

**2023 Spring Graduate School Admission**  
**Guide for International Students**



## TOP 10 Reasons to Choose CAU



### Providing Korean language proofreading services to international students

- First university proofreading system in the country executed in the form of an online service platform
- Online application and feedback sharing between applicants and tutors
- Keep your Korean assignment-related worries at bay!



### Immigration Services

- Making the complicated process of applying for the ARC, changing eligibility for residence, and other immigration-related issues easier
- Those who need these services may apply



### One-Stop Consultation Service

- In order to provide answers to any inquiries about University life, the Office of International Affairs will connect foreign students who have difficulty communicating in Korean with the relevant department that can provide help



### After-School Program for International Students

- Offering help with academic activities such as writing reports or making Power Point presentations
- Special lectures and information about employment also provided



### Global Community Center

- The place where Korean, international and exchange students meet
- If you have any worries or questions about living and studying abroad, you may visit anytime during the semester



### International Student Leader Scholarship System

- Selecting excellent students among international students who already experienced studying abroad at CAU
- Offering a fixed scholarship and issuing a certificate
- A reliable international student leader whose role is to assist in all steps from admission to academic and everyday life



### Global Exchange Program

- Broaden your horizon by spending a semester or two at one of our partner universities around the globe!
- Join a short-term program at one of our partner universities held during the breaks too!



### Specialized Mental-Health Counseling for International Students

- Counseling for International Students available anytime!
- Join different mental-health-related programs!



### Major-related Support for International Students

- Each department's specialized personnel such as head professor in charge, expert researchers, assistants, etc. provide help to international students with studies in their specific field!
- If you join the mentoring program held by each department you can receive help with adapting to studying abroad as well as making friends with peers



### Adapting to Life in Korea Program

- Providing necessary information about basic rules, immigration laws, crime prevention, and lifestyle in an unfamiliar environment different from your homeland

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## 1. Admission Schedule

Section	Schedule	Contents	Notes
Online Application	2022. 10. 19.(Wed) ~ 2022. 11. 14.(Mon)	<a href="http://uwayapply.com">http://uwayapply.com</a> or <a href="http://oia.cau.ac.kr">http://oia.cau.ac.kr</a> ▶ Admissions ▶ Notice	▶ Online Application is available 24 hours <b>every day</b> during the Application Period
Document Submission	Due 18:00 KST 2022. 11. 15.(Tue)	Office of Int'l Affairs	▶ Address: Refer to the notes <b>on this page below</b>
Phone Interview (Students outside of Korea)	2022. 11. 28.(Mon) ~ 2022. 12. 03.(Sat) [Humanities-Social Science Division]	- Phone Interview Schedule will be <b>provided</b> by each department. A test call will be <b>conducted</b> first. - The interview schedule may be changed based on the department's schedule. <b>In this case, the applicants will be informed individually about the change.</b>	▶ Only for the students who are outside of Korea: Input a <u>foreign (outside of Korea) phone number</u> . Marking the "Staying out of Korea (국외거주)" section is required on your online application.
	2022. 12. 05.(Mon) ~ 2022. 12. 10.(Sat) [Natural Science/Engineering/Medicine/Arts Division]		
Interview * (Including Practical Test)	2022. 12. 03.(Sat) [Humanities-Social Science Division, Music/Korean Music/Dance]	Schedule and location will be uploaded on the Graduate School Web-site <a href="http://graduate.cau.ac.kr">http://graduate.cau.ac.kr</a> 2022. 12. 07.(Wed)	▶ The interview schedule may be changed based on the department's schedule. <b>In this case, the applicants will be informed individually about the change.</b>
	2022. 12. 10.(Sat) [Natural Science/Engineering/Medicine/Arts Division]		
	▶ Practical Test-Music(Master's), Korean Music(Master's), Dance(Practice) (Master's)		
Announcement of Admission Result	Scheduled 17:00 KST 2022. 12. 23.(Fri)	Office of Int'l Affairs web-site * <a href="http://oia.cau.ac.kr">http://oia.cau.ac.kr</a> ▶ Admissions ▶ Notice	▶ Students should check on the website. Individual notice will not be provided.

### ※ Document Submission

- Submit the printed and signed application form as well as the other required documents.
- The application and required documents should be submitted before the deadline.  
(Documents should be in order, please refer to p.13 for the Required Documents)
- Submit the documents by post. **(Due to COVID-19, we do not recommend submission by hand. Please use the post/courier service.)**

▶ Place of submission address:

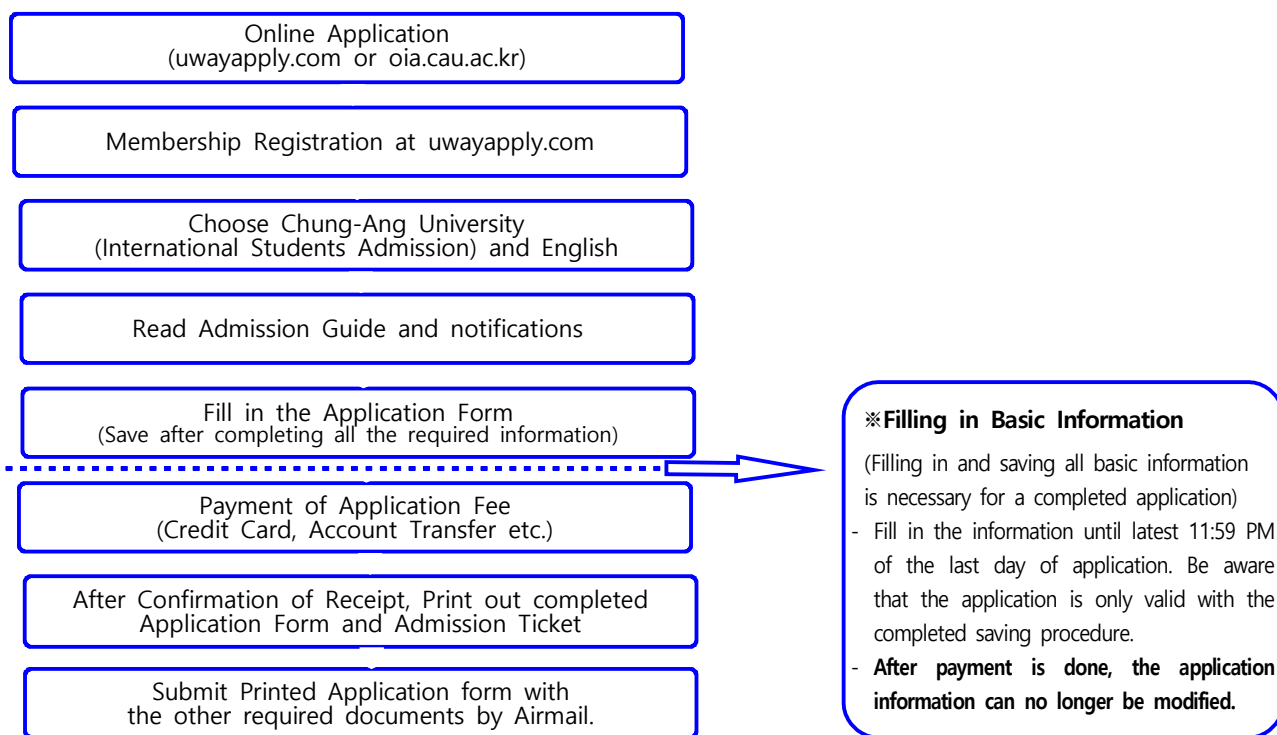
**Office of International Affairs, 2<sup>nd</sup> Floor, Room No. 210, Building No. 310, Chung-Ang University, 84 Heukseok-ro, Dongjak-gu, Seoul, Korea(zip code 06974)**  
**International Students Admission(Graduate School)**

\* Tel: +82-2-820-6272, 6532, 6743

\* E-mail: [gsadmin@cau.ac.kr](mailto:gsadmin@cau.ac.kr)

※ Interview: Due to COVID-19, all student interviews can be replaced with a phone interview based on Chung-Ang University policy. If there are any changes regarding the interview, there will be a notice on the website (<https://oia.cau.ac.kr>).

## 2. Application Process (Online Application Only)



### (1) Online Application

- <http://uwayapply.com> ▶ Find Chung-Ang University Graduate School(Int'l Students Admission)
- <http://oia.cau.ac.kr> ▶ Admission ▶ Graduate School ▶ Online Application Link

### (2) Application Fee

Application Fee(General)	Application Fee(For Dept. with Practical Test)
100,000 Korean won (Approximately 85 USD)	130,000 Korean won (Approximately 110 USD)

- ※ **Departments with Practical Test:** Music(Master's), Korean Music(Master's), Dance(Practice)(Master's)
- ※ Application form can not be edited after application payment.

### (3) Application Fee is **non-refundable**.

### (4) All submitted documents will **not be returned**.

- (5) After paying the application **fee, if you can find the** Application ID number, your application has been successful.

(6) **Interdisciplinary department refers to an educational unit in which two disciplines or departments are combined together. This course can be canceled if it has 2 or less applicants for master's and 1 or less applicant for Ph.D. Degree Program. If the course is canceled, the application fee will be refunded.**

### (7) If you studied **at two different universities, please state the last institution first.**

- University 1 – current institution, university 2 – previous institution

(8) If you have transferred, you need to submit both institution's transcripts.

(9) If any false or misleading documents are discovered, even after students admission, the applicant will be disqualified and the admission will be cancelled.

(10) If you submit required documents without **also completing the** online application, your application will not be valid.

(11) **If the applicant is unsuccessful for a Combined(Joint) Degree, the applicant could be admitted to a Master's Degree Program with an agreement and permission from the department.**

(12) **Admission will be cancelled** if the successful expected graduate **fails to complete their degree**.

### 3. Graduate Programs

\* Academic & Department Information (Refer to [http://graduate.cau.ac.kr/2018\\_en/department02.php](http://graduate.cau.ac.kr/2018_en/department02.php))

Division	Course	Departments	Departmental Track(Majors)	Degree Program			Comments (Test/Portfolio)	
				Master's	Ph.D.	Joint Master's & Ph.D.		
Humanities-Social Science (Seoul)	General	Korean Language and Literature	Korean Linguistics, Classical Korean Literature, Korean Language Education for Foreigners, Humanities Convergence and Contents	O	O	O		
		English Language and Literature	English Linguistics, English Literature, Bibliotherapy and Counseling	O	O	O		
		European Languages and Cultures	German Language and Literature(German Literature, Cultural Criticism)	O	O	O		
			French Language and Literature(French Linguistics, French Literature)	O	O	O		
		Japanese Language and Literature	Japanese Linguistics, Japanese Literature, Japanese Culture	O	O	O		
		Psychology	Psychology	O	O	O	Statistics & English Test	
		Philosophy	Eastern Philosophy, Western Philosophy, Philosophy of Art(Ph.D. Only)	O	O	O		
		History	Korean History, Asian History, Western History	O	O	O		
		Library and Information Science	Library and Information Science	Organization of Knowledge, Bibliography, Information Science	O	O	X	
			Records and Archives Management	Records and Archives Management	O	O	X	
		*Education	Educational Technology, Counseling Psychology, Lifelong Education, Educational Psychology, Educational Measurement and Evaluation, Educational Policy and Educational Administration	O	O	O		
		Early Childhood Education	Early Childhood Education	O	O	X		
		English Education	Second Language Learning, ELT Curriculum and Language Testing, Early Childhood English Education, Computer-Assisted Language Learning	O	O	O		
		Physical Education	Sport Culture, Social Psychology in Sport, Sport Education for Youth, **Leisure and Sport Industry, Sport Science and Medicine	O	O	O		
		Law	Constitutional Law, Administrative Law, Criminal Law, International Law, Civil Law, Commercial Law, Social Law, Basic Law	O	O	O		
		Political Science and International Relations	Korean Politics, International Relations, Comparative and Area Studies	O	O	O		
		Public Administration	Public Administration	O	O	O		
		Economics	Economic Theory, Economic Policy, Economic History, Applied Economics	O	O	O		
		Business Administration	Personnel Management/Organizational Behavior, Strategy/International Management, Finance, Management Science/Management Information System, Marketing	O	O	O		
		International Trade and Logistics	International Trade, International Logistics	O	O	O		
		Accounting	Accounting	O	O	O		
		*Social Welfare	**Social Work Practice, **Social Service, **Social Policy	O	O	X	English Test	
		Media & Communication	Media & Communication	O	O	X	(Ph.D.) Major & English Test	
		Advertising and Public Relations	Advertising	O	O	O		
		Urban Planning and Real Estate	Urban Planning and Real Estate	O	O	O		
		Sociology	Sociology	O	O	X	English Test	
		Statistics	Statistics	O	O	O	Mathematical Statistics Test	
		Sport Science	Sport & Exercise Psychology/Athletic Counseling, Sport Industry & Management, Sport Culture & Leisure, Sport Coaching, Sport Physiology & Rehabilitation, **Sport Information Technology	O	O	X		

\*Marked departments are subject to take part in 4<sup>th</sup> stage BK21 Program.

\*\*Marked departments have changed the name of track majors.

Division	Course	Departments	Departmental Track(Majors)	Degree Program			Comments (Test/Portfolio)	
				Master's	Ph.D.	Joint Master's & Ph.D.		
Humanities-Social Science (Seoul)	Interdisciplinary	Child and Youth Studies	Youth Studies, Child Welfare Studies, Family Studies	O	O	X		
		Cultural Properties	Analysis and Conservation Science of Cultural Properties, Digital Heritage, Folklore, Museum Studies	O	O	O		
		Northeast Asia Studies	Chinese Regional Study		O	O	O	
			Russian Culture		O	O	O	
			Development and Co-operation with North Korea		O	O	O	
		Contemporary Cultural Studies	Cultural Studies, Cultural Planning	O	O	X		
		Art Management	Public Performance Directing, Cultural Urban Management, Contents Directing	O	O	O		
		German and European Studies	German and European Studies	O	O	X		
		*Convergence Security	Industrial Security Management, Industrial Security Technology	O	O	O		
		Human Resource Development	Human Resource Development	X	O	X		
Entrepreneurship	Entrepreneurial Management, Entrepreneurial Consulting	X	O	X				
Parliamentary Affairs	Parliamentary Affairs, ICT Convergence Safety	O	O	X				
Natural Science (Seoul)	General	*Physics	Solid State Physics, Nuclear Physics, Particle Physics, Optics, Plasma Physics	O	O	O		
		*Chemistry	Physical Chemistry, Organic Chemistry, Inorganic Chemistry, Analytical Chemistry, Biochemistry, Bio/Energy Photochemistry	O	O	O		
		*Life Science	Environmental and Biological Systems, Cell Physiology, Molecular Biology	O	O	O		
		Mathematics	Analysis, Algebra, Topology and Geometry, Probability, Applied Mathematics	O	O	O		
		Nursing	Nursing ※ Joint Master's & Ph.D. Program is available for full-time students only.	O	O	O		
		Pharmacy	Health, Social and Clinical Pharmacy, Bio-Pharmaceutical Science, Medicinal Science, Industrial Pharmaceutical Science	O	O	O		
		*Global Innovative Drugs	Global Innovative Drugs	O	O	O		
	Interdisciplinary	Pharmaceutical Industry	Pharmaceutical Global Marketing, Drug Approval System, Pharmaceutical Outcomes Research, Pharmaceutical Innovation Management	O	X	X		
※ English Thesis Required Majors - All Doctoral Degree Program(Nursing is optional) - Pharmacy, Global Innovative Drugs(Master) - Pharmaceutical Industry(Master)								
Natural Science (Anseong)	General	*Systems Biotechnology	Systems Biotechnology	O	O	O		
		*Animal Science and Technology	Animal Biotechnology, Animal Resources Technology, Animal Nutrition and Behavior/Welfare	O	O	O		
		Food Science and Technology	Food System Engineering, Integrative Food and Bioresource	O	O	O		
		Plant Science and Technology	Natural Product Science, Plant Molecular Breeding, Physiology and Pathology	O	O	O		
		Food & Nutrition	Nutrition Science, Food Science	O	O	O		
		Food Safety and Regulatory Science	Food Safety and Regulatory Science	O	O	O		
		※ English Thesis Required Majors - All Doctoral Degree Program						
Medicine (Seoul)	General	Medicine	Anatomy, Physiology, Biochemistry, Pathology, Pharmacology, Microbiology, Preventive Medicine, Medical Environment Biology, Biomedical Science, Internal Medicine, Surgery, Obstetrics & Gynecology, Pediatrics, Psychiatry, Orthopaedics, Neuro Surgery, Plastic and Reconstructive Surgery, Chest Surgery, Anesthesiology and Pain Medicine, Neurology, Dermatology, Urology, Ophthalmology, Otolaryngology, Medical Imaging, Laboratory Medicine, Rehabilitation, Emergency Medicine, Dentistry, Family Medicine, Medical Education ※ Joint Master's & Ph.D. Program is available for full-time students only.	O	O	O	(Ph.D) English Test	

\*Marked departments are subject to take part in 4<sup>th</sup> stage BK21 Program.

Division	Course	Departments		Departmental Track(Majors)	Degree Program			Comments (Test/Portfolio)
					Master's	Ph.D.	Joint Master & Ph.D.	
Engineering (Seoul)	General	Civil Engineering	Civil Engineering	Structure Engineering, Geotechnical Engineering, Environmental Engineering, Transportation Engineering, River and Coastal Engineering, Construction Project Management	O	O	O	
			Urban Engineering	Urban Engineering	O	O	O	
		Architecture	Theory and Design of Architecture, Environmental Design in Architecture, Site and Urban Design	O	O	O	Portfolio	
		*Chemical Engineering and Materials Science	Chemical Engineering and Materials Science	O	O	O		
		*Mechanical Engineering	Thermal/Fluid/Energy, Solid/Material, Design/Manufacturing, System/Control, Robotics and Technology Convergence	O	O	O		
		Electrical and Electronics Engineering	Electrical and Electronics Engineering	O	O	O		
		*Computer Science and Engineering	System Software, Application Software, Big Data, Cyber-Physical Systems	O	O	O		
		Architectural Engineering	Building Construction Engineering and Management, Structural Engineering in Architecture, Building Services and Energy System	O	O	O		
		Integrative Engineering	Nano Engineering, Bio Engineering	O	O	O		
		Energy Systems Engineering	Mechanical Energy Engineering, Electric Energy Engineering, Nuclear Energy Engineering	O	O	O		
		*Intelligent Energy and Industry	AI/IoT/Big Data Based Future Energy Industry, Future Energy Materials and Process, Future Renewable Energy and Clean Thermal Power, Intelligent Energy Market and Business, Smart Energy City and Zero Energy Infra, Intelligent Energy Transition Service and Smart Grid	O	O	O		
	Artificial Intelligence(AI)	AI-Core, AI-Application	O	O	O			
	Interdisciplinary	Mechanical System Engineering	Thermal/Fluid/Energy, Mechanics/Materials, Electrical/Electronics, Civil/Architecture	O	X	X		
		*Smart Cities	Smart Planning, Construction & Information System, Smart Energy & Environment, Smart Mobility, Smart Planning, Construction & Information System, Smart Energy & Environment, Smart Mobility	O	O	O		
Advanced Materials Engineering		Advanced Materials	O	O	O			
※ English Thesis Required Majors - All Doctoral Degree Program								
Engineering (Anseong)	Interdisciplinary	Convergence Technology of Sports	Sport Engineering, Sport Information Technology, Sport Video & Image Engineering	O	X	X		
Art (Seoul)	General	Music	String & Orchestral Instruments, Composition, Conducting, Piano Performance, Piano Pedagogy, Piano Accompanying, Multimedia Music	O	X	X	Practical Test	
		Musicology(theory)	Music(Theory)	X	O	X		
			Korean Music(Theory)					
		Korean Music	Vocal, Instruments, Composition, Conductor, Theory, Musical Drama, Study of Percussion	O	X	X	Practical Test	
		Plastic Art & Photography	Western Painting	O	X	X	Portfolio	
	Korean Painting							
	Photography							
	Sculpture							
	Design	Art Science						
		Visual Design	O	O	O	Portfolio		
Industrial Design								
Space Design								
Craft Design								
Fashion Design, Fashion Industry								
Fashion	Fashion Design, Fashion Industry	O	X	X				

\*Marked departments are subject to take part in 4<sup>th</sup> stage BK21 Program.



Division	Course	Departments	Departmental Track(Majors)	Degree Program			Comments (Test./Portfolio)
				Master's	Ph.D.	Joint Master & Ph.D.	
Art (Seoul)	General	Performing Arts	Theatre Studies, Acting, Directing	O	O (Theatre)	O (Theatre)	
			Design for Theatre and Film	O	X	X	
			Dance Studies, Choreography	O	O (Dance)	O (Dance)	
	Interdisciplinary	Art Science	Art Theory, Art Planning, Art Contents	X	O	X	
		Creative Writing	Imagery Contents, Storytelling Contents, Literary Criticism	O	O	X	
Arts (Anseong)	General	Dance(Practice)	Contemporary Dance, Ballet, Korean Dance	O	O	X	(Master's) Practical Test (PhD) Portfolio
	Interdisciplinary	New Media Art	Conceptual Media Art, Practical Media Art	O	X	X	Portfolio

\*Marked departments are subject to take part in 4<sup>th</sup> stage BK21 Program.

※ The Course of Study(Course Work)

Degree	Master's	Ph.D.	Joint Master's & Ph.D.
All Majors	2 Years(4 Semesters)	2 Years(4 Semesters)	4 Years(8 Semesters)
Department of Dance(Practice)	2.5 Years(5 Semesters)	2.5 Years(5 Semesters)	5 Years(10 Semesters)

- Department of Dance has separate academic rules and regulations due to it's practical curriculum.

## 4. Eligibility for Application

### 1) Academic Qualification for Application

Degree	Qualification
Master's or Joint Master's & Ph.D. Program	① Applicants who hold a Bachelor's degree from an accredited undergraduate institution. ② Applicants can apply for a different major from their previous degree. ※ (Exception) Department of Dance (Practice): Only eligible for applicants who majored in Dance. ③ Applicants who are expected graduates should submit their graduation certificate <b>before Feb. 28<sup>th</sup> 2023. However, expected graduates that have completed their coursework at institutions in Japan may submit the certificate by April 30<sup>th</sup> 2023.</b>
Doctoral Program	① Applicants who hold a Master's degree from an accredited graduate institution ② Applicants can apply for a different major from their previous degree. ※ (Exception) Department of Dance (Practice): Only eligible for applicants who majored in Dance. ③ Applicants who are expected graduates should submit their graduation certificate <b>before Feb. 28<sup>th</sup> 2023. However, expected graduates that have completed their coursework at institutions in Japan may submit the certificate by April 30<sup>th</sup> 2023.</b>

※ Students who obtain the degree through Lifelong Education System or GED (General Equivalency Diploma) in foreign countries are not eligible for applying.

### 2) Application Eligibility for International Students Admission

Applicants must meet one of the below conditions:

- (1) Foreign nationals whose both parents hold foreign citizenship.  
(Non-Korean students whose parents are both Non-Korean.)
- (2) An applicant who is a foreigner(Non-Korean), and completed all educational courses or degrees in a foreign country for more than 16 years equivalent to primary, secondary and university education.  
 ※ Applicants who have Korean citizenship are not eligible for International Students Admission.  
 (Dual Citizenship holders, one of the two being Korean Citizenship, are not eligible for applying either.)  
 ※ Only applicants who acquired Foreign Citizenship before Elementary School are eligible for International Students Admission. The student and both his/her parents should submit the proof regarding the cancellation of registration of their Korean nationality.

### 3) Minimum Language Requirement

- ※ **Korean Language Proficiency is the main requirement for admission. Departments available for application based on English Proficiency are stated below.**
- ※ **Graduation Qualification: Successful applicants must obtain TOPIK Level 4 or higher before dissertation examination in order to graduate. (except Engineering, Natural Science, Medicine Division)**
- ※ **The submitted TOPIK or English language proficiency certificate should be an original copy within its expiry date.**
- ※ The applicant should meet the minimum Korean or English language requirement at the time of application. Otherwise, the applicant is not eligible for admission as we do not issue conditional **offers based on the** expected obtainment of a language proficiency certificate.

Condition	Requirements
Korean Language	TOPIK level 3 or higher ※ <b>(Exception) Department of Sport Science &amp; Department of Dance (Practice):</b> Students who have TOPIK level 2 are also eligible to apply. However, the students should take a minimum of 300 hours worth of Korean Language Classes at CAU Language Institute within 1 year from the admission.
English	TOEFL PBT 530 (CBT 197, IBT 71), IELTS 5.5, CEFR B2, TEPS 600 ※ Available Departments: <b>Humanities (International Trade and Logistics – International Logistics Major);</b> Engineering, Natural Science, Medicine Division
Exemption	<b>Applicants who meet any of the following criteria can receive an exemption.</b> ① Applicants who achieved Bachelor, Master's, Doctoral degree in English speaking countries (New Zealand, USA, Ireland, UK, Canada, Australia only). This condition is only applicable to applicants applying for majors from <b>International Trade and Logistics (International Logistics Major),</b> Natural Science, Engineering, and Medicine Division. ② Applicants who have completed Korean language course Level 4 or higher at an affiliated Korean University or who are taking course Level 5 or higher in a Korean Language Institute. (Please refer to p. 23 of the Korean version for the list of IEQAS(International Education Quality Assurance System) universities.) ③ Applicants who have completed a degree in Korean Language major at university. ④ Applicants who have obtained degrees (Bachelor's or higher) from a university in Korea. ⑤ Admission for Government Scholarship Program will require different qualification based on the scholarship conditions and guidelines.

#### 4) CAYSS Application Requirements

※ **Applicants should attach only the ORIGINAL Certificate of English or Korean Language Proficiency.** It is not possible to apply **with the** condition of obtaining language proficiency in the future.

Section		Qualification for application
Applicant		Applicants who have excellent achievements in Natural Science/ Engineering field and received a recommendation letter from a Chung-Ang University faculty professor
Korean	Only one of the conditions needs to be fulfilled	Korean Language Proficiency Test (TOPIK) Level 4 or above
English		English Language Proficiency Test: TOEFL 530 (CBT 197, IBT 71), IELTS 5.5, CEFR B2, TEPS 600 points, TOEIC 800 points OR governmental or nongovernmental test corresponding to tests above
Language Proficiency Test Exemptions		<p><b>Applicants who meet any of the following criteria can receive an exemption.</b></p> <p>① Applicants who achieved Bachelor, Master's, Doctoral degree in English speaking countries (New Zealand, USA, Ireland, UK, Canada, Australia only). This condition is only applicable to applicants applying for majors from Natural Science, Engineering, Medicine Division.</p> <p>② Applicants who have completed Korean language course Level 4 or higher at an affiliated Korean University or who are taking course Level 5 or higher in a Korean Language Institute. (Please refer to p. 23 of the Korean version for the list of IEQAS(International Education Quality Assurance System) universities.)</p> <p>③ Applicants who have completed a degree in Korean Language major at university.</p> <p>④ Applicants who have obtained degrees(Bachelor's or higher) from a university in Korea.</p> <p>⑤ Admission for Government Scholarship Program will require different qualification based on the scholarship conditions and guidelines.</p>
University grades evaluation method		<p>CGPA – the average of grade points obtained in all the subjects must be higher than the standards written below. Please refer to the Conversion Table.</p> <p>- C.G.P.A. : 2.64/4.0, 2.80/4.3, 2.91/4.5, 3.23/5.0 or above 80 points on the percentile scale.</p> <p>* CGPA: Cumulative Grade Point Average</p>

## 5-1. Evaluation Process

Contents	Evaluation Segment		Total
	Application Evaluation	Interview Evaluation	
Full Points	100 points	100 points	200 points
Evaluation Criteria	① Study plan ② GPA of undergraduate course ③ Suitability of respective major ④ GPA of graduate course ⑤ Recommendation letter ⑥ Record of a research ※ ④, ⑤, ⑥ is only required for Ph.D. Degree applicants.	① Academic knowledge of major ② Academic motivation and plan ③ Academic competence and capability ④ Others	-
Failure Criterion	Less than 60 points	Less than 60 points	-

※ **Most of the interviews will be held on the Seoul Campus. Please check the notice regarding the interview location on the Graduate School Website ([http://graduate.cau.ac.kr/board\\_list.php?part=notice](http://graduate.cau.ac.kr/board_list.php?part=notice))**

- ▶ **Students who are staying out of Korea can have a phone interview**, but the phone number should be an international phone number. **(Please check whether you input the correct phone number on your online application including national code.)**
- ▶ The phone interview will be recorded, and if it is proved that the student was admitted through

dishonest or illegal methods, the admission will be canceled and the application or tuition fee including the admission fee will not be refundable. (e.g. If the interview is done by somebody else, not by the applicant.)

## 5-2. Evaluation Process (Practical Test included Departments)

▶ Department of Music (Master's) and Korean Music (Master's), Dance (Practice) (Master's)

Evaluation Points	Evaluation Segment			Total
	Application Evaluation	Practical Test	Interview Evaluation	
Full Points	50 points	100 points	50 points	200 points
Evaluation Criterion	Same as above	Same as above	Practical Examination	
Failure Criterion	30 points	60points	30 points	-

※ In case of the practical test: Department of Music and Korean Music (Master's), Dance (Practice) (Master's).

Please refer to p. 18-19 of the Korean version for the admission guide.

※ If the students are staying outside of Korea, they might be eligible for a video tape submission, but they should get permission from the department office before the deadline of the application. Please check with the department office.

## 6. Admission Decision

- (1) Admission Decision will be based on the total Score of Application Documents & Interview Assessment. However, if an applicant's score for each criterion is below the Failure Criterion, the applicant automatically fails the admission.
- (2) **Any false or misleading documents may disqualify the applicant. After being admitted as an expected graduate, if the applicant fails to obtain the degree the admission will be canceled.**
- (3) If the successful applicants can not register in time, the admission will be canceled.
- (4) Other matters not stated in this admission guide will be decided by the Graduate School Admission Committee.

## 7-1. Tuition Information(2022)

Divisions	Admission Fee	Tuition Fee (per semester)	Total
Humanities-Social Science	980,000	5,812,000	6,792,000
Natural Science/ Physical Education/Nursing		6,966,000	7,946,000
Engineering		7,913,000	8,893,000
Art		7,805,000	8,785,000
Art(Literary and Art contents)		6,810,000	7,790,000
Pharmacy		7,894,000	8,874,000
Medicine		9,259,000	10,239,000

▶ The tuition fee information is subject to change every year.

## 7-2. Refund Policy

Applied Period	Refund Rate	Required documents	Submission
<b><u>Before the 1<sup>st</sup> day of Semester</u></b>	Full Refund	<ul style="list-style-type: none"> <li>- Application for Admission Cancellation (can be found on the Int'l Office website)</li> <li>- A copy of Identification Card</li> <li>- A Copy of Bank Book</li> </ul>	Office of Int'l Affairs Room. 210, Bldg. 310
<b><u>After the 1<sup>st</sup> day of Semester</u></b>	Partial Refund based on University Policy ※ Admission Fee is <u>not refundable.</u>	<ul style="list-style-type: none"> <li>- Application for Dropping out</li> <li>- A copy of Student's Bank Book</li> </ul>	Graduate School Office Bldg. 302, 2 <sup>nd</sup> floor

※ If the student's admission is cancelled after the semester starts due to illicit admission or failure to meet the admission requirement, the admission fee and tuition fee will not be refunded.

## 8. Required Documents

No.	Required Documents	Programme			Reference	
		Master's	Ph.D.	Joint Master's & Ph.D.		
Common Documents	1	Application form	○	○	○	<a href="http://lwayapply.com">http://lwayapply.com</a> Printed and signed completed online application form after payment.
	2	Study Plan	○	○	○	Study Plan should be completed from UWAY Online Application.
	3	A Certificate of (Expected) Graduation(Bachelor's Degree) (or Apostilled Diploma) [Original]	○		○	- Academic documents should be <b>Original Documents in English or in Korean</b> . - Academic documents in other languages should be submitted with notarized translation. - <b>Applicants who have graduated or are expected to graduate from a Chinese university, should submit the original documents notarized by the Public Notary in China (公证处).</b> - <b>Applicants who have graduated or are expected to graduate from universities in other countries</b> should submit the original documents with Apostille or Korean Embassy notarization (please refer to the Notes). * <b>Expected graduate applicants</b> submit the certificate of graduation <b>before the semester starts</b> . Accepted applicant who failed to submit the mentioned documents, his/her admission will be canceled, and the application fee is unrefundable. * Applicants who have graduated or are expected to graduate from a <b>Korean university</b> , should submit the online Korean University graduation certificate that includes an online certificate number.
	4	A Certificate of (Expected) Graduation(Master's Degree) (or Apostilled Diploma) [Original]		○		
	5	Degree Certificate [Original]	Chinese Univ.	Chinese Univ.	Chinese Univ.	<b>Applicants who received their diploma of academic degree from a Chinese university</b> should submit the original degree certificate (and a copy of it)(refer to notes for document submission) as well as a <b>Degree certificate report issued through China Credentials Verification run by the China Ministry of Education (refer to: <a href="http://www.chsi.com.cn">http://www.chsi.com.cn</a>)</b> * <b>Expected graduate applicants</b> should submit the diploma of degree <b>before the semester starts</b> . Accepted applicant who failed to submit the mentioned documents, his/her admission will be canceled, and the application fee is unrefundable.
	6	Official transcript (Bachelor's Degree) [1 Original and 1 Copy]	○	○	○	- <b>Applicants who have graduated or are expected to graduate from a Chinese university, should submit the original documents notarized by the Public Notary in China (公证处).</b> - <b>Applicants who have graduated or are expected to graduate from universities in other countries</b> should submit the original documents with apostille or Korean Embassy notarization (please refer to the Notes). * The academic transcript to be submitted should include either a final CGPA or a percentile score with 100 points as full marks. * Score conversion table based on the percentage (100 points as full marks); please refer to page 20. * Academic transcript without a grading scale (scale 4.0, 5.0, and etc.): Please attach a proving document that includes a grading scale provided by your graduated university.
	7	Official transcript (Master's Degree) [1 Original and 1 Copy]		○		- <b>Academic transcript without CGPA or percentile score: Please attach a printed document of the result of your converted grades downloaded from one of the following websites: (<a href="http://www.wes.org/students/igpascal.asp">http://www.wes.org/students/igpascal.asp</a>) or (<a href="https://www.scholaro.com/">https://www.scholaro.com/</a>) (with all grades included).</b>
Common	8	A legal Certificate of Family Relationship issued by	○	○	○	- Notarized documents are valid within 6 months from the notarization date.

No.	Required Documents	Programme			Reference
		Master's	Ph.D.	Joint Master's & Ph.D.	
	Government office				Ex) ※ Chinese Students need to submit a copy of Household Register(Jumin Hukoubu), Notarized Certificate of Family Register ※ Japan: Copy of Certificate of Family Register ※ USA: Birth Certificate etc.
9	A copy of National Identification card (Applicant's and Both Parents')	○	○	○	*In case of parent's death/divorce, applicant must submit death/divorce certificate
10	Two Letters of Recommendation from faculty professor		○		- Ph.D. applicants only - Recommendation letter should be in English or in Korean - Sealed in envelopes, addressed to the Office of international affairs * Applicants who apply for Master's Degree or Doctoral Degree in Medicine field need to attach a recommendation letter from faculty professor or head of department. - School's regularly used form or free form
11	List of published articles		○		- Ph.D. applicants only - School's regularly used form or free form
12	One copy of each published article or manuscript (including thesis)		○		
13	A Copy of Applicant's Passport	Holders Only	Holders Only	Holders Only	
14	A Copy of Applicant's Foreign Residence Card (Front and Back)	Holders Only	Holders Only	Holders Only	
15	Korean or English Proficiency Test Reports [Original]	Holders Only	Holders Only	Holders Only	Language certificates should only be submitted within their validity dates *Korean or English language certificates, please refer to p.10 for the university's language requirement guidelines
16	Degree Verification Form	○	○	○	Required for graduates from foreign Universities. Applicants from Korean or Chinese universities can get exception.
17	Portfolio	○	○	○	Related Departments Only (Please refer to p. 20 of the Korean version for the information of portfolio)
<b>Only for the Applicants who applied as 16 years education completion in a foreign country status : Not necessary for applicants whose parents are both non-Korean citizens</b>					
Additional Documents	18 Diploma and Transcript of Elementary, Middle, High School	○	○	○	- All documents from China should be notarized in China. - Foreign Graduates from elementary and secondary school(except China) should submit Apostilled or Korean Embassy notarized documents(please refer to the notice for document submission).
<b>※ IMPORTANT</b> a. All academic background documents must be apostilled/notarized by the Korean Embassy. b. All documents in a language other than English or Korean must be accompanied by a notarized English or Korean translation (except the passport copy, ID and alien registration card). c. Notarization of documents must be from the issuing country. Notarization in Korea is not acceptable. d. All submitted documents will not be returned. e. Master's and Ph.D. Joint Degree Applicants' required documents are the same as Master's Degree Applicants.					



※ **Note (Document Submission)**

\* **21 Countries: China, Philippines, Indonesia, Bangladesh, Vietnam, Mongolia, Thailand, Pakistan, Sri Lanka, India, Republic of the Union of Myanmar, Nepal, Iran, Uzbekistan, Kazakhstan, Kyrgyzstan, Ukraine, Nigeria, Ghana, Egypt or Peru.** Applicants who graduated in one of the 21 countries designated by Korean Government should submit one of the additional documents listed below.

- ① Confirmed academic background document(s) of apostille from one's country government.  
\* www.hcch.net - Apostille Section: <https://www.hcch.net/en/instruments/conventions/specialised-sections/apostille>
- ② Academic background confirmation document(s) from the Korean Embassy located in the Country where the applicant graduated from university
- ③ Students who graduated from China should prepare confirmed academic background document(s) from **China Credentials Verification operated by the China Ministry of Education**(<http://www.chsi.com.cn>)

\* Regarding the Financial certificate with supporting documentation, the documents must be valid at least 1 month from the first day of the submission period.

\* Certificate of the bank deposit balance of the applicant or the parents with a minimum deposit balance of 20,000 USD frozen for at least 1 month or a certificate of remittance of 20,000 USD or more to Korea.

- ▶ If the certificate of the bank deposit balance is for the parents' account, the following documents are required additionally
  - a. Parents' certificate of employment or business registration
  - b. Parents' certificate of taxation for property.
- ▶ The expiry date of Chinese balance account must be valid at the time of admission.  
(Should be expired after admission date)
- ▶ Other currencies are allowed, if the amount of the balance account exceeds the currency of 20,000 USD. (Min. **130,000 CNY or 24,000,000 KRW**)

## 9. International Student Scholarship Programs

### 1) International Student Scholarship

Division	Liberal Arts/Social Science/ Arts/Physical Education	Natural Science/Engineering/ Medicine/Pharmacy	Other
1 <sup>st</sup> Semester	Scholarships will be awarded to the selected students by the Graduate School Committee based on their Admission Score among the students who meet the following conditions.		Selected Student who submit Language Proficiency Score Certificate until <b>2022. Dec. 21<sup>st</sup> (Wed)</b>
	<ul style="list-style-type: none"> <li>▶ TOPIK Level 6, TOEFL 91(IBT) / TOEIC 780 / IELTS 6.5 or higher</li> <li>⇒ Full Tuition Fee Waiver</li> <li>▶ TOPIK Level 5 or higher</li> <li>⇒ 70% Tuition Fee waiver</li> <li>▶ Selected Outstanding Students (Student who achieved 80 points or higher out of 100 scale based on Admission Score)</li> <li>⇒ 50% Tuition Fee waiver</li> </ul>	<ul style="list-style-type: none"> <li>▶ Selected Students Based on Admission Score(70 or higher out of 100 scale)</li> <li>⇒ Full tuition waiver</li> </ul>	
2 <sup>nd</sup> Semester	<ul style="list-style-type: none"> <li>▶ Refer to the 3<sup>rd</sup> and 4<sup>th</sup> Semester</li> </ul>	<ul style="list-style-type: none"> <li>▶ Full tuition waiver</li> <li>*Minimum GPA Requirement: GPA 3.3 or higher</li> </ul>	
3 <sup>rd</sup> ~ 4 <sup>th</sup> Semester	<ul style="list-style-type: none"> <li>▶ GPA of 4.3 or higher during the previous semester: 50% Tuition waiver</li> <li>▶ From GPA of 3.3 above to GPA of 4.3 below during the previous semester: 30% tuition waiver</li> <li>* Minimum Credits: 6 credits</li> </ul>		

- ※ Students should submit the original certificate of Language Proficiency Test Report within required document submission period and the scholarship will be decided by Graduation Admission Committee. **But if you obtained a higher language proficiency test result, you can submit an additional original document until Dec 21<sup>st</sup> (Wed) 2022, only for scholarship assessment purpose.**
- ※ To maintain the scholarship condition, the recipient(s) must register for at least 6 credits each semester
- ※ Grades are based on a 4.5 grading scale and if a student does not maintain a minimum GPA (3.3 or higher), the scholarship will not be renewed.
- ※ **The above scholarship will be awarded within the budget range of the university thus only the most exceptional students will be chosen through the selection process, according to their CGPA at their previous school and the grade on the admission exam.**
- ※ Even the students who get a full tuition fee waiver, admission fee or other fees are not waived.

## 2) CAYSS (Chung-Ang University Young Scientist Scholarship)

- ① CAYSS Benefits: Tuition fee waivers for 4 semesters (including admission fee and application fee of 100 USD) and additional stipend from their professors (minimum 500,000 KRW per month)
  - ※ CAYSS scholarship will be awarded within the budget range of the university, thus only the most outstanding students will be selected by the Graduate School Committee.
- ② Conditions for CAYSS Scholarship

Contents	Requirements		Notes
Admissions Requirement	International students majoring in natural science, engineering, pharmacy and medicine who are recommended by Chung-Ang University Full Time faculty members.		* CAYSS Recommendation
Conditions of Benefit	Students have to maintain a GPA of 3.5 or higher Students must get the approval signature of their academic advisor, every single semester, to receive the tuition fee waiver scholarship and monthly stipend in their following semester.		<b>If these conditions are not met, your scholarship for the semester will be canceled.</b>
Duration	4 semesters for Master's courses or Doctoral courses		
Requirements for Graduation	Master's	An article written by the student him/herself or as a collaboration with the student's academic advisor must be submitted to JCR before graduation, and it must be published within 1 year of graduation (including confirmation of publication). This must be a separate article from the presentation of thesis for graduation.	* Without the Acknowledgement statement, it cannot be accepted. * If you can not meet this graduation qualification, you may be requested to pay the whole tuition fee.
	Doctor	An article written by the student him/herself as the lead or a corresponding author (including confirmation of publication) must be published in JCR before graduation. This must be a separate article from the presentation of thesis for graduation.	

- ※ **Requirement: Submit the recommendation letter from the student's academic advisor (CAU professor) to the Graduate School Office before every semester starts.**

### ③ How to apply

- ▶ Step 1: Find CAU faculty members in the field of your interest as candidates for your future academic advisor. Applications will not be accepted without the recommendation letter by one of Chung-Ang University full time faculty members as a prospective supervisor.
- ▶ Step 2: Contact the faculty members directly via email to get a recommendation with as much of your academic background and application information as possible.

- ▶ Step 3: Chung-Ang University Professor will send the CAYSS recommendation letter to CAU Office of International Affairs directly.
- ▶ Step 4: CAU Office of International Affairs will send the CAYSS application guide to the recommended students only.
- ▶ Step 5: Applicant must send by post a set of documents and recommendation letters directly to CAU International Office within the application period. Recommendation letters must be sealed and signed by a professor from the previous university.

④ Studying Status

If you would like to cancel your study at Chung-Ang University after the semester starts, your scholarship will be canceled and you may be requested to pay a certain amount of tuition fee based on the date and university tuition fee payment policy.

### 3) BK21 Scholarship

Title	Contents	Remarks
BK21 Scholarship	Only graduate students who are enrolled in departments chosen for the BK21 program ※ BK21 scholarship is subject to change.	Masters: 700,000 KRW(Monthly) Ph.D.: 1,300,000 KRW(Monthly)

## 10. National Health Insurance Service(NHIS)

### 1) Eligible subjects

- From 2021.03.01. every international student with the D-2 visa is subject to 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

### 2) Subscription procedure

- No action is required from students, as they are automatically subscribed to health insurance by NHIS.
- An NHIS card and subscription guide are sent to student's residential address in Korea.

### 3) Insurance contribution

Period	'21.3.~'22.2.	'22.3.~'23.2.	'23.3.~
Contribution	30%	40%	50%

※ As CAYSS scholarship students' annual income exceeds 3.6 million won, they are excluded from insurance fee reduction.

## 11. Contact to Department

Name of Department	Phone Number	Email
Nursing	02)820-5671	gs53@cau.ac.kr
Architectural Engineering	02)820-5260	dkdud8936@cau.ac.kr
Architecture	02)820-5260	ejk5260@cau.ac.kr
Business Administration	02)820-6561	caugs31@cau.ac.kr
Economics	02)820-6646	caugs30@cau.ac.kr
Performing Arts(Design for Theatre and Film)	02)820-5809	sust017@cau.ac.kr
Performing Arts(Dance Studies)	031)670-3119	caugs62@cau.ac.kr
Performing Arts(Theatre Studies)	02)765-0717	caugs67@cau.ac.kr
Advertising and Public Relations	02)820-5504	caugs32@cau.ac.kr
Education	02)820-5362	caugs03@cau.ac.kr
Korean Language and Literature	02)820-5084	caukorean_gs@cau.ac.kr
Global Innovative Drugs	02)820-5617	caugs73@cau.ac.kr
Mechanical Engineering	02)820-5332	rudals7501@cau.ac.kr
Mechanical System Engineering	-	skaxoals67@cau.ac.kr
New Media Art	-	nmart@cau.ac.kr
Urban Planning and Real Estate	02)820-5108	urban@cau.ac.kr
German and European Studies	02)820-6545	afdes@cau.ac.kr
Animal Science and Technology	031)670-4841	hwdw2002@cau.ac.kr hangu1229@naver.com
Northeast Asia Studies	02)820-6141	caugs25@cau.ac.kr
Design(Space Design)	031)670-4788	indesign@cau.ac.kr
Design(Craft Design)	031)670-3106	caugs58@cau.ac.kr
Design(Industrial Design)	031)670-3127	dgs@cau.ac.kr
Design(Visual Design)	031)670-3129	vd@cau.ac.kr
Design(Fashion Design)	031)670-3277	gs47@cau.ac.kr
International Trade and Logistics	02)820-7352	caugs33@cau.ac.kr
Dance(Practice)	031)670-3119	chaneldb@cau.ac.kr
Creative Writing	031)670-3078	caugs63@cau.ac.kr
Library and Information Science	02)820-6381	caugs08@cau.ac.kr
Contemporary Cultural Studies	02)820-6545	caugs09@cau.ac.kr
Art Management	02)820-6544	caugs34@cau.ac.kr
Cultural Properties	02)820-6568	caugs48@cau.ac.kr
Physics	02)820-5189	cauphys@gmail.com
Media & Communication	02)820-5481	cmcda@cau.ac.kr
Law	02)820-5431	caugs10@cau.ac.kr
Social Welfare	02)820-5149	caugs15@cau.ac.kr
Sociology	02)820-6351	caugs14@cau.ac.kr
Life Science	02)820-5206	caubio5206@gmail.com
Mathematics	02)820-5214	mathcau@gmail.com
Smart Cities	-	sct21@cau.ac.kr
Sport Science	031)670-4526	caugs66@cau.ac.kr
Convergence Technology of Sports	031)670-4526	caugs66@cau.ac.kr
Systems Biotechnology	031)670-3062	hojlee@cau.ac.kr
Plant Science and Technology	-	caugs52@cau.ac.kr
Food Science and Technology	-	minasumin@cau.ac.kr
Food & Nutrition	031)670-3273	caugs54@cau.ac.kr
Food Safety and Regulatory Science	031)670-3047	gotjs3700@cau.ac.kr
Psychology	02)820-5124	caupsyche@cau.ac.kr

Name of Department		Phone Number	Email
Child and Youth Studies		02)820-5155	childwelfare@cau.ac.kr
Pharmacy		02)820-5677	caugs41@cau.ac.kr
Energy Systems Engineering		02)820-5867	caugsese@cau.ac.kr
History		02)820-5137	caugs18@cau.ac.kr
English Education		02)820-5391	englishedu@cau.ac.kr
English Language and Literature		02)820-5095	caugs20@cau.ac.kr
Art Science-Ph.D.		02)820-6547	artscience@cau.ac.kr
European Languages and Cultures (German Language and Literature)		02)820-5105	caugs06@cau.ac.kr
European Languages and Cultures (French Language and Literature)		02)820-5171	caugs12@cau.ac.kr
Early Childhood Education		02)820-5372	caugs21@cau.ac.kr
Integrative Engineering		02)820-5940	jinjin4277@cau.ac.kr
Convergence Security		02)820-5730	security.grad@cau.ac.kr
Musicology(theory)		031)670-3291	composer15@daum.net
Music		031)670-3316	cauorchestra@naver.com
Medicine		02)820-5639	caugs39@cau.ac.kr
Parliamentary Affairs		02)820-5427	caugs78@cau.ac.kr
Human Resource Development		02)820-5403	caugs22@cau.ac.kr
Japanese Language and Literature		02)820-5118	caugs23@cau.ac.kr
Electrical and Electronics Engineering		02)820-5285	je0024@cau.ac.kr
Political Science and International Relations		02)820-5473	caugs24@cau.ac.kr
Pharmaceutical Industry		-	pharmind@cau.ac.kr
Plastic Art & Photography(Photography)		031)670-3112	cauphotography1964@gmail.com
Plastic Art & Photography(Western Painting)		031)670-3099	chung@cau.ac.kr
Plastic Art & Photography(Art Science)		02)820-6547	artscience@cau.ac.kr
Plastic Art & Photography(Sculpture)		031)670-3124	caugs71@cau.ac.kr
Plastic Art & Photography(Korean Painting)		031)670-3094	caugs72@cau.ac.kr
Intelligent Energy and Industry		-	caugs850@cau.ac.kr
Entrepreneurship		02)820-5496	caugs77@cau.ac.kr
Philosophy		02)820-5130	philos@cau.ac.kr
Advanced Materials Engineering		031)670-4552	ame@cau.ac.kr
Physical Education		02)820-5382	caugs27@cau.ac.kr
Computer Science and Engineering		02)820-5301	caugs55@cau.ac.kr
Civil Engineering(Urban Engineering)		02)820-5377	wowns7751@cau.ac.kr
Civil Engineering(Civil Engineering)		02)820-5253	juhee0302@cau.ac.kr
Statistics		02)820-5499	caugs37@cau.ac.kr
Fashion		031)670-3277	gs47@cau.ac.kr
Korean Music		02)820-6547	caugs71@cau.ac.kr
Public Administration		02)820-5445	caugs28@cau.ac.kr
Chemistry		02)820-5196	cauchem0@gmail.com
Chemical Engineering and Materials Science		02)820-5268	joujin@cau.ac.kr
Accounting		-	caugs38@cau.ac.kr
Artificial Intelligence(AI)		02)820-5301	caugs55@cau.ac.kr
Office of International Affairs	Admission	02)820-6272, 6532	gsadmin@cau.ac.kr
Education Team of Graduate School	Scholarship	02)820-5025, 5027	gstop@cau.ac.kr
	Course/Grade	02)820-5029, 5064	

## 12. GPA Conversion

- \* If your transcript has only grades in GPA scale, please refer to the table below for GPA to percentile conversion.
- \* If your previous university does neither have a GPA nor a percentile scale, please convert your grades using the wes.org or scholaro.com websites and submit the wes or scholaro document together with your transcript(<http://www.wes.org/students/igpascal.asp> or <https://www.scholaro.com/>). You should not only transfer your CGPA, but include a conversion for each semester and each subject.
- \* If you convert your transcript using wes.org or scholaro.com, the grade conversion document should be officially verified/stamped by your previous university.(Apostille or Korean embassy notarization non necessary)

[ GPA Conversion Table ]

4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100 Point 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

## 12. Student Visa(D-2) Information

### A. Student Visa(D-2)

#### 1) General Certificate of Admission(표준입학허가서) for Visa Application

- All students who would like to study in Korea should have a D-2 Visa. All admitted applicants can apply for a D-2 Visa using the "Certificate of Admission" issued by Chung-Ang University Office of International Affairs after their admission & Registration. Students should come to Korea before the new semester starts. **The 2023 Spring Semester starts on March 2<sup>nd</sup> 2023.**
- Information about General Certificate of Admission application method will be announced later.
- ※ To obtain the certificate of admission, students need to submit the supporting financial documents. The documents must be issued within 30 days prior to application day. The financial statement of funds will be accepted only if it is under the applicant's or applicant's parents' name. In case of submitting parents' financial statement, submission of a family relation certificate is obligatory. The statement of financial resources must confirm the following:
  - General applicants: 20,000 USD / 135,000 CNY / 23,000,000 KRW.
  - CAYSS applicants: 1,000 USD / 6,500 CNY / 1,300,000 KRW.
  - In case of funds held in Chinese banks, the frozen assets period must last until after March 31<sup>st</sup> 2023.
  - If an applicant plans to change his/her status of residence in Korea, he/she needs to submit a financial statement from a domestic (Korean) bank under the applicant's name.
  - Additional information on the applicant's financial capability might be requested from the Immigration Office or Visa-Issuing Center
  - Depending on the interpretation of the Ministry of Justice, the financial statement might not be accepted
  - In case of financial statements issued at Chinese banks (regional and small/medium-sized banks might not be accepted):
    1. Statement issue date and deposit date must be the same
    2. Statement expiration date and deposit expiration date (frozen assets end-date) must be the same
    3. A financial statement certificate that allows withdrawals at all times will not be accepted
- ※ If you have another type of Visa other than D-2 which allows you to study in Korea, please submit the copy of your visa to OIA before the semester starts.
- You can apply for "Certificate of Admission based Office of International Affairs' notification and guideline.

#### 2) Application Period for Certificate of Admission (표준입학허가서)

Contents	Period	Contents
Application for Certificate of Admission	Within January 2023.	Online Application
Issuance of Certificate of Admission (for Students outside Korea)	Within January 2023.	by email
Issuance of Certificate of Admission (for Students in Korea)	Within January 2023.	Delivery by Post

#### 3) How to apply for the Student VISA(D-2)

##### A) Domestic Students (Students in Korea)

- (1) Student Visa Holders (D-2 or D-4): **Students who already have a Student VISA(D-4 or D-2) both need to change their study condition and Institute before the semester**

### starts.

Even though you are a graduate of CAU undergraduate or Master's Degree, you should change your degree level.

- Change of Institute: You should change your Studying Institute
- Change of Condition:
  - (a) Language Program or Bachelor's → Master's Degree
  - (b) Language Program or Master's → Doctoral Degree
- (2) Application Place: Designated Immigration Office(Contact for more information: Call 1345)
- (3) Required Documents for changing visa status
  - Passport & Foreign Residence Card
  - Application Form (Download or pick up at the Immigration Office)
  - 1 Photo (3.5cm × 4.5cm)
  - Certificate of Admission (표준입학허가서)
  - Tuberculosis Test Result\* from Korean Public Health Center
  - Application Fee (Check Immigration Office Website or Call 1345)

\* Students may be required to submit more supporting documents for visa application to Immigration Office or CAU Office of Int'l Affairs
- B) Foreign Residents (Students staying outside Korea)
  - : Students should apply for D-2 visa to
  - (1) Application Place: Nearest Korean Embassy
  - (2) Required Documents
    - Certificate of Admission (표준입학허가서)
    - \* Supporting documents could be requested.
    - Passport
    - Application for VISA (Provided at the Korean Embassy or Consulate)
    - Business Certificate of Chung-Ang University (will be sent to you by airmail or email with "the certificate of admission".
    - Tuberculosis Test Result (\*for designated countries by Immigration Office)
    - Some Embassies or consulates may require additional documents.
    - Application Fee
- C) Students who can study in Korea with other types of visa (except D-2)
  - Please check with the Korean Immigration Office or nearest Korean Embassy whether your visa allows you to study in Korea. If you have another type of Visa other than D-2 which allows you to study in Korea, please submit the copy of your visa page to OIA before the semester starts.
- D) Application for the "Certificate of Admission" (표준입학허가서)
  - (1) Application for "Certificate of Admission"
    - : Applicants will be notified after the notice of the result of admission to CAU Graduate School
  - (2) Financial Capability
    - \* Certificate of Bank Deposits of over 20,000 USD under the account of applicant or the parents
  - (3) A copy of applicant's passport and national ID card
  - (4) A copy of Foreign Registration Card (for the card holders only)

## **B. Foreign Registration**

- 1) **All the admitted students should apply for "Foreign Registration" at the Immigration Office directly within 90 days from their visa issuance or immediately after change of status. We highly recommend the students apply for Foreign Registration within a month.**
  - (a) Application Place: Designated Immigration Office(Contact for more information: Call 1345)
  - (b) Required documents for application
    - Passport
    - 1 Photo (3.5cm × 4.5cm)



- Application Form for Foreign Registration(Provided: Immigration Office)
- Certificate of Enrollment(Available at the Office of Student Affairs from the 1<sup>st</sup> day of school)
- Application Fee

**2) Registered foreigners must notify the Immigration Office within 14 days of their occurrence.**

- Change of Name, Sex, Date of Birth or Nationality
- Change in passport number, issuance date, and expiration date
- Change of residence
- Change of employer (institution or corporation)

# Recommendation Letter for Admissions

Graduate School,  
**CHUNG-ANG UNIVERSITY**  
 Office of International Affairs  
 84 Heukseok-ro, Dongjak-gu, Seoul Korea, 06974  
 Tel: 82-2-820-6211/6272 FAX: 82-2-813-8069

This recommendation letter is for Admission to the Graduate School at Chung-Ang University, Seoul, South Korea. One can use their own format if preferred.

◆ **Fill in Applicant's Information**

<b>Name</b>		<b>Applied Department</b>	
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◆ **Fill in Recommender's Information**

<b>Name</b>		<b>Contact</b>	
<b>Place of Employment</b>		<b>Position</b>	

1. How many years have you known the applicant? \_\_\_\_years \_\_\_\_months
2. What is the relationship with the applicant?  
 Professor  Research partner  Dissertation advisor  Senior official  Other
3. Please evaluate the above applicant in terms of the items given below with care and accuracy. Mark where appropriate:

Classification	Below average	Average	Above average	Good	Very good	Excellent
Intellectual ability						
Academic ability						
Motivation						
Creativity						
Compatibility						
Potentiality						
Affective stability						
Adaptation						
Leadership						
Educational quality & capacity						

4. Given all the considerations, how would you rate the applicant among the students you have taught during past two years? (fill in the below)  
 Top \_\_\_\_\_ % among \_\_\_\_\_

5. Please provide your sincere opinion regarding the applicant's potential and whether or not he/she can complete the graduate course. It would be helpful if you could comment on the strength and weakness of the applicant. (Use specific form if you need.)

6. Collectively, I recommend above applicant without reservation   
I do not recommend above applicant

Month            Day            Year  
    /            /            /            Signature : \_\_\_\_\_

*Please put this form into an envelope and seal it with your signature on it, and give this form to the applicant directly in order to be submitted with other application materials.*

# Degree Verification Form

Fill in the blank  
in the blue box.

해외대학 졸업자 학력조회동의서(중국대학제외)

CHUNG-ANG UNIVERSITY GRADUATE SCHOOL

Previously Achieved Degree University/Institution (Person in charge of degree verification)			
<b>University (Institution) Name</b>			
<b>Address</b>			
<b>Zip code</b>		<b>E-mail</b>	
<b>Tel</b>	국가/지역/전화번호 (including national code)	<b>Fax</b>	

Dear Sir/Madam;

Regarding the academic degree of our newly admitted student, ★ **Student Name** \_\_\_\_\_, we cordially request you to verify the following fact on the space provided below. According to **his/her** application documents submitted to us, it is stated that ★ \_\_\_\_\_ **Student Name** \_\_\_\_\_ received the **degree of Master/Bachelor's degree(택1)** on ★ **Major** \_\_\_\_\_ at ★ **School Name** \_\_\_\_\_

Thank you for your kind cooperation in advance and I look forward to receiving this letter back by E-mail, Fax or air-mail at your early convenience.

Sincerely yours,

Registrar of Chung-Ang University

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Degree awarded : \_\_\_\_\_

Date of award : \_\_\_\_\_

Comments(if any) : \_\_\_\_\_

Date \_\_\_\_\_

Name and title of verifier : \_\_\_\_\_

Return to: Registrar, Office of the Graduate School Chung-Ang University  
84 Heukseok-ro, Dongjak-gu, Seoul, 06974, KOREA  
Fax: 82-2-813-8069 E-mail: gsadmin@cau.ac.kr Tel: 82-2-820-6272

**LETTER OF CONSENT**

Fill in the blank  
in the blue box.

**To whom it may concern:**

Applicants Information at Previous University (지원자) : 영문 기재			
<b>University (Institution) Name</b>		<b>Date of Birth</b>	
<b>Major</b>		<b>Student ID Number</b>	

By completing an application for admission to Chung-Ang University in Seoul, South Korea for the 2022 academic year, I give my consent for Chung-Ang University to officially request my academic records from previously attended schools.

In this regard, I would like to request your full assistance when they contact you regarding verification of enrollment and transcripts.

Sincerely yours,

<b>Signature</b>	<b>Date</b>

# *Personal Statement & Study Plan*

- Name :
- Degree Program :  Master's Program  Doctoral Program  
 Master's& Ph.D. Joint Program
- Department / Specific Major :

*Please indicate your rationale for requesting admission to Chung-Ang University. Describe your plans for graduate study, career plans after graduation and a professional career as they relate to your personal and educational background as well as your preferred area of concentration. If there are special circumstances or factors that you wish considered with your application, please indicate.*

※ You can attach more sheets if you need more space to write