

The Catholic University of Korea

2023 Spring(1st) Semester

Graduate School Admission Guide for International Students

(Songsim Global Campus)



The Graduate School

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I . Departments and Degree Programs

Field	Department	Major	Program			Eligibility Language	Contacts (02-2164-0000)
			M.A.	Ph.D.	Combined M.A. & Ph.D.		
Humanities and Social Science	Business Administration	Business Administration, Accounting	○	○	○	Korean	4010
		Healthcare Management		○			
	Korean History	Korean History	○	○		Korean	4240
	Korean Language and Literature	Application Text	○	○		Korean	4201
	Sociology	Sociology	○			Korean	4260
	Psychology	clinical psychology	○			Korean	4275
	Japanese Language and Culture	Japanese Language	○			Korean	4460
	Religious Studies	Catholic Theology, Religious Studies, Peace Studies	○	○		Korean	4550
	Chinese Language and Culture	Chinese Language Education	○	○		Korean /Chinese	4210
	Philosophy	Western Philosophy, Eastern Philosophy	○	○		Korean	4560
	Teaching Korean as a Foreign Language	Korean Language Education	○	○		Korean	4201
	Public Administration	Public Administration, Public Policy,	○	○	○	Korean	4519
Private Investigation Studies			○				
Science	Physics	Physics	○	○	○	Korean /English	4380
	Life Sciences	Life Sciences	○	○	○	Korean	4350
	Living Culture Studies	Clothing and Textiles		○		Korean	4320
	Food Science & Nutrition	Food Science	○	○		Korean	4310
	Clothing and Textiles	Clothing and Textiles	○			Korean	4320
Pharmacy	Pharmacy	Life science pharmacy, Industrial pharmacy, Clinical/Social pharmacy	○	○	○	English	4057
Engineering	Digital Media	Media Engineering, Culture Contents	○	○	○	Korean /English	4991
	Artificial Intelligence	Artificial Intelligence	○	○	○	Korean /English	5522
	Information, Communications and Electronic Engineering	Information-Communications and Electronic Engineering	○	○	○	Korean /English	4875
	Computer Science and Engineering	Computer Science and Engineering	○	○	○	Korean	4360
Arts and Physical Education	Music	Instrumental Music, Vocal Music, Composition, Choral Conducting, Church Music	○			Korean	4531
Inter-disciplinary Programs	Humanities and Social Science	Education		○		Korean	4517
		Addiction Studies	Addiction Studies	○	○	○	Korean
	Arts and Physical Education	Performing Arts and Culture	Performing Arts, Music, Dance, Fine Arts-Design, Arts Management	○	○	○	Korean

※ Ineligible departments :

Spatial Design&Consumer Studies, International Studies, Law, French Language and Literature, Social Welfare, Biotechnology, Mathematics, Child&Family Studies, English Language and Literature, Energy and Environmental Engineering, Healthcare and Artificial Intelligence, Chemistry

※ The qualification for Korean language teaching certificate 2nd level can be awarded to students acquiring Korean Language & Education for Foreigners' degree. (Refer to Korean Language Education Act, Article 13.)

II. Admission Quota

: A limited number of students are accepted to each academic department or program

1. The department may refuse to accept students, if none of the applicants fulfill the department's criteria.
2. In case when the number of some departments' applicants does not meet the quota, there may be no selection.

III. Application Eligibility

1. **Eligibility for Applying as an International Student**(Applicant should meet at least one of the following eligibility conditions)

- A. Non-Korean applicants with Non-Korean parents
- B. Those who completed entire 16-years education from elementary school to university outside of Korea

2. **Eligibility by Degree**

A. Master's Degree and Combined Masters & Doctorate Degree

- 1) The applicant who is supposed to get a Bachelor's degree from a university located either in Korea or outside of Korea by February, 2023
 - 2) The applicant who is legally recognized as having obtained a degree equal to or higher than the degree stated above
- ※ The admission will be canceled for those who are expected to obtain their degree but are unable to obtain it before admission.

B. Doctorate Degree

- 1) The applicant who is supposed to get a Master's degree from a university located either in Korea or outside of Korea by February, 2023
 - 2) The applicant is legally recognized as having obtained a degree equal to or higher than the degree stated above
- ※ The Admission will be canceled for those who are expected to obtain their degree but are unable to obtain it before admission.

3. **Korean or English Languages Proficiency**

- Meets the criteria for either A, B, or C below :

A. Korean Language Ability : Acquisition of Level 3 or above Test of Proficiency in Korean (TOPIK)

B. Those who obtained an English proficiency test of TOEFL (PBT 550, CBT 210, IBT 80), IELTS 5.5, TEPS 600 (NEW TEPS 327) or above

※ Applicants from countries whose native language is English are exempt from submitting an English proficiency test score report. However, those who wish to receive a scholarship must submit the English proficiency test score stated above.

C. Applicants who do not have TOPIK or English proficiency test scores may apply with admission and academic recommendation from the department head based on the applicant's interview in advance.

※ Other matters related to the TOPIK - [Related A. & C. excluding B.]

1) Applicants who have acquired TOPIK score less than level 3 : [Required to complete 300 hours of language course at CUK Korean Language Education Center](#)

2) All students should acquire a [TOPIK score of level 4 or above](#) before graduation(TOPIK level 3 or above in case of the Field of Arts and Physical Education)

IV. Evaluation Procedure

1. The evaluation process combines the document assessment, interviews, and written or performance tests determined by each department.

Evaluation method	Departments	Components and Percentage (%)				Total	Note
		Document	Interview	Written	Performance		
Document /Interview	All Departments (Excluding Music Department)	50	50	-	-	100	-
Document /Performance	Music Department	30	-	-	70	100	Refer to the information below for more details.

- ※ Department of Performing Arts and Culture : No submission of art works(portfolio) and Performance Assessment
- ※ Interviews: Some departments may conduct video interviews

2. Performance Assessment: Music Department

Majors		Performance Piece
Instrumental Music	Piano	1. One full movement from a Sonata written in the Classical period 2. One piece of choice from the Romantic period
	Organ	1. One piece of choice from the Baroque period (prelude and fugue) 2. One piece of choice from the Romantic period
	String	One desired piece
	Wind	One desired piece
Vocal Music		1. One piece of British and American Art Song, French Art Song, or German Art Song 2. Opera Aria, Concert Aria, Oratorio 1 piece of choice
Composition	Composition	Submit the score of 2 created pieces(free-form) in a PDF file by email (cukmusic@hanmail.net)
	Musicology	Submit the music analysis essay of 2 created pieces(free-form) in a PDF file by email (cukmusic@hanmail.net)
Church Music		1. Gregorian Chant Major: Theory of Gregorian Chant Theory and History of Renaissance Music (Written) 2. Composition Major: Practical test of harmony (writing) and composition (the format is provided during the test, 3-hour test) 3. Organ Major (Scores can be used) ① Two of any desired piece (Intermediate difficulty or higher) ② Accompaniment of a catholic chant (The piece is provided during the test) 4. Choral Conducting Major (Scores can be used) ① Piano performance of one piece of J.S. Bach's temperament (prelude and fugue) or two pieces of Cantata (Select two pieces from German Art Song, opera aria, or oratorio) or one desired piece for organ intermediate or higher ② Sight-reading (Sight-reading) 5. Vocal Major: 1 Baroque song, 1 art song
Choral Conducting		1st movement from any Piano Sonata by Mozart/Beethoven or 2 vocal songs of choice, or conducting a practical examination

V. Application Procedure

※ From 2022 Fall Semester, only regular semester will be recruited

Procedure	Applicant who meets the language proficiency criteria	Applicant who does not meet the language proficiency criteria and require an interview in advance
① Online application	<p>Sept 1(Thur) ~ Oct 15(Sat), 2022</p> <p>※ [Admissions for the Spring semester of 2023 will be administered until the second application submission] (3rd application submission will not be conducted)</p>	<p>Complete online application before Sept 22(Thur) for an interview with the department head in advance</p> <ul style="list-style-type: none"> ▶ The interview will be noticed via e-mail written on the online application form. ▶ Upload study plan (attachment No.1) for conducting department head interview.
	<p>※Online application : https://uportal.catholic.ac.kr/stw/recu/gexa/20/gexaForeignerAply.do</p>	

② Department Head Interview in advance	None	<p>Notice to the applicants individually from the department</p> <ul style="list-style-type: none"> ▶ Interview notice only for students who have completed the online application
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③ Submission of Documents	Documents submission and application fee payment are required within the deadline	Submit documents and pay the application fee within the deadline <u>only for students who recommended academically by the department head</u>
	<p>Sept 1(Thur) ~ Oct 15(Sat), 2022</p> <ul style="list-style-type: none"> ▶ Check page 5 to 6 for the list of documents ▶ Submit all the documents via mail (Visiting the office for submission of documents is not allowed due to COVID-19) ▶ If the documents are impossible to be delivered before the deadline, submit PDF copies via e-mail before the deadline and then submit them via mail. <p>※ Address : H312, Michael Hall, Graduate School, Jibong-ro 43, Wonmi-gu, Bucheon-si, Gyeonggi-do, 14662, Korea (To the administrator of international student admission)</p> <p>※ Mail address : cukgs@catholic.ac.kr</p>	

④ Document Assessment & Interview	<p>Nov 4(Fri), 2022 (Expected date)</p> <ul style="list-style-type: none"> ▶ Each department secretary will contact applicants before the interview or written or practical performance examinations by mail or cell phone 	
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⑤ Notification of Admission	<p>Dec 2(Fri), 2022 (Expected date)</p> <ul style="list-style-type: none"> ▶ Check it on the Graduate school website 	
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⑥ Registration (Tuition Payment)	<p>Jan 14(Sat) ~ Jan 18(Wed), 2023 (Expected date)</p> <ul style="list-style-type: none"> ▶ Tuition invoice and payment method will be informed individually 	
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※ Method of application fee payment for overseas transactions [Payment in his/her English name is required]

- Bank : Woori Bank
- Account number : 1006401276575
- Account name : The Catholic University of Korea
- Swift Code : HVBKRRSE
- Bank address : YEOKGOK BR. Gyeonggi Bucheon Wonmi-gu Yeokgok-dong 79-3

※ **Application fee (Unit : KRW)**

Item	Master's Program	Ph.D. Program / Combined(M.A.&Ph.D.) Programs	Music Department
Amount	100,000	100,000	120,000

VI. Submission of Documents

- Documents specifying the issuance date(bank balance certificate, etc.) are valid only when issued within the designated deadline.
- If the document to be submitted is not written in Korean or English, a notarized Korean or English translation is required.
- Translation notarized documents are valid only if they are issued within **6 months** from the date of application.
- Important notices are informed by e-mail, so please write the correct e-mail address and check from time to time
- Referring to the list of documents to be submitted below, arrange and submit all documents in the order
- Required Documents list and attached forms can be downloaded from the Graduate School website
→ <https://cukadmin.catholic.ac.kr/gsucukeng/admission1.html>

No	Documents	Original	Certified	Copy	Notes
1	Admission Application Form	○			<ul style="list-style-type: none"> ▷ Fill out the online application for admission, print, sign, and submit ▷ The English name and date of birth written on the application form must be the same as the information on the passport.
2	Study Plan	○			▷ Refer to [attachment 1]
3	1 copy of the Bachelor's Graduation (expected) certificate and its notarized one				<p>A. Graduate from university in Korea</p> <ul style="list-style-type: none"> ① Original copy of the Bachelor's graduation certificate ② Original copy of the Bachelor's official transcript <p>B. Graduate from a university in China</p> <ul style="list-style-type: none"> ① Certificate of graduation and its notarized one ② Official transcript and its notarized one ③ Original copy of CDGDC degree certificate (in English) ※ In the case of PhD applicants, it can be replaced by CHSI graduate certificate (in English).
4	1 copy of the Bachelor's official transcript for the entire semester and its notarized one	○	○	○	<p>C. Graduate from a university outside Korea / China</p> <ul style="list-style-type: none"> ① Certificate of graduation and apostille (or consular notarization) ② Official transcript and apostille(or consular notarization) <p>-----</p> <ul style="list-style-type: none"> - For prospective graduates, submit a certificate of bachelor's expected graduation, and submit a certificate of graduation before admission - For prospective graduates, submit college transcripts up to the previous semester, and submit final college transcripts before admission - Only those who are admitted finally submit the original graduation certificate and transcript
5	Doctoral Program Applicants (Additional) 1 copy of the Master's Graduation (expected) certificate and its notarized one 1 copy of the Master's official transcript for the entire semesters and its notarized one	○	○	○	<p>A. Graduate from a university in Korea</p> <ul style="list-style-type: none"> ① Original copy of the Master's graduation certificate ② Original copy of the Master's official transcript <p>B. Graduate from a university in China</p> <ul style="list-style-type: none"> ① Certificate of graduation and its notarized one ② Official transcript and its notarized one ③ Original copy of CDGDC degree certificate (in English) <p>C. Graduate from a university outside Korea / China</p> <ul style="list-style-type: none"> ① Certificate of graduation and apostille (or consular notarization) ② Official transcript and apostille(or consular notarization) <p>-----</p> <ul style="list-style-type: none"> - For prospective graduates, submit a certificate of master's expected graduation, and submit a certificate of graduation before admission - For prospective graduates, submit master's transcripts up to the previous semester, and submit final master's transcripts before admission - Only those who admitted finally submit the original graduation certificate and transcript

6	The original version of the Language Proficiency Test results	<input type="radio"/>			<p>-Transcripts past the expiration date cannot be submitted (only transcripts valid as of the examination date are accepted)</p> <p>1) Korean: TOPIK 2) English: TOEFL, IELTS, TEPS</p> <p>-Required submission of original transcripts within the document submission period</p>
7	Bank Balance Certificate	<input type="radio"/>			<p>▷Bank Balance Certificate with around \$20,000 in either the applicant's or the applicant's financial guarantor's name. (This is interchangeable with an amount over 140,000 CNY or 23,000,000 KRW)</p> <p>▷Bank Balance Certificate must be dated within the last 30 days. However, a bank balance certificate with an expiration date is valid until the expiration date. (Please note that such bank balance certificate are valid for up to 6 months from the day of issue)</p> <p>▷The bank balance certificate indicated in the bank statements must be maintained during the entire period of allowance. In cases where the bank statement is issued by a short-term deposit and withdrawal, the bank balance may be rechecked for evaluation whenever required for official purposes.</p> <p>▷ Submission deadline : January 6(Fri), 2023(Certificate of Admission will be no issued with no submission of Bank balance Certificate, and admission will be canceled)</p>
8	Statement of Financial Support	<input type="radio"/>			<p>▷Refer to [attachment2]</p> <p>▷Submit the form with the signature from a financial sponsor (Student, parents, professor, etc.)</p>
9	A copy of the passport			<input type="radio"/>	<p>▷Submit a copy of the unexpired passport</p> <p>▷Two copies of both sides of the ARC issued by the Ministry of Foreign Affairs and Trade of Korea (Applicants who currently live in Korea only)</p>
10	Certificate of family relations between the applicants and parents		<input type="radio"/>	<input type="radio"/>	<p>▷Certificate of family relations between the applicants and parents</p> <p>▷Chinese nationality applicants : Refer to page 7 for specific documentation</p> <p>▷Submit related certificate in case of parents' death or divorce</p>
11	Certificate of nationality for both parents (Passport or ID Card)			<input type="radio"/>	▷Submit a copy of parents' passport or ID card
12	Agreement for Collecting and Using Personal Information	<input type="radio"/>			▷Refer to [attachment3]
13	Agreement for Checking School Register and Grade	<input type="radio"/>			<p>▷Refer to [attachment4]</p> <p>▷Graduated from foreign universities applicants only</p> <p>▷Write the official English name of the college(or graduate school) and period of attendance.</p>

<Additional documents for applicable applicants>

No	Documents	Original	Certified	Notes
1	Graduation certificate of elementary, middle, high school and university	<input type="radio"/>	<input type="radio"/>	<p>▷Overseas Koreans who have completed the entire curriculum corresponding to Korea's elementary, middle, high school and university education in a foreign country</p> <p>▷Original certificate of graduation and official transcripts from elementary, middle, high school, university and each certificate's apostille.</p>
	Transcripts of elementary, middle, high school and university			
2	Proof of employment	<input type="radio"/>		▷Faculty who wish to receive a special scholarship must submit proof of employment (Refer to page 9)

[APPENDIX]

1. Birth certificate or Family relationship certificate

Country	Remarks	Notes
China	Register of the census, relative relation authentication[※Check the bottom for the details]	▷If document submission is difficult since an applicant's parents are divorced or deceased, submit any documents issued by the government to verify the divorce or death.
Indonesia	KARTU KELUARGA	
Mongolia	Proof of relative relation	
Sri Lanka	Birth Certificate	
Nepal	Birth Certificate	
Philippines	Family Census	
Bangladesh	Birth Certificate	
Pakistan	Family Certificate	
Myanmar	Proof of family relation	
Vietnam	So Ho Khau or Giay khai sinh	
Kyrgyzstan, Kazakhstan, Uzbekistan, Ukraine, Thailand	Birth certificate	

※ Family relationship certificate of Chinese Applicants

No.	Documents	Original	notarized copy	Copy	Notes
1	Identification of applicant and parent			○	
2	Household Register of applicant and parent		○		▷Submit notarized documents in Korean or English
3	Family relations certificate that confirms the relationship between applicant and parent		○		▷Submit notarized documents in Korean or English ▷Submit a family relationship certificate. If the applicant and parent are separated from each other

2. National Health Insurance Service

From March 1, 2021 every international student with visa D-2 is mandatory subscription to the National Health Insurance of Korea.

Visa type	Enrollment time
Student(D-2)	First entry date ⇔ Foreign Residence card
	Re-entry ⇔ Re-entry date

-No action is required from students, as they are automatically subscribed to health insurance by NHIS

-An NHIS card and subscription guide will be sent to student's residential address in Korea filled out when applying for an alien registration card

-If NHIS fee is not paid for a long time, it may be disadvantaged when extending period of stay in Korea

-Details related to the NHIS will be noticed individually only for successful applicants

-Private insurance subscription is recommended to prepare for accidents before NHIS subscription(before foreign registration) or to receive additional coverage outside the NHIS

3. Apostille Certificates

: Governments that are designated by the country in which the concerned school is located in issuing the Apostille certificate to many certificates that foreign schools issued.

- ※ Institution that issues Apostille certification are from an officially designated corresponding government.
- ※ If the country is not a party to agreement on Apostille certificate, get a “consul confirmation” from Korean consulate located in the corresponding country.
- ※ Applicants can also hand in **“Consul confirmation”** from Korean consulate located in corresponding countries instead of Apostille certification even if their country is a party to agreement of Apostille certificate.

※ Apostille Countries

Regions	Countries
Asia & Oceania	Australia, Macao, Hong Kong, Japan, South Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines
Europe	Albania, Austria, Belarus, Belgium, Bosnia - Herzekovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Norway, Portugal, Russia, Romania, Slovakia, Slovakia, Slovakia, Spain, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, Macedonia, Ukraine, Britain, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
America	United States, Argentina, Mexico, Panama, Suriname, Venezuela, Antigabuda, Bahamas, Barbados, Belize, Colombia, Dominican Federation, Dominican Republic, Ecuador, El Salvador, Granada, Honduras, Saint Vincent, Peru, Trinidad-Tobago, St. Lucia, St. Kittenevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana
Africa	South Africa, Botswana, Brundi, Lesotho, Liberia, Namibia, Saint-Tume Principe, Swaziland, Malawi, Caboverde, Seychelles
Middle East	Oman, Israel, Bahrain, Morocco, Tunisia

VII. Scholarships

1. Scholarships for Freshman

Name of Scholarship		Beneficiaries	Amount
1 st Semester Scholarship for Foreign Students	Special	Those who are selected by the Graduate School Steering Committee by reviewing international exchange program, faculty, etc.	Fixed amount
	Excellence A	<ul style="list-style-type: none"> Those who scored a Level 4 or above on the TOPIK or Those who obtained scores on the TOEFL (PBT560, CBT220, IBT83), a score of 6.0 or above on the IELTS Those who obtained scores on the TEPS 560(NEW TEPS 303) or above 	Full admission fee and 50% of the tuition
	Excellence B	<ul style="list-style-type: none"> Those who scored a Level 3 on the TOPIK (Level 2 score is acceptable for students in the Arts & Physical Education Field only) 	30% of the admission fee and 30% of the tuition (Admission fee is waived for those who graduated (or are expected to graduate) from the CUK)

- ※ 1st Semester Scholarship for Foreign Students is available for those who submit language proficiency certificates by [December 15\(Thur\), 2022](#).
- ※ Faculty who wish to receive a special scholarship have to submit proof of employment. (Only documents issued after [September, 2022](#) can be submitted)

2. Scholarships for enrolled student

Name of Scholarship Program	Beneficiaries	Amount
Academic Excellence Scholarship for Foreign Students	<ul style="list-style-type: none"> Students who have acquired 6 or more credits in the previous semester with an average of 4.0 or above and have received a recommendation from the department head ('A' is limited to below 50% of the recommended number of people in the department, and students with excellent TOPIK scores can be recommended with priority) 	A: 35% of the corresponding semester's tuition B: 25% of the corresponding semester's tuition (Only applies to the course period)

VIII. Others

1. Tuition of 2022 School year ([2023 Tuition has not been determined yet](#)) (Unit: KRW)

Field	Admission Fee (A)	Tuition (B)	Total (A+B)
Humanities and Social Science	1,008,000	4,642,000	5,650,000
Science	1,008,000	5,571,000	6,579,000
Engineering	1,009,000	6,275,000	7,284,000
Arts & Physical Education	995,000	6,305,000	7,300,000
Pharmacy	1,008,000	6,699,000	7,707,000

- ※ If registration is withdrawn due to unavoidable circumstances after the tuition payment, the admission registration waiver must be submitted.
 - Before the semester start date : Full refund
 - After the semester start date : It will be processed according to the tuition **refund regulations and scholarship payment regulations.**

2. Notes

- A. This admission is carried out at the Songsim Global Campus.
- B. Applicants who do not submit the required documents within the deadline are automatically disqualified.
- C. Information contained in the applications shall not be changed, and the submitted documents and the application fees will not be returned.
 - 1) Documents cannot be returned regardless of acceptance.
 - 2) When the applicant fails to apply because of a health emergency caused by a disaster, disease, or other accidents, or other problems beyond the control of the applicant, the application fees may be returned with the proof of emergency within 3 days after the admission examination day. The returned application fees may be given in partial or full, according to the proof documentary.
 - 3) The application fees are returned after deducting the bank transaction charge.
- D. Grades at the evaluation examination are is not disclosed.
- E. If admission is confirmed by fraudulent methods such as false documents, admission will be canceled at any time.
- F. These application guidelines have been written in Korean, English, and Chinese. In case of disparity between interpretations, the Korean version should take precedence.

3. Campus Map : Please refer to the website

→ https://www.catholic.ac.kr/english/about31_1.html

4. Transportation

- Using Seoul Subway 1 (Blue Line): Get off at Yeokgok Station
(10-minute walk to CUK or Ride a BUS No. 51 in the North Exit)
 - Using Seoul Express city bus: Bus No. 905 (Yeongdeungp <->Bucheon)
 - Using Intercity bus to Bucheon :
 - Yeongdeungpo Station, Sindorim Station
 - (Intercity buses 10, 83, 88) -> Get off at Yeokgok Station
-



The Graduate School of The Catholic University of Korea (Songsim Global Campus)

H312, Michael Hall, Graduate School, Jibong-ro 43, Wonmi-gu,
Bucheon-si, Gyeonggi-do, 14662, Korea

Tel. 82 - 2 - 2164 - 4177

Fax. 82 - 2 - 2164 - 4759

Email. cukgs@catholic.ac.kr

<https://gscuk.catholic.ac.kr/gscuk/index.html>
