CHOSUN UNIVERSITY

Graduate School Admission Recruitment Guidelines for Foreign Students

-2024 Spring Semester -

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1 Admission Schedule

Admission Schedule	Date	Remarks
Online Application	2023. 10. 16.(Mon) 10:00 ~ 2023. 11. 17.(Fri) 17:00	·Admissions applications can be completed online ·https://www3.chosun.ac.kr/global/2668/subview.do
Submission of Printed Admission Application and Required Documents		**After online application, submit the application documents by mail/visit the following address** 1st Floor, International Cooperation Team, 9 Chosun University 5th Road, Dong-gu, Gwangju 61452, South Korea
Announcement of Successful Applicants	2023. 12. 22.(Fri) **(Can vary and subjected to change)**	Announcement will be made on the university's International Cooperation Team website (https://www3.chosun.ac.kr/global/2642/subview.do)
Registration for Successful Applicants (can be changed)	2024. 1. 8.(09:00) ~ 2024. 1. 12.(17:00)	Detailed instructions will be provided after the announcement of successful applicants
Issuance of Standard Admission Permit	2024. 01. Payment of Tuition Fees	

※"The specific details mentioned in this recruitment guideline may be changed.
※ The above schedule is based on Korean Standard Time (KST) and may be changed according to the admission schedule.

2 Qualifications

Applicants must meet all of the following conditions (Nationality, Language Proficiency, Degree) to be eligible for application

1. **Nationality**: Foreign nationals who meet all the following conditions:

Nationality	Both parents must be foreign nationals (as of the application date). · In cases where either the parents or the applicant holds multiple nationalities, including South Korean nationality, the applicant is not eligible to apply. · In cases where the applicant has South Korean nationality as of the application date due to one of the parents obtaining South Korean nationality through naturalization, the applicant is not eligible to apply. · In cases where it is impossible to submit documents from both

	parents due to reasons such as divorce/remarriage, divorce, or death, it is essential to submit relevant documents proving the circumstances (issued by government public institutions), e.g., divorce certificate (in the case of Chinese nationals, a divorce agreement), single-parent certificate, death certificate, etc. ※ If there are special circumstances related to family relations and nationality (divorce/remarriage/unmarried/death/obtaining South Korean nationality, etc.), documents proving such circumstances must be submitted without exception.

2.**Language Proficiency:** Applicants must submit one of the following options**:**

Choose one	1. TOPIK level 3 above or King Se-jong institute Intermediate 2 above (Division of Arts, Sports: TOPIK level 2 or higher)
	2. TOEFL 530 (CBT 197, iBT 71), IELTS 5.5, TEPS600 (NEW TEPS 326) or higher. If English is the applicant's native language or the official language of their country, they can substitute it with proof of completing higher education (e.g., graduation certificate) from countries such as the United States, United Kingdom, Canada, Australia, New Zealand, South Africa, or Ireland (such as diploma certificates, etc.) that have completed higher education.
	3. Completion of the university's intermediate-level Korean language course (Intermediate 2) or higher.
	4. Achievement of TOPIK Level 3 or higher in the CSU Korean Language Proficiency Test (TOPIK).
	5. Submission of a "Math Proficiency Certificate" (submitted by the academic advisor).
※ Language test scores: **Only scores within this valid period will be accepted (valid until March 1, 2024).** - If there is no expiration date, scores up to 2 years from the test date will be considered valid.	

3. Degree

Degree	·Applicants for the Master's/Integrated Master's 1) Those who have obtained a bachelor's degree from a domestic or foreign accredited university or will obtain it by February 2024. 2) Individuals recognized as having equivalent qualifications to those with a bachelor's degree under relevant regulations. ·Applicants for the Doctoral program 1) Those who have obtained a master's degree from a domestic or foreign accredited graduate school or will obtain it by February 2024.

	2) Individuals recognized as having equivalent qualifications to those with a master's degree under relevant regulatory body.

※ Any matters not specified in the above information will be explained according to Chosun University's International Cooperation Team's guidelines.

3 Application Procedure

Procedure	Date
Before Application	·Select your Dept.(major) and consult with the desired academic advisor. **→ Confirm the academic advisor for the applied Dept. and receive their recommendation letter (※ Attachment #3)** **※ This applies only when an academic advisor is chosen; it's not necessary if no advisor is selected.** **※ Applicants without an academic advisor will have the International Cooperation Team request advisor selection from the department. If no advisor is selected at the end, the application will be deemed unsuccessful.**
Application and Document Submission	**2023. 10. 16.(Mon) 10:00 ~ 2023. 11. 17.(Fri) 17:00** **(Application and Document Submission)**
	·Application Methods ① Online application: [https://www3.chosun.ac.kr/global]→[Admission]→[Apply]→**"2024-Spring Graduate Admission(2024 Spring Graduate Admissions)** ② Submit original documents (by mail/in-person) ·Before final academic document verification, online application with uploaded English documents is possible, but original documents verified by apostille/consulate confirmation must be submitted by mail/in-person within the specified period. ·Application document files can be edited and re-uploaded in a temporary save state until the application deadline.
Submission of Printed Admission Application and Documents	**2023. 10. 16.(Mon) 10:00 ~ 2023. 11. 17.(Fri) 17:00** **(Application and Document Submission)**
	·**After online application, submit by mail or in-person to the following address** (61452) 광주광역시 동구 조선대5길 9 국제관 1층 국제협력팀 대학원 담당자 (연락처: 062-230-6961) International Affairs Team, International building 1st floor, Chosun University, Chosundae 5gil 9, Dong-gu, Gwangju, Republic of Korea(Zip code: 61452/Tel: 062-230-6961)

Announcement of Successful Applicants	(May vary) 2023. 12. 22.(Fri) **(Korean Standard Time)**
	[https://www3.chosun.ac.kr/global]→ [Admission]→ [Admission Result]
Registration for Successful Applicants	(May vary) 2024. 1. 8.(09:00) ~ 2024. 1. 12.(17:00) (**Korean Standard Time**)
	· Tuition fee invoice: Individual instructions will be provided to successful applicants. · Payment method: Successful applicants should make tuition payments to their designated virtual accounts. ※ For international transfers, please confirm exchange rates and fees. ※ Standard admission permits can be issued after tuition payment.

4 Required Documents

Order	Document	Remarks	
1	Admission Application	Submit after online application. (* For foreign university graduates: Must include the official English name of the university)	
2	Self-Introduction Essay		
3	Study Plan		
4	Personal Information Consent Form		
5	Letter(s) of Recommendation	# Attachment 1	
6	Academic Advisor Recommendation Letter	#Attachment 2 (*Applicable to applicants with a confirmed academic advisor)	
7	Request for Academic Records (For International Applicants)	# Attachment 3	
8	University/ Graduate School Graduation (Expected) Certificate ※Final degree certification is mandatory.	Master's/ Integrated	· Graduation (Expected) Certificate for undergraduate programs - For countries other than Korea/China: Embassy verification or Apostille - China: CHSI (English) - Korea: Graduation (Expected) Certificate (Korean)
		Doctorate	① Graduation (Expected) Certificate for undergraduate programs ② Graduation (Expected) Certificate for master's programs - For countries other than Korea/China: Embassy verification or Apostille

<table>
<tr><th>Order</th><th>Document</th><th colspan="2">Remarks</th></tr>
<tr><td></td><td></td><td></td><td>- China: CHSI (English)
- Korea: Graduation (Expected) Certificate (Korean)</td></tr>
<tr><td></td><td></td><td colspan="2">※ Important Notes When Submitting a Graduation (Expected) Certificate
When submitting a Graduation (Expected) Certificate, ensure it includes graduation (expected) date information (year, month).
Applicants from countries other than Korea and China must submit Graduation (Expected) Certificates in English, (with embassy verification, or apostille)
· Applicants from Chinese universities must submit Graduation (Expected) Certificates in English.
· Applicants from Korean universities must submit Graduation (Expected) Certificates in Korean.
※ Failure to submit final academic documents after graduation will result in disqualification and admission cancellation.
※ Provisional Certificate: Will not be recognized as a graduation/degree certificate.
※ Only documents issued and notarized within 3 months of the document submission deadline will be accepted.</td></tr>
<tr><td></td><td></td><td colspan="2">※ Final Educational Documents Verify Method
① Graduates from countries other than Korea or China: Submit the final graduation certificate (Embassy verification or Apostille is required).
② Graduates from Chinese universities: Submit the final degree certificate (Academic Verification Report in English).
③ Graduates from domestic Korean universities: Submit the graduation certificate in Korean.
※Only documents issued and notarized within 3 months of the document submission deadline will be accepted.</td></tr>
<tr><td></td><td rowspan="3">University/
Graduate School Transcript</td><td>Master's/Integrated</td><td>Undergraduate transcript
- Submit the transcript in English
- Submit transcripts for the first seven semesters and supplement with the final eighth-semester transcript</td></tr>
<tr><td>Doctorate</td><td>Master's program transcript
- Submit the transcript in English
- Submit transcripts for the first three semesters and supplement with the final fourth-semester transcript</td></tr>
<tr><td colspan="2">※Transcript Submission Notes:
① Transcripts must include the final semester's grades.
- Transfer students from other universities: Submit transcripts from both the university before and after transfer.</td></tr>
</table>

Order	Document	Remarks
		- Transfer students after graduating from a technical college: Submit transcripts from both the technical college and the university of transfer. ② Certificate in a language other than Korean/English: Submit the original notarized Korean/English translation ③ Write information on grades and scores or average scores per subject **※ Only documents issued/notified within 3 months of the deadline for submitting documents are recognized**
9	For graduates from Chinese universities	- Submit the academic verification report for degrees issued by the CHSI (China Higher Education Student Information and Career Center) in English **- The issuing authority is the CHSI (China Higher Education Student Information and Career Center) (www.chsi.com.cn)** **※ Degree and educational documents issued by institutions other than CHSI are not accepted.**
10	Language Proficiency Documentation	Expired language proficiency test scores are not accepted.
11	Proof of family relationships for the applicant and parents	①+② Submit both of the following: ① Color photocopies of the applicant's and parents' passports or national identification cards. ② Proof of family relationships for the applicant and parents (original or notarized copy). - For non-Chinese citizens: Submit proof of family relationships or birth certificates (original) in English or an English/Korean translated and notarized form. - For Chinese citizens (choose one): Submit proof of family relationships or birth certificates (original). ·In cases where the "Hukou" (household registration) is separated from the parents, submit proof of family relationships. · In cases where it is impossible to submit the required documents due to circumstances such as parents' divorce, death, etc., provide government-issued documents as evidence. ·If documents are in languages other than English, an English translation copy is required. **※ Only documents issued and notarized within 3 months of the document submission deadline will be accepted.**

Order	Document	Remarks
12	Bank Balance Certificate ($16,000 or more)	· While submitting a bank balance certificate in the applicant's name is the standard procedure, if submitting a bank balance certificate in the parent's name, a family relationship certificate (refer to attachment #11) must be provided. · Undergraduate students and Korean language program participants residing in Korea should submit a bank balance certificate in their name with a balance of at least 16 million KRW. - Chosun University Korean language program students, undergraduate students, and master's students should submit a bank balance certificate in their name with a balance of at least 8 million KRW. · Students receiving scholarships from their universities or embassies are allowed to provide financial certification documents such as a scholarship payment confirmation issued by the university president or embassy instead of a bank balance certificate. ※ **Documents issued within 1 month (domestic) or 3 months (overseas) from the document submission deadline will be considered valid.**
Applicants residing in Korea must additionally submit the following documents:		
1	A copy of the foreigner registration certificate (both front and back side). ※ The visa on the foreigner registration certificate must have a validity period of at least 3 months. ※ Lease agreement (applicable only to external residents).	
2	Lease agreement (applicable only to residents living outside dormitory) ※For applicants residing in Korea, the address on the foreigner registration certificate must match the address on the lease agreement.	

5 Admission and Visa Information for Successful Applicants

After completion of tuition payment and submitting all required documents, visa issuance documents will be sent only to applicants who have successfully completed these following steps.

Category	Details
Domestic Residents	· Prior to the expiration of applicants stay period (before the start of classes). · Domestic residents should apply for a change or extension of their visa status through the International Affairs Office after completing tuition payment.
Overseas Residents	· Overseas residents should apply for a D-2 student visa at the Republic of Korea Embassy or Consulate in their home country. · Ensure that your passport has a validity of at least 2 years. · Note that visa application requirements may vary by country, so it is suggested f

	or accepted applicants to verify the specific documents required for the student visa in advance through their local Republic of Korea Embassy or Consulate. (pre-booking recommendation) · After arriving in Korea, foreign students must complete the alien registration process.

※ Please be aware that the applicant is responsible for any delays in issuing visas, rejections, or related issues. After paying tuition, if an applicant chooses not to enroll for any reason, a registration withdrawal request must be submitted by February 23, 2024 (Friday), in order to qualify for a full tuition refund.

6 Departments/Majors

Division	Major	Major code	Master	Doctorate	Integrated	Master's thesis Exemption available
Humanities and Social Science	Dept. of Law	8010	O	O	O	O
	Dept. of Political Science and International Relations	8020	O	O	O	
	Dept. of Economics	8030	O	O	O	
	Dept. of Business Administration	8040	O	O	O	O
	Dept. of Trade	8060	O	O	O	O
	Dept. of Public Administration	9CX0	O	O		O
	Dept. of Korean Language and Literature	8080	O	O	O	
	Dept. of English Language and Literature	8090	O	O	O	O
	Dept. of History	8130	O	O	O	O
	Dept. of Philosophy	8620	O	O	O	O
	Dept. of Journalism and Communications	8630	O	O	O	
	Dept. of Aesthetics and Art History	8660	O	O	O	
	Dept. of Special Education	8770	O	O	O	
	Dept. of Education	8780	O	O	O	O
	Dept. of Korean Language Education	8970	O	O	O	O
	Dept. of English Education	8980		O		
	Dept. of Social Welfare	9A10	O	O		O
	Dept. of Literature and Creation	9A20	O	O	O	O
	*Dept. of International Tea and Coffee Culture	9D60	O	O	O	O

Division	Major	Major code	Master	Doctorate	Integrated	Master's thesis Exemption available
	*Translation of Sino-Korean Classics	9CB0	O	O	O	
	* Department of Culture Studies	9CU0	O	O	O	O
	Dept. of Military Science	80A0		O		
	*Dept. of Addiction Rehabilitation with social welfare	9D20		O		
	*Dept. of Fire protection and Disaster Prevention	9D30				
	*Dept. of Convergence Entrepreneurship	9E10	O	O	O	O
	*Dept. of Social Economics	9E40	O			O
	* Dept. of Sign language Linguistics	9E50	O	O	O	
	Dept. of Korean Language Education as a Foreign Language	9E80	O	O	O	
Natural Sciences	#Dept.of Carbon Materials	80B0	O	O	O	
	Dept.of Chemistry	8160	O	O	O	
	Dept.of Food and Nutrition	8190	O	O	O	
	Dept.of Computational Statistics	8220	O	O	O	
	Dept.of Nursing Science	8480	O	O	O	
	Dept.of Pharmacy	8490	O	O	O	
	*Dept.of Health Science	8710		O		
	# Dept. of Food & Drug	8831	O	O	O	
	Dept.of Science Education	8850	O	O	O	
	Dept.of Physics	8150	O	O	O	
	*Art Psychotherapy	9CD0	O	O	O	
	* Dept.of Complementary and Alternative Medicine	9CE0		O		
	Dept. of Integrative Biological Sciences	9D90	O	O	O	
	Dept.of Civil Engineering	8250	O	O	O	O
	Dept.of Electrical Engineering	8280	O	O	O	
	Dept.of Chemical Engineering	8300	O	O	O	
	Dept.of Aerospace Engineering	8330	O	O	O	
	Dept.of Nuclear Engineering	8340	O	O	O	O
	Dept.of Computer Science	8350	O	O	O	
	Dept. of Environmental engineering	8370	O	O	O	O

Division	Major	Major code	Master	Doctorate	Integrated	Master's thesis Exemption available
Engineering	Dept. of Control and Instrumentation Engineering	8390	O	O	O	
	Dept.of Information and Communication Engineering	8790	O	O	O	O
	*Dept.of IT Fusion Technology	9B10	O	O	O	
	Dept.of Mechanical Engineering	8270	O	O	O	O
	Dept.of Electronic Engineering	8290	O	O	O	
	Dept.of Industrial Engineering	8520	O	O	O	
	Dept. of Naval Architectural & Ocean Engineering	8530	O	O	O	
	Dept. of Photonic Engineering	8860	O	O	O	
	Dept. of Advanced Materials Engineering	9E70	O	O	O	
	Dept. of Advanced Energy Resources Engineering	9E30	O	O	O	
	* Dept. of Energy Convergence	9CN0	O	O	O	
	Dept.of Architectural Engineering	8260	O	O	O	
	Dept. of Welding and joining science Engineering	9CW0	O	O	O	
	*Dept.of Smart Mobile Convergence System Engineering	9D70	O	O	O	
	*Dept.of Science and Technology Policy Convergence	9E60	O	O	O	O
Art and Sports	Dept.of Music	8420	O			O
	Dept.of Arts	8680	O	O	O	
	Dept.of Design	9D00				
	Dept.of Cartoon and Animation	8890	O			O
	* School of Design and Creative Engineering	9D10	O	O	O	O
	Dept.of Physical Education	8430	O			O
	*Dept.of Arts	9D80		O		
Medical Science	Dept. of Medicine	8460	O	O	O	
	Dept. of Dental Science	8470	O	O	O	
	Dept.of Biodental Engineering	9C80	O	O	O	
	*Biomedical Sciences	9CT0	O	O	O	O

* The marked departments are cooperative courses between departments and cannot be transferred
# The marked Dept. is a cooperative course in academic performance and cannot be transferred

7 Tuition

Category	Admission Fee	Tuition Fees			
		Humanities & Social Sciences	Natural Sciences / Physical Education / Nursing / Special Training	Engineering / Pharmacy / Fine Arts	Medicine / Dentistry
Master	727,000	3,634,000	4,360,000	5,085,000	6,414,000
Doctor	727,000	4,169,000	5,057,000	5,679,000	7,019,000

※ The tuition fees mentioned above are based on the 2023 academic year and may be changed for the 2024 academic year.

8 Scholarship

Type	Qualification	Benefits	Remarks
Research Assistant Scholarship	Recommended by Advisor	50% Tuition	
Outstanding New International Student Scholarship	Top 15 candidates selected from all applicants based on foreign language scores, final academic records, departmental evaluation, etc.	33% Tuition	
Baekhak Scholarship (Master's Program Applicants)	Chosun University undergraduate graduates	50% Tuition	August 2023 graduates and February 2024 expected graduates
Jin Hak Scholarship (Doctoral Program Applicants)	Chosun University master's graduates	Admission Fee Exemption	

9 Important Reminders

1. Semester Starting Date: March 4, 2024 (Mon)
   *New students must enter Korea before the start of the semester.
2. Orientation: (1st) February 20, 2024 (Tue) / (2nd) March 6, 2024 (Wed)
3. Course Registration
   1) Period: 2 weeks before the start of each semester, specific dates will be announced each semester.
   2) Apply through the Integrated Information System (Consult with your major and advisor in advance).
   3) Maximum Credits: Up to 9 credits per semester.
4. Required Credits and Courses

<table>
<tr><th>Category</th><th>Master</th><th>Doctor</th><th>Integrated</th></tr>
<tr><td>Total credit</td><td>24</td><td>36</td><td>60</td></tr>
<tr><td>Major Credits</td><td>12</td><td>18</td><td>30</td></tr>
<tr><td>Supplementary Credits</td><td>6</td><td>9</td><td>6</td></tr>
<tr><td>Research Ethics and Thesis Writing Method</td><td colspan="3">Complete a 1-semester course (P/F).</td></tr>
<tr><td>Foreign language test</td><td colspan="3">TOPIK Level 4 or higher certificate
or pass a Korean language course designated by the graduate school (P/F).</td></tr>
<tr><td rowspan="2">Completion Requirements</td><td>24 credits (including common compulsory courses)
Supplementary Credits (if applicable)
Research Ethics and Thesis Writing
Thesis Supervision
(1 semester)</td><td>36 credits (including common compulsory courses)
Supplementary Credits (if applicable)
Research Ethics and Thesis Writing
Thesis Supervision (2 semesters)</td><td>60 credits (including common compulsory courses)
Supplementary Credits (if applicable)
Research Ethics and Thesis Writing
Thesis Supervision (2 semesters)</td></tr>
<tr><td colspan="3">Foreign Language Exam with an average score of 3.0 or higher</td></tr>
<tr><td>Comprehensive Exam (70 or more out of 100)</td><td>4 credits (anticipated)
Exam Subjects: 3 subjects
Qualifying for Completion</td><td>36 credits (scheduled)
Exam Subjects: 4 subjects
Qualifying for Completion</td><td>60 credits (anticipated)
Exam Subjects: 4 subjects
Qualifying for Completion</td></tr>
</table>

5. Graduation Requirements: Graduation is based on meeting the above criteria and passing the thesis evaluation. Please check with the Dept. office for specific graduation requirements as they may vary by department.

6. Eligibility for Master's Thesis Exemption

※ Recognition of degrees obtained in other countries is not guaranteed.

1) Application Process: Submit a Master's Thesis Exemption Application.

2) Submission Period: Announced before the start of the semester for current students (Master's: 4th semester, Integrated Master and Doctorate: 3rd semester).

3) Eligibility for Application:

- Fulfillment of degree requirements
- Completion of required credits and courses for 4 or more semesters
- Completion of "Thesis Supervision" and "Research Ethics and Thesis Writing" courses, as well as common compulsory courses
- Accumulation of 33 or more credits (additional 9 credits required)
- Passing the foreign language exam and comprehensive exam, with a cumulative GPA of 3.0 or higher

7. National Health Insurance

※ All international students are required to meet the mandatory obligation of enrolling in the national health insurance program.

1) Enrollment Date: Automatically enrolled upon completion of foreigner registration.

- Enrollment is not possible until foreigner registration is completed. Therefore, it is recommended to consider separate insurance coverage if you plan to use medical services or for safety reasons before registration is completed.

2) Monthly Premium: KRW 71,920

- The above amount is based on the 2023 rate and may be subject to future increases.
- International students are eligible for a discount on national health insurance premiums.

3) Payment Method: Invoices will be sent to your place of residence. Please confirm the amount and account number on the invoice before making payments.

10 Dormitory

1. New students have the option to either reside in the dormitory or outside (choice made during application and cannot be changed later).
2. Dormitory residents are required to undergo a mandatory health examination, and individuals with infectious diseases or mental health conditions may face eviction.
3. Dormitory assignment and admission confirmation are granted only to new students who have paid the dormitory fees in advance.
4. Submission of a <Tuberculosis Diagnosis Certificate> before admission
   - A copy of the tuberculosis diagnosis certificate (in English) from the health examination results submitted during the visa application is also acceptable.
5. Dormitory Information

Category	Dormitory Fee		Remarks
	Management Fee (1st Semester)	Room Type	
Baek-hak-hak-sa	708,000won	2-person room	Shared bathroom and shower facilities
	1,062,000won	1-person room	
Global House	832,000won	2-person room	In-room bathroom and shower facilities
	1,248,000won	1-person room	
Green Village(M)	707,000won	2-person room	In-room bathroom and shower facilities
Green Village(F)	707,000won	2-person room	Shared bathroom and shower facilities

*** For those who have paid double the cost of a 2-person room, it is possible to use it as a single room.**

A. Basic Facilities: Bed, desk, chair, wardrobe, LAN cable, bed mattress cover, curtains

* Beddings and pillows must be provided by individuals, and prohibited items for import can be found on the dormitory website.

*** Green Village allows individual cooking, while Baek-hak-hak-sa and Global House have on-campus dining facilities.**

B. Personal Preparation: ★Blankets, pillows, bed covers, hangers, toiletries, slippers, etc.

C. Notes

1) The dormitory fees listed above are based on the 2nd semester of the 2023 academic year and are subject to change according to the university's circumstances.

2) For further inquiries, please visit the dormitory website or contact the administration office:

- Website : https://dorm.chosun.ac.kr/dorm/index.do

- Contact : 062)608-5963 (Baek-hak-hak-sa) / 062)608-5155~6 (Global House)/ 062)608-5001(Green Village)

11 Proof of Final Education (Important★★★★)

1) If the location of your final school is outside of China:

a. Countries under the Apostille Convention: Submit educational verification documents with an A postille confirmation.

○ Apostille Convention: An agreement among member countries that abolishes the requirement for the legalization of foreign public documents.

✓ Apostille is processed locally in the document-issuing country.

○ Member countries of the Apostille Convention include:

Area	Country/Region
Asia, Oceania	Australia, parts of China (Macao, Hong Kong), Korea, Japan, New Zealand, Brunei, Mongolia, the Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines, Singapore, Indonesia
Europe	Albania, Austria, Belarus, Belgium, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, Macedonia, Ukraine, United Kingdom, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
North America	The United States
Central and South America	Argentina, Mexico, Panama, Suriname, Venezuela, Entigabada, Bahamas, Barbados, Belize, Colombia, Dominican Republic, Dominican Republic, Ecuador, El Salvador, Granada, Honduras, St. Vincent, Peru, Trinidad and Tobago, St. Lucia, St. Kittsnevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana, Jamaica
Africa	South Africa, Botswana, Brundi, Lesotho, Liberia, Namibia, São Toméprínсipe, Swaziland, Malawi, KaBoverde, Seychelles
Middle East	Oman, Israel, Bahrain, Morocco, Tunisia

○ Apostille Issuance Process:

Obtain the official document from the relevant country. → Visit the Apostille issuing agency in the country. → Apply for Apostille issuance. → Evaluation by the Apostille issuing agency. → Issuance of the Apostille.

b. Non-Apostille Convention Countries: For individuals who graduated from schools located in countries that are not part of the Apostille Convention, submit educational verification documents confirmed by either the Korean embassy in the country where the school is located or the embassy of the country where the school is located in Korea.

2) If the final school is located in China (*Applies to graduates from universities in China):

○ 학력인증서(CHSI) 발행 학위 등 인증보고서(영문)

- Submit the degree verification report(in English) issued by the Education Verification Center of the Ministry of Education in China (http://www.chsi.com.cn).
  *No need for consular verification.
- Degrees or qualifications issued by schools or institutions other than CHSI are not recognized.

※ **Please note that only documents issued and notarized within three months from the submission deadline will be accepted.**

12 Notes (Important★★★★)

Important Notes for Application Submission

1. All required information must be entered, and physical documents must be submitted in person or by mail before the application deadline to complete the application process.
2. Applicants must accurately confirm their eligibility, choice of department, and dormitory application status. Changes are not allowed after the application deadline (changing the applied Dept. within the application period is possible).
3. The Dept. name and program (Master's/Doctorate/Integrated Master and Doctorate) should be filled in accurately after consulting with the academic advisor.
4. If multiple applications are submitted within the same application period, only the last application will be considered, and the previous applications will be discarded.
5. Email addresses and phone numbers should be entered accurately under the applicant's own information. Any disadvantages resulting from incorrect input or the use of another person's information are the responsibility of the applicant.
6. Submitted documents must be scanned in color in their original language (For languages other than Korean or English, translation into Korean with notarization is required). After online submission in PDF format, the original documents must be submitted in person or by mail.
7. Failure to submit the required documents within the specified period, even after completing the online application, will result in disqualification.
8. If copies are submitted, original documents must be submitted within the specified period. Any discrepancies between the copies and the originals may result in disadvantages.
9. Inquiries regarding the arrival of postal documents will not be accepted, and all submitted documents will not be returned.
10. Language proficiency scores are valid until March 1, 2024. Tests without a specified expiration date will be considered valid for two years from the test date.
11. Applicants who submitted a certificate of expected graduation at the time of application (domestic university graduates) must submit the original degree certificate or graduation certificate to the Office of International Affairs by February 23, 2024. Failure to do so will result in the cancellation of admission.

Guidelines for Applicants

1. If graduating students fail to obtain the required degree by the university's admission date, they will not be allowed to enroll.

2. Graduating students who have received admission must submit the final graduation certificate (Apostille or embassy verification required). Failure to do so will result in the cancellation of their admission.
3. Failure to submit all required application documents, including language proficiency test scores, within the specified period will result in disqualification from the admissions process.

4. Submitting false documents, falsifying information, or failing to meet educational requirements (e.g., attending an unaccredited university in a specific country) will result in disqualification and the cancellation of admission.

5. Additional documents may be requested during the evaluation process. Failure to submit required documents will result in disqualification.

6. If it is impossible to submit the original degree certificate due to visa issuance, a notarized copy of the degree certificate should be submitted first, followed by the submission of the original certificate later.

7. Documents written in languages other than Korean or English should be accompanied by a notarized translation (Attachment #4).

8. Information regarding Apostille, embassy verification, and academic credential verification should be obtained from the respective institutions before preparing application documents.

9. All submitted documents will not be returned. It is recommended to prepare additional documents for future visa applications when preparing documents.

10. The Request for Academic Credentials Verification (#3) should be submitted to the university (or graduate school) where the applicant graduated to obtain confirmation from the relevant authorities. This is not required for Korean university graduates.

11. Documents should be submitted after obtaining the approval of the academic advisor, along with the academic advisor's recommendation letter. If an academicadvisor is not selected, the academic advisor's recommendation letter should notbe submitted. Failure to select an academic advisor will result in the cancellation of admission.

12. When an academic advisor acts as a financial guarantor, the academic advisor should submit the "① Research Performance Confirmation Letter," "② Research Performance (Planned) Confirmation Letter," and "③ Head Office Deputy Guarantee Application Pledge" directly to the Office of International Affairs.

13. The "Standard Admission Permit" will be sent by mail only to applicants who have paid the tuition fees within the registration period. Admission will be canceled if tuition fees are not paid.

14. Even if Chosun University issues a standard admission permit, if an applicant does not obtain or extend/change a student visa at the Korean embassy (consulate) or the domestic immigration office in their country for visa issuance or extension (renewal) purposes, admission will be canceled.

15. Among Chosun University undergraduate graduates, "Combined Master's and Doctoral Program" students must indicate this on their application. Failure to do so is the responsibility of the applicant.

16. The recruitment units may change, and any changes will be announced later.

17. Any information not specified in the admission guidelines will be subject to the relevant regulations of Chosun University, and other matters will be determined by the Graduate School Committee and the Office of International Affairs.

18. These admission guidelines are written in Korean, English, and Chinese. In case of discrepancies in interpretation, the Korean version of the content shall prevail.

13 List of Graduate School Dept. Head Professors

Department	Dept. Head Professors	Email
Dept. of Korean Language and Literature	Eom, Tae-sik	eomtaesik@chosun.ac.kr
Dept. of English Language and Literature	Ko, Eon-Suk	eonsukko@chosun.ac.kr
Dept. of Education	Na, jangham	inwhatways@chosun.ac.kr
Dept. of Business Administration	Chang Yong Sun	changk6567@chosun.ac.kr
Dept. of Economics	LIM, SANG SOO	happylims@chosun.ac.kr
Dept. of Trade	LEE, CHANG JAE	cjaelee@chosun.ac.kr
Dept. of Literature and Creation	Lee,Seungwoo	lsw555@chosun.ac.kr
Dept. of Law	Choi, Hong-Yop	yop21@chosun.ac.kr
the Dept. of history	Son Seong-pil	son@chosun.ac.kr
Dept. of Social Welfare	KIM, Yong-Seob	yskim11@chosun.ac.kr
Dept. of Journalism and Communications	CHAE, Suk Jin	sjchae@chosun.ac.kr
Dept. of Speech & Language Pathology	Chung Bhuja	bjchung@chosun.ac.kr
Dept. of Korean Language Education	Cho Heejung	imnot@chosun.ac.kr
Dept. of English Education	Jung-Hwa Lee	jhlee913@chosun.ac.kr
Dept. of Korean Language Education as a Foreign Language	Eom Tae-sik	eomtaesik@chosun.ac.kr
Dept. of Political Science and international relations	Choi Sun	choisun@chosun.ac.kr
the Dept. of Military Science	BEOBHEON KIM	kbh@chosun.ac.kr
Dept. of Philosophy	Lee Cheol Seung	cheols@chosun.ac.kr
Dept. of Special Education	Jeong, Eun-Hee	eunheej@chosun.ac.kr
Dept. of Counseling Psychology	Seungah Jung	jsa@chosun.ac.kr
Dept. of Public Administration	Jae Young Lim	jaeyounglim@chosun.ac.kr
Dept. of Nursing	MOON SO HYUN	shmoon@chosun.ac.kr
Dept. of Food and Nutrition	JOOMIN LEE	joominlee@chosun.ac.kr
Dept. of Pharmacy	Lee, Gum Hwa	gumhwalee@chosun.ac.kr
Dept. of Physics	Lee Bong-Ju	bjlee@chosun.ac.kr
Dept. of Integrative Biological Sciences	LEE JUNSIK	junsiklee@chosun.ac.kr
Dept. of Science Education	Cho, Eun Hee	ehcho@chosun.ac.kr

Dept. of Computer Science and Statistics	In Hong Chang	ihchang@chosun.ac.kr
Dept. of Chemistry	Hong Lae Sohn	hsohn@chosun.ac.kr
Dept. of Photonic Engineering	Ahn, Tae-Jung	taejung.ahn@chosun.ac.kr
Dept. of Mechanical Engineering	Oh,Dong-Wook	dwoh@chosun.ac.kr
Dept. of Industrial Engineering	Seong-joon Kim	seongjoon.kim@chosun.ac.kr
Dept. of Naval Architectural & Ocean Engineering	Joo Sung Min	joo@chosun.ac.kr
Dept. of Electrical Engineering	Jaehong Kim	jaehong@chosun.ac.kr
Dept. of Electronic Engineering	Injune Yeo	iyeo@chosun.ac.kr
Dept. of Information and Communication Engineering	Young-suk Shin	ysshin@chosun.ac.kr
Dept. of Control and Instrumentation Engineering	Ko, Nak Yong	nyko@chosun.ac.kr
Dept. of Advanced Materials Engineering	Choi, Byung Sang	bschoi@chosun.ac.kr
Dept. of Computer Science	Wooyeol Choi	wyc@chosun.ac.kr
Dept. of Civil Engineering	LEE HEEYOUNG	heeyoung0908@chosun.ac.kr
Dept. of Advanced Energy and Resource Engineering	JANG IL SIK	isjang77@chosun.ac.kr
Dept. of Architectural Engineering	Chang-Geun Cho	chocg@chosun.ac.kr
Dept. of Nuclear Engineering	Tae Young Kong	tykong@chosun.ac.kr
Dept. of Aerospace Engineering	KIM TAE GYU	taegyu@chosun.ac.kr
Dept. of Chemical Engineering	Jung Heon Lee	leejh@chosun.ac.kr
Dept.of Environmental engineering	Deok Hyun Moon	dhmoon@chosun.ac.kr
Dept. of Welding and joining science Engineering	Cheolho Park	chulho84@chosun.ac.kr
Dept. of Cartoon & Animation	Hwang Joong-hwan	mindart@chosun.ac.kr
Dept. of Arts	Kim Yusob	maler@chosun.ac.kr
Dept. of Aesthetics and Art History	Jo Song Sig	jss21@chosun.ac.kr
Dept. of Design	Yoon Gab-Geun	ggyoon@chosun.ac.kr
Dept. of Music	CHO JUNGEUN	gloria@chosun.ac.kr
Dept. of Physical Education	AHN. YONG-DUK	anyongdr@chosun.ac.kr
Dept. of Medicine	Mun, Seong Pyo	spmun@chosun.ac.kr
Dept. of Biodental Engineering	Do Kyung Kim	kdk@chosun.ac.kr
Dept. of Dental Science	Do Kyung Kim	kdk@chosun.ac.kr
Collaborative process		
Biomedical Sciences	Takbum Ohn	tohn@chosun.ac.kr
Dept. of Health Science	Seong-Woo Choi	jcsw74@chosun.ac.kr

Dept. of Culture Studies	Lee Seung Kwon	skyfr@chosun.ac.kr
Dept. of IT Fusion Technology	Hyun-Sik Choi	hs22.choi@chosun.ac.kr
Dept. of International Tea & Coffee Culture	Han-Jong wan	jwhan@chosun.ac.kr
School of Design and Creative Engineering	Kim Byung Uk	etwas@chosun.ac.kr
Translation of Sino-Korean Classics	Han, Yae-won	yaewonh@chosun.ac.kr
Art Psychotherapy	Moon Jeong Min	mjm327@chosun.ac.kr
Dept. of Complementary and Alternative Medicine	Kim Seong Jae	kseongjae@chosun.ac.kr
Dept. of Energy Convergence	Deok Hyun Moon	dhmoon@chosun.ac.kr
Dept. of Carbon Materials	Kim, Ho Joong	hjkim@chosun.ac.kr
Dept. of Food and Drug Administration	JOOMIN LEE	joominlee@chosun.ac.kr
Dept. of Addiction Rehabilitation with Social Welfare	KIM, Yong-Seob	yskim11@chosun.ac.kr
Dept. of Fire Protection and Disaster Prevention	Sungryong Bae	sbae@chosun.ac.kr
Dept. of Smart Vehicle System Engineering	Joo Sung Min	joo@chosun.ac.kr
Dept. of Arts	SHON Young-Mi	ymshon@chosun.ac.kr
Dept. of Convergence Entrepreneurship	Park Jae-yeon	pjy@chosun.ac.kr
Dept. of Social Economics	Park Jong Chul	pjc4887@chosun.ac.kr
Dept. of Sign Language Linguistics	Youngju Choi	ychoi1@chosun.ac.kr
Dept. of Science and Technology Policy Convergence	Bae, Sang - Hyun	shbae@chosun.ac.kr

14 양식(Forms)

Attachment #1 Letter of Recommendation

Letter of Recommendation

This form should be given to a professor under whom you have studied and who is able to comment on your qualifications for study at Chosun University. If you are a graduate of Chosun University, you do not need to submit this.

Applicant's name: _____

To the academic advisor:

Name: _____

Position: _____

Department: _____

University:

Date: _____ /_____ / _____ Signature: ___

Month Date Year

Attachment #2 지도교수(또는 주임교수) 의견서 Advisor's Written Opinion

※ 지도교수님은 학생의 컨택과정에서 학업 레코드 및 포트폴리오를 면밀히 검토하여 작성해주시기 바랍니다.

학위 (Degree)	지원연도 (Year)	학기 (Semester)	학과 (Department)	전공 (Major)	성명 (Name)
□석사(Master's) □박사(Ph.D.) □석·박사통합 (Master's/Doctorate Integrated)		□전기(Spring) □후기(Fall)			

- **학업 및 연구계획서 검토의견(The Applicant's Statement of Purpose)**

- **수학능력 의견(The Applicant's Academic Ability)**

- **한국어/영어능력의견(The applicant's language proficiency in Korean and/or English)**

- **종합의견(General Evaluation)**

- **지도예정교수/주임교수 성명(Academic Advisor or Director's Name):**

- **서명(Signature): _____** • **일자(Date):**
- **소속학과(Department):**

Attachment #3 학력인증조회요구서**(Request for Academic Credentials Verification)**

☞ **Recent University Only**

Applicant's Information(Written by applicant)

Name	
Date of Birth (yyyy/mm/dd)	
Name of School	
Information on Records & Transcripts Office	CU will check the applicant's educational background by below the e-mail address during the screening period. So, please fill in the exact e-mail address.
	E-mail: Office Number: ( )
Dates of Attendance	From YYYY/MM/DD To YYYY/MM/DD
Date of Graduation	

The following section is for the staff of Records & Transcripts Office(The Registrar) at the university where the applicant most recently has earned or is to earn the diploma.

VERIFICATION REPORT(Written by the Registrar)

Applicant's Degree	Field of Study	Date of Graduation

I hereby verified and confirm that the above Information (Verification Report) is true and correct.

Name of person completing this report: _____

Title: _____ Signature: _____

Contact Number : ( ) _____

E-mail address: _____ @ _____

Date : _____

※ Applicants who earned a degree(Bachelor's degree or Master's degree) in Korea don't have to fill out this form. Applicants Only who got a degree abroad should fill in above form.

※1 제출서류중 영어나 한국어가 아닌 서류는 공증된 번역본을 위 확인서와 같이 제출하십시오.

※2 Documents in non-Korean or non-English languages must be accompanied by certified English or Korean translations with the above confirmation.

Attachment #4 번역자 확인서 **Translator Confirmation**

확 인 서 (번역자)

번역자 인적사항			
국적	성명	생년월일	성별
주소		연락처(☎)	

번역물 원본의 명의인 인적사항			
국적	성명	생년월일	성별

번역 대상물	

첨부한 번역 내용은 원본의 문구에 맞게 사실대로 번역하였으며, 번역 내용이 사실과 다른 경우에는 이에 따른 모든 법적책임을 감수하겠습니다.
20 . . . 번역자 : **법무부장관 귀하**

※1 제출서류중 영어나 한국어가 아닌 서류는 공증된 번역본을 위 확인서와 같이 제출하십시오.

※ Documents in non-Korean or non-English languages must be accompanied by certified English or Korean translations with the above confirmation.

Attachment #5 수학능력 확인서 **Confirmation of Academic Capability**

수학능력 확인서

Confirmation of Academic Capability

1. 지원자 인적사항(Applicant's Information)

성명		**여권번호**	
과정 **(*석사/박사/석박사통합)**		**지원학과**	

2. 수학능력 검토 의견(Opinion on Applicant's Academic Capability by advisor)

학업 및 연구수행 능력 **(언어능력 포함)** **Academic and research skill including language proficiency**	

상기 일반대학원 외국인 특별전형 지원자는 공인 어학성적을 보유하지 않았으나, 위와 같은 사유로 본 교에서 학업 및 연구를 수행할 수 있는 능력을 갖추고 있다고 판단되어 수학능력을 확인하는 바입니다.
After careful consideration, I hereby certify that the applicant mentioned above has adequate capacity to study and conduct research although he/she does not have an official language test score.

202 년 월 일

대학 학과

지도교수명 **서명**

Attachment #6 등록금환불요청서 **Refund of tuition**

등록금 환불 요청서

수험번호 Applicant No.		학 위 Course	석사 / 박사
성 명 Name		학 과 Major	
주 소 E-mail		연락처 Contact No.	

위 본인은 다음과 같은 사유로 등록을 포기하고 기 납부한 등록금을 환불받고자 합니다.

- 다 음 -

사 유(Reason)

*** 정부보조학자금 대출 여부(해당란에 O 표)**

예	아니오
	O

20 년 월 일

등록 포기자(name) : (인)

금융기관명(bank) :

계좌번호(account no.) :

예금주명(name) :

*** 첨부서류: 통장 사본 1부(attach a copy of bankbook)**

대학원장 귀하

CHOSUN UNIVERSITY

Graduate Admission

광주광역시 동구 조선대5길 9, 조선대학교(국제관 1층) **국제협력팀 '대학원 담당자'**
우편번호: 61452
전화번호: 062-230-6961

International Affairs Team 'Foreign Graduate Officer'
Address: International Building 1st floor, Chosun University, Chosundae5gil 9, Dong-gu, Gwangju
Postal code: 61452
Office: +82-62-230-6961

E-mail: admission@chosun.ac.kr / sykim21@chosun.ac.kr
https://www.chosun.ac.kr/eng