Film	Document screening	Basic Korean eligibility condition	031)201-2054 art3394_ft@khu.ac.kr
	Digital Contents	Document screening, additional documents (optional)*	Basic Korean eligibility condition	031)201-2052 design_dc@khu.ac.kr
	Industrial Design	Document screening and additional documents*	Basic Korean eligibility condition	031)201-3691 gskh_id@khu.ac.kr
	Visual Information Design	Document screening and additional documents*	Basic Korean eligibility condition	031)201-3489 vid3489@khu.ac.kr
	Formative Design	Document screening and additional documents*	Basic Korean eligibility condition	031)201-3489 gskh_fdd@khu.ac.kr
	Textiles & Fashion Design	Document screening	Basic Korean eligibility condition	031)201-3491 gskh_tc@khu.ac.kr
	Architecture	Document screening and (remote) interview	Basic Korean or English eligibility condition	031)201-2926 gskh_ar@khu.ac.kr
Interdisciplinary Programs	Big Data Analytics	Document screening and (remote) interview	Basic Korean or English eligibility condition	031)201-5444 gskh_bigdata@khu.ac.kr
	Electronics and Information Convergence Engineering	Document screening	Basic Korean or English eligibility condition	031)201-5536 eice@khu.ac.kr

※ \* Refer to p.10 for submission of additional documents

### 3. Notes on Participating in Admission Procedure

- 1) Applicants must be aware of the fact that methods of application vary by departments.
- 2) Applicants who do not participate in interview (audition) will be regarded as failed.
- 3) Location and time of interview (audition) will not be notified individually, so the applicants must check by themselves on the website of Global Admissions Team
- 4) On the interview day, bring your application slip and identification card. (passport and/or Alien Registration Card)

### 4. Interview (Audition) Place: Designated Location by Each Department

- ※ Interview (audition) time and place (by each department) will be announced on the website of Global Admissions Team after May 25<sup>th</sup>, 2023 (Thu), 15:00.  
(It will not be notified individually, so applicants must check by themselves on the website of Global Admissions Team)
- ※ Departments holding remote interview: Online interview

## 7

## Result Announcement

1. **Result Announcement: Jun 9<sup>th</sup>, 2023 (Fri) 14:00 ~**

2. **Where to Find Out: Global Admissions website, (<http://iadmission.khu.ac.kr>) access individually**

### 3. Notifications

- A. Applicants may log in with the name, date of birth and applicant number on the application form in order to check results.
- B. Result will be announced at Global Admissions website on the day of result announcement, and the result will not be delivered to applicants individually.
- C. Successful applicants should read carefully through the attached notice to avoid any disadvantages.
- D. The grades and evaluation details of admission screening will not be disclosed under any circumstances.
- E. Successful candidates should check their e-mail inbox frequently since any important announcements and notices will be delivered via e-mail.

### 4. Notes for Successful Applicants

- A. The fundamental regulations of General Graduate School of Kyung Hee University provide full-time education program and courses are open during the daytime of weekdays.
- B. Freshmen cannot take a leave of absence during the semesters of entering year, except for special cases clarified in the school regulations and bylaws.
- C. Inquires on taking Additional Credits (prerequisite courses) For Cross-Major (applying for different major from applicants' previous degree) must go to the offices of each department
- D. All graduate students participating in Science and Engineering, Medical Science, Arts and Physical education, and other experiments and practices are obliged to complete Laboratory Safety Environment Seminar during the semester according to the Act on Creating Safe Laboratory Environments and the University Laboratory Safety Management Regulations and Enforcement Rules. Details will be announced.

## 8

## Tuition Fee Payment

1. **Registration Period: Jul 3<sup>rd</sup>, 2023 (Mon) 10:00 ~ Jul 14<sup>th</sup>, 2023 (Fri) 16:00**

2. **Bill Printing: During the registration period, available on “합격자 발표” page (<http://iadmission.khu.ac.kr>)**

### 3. Notifications

- A. If applicant does not register within the registration period, applicant will be considered as not having intention to enroll in and will be regarded as a renouncer.
- B. If there happens to be a renouncer, additional successful applicants can be selected according to the Principles on Graduate School Admissions.
  - Additional successful applicants will be notified individually after the registration period ends.
  - Additional successful applicants will be notified individually via contact number on the application form. If an additional successful applicants do not reply, they will be removed from the list and the Graduate School is not responsible for any out of contact situations.
- C. Tuition fee must be paid through Hana Bank virtual account only. Account number is written on the individual tuition bill.
  - ※ Applicants must pay tuition fee firsthand. Applicants are not allowed to make a payment through agencies, and any problems encountered from secondhand payment will be the applicants' responsibility.
- D. Tuition payment with credit card is not available.

## 9

## Tuition Refund due to Withdrawal / Cancellation of Admission

- A. In case of admission renouncement after enrollment or any disqualifying reasons (fail to receive degree) that result for cancellation, applicants must apply for 'Withdrawal of Admission' by Aug 31<sup>st</sup>, 2023 (Thu) 17:00 to get a complete refund of tuition fee.
- B. For those who withdraw (or cancel) the admission after Sep. 1<sup>st</sup>, 2023, (Fri) tuition fee will be refunded partially according to the Enrolled Students Tuition Refund criteria set by Graduate School.

Period	Contents	Documents to Submit	Comments
By Aug 31 <sup>st</sup> , 2023 (Thu) 16:00	Full refund	<ul style="list-style-type: none"> <li>▪ Application for "Withdrawal of Admission and Refund of Tuition" (입학포기 및 등록금 환불신청서) / Please individually contact Global Admissions Team</li> <li>▪ A copy of bankbook and ID card, both under applicant's name</li> <li>▪ Applicants for Academic-Research-Industrial Interdisciplinary Programs: Withdrawal Confirmation of Academic-Research-Industrial Interdisciplinary institution (Free style)</li> </ul>	Submit to corresponding campus where applicants' department belongs to
From Sep. 1 <sup>st</sup> , 2023 (Fri)	According to the School's Refund Criteria	<ul style="list-style-type: none"> <li>▪ Application for Resignation (contact Office of Graduate School)</li> <li>▪ A copy of bankbook and ID card, both under applicant's name</li> <li>▪ Applicants for Academic-Research-Industrial Interdisciplinary Programs: Withdrawal Confirmation of Academic-Research-Industrial Interdisciplinary institution(Free style)</li> </ul>	

(Unit: KRW)

Division	Course	Entrance Fee (Compulsory)	Tuition Fee (Compulsory)	Additional Fee (Optional)		Total	
				Seoul	Global	Seoul	Global
Humanities, Social Sciences	Master's	954,000	4,959,000	35,000	15,000	5,948,000	5,928,000
	Ph. D.	954,000	5,104,000	35,000	15,000	6,093,000	6,073,000
	Combined	954,000	5,029,000	35,000	15,000	6,018,000	5,998,000
Natural and Applied Sciences	Master's	954,000	5,953,000	35,000	15,000	6,942,000	6,922,000
	Ph. D.	954,000	6,125,000	35,000	15,000	7,114,000	7,094,000
	Combined	954,000	6,038,000	35,000	15,000	7,027,000	7,007,000
Physical Education	Master's	954,000	5,893,000	35,000	15,000	6,882,000	6,862,000
	Ph. D.	954,000	6,063,000	35,000	15,000	7,052,000	7,032,000
	Combined	954,000	6,089,000	35,000	15,000	7,078,000	7,058,000
Engineering	Master's	954,000	6,741,000	35,000	15,000	7,730,000	7,710,000
	Ph. D.	954,000	6,935,000	35,000	15,000	7,924,000	7,904,000
	Combined	954,000	7,165,000	35,000	15,000	8,154,000	8,134,000
Arts	Master's	954,000	6,875,000	35,000	15,000	7,864,000	7,844,000
	Ph. D.	954,000	7,076,000	35,000	15,000	8,065,000	8,045,000
	Combined	954,000	7,102,000	35,000	15,000	8,091,000	8,071,000
Pharmacy	Master's	954,000	7,181,000	35,000	15,000	7,216,000	7,196,000
	Ph. D.	954,000	7,382,000	35,000	15,000	7,417,000	7,397,000
	Combined	954,000	7,280,000	35,000	15,000	7,315,000	7,295,000
Medicine- Korean Medicine- Dentistry	Master's	954,000	7,555,000	35,000	15,000	8,544,000	8,524,000
	Ph. D.	954,000	8,323,000	35,000	15,000	9,312,000	9,292,000
	Combined	954,000	7,938,000	35,000	15,000	8,927,000	8,907,000

※ The tuition fee table above is subject to change.

※ Seoul Campus extra fee includes Student Council fee (KRW 15,000) and Health Mutual-Aid Association fee. (KRW 20,000)  
Global Campus extra fee includes Student Council fee. (KRW 15,000)

※ Inquiries

- Student Council Fee: Seoul Campus Student Council (82-2-961-0125) / Global Campus Student Council (82-31-201-2137)
- Health Mutual-Aid Association Fee: Student Health Mutual-Aid Association (82-2-961-0055)

## Seoul Campus

Departments	Business	Business Group	Scholarship	Benefits	Website
Integrated Medical Humanities	HK+	HK+ Institute for integrated Medical Humanities	Partial tuition payment by research assistance	Research Assistant employment for limited number	<a href="http://ihuman.khu.ac.kr/index.asp">http://ihuman.khu.ac.kr/index.asp</a>
Regulatory Science	Regulatory Science expert training project team	Expert training group for estimation on effectiveness of medicine	Partial tuition payment by research assistance	Incentives depending upon on research performance, partial support for participating in domestic and overseas conferences, support for domestic or overseas universities / institutions' training	<a href="https://pharmreg.khu.ac.kr/regulation/user/main/view.do">https://pharmreg.khu.ac.kr/regulation/user/main/view.do</a>
Future Science & Technology Commercialization Policy and Entrepreneurship	A project to train professionals for practical use of science and technology performance	Regional Science and Technology Performance Support Group	Partial tuition grant (50% of tuition per semester) to all enrolled students	Pay the Incentives for the appointment of some researchers and participation in research	<a href="https://techbiz.khu.ac.kr">https://techbiz.khu.ac.kr</a> (Scheduled to be completed in October)

## Global Campus

Departments	Business	Business Group	Scholarship	Benefit	Website
Artificial Intelligence	Artificial Intelligence Convergence Innovation Human Resources Development	Artificial Intelligence Convergence Innovation Human Resources Development Program	Partial tuition payment	Support tuition (partial) and monthly allowances, support attending AI top conferences (registration & travel expenses), support the material cost for creative autonomy project, support high performance GPU-servers.	<a href="http://gsai.khu.ac.kr">http://gsai.khu.ac.kr</a>
Chemical Engineering	ERC	ERC Functional Crystallization Center, FCC			<a href="http://fccerc.khu.ac.kr/">http://fccerc.khu.ac.kr/</a>
	Regional Innovation Center	Components and Materials for Information Display		Partial tuition fee support by research assistance	<a href="http://krd-mdefd.khu.ac.kr/main.php">http://krd-mdefd.khu.ac.kr/main.php</a>



**BK21 Step 4**

Departments / Majors	Website Address	Scholarship benefits
Smart Tourism Education Platform	<a href="http://bk21four.khu.ac.kr">http://bk21four.khu.ac.kr</a>	Partial scholarship by research assistance *Refer to website of BK Project group for details
Big Data Analytics	<a href="http://bk21bigdata.khu.ac.kr">http://bk21bigdata.khu.ac.kr</a>	
Age Service-Tech Convergence	<a href="http://agetech.khu.ac.kr">http://agetech.khu.ac.kr</a>	
History	<a href="http://history.khu.ac.kr/contents/bbs/bbs_content.html?bbs_cls_cd=002007001001">http://history.khu.ac.kr/contents/bbs/bbs_content.html?bbs_cls_cd=002007001001</a>	
Information Display	<a href="http://displaybk21four.khu.ac.kr">http://displaybk21four.khu.ac.kr</a>	
Integrated Engineering (Chemical Engineering, Mechanical Engineering, Applied Environmental Science)	<a href="http://imprinting.khu.ac.kr">http://imprinting.khu.ac.kr</a>	
Electronics and Information Convergence Engineering	<a href="http://ceict.khu.ac.kr">http://ceict.khu.ac.kr</a>	
Frontier Integrated Major (Advanced Materials Engineering for Information and Electronics, Mechanical Engineering, Physics)	<a href="http://frontier.khu.ac.kr">http://frontier.khu.ac.kr</a>	

**Dual Degree Program (Global Campus)**

Departments	Eligibility	Notes
<b>Dual Degree in British-American Language and Culture</b> (KHU/ST. CLOUD: St. Cloud State University, Minnesota, USA)	- Students who have finished at least 2 semester of MA program can apply - TOEFL iBT 79 or IELTS 6.5 (As scholarship applicants, TOEFL iBT 100: Each of Listening, Speaking, Reading, Writing at least 23 or above)	■ All admissions of department are managed according to Kyung Hee University's academic rules

## Graduate School Scholarships

On/Off Campus	Scholarship Contents	
On Campus	Entrance Scholarship	President's Scholarship (Thesis Submission Scholarship for International Students) Amount: Full or Partial [Seoul Campus only] P.23
		President's Scholarship (International Students) Amount: Full or Partial [Global Campus only] P.24
	Academic Journal Thesis Submission Scholarship	
	Thesis Presentation Scholarship (Domestic/International)	
	Assistant Scholarship	
	Exemplar Scholarship	
	Internationalization Scholarship	
	Internationalization Scholarship (Foreigner)	
	Foreigner's Research Capacity Reinforcement Scholarship	
	RA Scholarship (Academic Advisor Matching Scholarship)	
	Dean's Scholarship	
	External Cooperation Scholarship	
	KHU-KIST Scholarship	
	Medical School-Centered Research Institutes Scholarship	
	Korean Medical School MRC Scholarship	
Development Fund Scholarship		
Off Campus	BK21 Step 4 Scholarship	
	Global Korea Scholarship (GKS)	

※ For questions regarding Entrance Scholarship, please contact Global Admissions Team.

※ For any questions related to scholarships except Entrance Scholarship, please contact each Divisions of related scholarships. (General Graduate School, Department School, Innovation Support Project Group, etc.)

※ Announcement of Scholarship can be referred to the website of related division.

Section	Requirements / Conditions										
Evaluation Criteria	<ul style="list-style-type: none"> <li>Comprehensive evaluation of admission records, academic records of previous degree course, academic ability, research ability, Korean and English proficiency, cover letter, study plan, work experience, volunteer experience, etc. Applicants will be selected in the order of highest scorer.</li> </ul>										
Scholarships	<ul style="list-style-type: none"> <li>Amount: Full or partial (excluding enrollment fee) tuition</li> </ul>										
Required Documents	<ul style="list-style-type: none"> <li>Scholarship Application &amp; Pledge of Thesis Dissertation Publication (Seoul Campus)</li> </ul>										
Terms of Scholarships	<ul style="list-style-type: none"> <li>Apart from graduation requirements, scholarship recipients have following duties until the dissertation examination: [Duties on Scholarship Recipients]</li> </ul> <table border="1" data-bbox="331 701 1361 1122"> <tbody> <tr> <td data-bbox="331 701 459 824" rowspan="2">Master's</td> <td data-bbox="459 701 735 824">Humanities and Social Sciences, Arts and Physical Education, Korean Medicine (Medical History major, Nuclear Science)</td> <td data-bbox="735 701 1361 824">More than one publication or scheduled to publish (as author or co-author) of an academic journal accredited by the National Research Foundation of Korea or higher</td> </tr> <tr> <td data-bbox="459 824 735 920">Engineering, Natural Sciences, Medicine</td> <td data-bbox="735 824 1361 920">More than one publication or scheduled to publish (as author or co-author) of an academic journal including SCIE or higher</td> </tr> <tr> <td data-bbox="331 920 459 1043" rowspan="2">Ph. D. Combined</td> <td data-bbox="459 920 735 1043">Humanities and Social Sciences, Arts and Physical Education, Korean Medicine (Medical History major, Nuclear Science)</td> <td data-bbox="735 920 1361 1043">More than one publication or scheduled to publish of an academic journal accredited by the National Research Foundation of Korea or higher * Only main or corresponding author acceptable</td> </tr> <tr> <td data-bbox="459 1043 735 1122">Engineering, Natural Sciences, Medicine</td> <td data-bbox="735 1043 1361 1122">More than one publication or scheduled to publish on academic journals SCIE or higher * Only main or corresponding author acceptable</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>Recipients must maintain a GPA of 3.2/4.3 or higher.</li> <li>Recipients are not allowed to take a job as an office/department assistant or similar duties.</li> <li>Recipients must sincerely follow guidance by the dean of their department and academic advisor.</li> <li>Recipients must comply with all school regulations and show investment in their academic performance.</li> <li>Recipients are not allowed to take a leave of absence during scholarship period.             <ul style="list-style-type: none"> <li>- Dropping out or a leave of absence due to personal reasons will result in a cancellation of scholarship for that term, and students must return the full amount back to school.</li> <li>- When returning back to school, scholarship for the rest of terms will not be provided.</li> <li>- Remaining scholarships will be restored only if the recipient is able to provide documents proving the leave of absence was necessary due to medical necessity. (certificates showing three months or more of treatment in a general hospital)</li> </ul> </li> </ul>	Master's	Humanities and Social Sciences, Arts and Physical Education, Korean Medicine (Medical History major, Nuclear Science)	More than one publication or scheduled to publish (as author or co-author) of an academic journal accredited by the National Research Foundation of Korea or higher	Engineering, Natural Sciences, Medicine	More than one publication or scheduled to publish (as author or co-author) of an academic journal including SCIE or higher	Ph. D. Combined	Humanities and Social Sciences, Arts and Physical Education, Korean Medicine (Medical History major, Nuclear Science)	More than one publication or scheduled to publish of an academic journal accredited by the National Research Foundation of Korea or higher * Only main or corresponding author acceptable	Engineering, Natural Sciences, Medicine	More than one publication or scheduled to publish on academic journals SCIE or higher * Only main or corresponding author acceptable
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## General Graduate Scholarship Guidelines

- Scholarships do not include the entrance fee.
- Recipients may receive multiple scholarships, but any extra amount of scholarship that exceeds the tuition may not be given.
- Scholarships will not be paid to students on leave, graduated, or those who have exceeded the term of study.
- The criteria for selecting new and continuing recipients must have an average score of 3.5/4.3 or higher in the previous semester.
- The qualifications and payment requirements for each scholarships may vary, so please check the announcement of the Scholarship Operation department.
- The scholarship system may be revised according to the deliberation of the Bachelor's Steering Committee of the General Graduate School.
- Selection of a scholarship recipients may be canceled even after recipients are all selected if any disqualifying reasons are found.
- Announcements on the scholarships are posted on the website of the General Graduate School.  
([https://gskh.khu.ac.kr/index/s8\\_comm/comm\\_1.php?sca=등록/장학](https://gskh.khu.ac.kr/index/s8_comm/comm_1.php?sca=등록/장학))

## 13 Frequently Asked Questions

### Q1. Is there any entrance scholarship for international students?

A1. Yes, we provide scholarships for international students that is decided upon admission such as President's Scholarship (Thesis Submission Scholarship for International Students) [Seoul Campus] / President's Scholarship (International Students) [Global Campus]. Other on-campus and off-campus scholarships from foundations and institutions are also available.

Category	President's Scholarship (Thesis Submission Scholarship for International Students / President's Scholarship (International Students) [Global Campus]
Scholarship conditions	Apart from the graduation requirements, scholarship recipients must write more than one publication [Humanities and Social Sciences, Arts and Physical Education, Korean Medicine (Medical History major, Nuclear Science)] of an academic journal accredited by the National Research Foundation of Korea or higher, or more than one publication (restrictions may vary) on academic journals SCIE or higher[Engineer, Natural Science, Medicine]
How to apply	Applicants must submit documents below upon application - Application for Scholarship, Pledge of Thesis Dissertation Publication

### Q2. In case of Chinese University graduates, what kind of documents should be submitted?

A2. Applicants who have graduated from Chinese University have to submit English version of Graduation Certificates of Academic History Verification Center of Chinese Ministry of Education. ([www.chsi.com.cn](http://www.chsi.com.cn))

### Q3. What kind of documents should be submitted for applicants who are expected to graduate?

A3. Prospective graduate students have to submit an official prospective graduation certificate translated and notarized, and authenticated by a Korean Embassy or apostilled. Chinese prospective graduates must submit proof of enrollment in the 4th year which is notarized & authenticated by a Korean Embassy. Failure to submit a graduation certificate before enrollment will lead to cancellation of admission.

### Q4. What is the interview process?

- A4. ① Check if your applying department has interview process on the Admissions Guideline p. 12~16.  
 ② Please contact individually for registering online interview and following questions via the contacts of departments listed on the Admission Guideline p. 12~16.  
 ③ Interview time and location will be announced on the website of Global Admissions Team (<http://iadmission.khu.ac.kr>) after May 25<sup>th</sup>, 2023 (Thu) and notifications on online interview log-in process will be notified via email individually.  
 ④ Applicant will be excluded from admission process if absent and unexcused from the department beforehand.

### Q5. Do I have to submit all documents by deadline?

A5. If applicants fail to submit all documents by deadline, they will be excluded from the admission process.

**Q6. My undergraduate major and the major I want to apply for are different. Can I still apply?**

A6. Yes, you can. However, evaluation for the academic (major) ability will be carried on separately. Applicants must take prerequisite subjects designated by the corresponding department when entering. (9 credits or more for Master's program, 12 credits or more for Ph.D and Combined programs)

**Q7. What is the entering procedure after being accepted?**

A7. After being accepted, step-by-step entering procedure is as following:

- ① Check the admission results / print out the letter of admission
- ② Print out the tuition invoice during the registration period and make payments to the designated bank account
- ③ Check Global Admissions Team website and search for notifications related to "How to Apply for Certificate of Admission" - follow the procedure and apply for Certificate of Admission personally
- ④ Receive your "Certificate of Admission" (scanned copy will be delivered to your e-mail inbox)
- ⑤ Apply for visa: Prepare required documents, complete the application and submit to relevant agency:
  - ㉠ If you are residing in Korea: Immigration Office
  - ㉡ If you are residing outside of Korea: Local Korean Embassy
- ⑥ Course Registration
- ⑦ Orientation
- ⑧ Semester begins

**Q8. How can students residing outside of Korea pay the tuition fee?**

A8. Applicants who reside overseas must pay the tuition fee via virtual payment account specified in the tuition invoice. All extra fees for international wire transfer is on applicants. The swift code of KEB HANA bank is KOEXKRSE.

**Q9. Is there any additional fee for the recipients of President's scholarship (International students) and Thesis Submission Scholarship (International students)?**

A9. Yes, the entrance fee will be charged without exception, so check out the tuition invoice and make payments during the designated period.

**Q10. I'm an Overseas Korean Foundation Scholarship recipient. Do I need to pay tuition?**

A10. Even as the recipient, you have to pay the entrance fee. The refund for insurance fee and others will be processed after the completion of tuition fee payment. Also, you have to submit the Certificate of the scholarship recipient to office of Graduate School.

**Q11. Is there an extended period for tuition payment?**

A11. Tuition must be paid on time. If failed to do so, admission and enrollment will be canceled.

**Q12. How can I apply for a dormitory?**

A12. Please check notifications for dormitory applications on website of Graduate School. Application results will be notified individually.

**Q13. Can the Certificate of Admission be reissued?**

A13. The Certificate of Admission is issued only once. Please note that it is one of the most important documents when it comes to the visa application process and take extra care not to lose it. Also please be aware that it is not a certificate for allowing admission, but a certificate for issuing visa to enter Korea.

**Q14. Is insurance mandatory?**

A14. Starting from Mar. 1st 2021, international students are under National Health Insurance, and therefore students have to register without exception. Please check the website of Graduate School of Kyung Hee University for details.

4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100 Points Scale
3.97 ~ 4.0	4.26 ~ 4.3	4.46 ~ 4.5	4.95 ~ 5.00	100
3.92 ~ 3.96	4.22 ~ 4.25	4.41 ~ 4.45	4.90 ~ 4.94	99
3.88 ~ 3.91	4.17 ~ 4.21	4.36 ~ 4.40	4.84 ~ 4.89	98
3.84 ~ 3.87	4.12 ~ 4.16	4.31 ~ 4.35	4.79 ~ 4.83	97
3.80 ~ 3.83	4.08 ~ 4.11	4.26 ~ 4.30	4.73 ~ 4.78	96
3.75 ~ 3.79	4.03 ~ 4.07	4.21 ~ 4.25	4.68 ~ 4.72	95
3.71 ~ 3.74	3.98 ~ 4.02	4.16 ~ 4.20	4.62 ~ 4.67	94
3.67 ~ 3.70	3.93 ~ 3.97	4.11 ~ 4.15	4.57 ~ 4.61	93
3.62 ~ 3.66	3.89 ~ 3.92	4.06 ~ 4.10	4.51 ~ 4.56	92
3.58 ~ 3.61	3.84 ~ 3.88	4.01 ~ 4.05	4.45 ~ 4.50	91
3.49 ~ 3.57	3.75 ~ 3.83	3.91 ~ 4.00	4.34 ~ 4.44	90
3.41 ~ 3.48	3.65 ~ 3.74	3.81 ~ 3.90	4.23 ~ 4.33	89
3.32 ~ 3.40	3.56 ~ 3.64	3.71 ~ 3.80	4.12 ~ 4.22	88
3.24 ~ 3.31	3.46 ~ 3.55	3.61 ~ 3.70	4.01 ~ 4.11	87
3.15 ~ 3.23	3.37 ~ 3.45	3.51 ~ 3.60	3.90 ~ 4.00	86
3.07 ~ 3.14	3.27 ~ 3.36	3.41 ~ 3.50	3.79 ~ 3.89	85
2.98 ~ 3.06	3.18 ~ 3.26	3.31 ~ 3.40	3.68 ~ 3.78	84
2.90 ~ 2.97	3.09 ~ 3.17	3.21 ~ 3.30	3.57 ~ 3.67	83
2.81 ~ 2.89	2.99 ~ 3.08	3.11 ~ 3.20	3.45 ~ 3.56	82
2.72 ~ 2.80	2.90 ~ 2.98	3.01 ~ 3.10	3.34 ~ 3.44	81
2.64 ~ 2.71	2.80 ~ 2.89	2.91 ~ 3.00	3.23 ~ 3.33	80

2023학년도 후기 지원자 제출서류 체크리스트  
(Application Checklist)

지원자 번호 / APPLICANT NUMBER

- 1) 이름 (Name): (Surname / Last Name) (Given / First Name) 한글 이름(Name in Korean):
- 2) 국적 (Nationality): 거주지 (Residence):  국내(In Korea)  해외(Abroad)
- 3) 지원 학과 (Applying Department): 지원 과정(Degree Program) :  Master's  Ph. D.  Combined
- 4) 한국어능력 (Korean Language Proficiency):  TOPIK :      급(Level)
- 외국대학 한국어학과 졸업 (Graduated with a major in Korean in foreign country)
- 한국 대학(원) 2년 이상 수학 (Completed more than 2 years of higher education in Korea)

※아래 제출 서류 양식의 서명란에 서명이 없을 경우 불이익이 있을 수 있습니다※  
 ※NO SIGNATURE ON DESIGNATED AREA MAY LEAD TO DISADVANTAGES DURING ADMISSION PROCESS※

다음 서류들을 순서대로 잘 정리하시고 맨 위에 체크리스트를 올려 제출해주시기 바랍니다. 사본(공증본)이라 명시되지 않은 이상 모든 서류는 원본이어야 하며, 영어나 한국어로 쓰여 있어야 합니다. (영어나 한국어가 아닐 경우에는 번역 공증을 받아서 제출해야 합니다.) Please provide us with these documents in the given order, and put this checklist on the top. All documents should be original and written in English or Korean. (Documents not in English or Korean must be translated into a complete English or Korean, authenticated by the issuing institution or notarized by a notary's office.)	제출 여부 Submission(Y/N)		비고 Remarks
	Yes	No	
1. 입학원서 (유웨이에서 출력) Application Form (download available at uwayapply.com)			
2. 어학능력 증빙서류 Educational Background and Language Proficiency Certificates			
3. 재정능력입증서류 Financial Ability Certificate			
4. 자기소개서 및 학업계획서 Cover Letter & Study Plan			
5. 본인의 여권 사본 및 외국인등록증 사본 A Copy of Your Passport and Alien Registration Card			
6. 대학교 졸업(예정)증명서 Official (Prospective) Graduation Certificates from undergraduate institution * (중국 외 해외대학 졸업자) 영사 확인 또는 아포스티유 (Applicants graduated from foreign institutions except China) Legalized or Apostilled (중국 대학 졸업자) 중국교육부 학력인증보고서 (Applicants graduated from Chinese institutions) Credentials Report from CHSI			
7. 대학원 졸업(예정)증명서 Official (Prospective) Graduation Certificates from graduate institution * (중국 외 해외대학 졸업자) 영사 확인 또는 아포스티유 (Applicants graduated from foreign institutions except China) Legalized or Apostilled (중국 대학 졸업자) 중국교육부 학력인증보고서 (Applicants graduated from Chinese institutions) Credentials Report from CHSI			
8. 인가대학확인서 Authorized Institution Confirmation Certificates			
9. 대학교 성적증명서 Official Transcripts from Undergraduate institution			
10. 대학원 성적증명서 Official Transcripts from Graduate institution			
11. 부모의 국적 및 가족관계증명서 Documents that Certify the Applicant and the Applicant's Parents' Citizenship and Relationship			
12. 졸업(예정)한 출신대학 교수 추천서(붙임 5) Recommendation Letter Written Signed by a Professor of the University from which You Graduated (Attachment #5)			
13. 입학추천(국제캠퍼스) (붙임 6) Recommendation Letter (Global Campus) (Attachment #6)			
14. 장학신청서(서울캠퍼스) (붙임 7-1) Application Form for Thesis Submission Scholarship (Seoul Campus) (Attachment 7-1)			
15. 논문게재서약서(서울캠퍼스) (붙임 7-2) Notification for Thesis/Dissertation Publication Concerning Scholarship (Seoul Campus) (Attachment 7-2)			
16. 장학신청서 및 논문게재서약서 (국제캠퍼스) (붙임 7-3) Recommendation Letter & Pledge of Thesis Dissertation Publication (Global Campus) (Attachment 7-3)			
17. 석박통합과정 수료(졸업)과정 전환신청 확인서 (붙임 8) Transition to the Completion Course from Combined Course (Attachment 8)			
18. 기타 학과별 추가서류 (p. 10 참고) [해당 학과 지원자만] Additional documents required by department (refer to p. 10) [check if your department requires]			
19. 지원자별 추가서류 [해당자만] Additional documents by Applicants [Optional]			



# 자기소개서 및 학업계획서

## Cover Letter & Study Plan

1. 자유서식으로 원서접수 사이트에서(유웨이 어플라이) 직접 입력

Complete the form via UWAYAPPLY website, in free-style, print and submit the hard copy.

2. 자기소개서 및 학업계획서는 한글로 작성하는 것을 원칙으로 함

The form must be written in Korean.

(단, 글로벌Hospitality·관광학과, 정보디스플레이학과, 영미어문화학과 및 국제캠퍼스 이공계열학과는 영어로 작성 가능)

(Exception: Applicants for Department of Global Hospitality & Tourism, Information Display, British-American Language & Culture, and all Natural Sciences & Engineering of Global Campus are allowed to write in English)

자기소개서 Cover Letter	* 최대 2000자 Max. 2,000 letters
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학업계획서 Study Plan	* 최대 1500자 Max. 1,500 letters
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※ 지원자 확인 서약 Pledge of Applicants

1. 본인은 본 자기소개서를 사실에 입각하여 자신의 능력이나 특성, 경험 등에 대해 정직하게 직접 작성하였음  
I swear that I have honestly written my cover letter and study plan myself, based on my abilities, properties and experiences.

2. 본인은 귀교가 자기소개서와 관련하여 내용 확인을 요청할 경우 적극 협조할 것임  
I will cooperate with any request by the school validating contents of my cover letter and study plan.

3. 본인은 본 자기소개서에 표절, 대리 작성, 고의적인 허위 사실 기재, 주요 사항 누락, 기타 부적절한 사실이 발견되는 경우 불합격, 합격 취소 등의 불이익을 감수할 것임

I will abide by all disadvantages such as failure or cancellation of admission caused by plagiarism, ghostwriting, intentional false statement, omission of important information, and other inappropriate acts.

**본인은 자기소개서 작성에 관한 유의사항을 숙지했으며,**

**유의사항 위반에 따른 조치에 대해서는 이의를 제기하지 않겠습니다.**

I am fully aware of all the precautions regarding the cover letter & study plan  
and will never make any objections against school's actions under my violations.

**(동의 Check if Agreed: )**

<h2 style="margin: 0;">체재비 지급계획서</h2> <p style="margin: 0;">Payment plan for living expenses</p>			
성명 Name (LAST, First)		수험번호 Applicant Number	
학과명 Department/Major		국적 Nationality	
재정보증 지도교수명 Academic Advisor who guarantees the cost of stay	한글명 (Korean)	(서명/인 Signature)	
	영문명 (English)		
단과대학장명 Dean of the College	한글명 (Korean)	(서명/인 Signature)	
	영문명 (English)		
지급기간 Period of Payment	2023.09.01. ~ 2024.08.31	금액 Amount (KRW/month)	원/월 (KRW/Month)
<p>* 법무부의 사증발급 및 체류관리 지침에 의거 지원자의 재정보증 대체 필수 서류임</p> <p>- 본 체재비 지급확인서와 추가로 지도교수의 연구비 수행확인서를 함께 제출(산학협력단 직인 날인 필수)</p>			
<p style="font-size: 1.2em; font-weight: bold;">경희대학교는 상기 학생에게 위 기간 동안 체재비(생활비)를 지급할 것을 확인합니다.</p> <p style="font-weight: bold;">This document certifies that Kyung Hee University is to support the living expenses to the student named above.</p> <p style="font-size: 1.1em; font-weight: bold;">2023년(Year)    월(Month)    일(Day)</p> <p style="font-size: 1.2em; font-weight: bold; margin-top: 20px;">경희대학교</p> <p style="font-weight: bold; margin-top: 5px;">Kyung Hee University</p>			

- 주:**
- 1) 이 지급계획서는 학생의 재정능력입증서류 중 예금잔고증명서를 대체할 수 있음
  - 2) 체재비 지급은 학생이 위 기간 중 본 대학원 해당학과에 등록을 유지하는 것을 전제로 함
  - 3) 위 학생이 체재비 재원관련 연구 활동을 성실하게 수행하지 않을 경우 지도교수와 학교는 지급을 중단할 수 있음

- Note:**
- 1) This document may be used to replace the Certificate of the Deposit Balance of the student listed above.
  - 2) The commitment of payment requires the enrollment of the student at the department (or major) stated above.
  - 3) The academic advisor and the university may discontinue the payment to the student if he/she fails to participate sincerely in the research project(s) which is (are) the sole financial source of the payment.

## 출신대학 교수 추천서

### Letter of Recommendation

지원자는 아래에 이름 및 기본 정보를 먼저 적어주신 후 추천인에게 그대로 전달, 아래 주의사항 참고

To the applicant: Please fill in your name and the other required information below.

#### 1. 지원자

<b>Name</b> (성명)		<b>Department</b> (지원학과)	Graduate School, Kyung Hee University _____
<b>Date of Birth</b> (생년월일)	Y(년) M(월) D(일)	<b>Course</b> (과정)	<input type="checkbox"/> Master (석사)/ <input type="checkbox"/> Ph.D (박사)/ <input type="checkbox"/> Combined (석·박통합)
<b>Gender</b> (성별)	Male(남) <input type="checkbox"/> Female(여) <input type="checkbox"/>	<b>Nationality</b> (국적)	

#### 2. 추천인께

위 학생에 대한 추천인의 진솔한 평가를 부탁드립니다. 감사합니다.

To the recommender: The person named above has applied for the Graduate School of Kyung Hee University. We ask for your assistance, and would appreciate your frank and candid appraisal of the applicant.

#### A. 지원자와 어떤 관계이며 얼마나 오랫동안 알고 지냈습니까?

How long have you known the applicant and in what relationship?

#### B. 지원자의 능력을 아래에 첨부된 평가표를 이용하여 작성해주시기 바랍니다. 동급생들과 비교하여 작성해주시길 바랍니다.

Please assess the applicant's qualities in the evaluation table given below. Rate the applicant compared to other classmates who are/were in the same school year with him/her.

구분(Classification)	매우 뛰어남 (Truly Exceptional)	뛰어남 (Excellent)	매우 좋음 (Very Good)	좋음 (Good)	평균 이하 (Below Average)	N/A
	상위 2% (Top 2%)	상위 10% (Top 10%)	상위 25% (Top 25%)	중간 (Middle 50%)	25% 미만 (Lower 25%)	
학습 능력 (Academic Achievement)						
미래의 학습 잠재력 (Future Academic Potential)						
진실성 (Integrity)						
책임감/자립성 (Responsibility/Independence)						
창조성/독창성 (Creativity/Originality)						
의사소통 능력 (Communication Skills)						
대인관계 능숙도 (Interpersonal skills)						
리더십 (Leadership)						

C. 지원자의 장점이 무엇이라고 생각하십니까?

What do you consider to be the applicant's strengths?

D. 지원자의 단점은 무엇이라고 생각하십니까?

What do you consider to be the applicant's weaknesses?

E. 지원자의 대학원 학업 계획이 얼마나 잘 세워져 있다고 생각하십니까?

How well do you think the applicant has thought out plans for graduate study?

3. 지원자가 희망하는 학위과정에 도움이 될 만한 지원자의 실적, 잠재력 혹은 개인적 특질에 대해서 말씀해 주십시오.

Please comment on the applicant's performance record, potential, or personal qualities which would be helpful in considering the applicant's application for the proposed degree program.

Position or Title(직위): \_\_\_\_\_

University (Institution)(대학 혹은 단체): \_\_\_\_\_

Address:(주소) : \_\_\_\_\_

E-mail: \_\_\_\_\_

Tel:

Recommender's Name : \_\_\_\_\_ (Sign)

-----  
※ 주)

1. 추천서를 2부 작성하여 밀봉하고 봉인 부분에 서명 후 제출함. 밀봉되지 않거나 서명이 없는 추천서는 인정되지 않음

Request your recommender to seal his or her letter of recommendation in an official envelope and sign across the back flap upon completion. Recommendation letters that are not sealed and signed will not be accepted.

2. 추천서는 영어 혹은 한국어로 작성

The letter of Recommendation should be written in English or Korean.

3. 아래 해당학과는 필수제출

서울캠퍼스 : 자연과학계열, 의학계열, 학과간 협동과정

국제캠퍼스 : 자연과학계열, 공학계열, 건축학과

## 입 학 추 천 서

### Letter of Recommendation

Name (성명)		Department (지원학과)	
Date of Birth (생년월일)	YYYY(년) MM(월) DD(일)	Course (과정)	<input type="checkbox"/> Master (석사) / <input type="checkbox"/> Ph.D (박사) / <input type="checkbox"/> Combined (석·박통합)
Gender (성별)	Male (남) <input type="checkbox"/> Female (여) <input type="checkbox"/>	Nationality (국적)	
순수 외국인 전형 추천인 사유란 <b>Why you recommend the applicant(International)</b>			
본인은 상기 지원자의 본교 입학을 추천합니다 <b>I recommend the applicant above to be accepted to KHU.</b>			
2023년      월      일 Year      Month      Date			
_____ 학과 교수 _____ (인)			
Department of _____ Professor _____ (Signature)			
경희대학교 대학원장 귀하 <b>Attn. Dean of Graduate School, KHU</b>			

※ Precautions

- 1) 추천인은 대학원에서 필요한 한국어, 영어, 전공 등의 수학능력을 갖추었는지를 종합적으로 판단하여 작성  
 The recommender need to comprehensively consider about whether the applicant is prepared with academic abilities such as Korean, English, major studies, etc. when writing the letter.
- 2) 추천인은 대학원 입학 후 지도교수로 학생지도의사가 있어야 함  
 The recommender must be willing to be the applicant's prospective academic advisor.
- 3) 지원자가 총장장학(외국인전형)을 신청시 졸업요건 외 추가로 학술지게재 의무조항이 있음  
 If the applicant applies for the President's Scholarship, there are additional duties to write on academic journals in addition to the graduation requirements.
- 4) 국제캠퍼스 지원자는 모든학과 해당서류 필수  
 Submission of this form is mandatory for all Global Campus applicants.

### 장학금 신청서(서울캠퍼스)

Application Form for Thesis Submission Scholarship (Seoul Campus)

○ 인적사항 Personal Information

성명 Name	영문 English		국적 Nationality	
	한글 Korean		성별 Gender	M <input type="checkbox"/> F <input type="checkbox"/>
학과 Department			세부전공 Major	
수험번호 Applicant number				

○ 학력사항 Educational Background

구분	학교명 University	전공 Major	재학기간 Enrolled Dates (yy/mm/dd~yy/mm/dd)	성적 Score
대학 Undergraduate				/100
대학원 Graduate				/100

○ 학력/어학능력/경력/봉사활동 Academic Ability / Language Proficiency / Work Experience / Volunteer Work Experience

학력 Learning Ability	GRE _____ 점 Date of Test : _____ (yy/mm/dd)	영어 성적 English Proficiency	토플(TOEFL) _____ 점(PBT, CBT, IBT) Date of Test : _____ (yy/mm/dd)
	GMAT _____ 점 Date of Test : _____ (yy/mm/dd)		아이엘츠(IELTS) _____ 점 Date of Test : _____ (yy/mm/dd)
	기타(Other) _____ 점(급) Date of Test : _____ (yy/mm/dd)		텝스(TEPS) _____ 점 Date of Test : _____ (yy/mm/dd)
한국어 성적 Korean Proficiency	TOPIK _____ 급 Date of Test : _____ (yy/mm/dd)	일본어 성적 Japanese Proficiency	토익(TOEIC) _____ 점 Date of Test : _____ (yy/mm/dd)
	KLPT _____ 급( /500점) Date of Test : _____ (yy/mm/dd)		토익스피킹(TOEIC Speaking) _____ 급 Date of Test : _____ (yy/mm/dd)
	국내대학 졸업자 Graduated in a university in Korea _____ University		기타(Other) _____ 점(급) Date of Test : _____ (yy/mm/dd)
	외국대학 한국어학과 졸업자 Graduated with a major in Korean in a foreign country _____ University		JPT _____ 점 Date of Test : _____ (yy/mm/dd)
	경희대어학원 수료 _____ 급 Date of graduation : _____ (yy/mm/dd)		JLPT _____ 급 Date of Test : _____ (yy/mm/dd)
	조선족/고려인 여부( Y <input type="checkbox"/> N <input type="checkbox"/> )		
	조선족/고려학교 졸업 여부( Y <input type="checkbox"/> N <input type="checkbox"/> )		
논문게재 실적 Published Paper	저널명 Name of Journal: 논문제목 Name of Paper: 게재년월일 Publication Date:	기타 언어 Other language	시험명 Name of Test: _____ 점수(등급) Score(Grade): _____ Date of Test: _____ (yy/mm/dd)
근무경력 Working Experience	회사명 Name of Company: 근무기간 Work Period: 년 Year(s) 개월 Month(s) 담당업무 Responsibility(s):	봉사활동 Volunteer Work Experience	활동 기관 Place Worked: 활동 내용 Work in Detail: 활동 기간 Period: From _____ ~ To _____

위 서류상의 모든 내용은 사실이며, 위와 같이 장학금을 신청합니다.

I certify that above information is honestly presented, and I hereby apply for scholarship of Graduate School, KHU

2023년                      월                      일  
Year                      Month                      Date

신청자: \_\_\_\_\_

경희대학교 대학원장 귀하 Attn. Dean of Graduate School, KHU

## 논문게재 서약서(서울캠퍼스)

### Pledge of Thesis Dissertation Publication

<b>Name</b> (성명)		<b>Department</b> (지원학과)	
<b>Date of Birth</b> (생년월일)	Y(년) M(월) D(일)	<b>Course</b> (과정)	<input type="checkbox"/> Master (석사) / <input type="checkbox"/> Ph.D (박사) / <input type="checkbox"/> Combined (석·박통합)
<b>Gender</b> (성별)	Male(남) <input type="checkbox"/> Female(여) <input type="checkbox"/>	<b>Nationality</b> (국적)	

All international students are eligible to receive Thesis Submission Scholarship for tuition fee, however they will be required to write one more paper for scholarship benefit, depending on graduation requirements of each major.

본인은 총장장학(외국인논문게재)장학금을 신청합니다.  
 장학대상자로 선정될 경우, 아래 장학수혜자 의무사항을 확인하고, 이행할 것을 서약합니다.  
 I hereby apply for the President's Scholarship. (International Students)  
 If I'm selected as a recipient, I will be well aware of and carry out all duties as scholarship recipient.

2023년(Y)      월(M)      일(D)

학 생(Student Name): \_\_\_\_\_ (Signature)

### 경희대학교 대학원장 귀하

**[ Requirements of Thesis Publication Concerning Scholarship ]**

**장학수혜자 의무사항**

석사 과정 Master	Humanities and Social Sciences, Art and Physical Education, Korean Medicine(Medical History, Korean Medical Classics) [인문사회, 예체능계열, 한의학계열 의 의과학전공, 원전학전공]	Publish more than one publication (co-author as well) on an academic journal accredited by the National Research Foundation of Korea 한국연구재단 등재지 이상 학술지에 1편 이상 게재 또는 게재 예정 *공저자 가능
	Natural Sciences, Engineering, Medicine [공학, 자연, 의학계열]	Publish more than one publication on academic journals SCIE or higher SCIE 이상 학술지에 1편 이상 게재 또는 게재 예정 *공저자 가능
Ph.D. Combined 박사, 석박통합	Humanities and Social Sciences, Art and Physical Education, Korean Medicine(Medical History, Korean Medical Classics) [인문사회, 예체능계열, 한의학계열 의 의과학전공, 원전학전공]	Publish more than one publication (main author) on an academic journal accredited by the National Research Foundation of Korea 한국연구재단 등재지 이상 학술지에 1편 이상 게재 또는 게재 예정 *제1저자 및 교신저자만 인정
	Natural Sciences, Engineering, Medicine [공학, 자연, 의학계열]	Publish more than one publication (main author) on academic journals SCIE or higher SCIE 이상 학술지에 1편 이상 게재 또는 게재 예정 *제1저자 및 교신저자만 인정

\*3.2 average GPA until the previous semester (직전학기 평균평점 3.2/4.3만점 이상을 취득하여야 한다.)

- ※ 장학금 지급요건에 따른 논문게재사항 미 이행시 학생은 졸업 불가  
 (Students cannot graduate if they fail to comply with the thesis publication requirements according to the scholarship payment requirements.)
- ※ 논문표절 시 장학금 환수함 (Thesis Plagiarism will lead to the confiscation of your scholarship.)

## 장학금 신청서 및 논문게재서약서

### Scholarship Application & Pledge of Thesis Dissertation Publication

Name (성명)		Department (지원학과)	
Date of Birth (생년월일)	Y(년) M(월) D(일)	Course (과정)	<input type="checkbox"/> Master (석사)/ <input type="checkbox"/> Ph.D (박사)/ <input type="checkbox"/> Combined (석·박통합)
Gender (성별)	Male(남) <input type="checkbox"/> Female(여) <input type="checkbox"/>	Nationality (국적)	

본인은 총장장학(외국인전형)장학금을 신청합니다.

장학대상자로 선정될 경우, 아래 장학수혜자 의무사항을 확인하고, 이행할 것을 서약합니다.

I hereby apply for the President's Scholarship. (International Students)

If I'm selected as a recipient, I will be well aware of and carry out all duties as scholarship recipient.

2023년(Y) 월(M) 일(D)

학 생(Student): (Signature)

추천인 소속: \_\_\_\_\_학과(Department of) / 지도교수(Academic Advisor) \_\_\_\_\_ (인)

학과장(Dean of Department) \_\_\_\_\_ (인)

### 경희대학교 대학원장 귀하

#### [ Requirements of Thesis Publication Concerning Scholarship ]

##### 장학수혜자 의무사항

석사 과정 Master's	Humanities and Social Sciences, Art and Physical Education [인문사회, 예체능계열]	Publish or apply more than one publication (co-author as well) on an academic journal accredited by the National Research Foundation of Korea 한국연구재단 등재지 이상 학술지에 1편 이상 게재 또는 신청 *공저자도 가능
	Natural Sciences, Engineering, Medicine [공학, 자연, 의학계열]	Publish more than one publication on academic journals SCI(E) or higher SCI(E) 이상 학술지에 1편 이상 게재 또는 신청 *공저자 가능
Ph.D. and Combined 박사, 석박통합	Humanities and Social Sciences, Art and Physical Education [인문사회, 예체능계열]	Publish more than one publication (main author) on an academic journal accredited by the National Research Foundation of Korea 한국연구재단 등재지 이상 학술지에 1편 이상 게재 또는 게재예정 *제1저자 및 교신저자만 인정
	Natural Sciences, Engineering, Medicine [공학, 자연, 의학계열]	Publish more than one publication (main author) on academic journals SCI(E) or higher SCI(E) 이상 학술지에 1편 이상 게재 또는 게재예정 *제1저자 및 교신저자만 인정

\*3.2 average GPA until the previous semester (직전학기 평균평점 3.2/4.3만점 이상을 취득하여야 한다.)

※ 상기 의무사항은 졸업요건외 추가로 이행하여야 하며, 미 이행시 장학금은 전액환수

The duties listed above are additional to graduation requirements, or the scholarship will be confiscated

※ 재학생은 학기별 지도교수의 추천으로 재선정

Enrolled students will be reselected each semester according to recommendations of academic advisors



**2023학년도 후기 대학원 석박통합과정 수료(졸업)과정 전환신청 확인서**  
**2023 Spring Semester Combined Course Confirmation of Application for Transition to the Completion (Graduation) Course**

- 지원학과 Department: \_\_\_\_\_
- 과 정 Course: 석박통합 Combined (M.A. + Ph. D.)

## [관련규정 Related Regulations]

대학원학칙 제23조(학위과정의 수료인정) 대학원학칙 제35조(통합과정의 석사학위 취득)

Graduate School Regulations - Article 23 of the Graduate School Regulations (Approval of completion of a degree course), and Article 35 (Acquisition of a master's degree in a combined course)

## [내용 Contents]

석박통합과정에 재학 중인 자가 박사과정 이수 의사가 없을 경우에는 아래 요건을 갖추어 석사학위를 취득할 수 있다.

- 석박통합과정생이 석사학위과정으로 수료를 원하는 경우 3기 이후 전환신청을 하여야 함.
- 수료시 총 30학점 이상 취득하여야 함.

If a person enrolled in a combined course has no intention of completing Ph.D., he/she can get a master's degree if he/she meets the following requirements.

- If a student of combined course wants to complete a Master's degree course, he/she must apply for conversion after the third term.
- A total of 30 credits or more must be obtained upon completion.

## [유의사항 Precautions]

- 전환신청은 1회에 한하여 신청할 수 있으며, 석박통합과정으로 재전환 불가하니 신중하게 결정하기 바람.
- 등록금은 석박통합과정 기준으로 납부하여야 함.
- Applications for conversion can only be filed once, and it cannot be re-converted to the combined course again, so please pay close attention when applying.
- Tuition must be paid on the basis of the Combined (M.A.+Ph.D) course.

**본인은 위 내용을 숙지하고 경희대학교 일반대학원 석박통합과정에 지원합니다.**

**I am well-acquainted with the contents above  
and will apply for the Combined (MA+PhD) Course at Kyung Hee University.**

2023년(Year)/ 월(mm)/ 일(dd)  
Name \_\_\_\_\_(Signature)

\* 서명 필수 SIGNATURE REQUIRED

**ATTN. Dean of Graduate School, KHU**

## 2023학년도 후기 일반대학원 음악학과 실기곡 제출표

Submission Table of Audition songs for the Department of Music  
at General Graduate School in the 2023 Fall semester

이름 Name				지원과정 Applied Course	
수험번호 Applicant Number				전공 Major	
생년월일 Date of Birth		성별 Gender			
연락처 Contact Info.	집 Home		Phone		E-mail

## 실기 과제곡

Audition Song List

순서 Order	작곡가 Composer	곡 목 Title of Song
1		
2		
3		
4		
5		

## How to write

1. Refer to the detailed guide of the Audition of the Music Department for the review of 2023 Admission Guidelines.
2. All songs are written in the order stated in the actual test.
3. Composers and songs are indicated by the official name specified in the sheet music.  
(Composer's name can be written by full name, but first name may be abbreviated)

2023년(Year)      월(Month)      일(Day)

성명(Name) : \_\_\_\_\_(인) \*서명필수

\*SIGNATURE REQUIRED

경희대학교 대학원장 귀하

ATTN. Dean of Graduate School, KHU



경희대학교 국제처 글로벌입학팀  
Division of Global Admissions  
Office of International Affairs, KHU

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서울캠퍼스 Seoul Campus

(02447)서울특별시 동대문구 경희대로 26 경희대학교 청운관 1층  
학생생활지원ZONE 글로벌입학팀  
Cheongwoon Bldg. 1<sup>st</sup> Floor, Kyung Hee University 26  
Kyungheedaero, Dongdaemoongu, Seoul 02447, Korea  
Tel: 02-2-961-9286~7  
Email: admissions\_s@khu.ac.kr

국제캠퍼스 Global Campus

(17104)경기도 용인시 기흥구 덕영대로 1732, 경희대학교 우정원 1층  
108호 국제처  
Room 108, Woojungwon, Kyung Hee University 1732 Deogyong-  
daero, Giheunggu, Yonginsi, Gyeonggido 17104, Korea  
Tel: 02-31-201-3961~4  
Email: admissions\_gg@khu.ac.kr

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