



**Attachment #1**

## Checklist for Application Documents

**\*Please check (√) in the appropriate box and submit your documents in the order below.**

<b>Checklist</b>	<b>Yes</b>	<b>No</b>
1. Check List for Application Documents (Attachment #1)		
2. <b>Online Application Form</b> for Graduate School * Please submit online application form		
3. Self Introduction(online form)		
4. Study Plan (online form)		
5. Personal Information Agreement (online form)		
6. Letter of Recommendation (Attachment #2) from your most recently attended University		
7. Chosun University Advisor's written opinion (Attachment #3) <u>* Candidates whom advisors are selected only</u>		
8.		
9. Diploma and transcript from undergraduate institution(s) <u>*Check the page on the Admission Information carefully.</u>		
10. Diploma and transcript from graduate institution(s) - Doctorate Only <u>*Check the page on the Admission Information carefully.</u>		
11. Official certificate of language score(Valid within 2 years)		
12. Copy of passport		
13. Certificate of financial responsibility over USD 20,000		
<b>Applicants(D-4 Visa or D-10 holders) residing in South Korea</b>		
1. Copy of Foreign Registration Card(front and back of Alien Registration Card)		
<b>Below are the documents to submit additionally(Only Chinese Applicants)</b>		
1. Higher Education Qualification Certificate issued by <a href="http://www.chsi.com.cn">http://www.chsi.com.cn</a>		
All documents should be translated into Korean or English by the notary's office or Korean embassy(Application; Attachment #9)		

I certify that all the Information provided on this form and in the accompanying documents is complete and accurate to the best of my knowledge, and, if admitted, I agree to comply with the rules and regulations of Chosun University.

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
                   Month                    Date                    Year

Signature: \_\_\_\_\_



## Attachment #2

# 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:*

*This form is submitted to you for your opinion on the applicant's qualifications for study at Chosun University. Your Information will be treated as confidential.*

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Department: \_\_\_\_\_

University: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_  
Month Date Year



### Attachment #3 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)
<input type="checkbox"/> 석사(Master's) <input type="checkbox"/> 박사(Ph.D.) <input type="checkbox"/> 석·박사통합 (Master's/Doctorate Integrated)		<input type="checkbox"/> 전기(Spring) <input type="checkbox"/> 후기(Fall)			

- 학업 및 연구계획서 검토의견(The Applicant's Statement of Purpose)
- 수학능력 의견(The Applicant's Academic Ability)
- 한국어/영어능력 의견(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 #4 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	
<b>Information on Records &amp; Transcripts Office</b>	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.

- ※<sub>1</sub> 제출서류중 영어나 한국어가 아닌 서류는 공증된 번역본을 위 확인서와 같이 제출하십시오.
- ※<sub>2</sub> Documents in non-Korean or non-English languages must be accompanied by certified English or Korean translations with the above confirmation.

# 재정보증서약서

## (Affidavit of Financial Support)

### 1. 지원자 인적사항(Applicant Information)

Name (Last/Middle/First)		Birth Date	
Nationality		Gender	
Address			
Tel		Passport No.	
Program		Department	

### 2. 보증인 인적사항(Supporter Information)

성명 (Name)		학과 (Department)	
직위 (Position)		학생과관계 (Relation)	지도교수(Advisor)
주소 (Address)			
사무실전화 (Office Phone)		휴대전화 (Mobile Phone)	

### 3. 보증금액 (Amount of Support)

지원기간 (Support Period)			
총지원 금액 (Total amount of support)		월별 지원금액 (Monthly support amount)	

### 4. 보증인 재정 보증 및 서약(Financial Guarantee & Declaration)

1) 본인은 상기 학생을 (석사 · 박사) 과정 학생으로 받아들였으며 학생의 재정을 보증합니다(I hereby declare that I have accepted the above named student for a ( Master · Doctorate ) program and I guarantee one's finances).

2) 상기 학생이 조선대학교 대학원 수학기간 동안 학비를 포함한 일체의 소요경비 조달문제에 대해 재정적 책임을 다할 것이며, 함께 제출하는 본인의 은행잔고증명서가 틀림이 없음을 서약합니다(I hereby certify that I will take full financial responsibility for the tuition and living expenses for the student mentioned above for the duration of studies. Further, I guarantee that the attached certificate of deposit is true and accurate).

2021. . . .

서명(Signature) \_\_\_\_\_

## 신원보증서

※ [ ]에는 해당하는 곳에 √ 표시를 합니다.

(앞쪽)

피보증 외국인	성	명	漢字	
	생년월일		성별	[ ]남 [ ]여
	국적		여권번호	
	대한민국 주소		전화번호	
	체류목적			

신원보증인	<b>가. 인적사항</b>			
	성명		漢字	
	국적		성별	[ ]남 [ ]여
	여권번호 또는 생년월일		전화번호	
	주소			
	피보증인과의 관계			
	근무처		직위	
	근무처 주소		비고	
	<b>나. 보증기간</b> (보증기간의 최장기간은 4년으로 한다)			
	<b>다. 보증내용</b> (1) 체류 중 제반 법규를 준수하도록 한다. (2) 출국여비 및 이와 관련된 비용에 대한 지불책임을 부담한다. (3) 체류 또는 보호 중 발생하는 비용에 대한 지불책임을 부담한다.			

위 신원보증인은 피보증외국인이 대한민국에 체류함에 있어서 그 신원에 이상이 없음을 확인하고 위 사항을 보증합니다.

년 월 일

신원보증인

(서명 또는 인)



# 확 인 서 (번역자)

번역자 인적사항			
국적	성명	생년월일	성별
주소	연락처(☎)		

번역물 원본의 명의인 인적사항			
국적	성명	생년월일	성별

번역 대상물	
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첨부한 번역 내용은 원본의 문구에 맞게 사실대로 번역하였으며, 번역 내용이 사실과 다른 경우에는 이에 따른 모든 법적책임을 감수하겠습니다.

20 . . . .

번역자 :

**법무부장관 귀하**

※<sub>1</sub> 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.