미래 50년을 준비하는
새로운 전통의 시작

2027 Spring Semester Undergraduate (Freshmen & Transfer) Admission Guide for International Students

2026. 9.

국립공주대학교
Kongju National University
[국제교류과]

※ Some contents in this guide may be subject to change, so please be sure to check the latest admission guide on the Kongju National University Office of International Affairs website (https://oia.kongju.ac.kr) prior to final application submission.

2027 Spring Semester Undergraduate (Freshmen & Transfer)
Admission Guide for International Students

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1 Application Timeline

Classification	Date and Time	Remarks
Application	2026. 10. 19.(Mon) 09:00 ~ 11. 13.(Fri) 18:00	On-line application: **Jinhakapply** (http://www.jinhakapply.com)
Document submission	2026. 10. 19.(Mon) 09:00 ~ 11.19.(Thu) 18:00	After completion of the on-line application, required documents must be submitted by either express mail deliver y service(airmail, domestic) or in person ※ Address: Office of International Affairs, Sejong Community Edu-Culture Center office 207, Kongju National University, 56 Gongjudaehak-ro, Gongju-si, Chungcheongnam-do (Zip code: 32588) ※ Documents sent by mail must arrive by the submission deadline.
Interview	2026. 12. 8(Tue) ~ 12. 11 (Fri)	Face-to-face interviews at designated locations in the department. ※ must bring Exam slip and valid ID card. ※ For non-face-to-face video (telephone) interviews, detailed methods will be announced separately.
Announcement of Successful Applicants	2026. 12. 31.(Thu)	Kongju National University International Affairs Homepage (https://oia.kongju.ac.kr)
Registration for Successful Applicants	2027. 1.	Kongju National University International Affairs Homepage (https://oia.kongju.ac.kr) ※ Check and print the tuition fee invoice/bill ※ Certificate of Admission will be issued after tuition payment is completed

☐ IMPORTANT NOTES FOR APPLICANTS

- The admission schedule is subject to change. Any updates will be posted on the KNU Office of International Affairs (OIA) website. Individual notifications will not be provided.
- Applicants are responsible for ensuring all required documents arrive by the deadline. KNU is not liable for mail delivery failures. Missing documents will lead to disqualification, and application fees are non-refundable.
- All critical updates will be sent to the email address provided in the application. Applicants must ensure their contact information is accurate; KNU is not responsible for any disadvantages caused by incorrect contact details.
- Once the online application is submitted, no changes can be made. Applicants are solely responsible for any errors in their submission.
- Please double-check the accuracy of your English name (as shown on the passport barcode), address, phone number, and email address before final submission.

2 Admission Quotas and Units

1. **Admission Quotas**: Selected outside the fixed quota, considering the academic ability of each recruitment unit
   ※ Division of International Studies offers 100% English major courses while general education is in Korean.
   ※ Most courses in other departments are in Korean so please contact each department for English course availability.
   * Departments marked with an asterisk require specific language proficiency. (check Eligibility section)

2. Unit of Admission

MAJOR EXPLORATION GUIDE (KOREAN) ⇨

Campus	College	Department (Major)	Admission Track	
			Freshman	Transfer (Choose one major)
Gongju	Humanities and Social Sciences	English Language and Literature	o	o
		Chinese Language and Literature	o	o
		French Language and Literature	o	o
		German Language and Literature	o	o
		History	o	o
		Geography	o	o
		Division of Economic & Trade (Major in Economics, Major in International Trade and Commerce)	o	o
		Business Administration	o	o
		Tourism Management	o	o
		Tourism&English Interpretation and Translation Convergence	o	o
		Public Administration	o	o
		Law	o	o
		Social Welfare	o	o
	Natural Sciences	Data Information and Physics	o	o
		Applied Mathematics	o	o
		Chemistry	o	o
		Biological Sciences	o	o
		Geoenvironmental Sciences	o	
		Atmospheric Science	o	
		Conservation Science for Cultural Heritage	o	o
		Fashion Design & Merchandising	o	o
		Sports Science	o	o
	Arts	Game Design	o	o
		Furniture Living Design	o	o
		Convergence Design in Ceramic Culture	o	o
		Jewelry and Metal Design	o	o
		Division of Cartoon & Animation (Major in Cartoon and Comics, Major in Animation)	o	o
		Dance	o	o
		Visual Studies	o	o
	Nursing and Health Sciences	Nursing	o	
		Health Administration	o	
		Emergency Medical Service	o	
		Medical Information	o	
	Headquarters	Division of International Studies [English Track] Major in International Financial Engineering *	o	o
		Global Korean Studies (Exclusively for International Students)	o	

Cheonan	Engineering	Division of Electrical, Electronic & Control Engineering (Major in Electrical Engineering, Major in Electronics Engineering, Major in Semiconductor Engineering)	o	o
		Information & Communication Engineering	o	o
		Smart Information Technology Engineering	o	o
		Computer Engineering	o	o
		Software	o	o
		Division of Mechanical & Automotive Engineering (Major in Mechanical Engineering, Major in Mechanical Design Engineering, Major in Mechanical Engineering and System Design)	o	o
		Future Automotive Engineering	o	o
		Smart Infrastructure Engineering	o	o
		Urban & Transportation Engineering	o	o
		Architecture (5-year course)	o	o
		Green Smart Architectural Engineering	o	o
		Division of Chemical Engineering (Major in Chemical Engineering, Major in Industrial Chemistry)	o	o
		Division of Advanced Materials Engineering (Major in Nano-Material Science & Engineering, Major in Polymer Science & Engineering, Major in Metallurgical and Materials Engineering)	o	o
		Design Convergence	o	o
		Environmental Engineering	o	o
		Industrial Engineering	o	o
		Optical Engineering	o	o
		Digital Convergence Metalmold Engineering	o	o
		Intelligent Mobility	o	o
	Headquarters	Division of Artificial Intelligence	o	
Yesan	Industrial Science	Community Development	o	o
		Real Estate	o	o
		Industrial Channels Management	o	o
		Plant Resources	o	o
		Horticulture	o	o
		Animal Bioscience	o	o
		Rural Construction Engineering	o	o
		SmartFarm Engineering	o	o
		Forest Science	o	o
		Landscape Architecture	o	o
		Food and Nutrition	o	o
		Food Service Management and Nutrition	o	o
		Food Science & Technology	o	o
		Companion and Laboratory Animal Science	o	o
		Aqualife Medicine	o	o

Division of International Studies [English Track] Language Requirements

- Applicants for the Division of International Studies **must satisfy both TOPIK Level 2 or higher and the minimum score of an official English proficiency test to apply.**
- **Applicants must obtain the minimum English proficiency test scores** below (Only scores within the validity period are accepted)
  - TOEFL(iBT) 71 or 4 / TOEFL(CBT) 197 / TOEFL(PBT) 530 / IELTS 5.5 / New TEPS 326 / CEFR B2 / TOEIC 700
- **Native English speakers** are exempt from the English proficiency test requirement (7 countries designated by the Ministry of Justice - USA, UK, Canada, Australia, New Zealand, Ireland, South Africa)
- Applicants from countries where **English is a legal official language may replace the English proficiency test requirement by submitting the following documents**
  - Original certificate of Medium of Instruction (MOI) in English for secondary education issued by the school, high school diploma, and academic transcript (All documents must be Apostilled or consular authenticated)
- **The Division of International Studies is an English track, but some courses are conducted in Korean. Please contact the department in advance for any inquiries regarding this matter.**

3 Eligibility of Applicants

1. Eligibility of Applicants: Applicants who meet all of the following qualifications

1) Nationality Both an applicant and the applicant's parents should be non-Korean nationals

※ Nationality criterion is evidenced only if the applicant and both of their parents acquire non-Korean citizenship on the period before the applicant begins the curriculum corresponding to educational program of Korean high school

※ Dual citizenship including Korean nationality and stateless persons are NOT eligible (Nationality is determined as of the application deadline.)

2) Educational Background

Category	Educational Background
Freshmen	High school graduates (or those expected to graduate before **February 2027**) who have completed all educational courses equivalent to Korean primary and secondary education at domestic or foreign educational institutions ※ Academic backgrounds obtained through qualification exams (GED), homeschooling, or cyber learning are NOT recognized.
Transfer	Those who have completed all educational courses equivalent to Korean primary and secondary education, and who have completed (or are expected to complete before **February 2027**) at least 2 years (4 semesters) of regular 4-year university programs, or graduated (or are expected to graduate before **February 2027**) from a junior college. ※ Those who have completed only 2 years at a 3-year junior college are not eligible to apply. ※ Currently enrolled students of Kongju National University are not eligible to apply. ※ Academic backgrounds obtained through qualification exams (GED), homeschooling, or cyber learning are NOT recognized.

3) Language Proficiency: Applicants who meet one of the following standards

- Level 3 or higher holder on TOPIK PBT or IBT (within Expiry date)
- Those who completed(or are expected to complete) Korean Language course(level 3) in the university in Korea
- Those who passed the Korean language proficiency test conducted by Kongju National University
- Those who completed the Korea Immigration & integration program level 3 or higher
- Those who completed intermediate1 or higher at the King Sejong Institute(Sejong hakdang)'s Korean language program (Online courses not accepted)

※ Applicants applying to the **department of International Studies must satisfy** the following language proficiency requirements **(Check Division of International Studies [English Track] Language Requirements)**

※ The official language score must be within the validity period as of the deadline for application. If the validity period is not stated in the report card, it is 2 years from the test date.

4 Screening method and application Fee

1. Screening method

Documents review	Interview	Total	Remarks
Interview only for eligible applicants who pass documents review	100pts. (100%)	100pts. (100%)	**In-person interview in principle** ※ Video (phone) interview is available for overseas residents who apply in advance. ※ Video (phone) interview may be conducted depending on department circumstances. ※ Conducted under the responsibility of the Department (Division) Head.

- In principle, interviews are based on oral examination, but additional tests will be given if the department requires to do so
- For video (phone) interviews, if the applicant cannot be reached during the scheduled time due to absence or other reasons, it will be considered a no-show and the applicant will be disqualified.

※ Detailed methods of non-face-to-face interviews will be notified later to the interviewees

2. Assessment Principle

- Applicants who fail the document screening (including failure to submit required documents), are absent from the interview, score an average of less than 60 points on the interview, or achieve a total score of less than 60 points will be disqualified.
- Evaluation of Deduction Items for Disciplinary Measures Against Perpetrators of School Violence

Evaluation of Deduction Items for Disciplinary Measures Against Perpetrators of School Violence

※ Applicable only to those enrolled in domestic high schools or overseas Korean high schools (high school level)

Article 17, Paragraph 1 of the Act on the Prevention of and Countermeasures Against Violence in Schools	Measure				
	1st	2nd	3rd	4th	5th
Article 17(1)1 (Written apology to the victim)	1	1.5	2	2.5	3
Article 17(1)2 (Prohibition of contact, intimidation, and retaliation against the victim or the reporting/accusing student)	2	2.5	3	3.5	4
Article 17(1)3 (School service)	3	3.5	4	4.5	5
Article 17(1)4 (Community service)	4	4.5	5	5.5	6
Article 17(1)5 (Completion of special education or psychological treatment by internal/external experts)	5	5.5	6	6.5	7
Article 17(1)6 (Suspension from attendance)	6	6.5	7	7.5	8
Article 17(1)7 (Class transfer)	7	7.5	8	8.5	9
Article 17(1)8 (School transfer)	8	8.5	9	9.5	10
Article 17(1)9 (Expulsion)	10				

- If the student record contains disciplinary measures for school violence, points will be deducted from the total score according to the above criteria.
- If multiple measures are recorded, deductions will be aggregated.
- In cases where multiple measures are imposed for the same incident, only the most severe measure will be applied for deduction.

3. Application fee: KRW 60,000(should be paid online only)

- Card payment or account transfer on the Internet application website

  ※ The application will not be accepted until it is paid. When transferring accounts, sender's name must be the same as applicant's name.
- Please complete your application carefully, as changes to your academic unit or application type, as well as application cancellation, are not permitted after the application deadline.

4. Application fee Refund

- KRW 40,000 is refundable for the applicants who fail in the document assessment.
- Among applicants who pass document screening, if an applicant cannot attend the interview due to natural disaster, hospitalization from an accident, or death, KRW 40,000 will be refunded (only for those who submit supporting documents).

  ※ Enter the bank account number, account holder, and name of bank exactly when submitting the application for successful refund

  ※ When the refund is sent abroad, the international transfer commission should be paid by the recipient.

5 Submission of Required Documents

1. REQUIRED DOCUMENTS

Required Documents	New	Trans	Required Documents	Remarks
① Check List	○	○	Fill out and submit the self-checklist	[Form1]
② Application form	○	○	Print from Jinhak Apply and submit after completing the online application (with Photo)	[Form2] [Form3]
③ Language proficiency certificate	○	○	**[Track taught in Korean] Select one from ① to ⑤** ① Official TOPIK Level 3 or higher score report ② Certificate of Completion (level must be specified) and original transcripts for all semesters from a university language institute ③ Certificate of Passing the KNU Korean Language Proficiency Test ④ Certificate of Completion and Education Confirmation Letter for the KIIP (Korean Immigration and Integration Program) by the Ministry of Justice ⑤ Certificate of Completion from King Sejong Institute **[English Track] Department of International Studies**	

			(Must submit both ① and ②) ① Official TOPIK Level 2 or higher score report ② Language proficiency proof meeting or exceeding TOEFL (iBT) 71 or 4 / TOEFL (CBT) 197 / TOEFL (PBT) 530 / IELTS 5.5 / New TEPS 326 / CEFR B2 / TOEIC 700 **※ Only documents valid as of the application deadline are accepted.**	
④ Certificate of high school graduation(expected)	○	x	① [Graduation (or Expected Graduation) Certificate] Apostille or Consular Authentication ② [Transcript] Apostille or Consular Authentication (Transcripts covering the entire high school period) ☞ **Refer to [Proof of Highest Level of Education] for Chinese applicants.** ※ High School Student Record (If applicable) Must be submitted if you attended a domestic high school or an overseas Korean high school (high school course) (Must submit an original document stamped with the principal's official seal or an online-issued document (Government24) with a timestamp in the top left corner)	
⑤ High School Transcript	○	x		
⑥ Official High School Academic Record (if applicable)	△	x		
⑦ Certificate of university graduation(expected) or Certificate of completion(expected)	x	○		
⑧ University Transcript	x	○		
⑨ Proof of nationality and family relations	○	○	**Must submit both ① and ②** ① Copies of local ID cards or passports of both parents ② Original documents or original notarized translations in Korean or English proving the **nationality, personal information, and relationship** of the applicant and parents (Issued or notarized within one year prior to application) ☞ **Refer to [Proof of Nationality and Family Relationship] for Chinese applicants.**	
⑩ A copy of passport	○	○	A copy of valid passport	
⑪ A copy of the alien registration card	△	△	The front and back copies (only for those who are currently residing in Korea)	If applicable
⑫ Proof of financial ability -[Form4] Affidavit of Financial Support - Bank Balance certificate	○	○	- Verification of required documents based on the financial guarantor is mandatory - Original bank balance certificate from a domestic or overseas bank (KRW 16,000,000 or more) ※ Applicants who completed the Institute of International Language Education at Kongju National University: KRW 8,000,000 or more ☞ **Refer to [Proof of Financial Capability] guide (Be sure to check the submission deadline)**	[Form4] Bank Balance certificate

[Precautions for Document submission]

- Submitted documents will not be returned.
- Use A4 size paper and organize documents in checklist order.
- Avoid using staples or clear files and use paper clips for separation.
- Non-Korean or English documents **must include a notarized translation**.
- Submit government-issued proof if names vary across documents.
- Provide specific family proofs like divorce or custody records if required.
- Late submissions result in disqualification and no extensions are granted.
- Applicants residing in Korea applying for a group visa must resubmit their bank balance certificate.
- Falsification results in admission cancellation with no tuition refund.
- Applicants must provide any additional documents requested by the university.
- Applicants who submitted a Certificate of Expected Completion (from a Korean language institute) or Expected Graduation must submit Apostilled or Consular-Authenticated final graduation certificates and transcripts **by February 19, 2027 (Fri)**; failure to do so will result in disqualification.

2. ACADEMIC CERTIFICATION DOCUMENTATION GUIDE

○ **All applicants - Apostille or Consular Authenticated final academic documents [Graduation Certificate], [Transcript]**

- Prospective graduates (completers) must submit original graduation (completion) certificates and transcripts **by February 19, 2027 (Fri)** after final admission

※ Apostille or Consular Authentication certificate **must be original** (scans/photocopies are NOT accepted)

※ Original academic documents and transcripts are required. If re-issuance is impossible, **notarized copies are accepted only if the Apostille (or Consular Authentication) certificate is original**

※ Apostille (or Consular Authentication) certificates for academic documents and transcripts are valid only if issued **within 6 months**

※ **Prospective graduates** must submit Apostille or Consular Authenticated expected graduation certificates and transcripts specifying current grades, and submit Apostille or Consular Authenticated final certificates and transcripts within the deadline after final admission

※ Korean degree holders are exempt from Apostille or Consular Authentication (original submission mandatory)

※ Myanmar university applicants may submit consular-authenticated academic documents (graduation certificates and transcripts) by a separately designated deadline after admission, considering the country's situation

Apostille Convention Countries	Submission of Apostille-authenticated academic documents and Apostille certificate - Issuing authority - Agency designated by the government of the respective country ※ Apostille related agency information - www.hcch.net (Refer to Apostille section)
Non-Apostille Convention Countries	Submission of Consular-Authenticated academic documents and Consular Authentication certificate - Issuing authority - Korean Consulate located in the respective country, or embassy of one's home country in Korea ※ When submitting a confirmation letter from the embassy of one's home country in Korea, the relevant details must be clearly specified.

○ **Applicants who graduated from schools in China: Submit verification document which is issued by China Higher education Student Information(CHSI), China's education ministry**

Classification		Proof	Required documents (Only Accepted Documents)
Admission of new students	Bachelor's course	Graduation of High school, Transcript	※Verification of High school Graduation CHSI(学信网)
Admission of transfer students	Bachelor's course	Graduation of High school + Proof of enrollment of prior university **or** graduation of college course, Transcript	※Verification of College Graduation CHSI(学信网)

※ **Transcripts require Apostille authentication** ※ If CHSI issuance of the graduation certificate is unavailable, follow the instructions below.

※ For graduates of Ordinary Specialized Secondary Schools (普通中专), Vocational High Schools (职业高中), or Adult Specialized Secondary Schools (成人中专)

① Online Certificate Issuance - Graduation certificate issued by local education authorities + Apostille (Accepted only if authenticity can be verified online via the QR code on the graduation certificate)

② Offline Certificate Issuance - (Additional submission for school information verification is required - Inquire with the Office of International Affairs)

ⅰ) Graduation certificate issued by local education authorities + Apostille

ⅱ) Graduation certificate issued by the school itself + Verification stamp from provincial or municipal department of education (official seal required) + Apostille

※ For graduates of Technical Schools (技工学校) - Online inquiry printout from the official website of the Ministry of Human Resources and Social Security (www.mohrss.gov.cn)* + Apostille (Online authenticity verification is required)

Certificate of Apostille	Certificate of Consular Authentication	Verification Report of Higher Educaion(CHSI)

※ e-Apostilles are valid only when verifiable through a QR code.

※ Must include or specify the verification/reference number required to check authenticity.

<<List of Apostille Convention Member Countries (As of August 2025)>>

Region	Country
Asia and Oceania	New Zealand, Niue, Marshall Islands, Mauritius, Mongolia, Vanuatu, Bahrain, Bangladesh, Brunei, Samoa, Singapore, Oman, Australia, Israel, India, Indonesia, Japan, China (including Macau and Hong Kong), Cook Islands, Kyrgyzstan, Tajikistan, Tonga, Pakistan, Palau, Fiji, Philippines, Korea
Europe	Georgia, Greece, Netherlands, Norway, Denmark, Germany, Latvia, Russia, Romania, Luxembourg, Lithuania, Liechtenstein, North Macedonia, Monaco, Montenegro, Moldova, Malta, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, Cyprus, San Marino, Serbia, Sweden, Switzerland, Spain, Slovakia, Slovenia, Armenia, Iceland, Ireland, Azerbaijan, Andorra, Albania, Estonia, United Kingdom, Austria, Uzbekistan, Ukraine, Italy, Czech Republic, Kazakhstan, Kosovo, Croatia, Türkiye, Portugal, Poland, France, Finland, Hungary
North America	USA (including Guam, Mauri Islands, Saipan, Puerto Rico), Canada
Latin America	Guyana, Guatemala, Grenada, Nicaragua, Dominican Republic, Dominica, Mexico, Barbados, Bahamas, Venezuela, Belize, Bolivia, Brazil, Saint Lucia, Saint Vincent and the Grenadines, Saint Kitts and Nevis, Suriname, Argentina, Antigua and Barbuda, Ecuador, El Salvador, Honduras, Uruguay, Chile, Costa Rica, Colombia, Trinidad and Tobago, Panama, Peru, Paraguay, Jamaica
Africa	Namibia, South Africa, Liberia, Lesotho, Malawi, Morocco, Botswana, Sao Tome and Principe, Senegal, Seychelles, Eswatini, Cape Verde, Burundi, Tunisia, Rwanda

3. Proof of nationality and family relations documentation guide

○ **General Requirements (Submit 1~3) Citizenship, personal details, and family relationship of both parents and Applicant** ① Applicant's passport copy ② Copies of the parents' local ID or passport ③ Original notarized translation of the Family Relationship Certificate ▪ Applicants may submit a **birth certificate if the Family Relationship Certificate is unavailable** provided it specifies the **citizenship, personal details, and family relationship of both parents** at the time of application. ▪ Notarized documents must be issued within **1 year of the submission date.** ▪ In case of submitting a copy, it is accepted if the **notarized document is an original.** ▪ Submit additional proof for changes such as death, divorce, or remarriage.	
China (Submit all documents from ① to ④)	① Copy of the applicant's passport ② Copies of the parents' local ID or passport ③ Original notarized translation of the Family Hukoubu issued within the last five years ④ Original notarized translation of the Kinship Certificate ▪ The Kinship Certificate is not required if the applicant and both parents are registered together in the Family Hukoubu. ▪ If the applicant and parents are registered separately, the Kinship Certificate and each individual Hukoubu must be submitted. ▪ The Kinship Certificate is mandatory if the Hukoubu is submitted based on the applicant's grandparents.
All countries except China	Submit original certificates issued by a government agency proving the citizenship of the applicant and parents as well as the relationship between them.

4. Proof of financial ability documentation guide

※ Additional bank balance certificate or the certificate of balance under applicant's name may be requested from the consulate or immigration office when applying for visa issuance after tuition fee payment.

※Submission Period※ (Select one) 1. Submit during the application period: **October 19(Mon) to November 19(Thu) 2026.** 2. Submit after final admission: **February 1(Mon) to February 5(Fri), 2027**	
○ **All Applicants: Affidavit of Financial Support [Form4] + Original Certificate of Bank Deposit Balance from a domestic or overseas bank (KRW 16,000,000 or more)** • Applicants who have completed courses at the Institute of International Language Education at Kongju National University: KRW 8,000,000 or more (Provided that the original certificate of completion for the Korean language course and official transcripts for all semesters are submitted) • The bank deposit balance certificate **must be issued within 30 days** prior to the submission date. However, if an expiration date is specified on the certificate, it is recognized up to that expiration date (provided that the issue date is within 6 months). • Bank transaction statements, mobile banking screenshots, etc., are **NOT accepted** as proof of financial capability. • Proof of financial capability must be submitted as a bank deposit balance certificate under the name of the applicant or their parents (siblings are accepted only if both parents are deceased). • **Foreign Registration Card holders residing in Korea: Must submit the original bank deposit balance certificate issued under the applicant's name by a bank in Korea.** (In the case of minors, the original bank deposit balance certificate under their parents' name, verified via a Family Relation Certificate, may be submitted) • If an academic advisor (faculty member) acts as a financial guarantor instead of the university headquarters, the number of sponsored international students is limited to one (1) student. (Additional financial sponsorship is permitted only if the previously sponsored student has completely departed the country or if the academic advisor has revoked the sponsorship for the previously sponsored student) . • **The Affidavit of Financial Support [Form 4] must be completed based on the account holder's name stated on the bank deposit balance certificate. (e.g., applicant, parents, prospective academic advisor).**	
① If the financial guarantor is a professor of the department	- Affidavit of Financial Support [Form 4] - Expected advisor's Letter of Financial Support [Form 5] - Professor's Bank balance certificate - In case the professor should retract former warrantee, please contact KNU office of international affairs.
② If the applicants are financially supported from scholarship program.	Certificate of Appointment for Scholarship of the Organization ※ The total scholarship amount must be equivalent to **KRW 16 million** and if less than, the applicant must submit additional financial competency documentation

6 Method of application

1. Online Application

① Access the International Affairs website of KNU (https://oia.kongju.ac.kr) (Click the Admission Guide) ➜ ② confirming the admission guideline and precautions ➜ ③ sign up for membership (free) JINHAKapply ➜ ④ select Kongju National University after logging in and fill out the application and upload the photo file ➜

⑤ check of written application ➜ ⑥ application fee payment ➜ ⑦ Check of the receipt and guidance of documents to submit ➜ ⑧ Completion of Online application ➜ ⑨ Submission of physical documents (mail or visit)

※ Submission address: Office of International Affairs, Sejong Community Edu-culture center office 207. Kongju National University, 56 Gongjudaehak-ro, Gongju-si, Chungcheongnam-do (Zip code: 32588)

1) Apply online and submit documents by mail(or visit)
   - Pre-Preparation: Internet-accessible PC, printer, and photo files(within 6 months, 3.5cm×4.5cm)
   - After accessing **KNU's International Affairs website (https://oia.kongju.ac.kr)**, **check the admission notice and click the shortcut to the application website** ※ Application website: JinhakApply(http://www.jinhakapply.com)
   - After the online application is completed, print out the application form and cover of the envelope for submission and submit them along with the documents by mail(or visit) within the deadline.
2) Applicants can apply to only one department. Including dual apply between campuses, multiple applications are not allowed.
3) The application is completed only when the payment of the fee is made, and after completion, it is not possible to modify the application degree course or the application department, so please check the details of the application before paying the application fee.
4) Paid application fees are non-refundable.
5) As all personal information (address, e-mail, phone number, etc) and all information filled out by applicants are used as basic data for admission procedure, such as issuing acceptance letter and visa documents, accurate information must be prepared in accordance with the guidelines when applying online.
   ※ The English name on the application form must match **"THE NAME SHOWN ON THE BARCODE AT THE BOTTOM OF THE PASSPORT"** exactly
   ※ Applicants are responsible for any disadvantages that result from inaccurate information or failure to notify the Office of International Affairs after the change of information
   ※ Inquiries regarding Online Application: JinhakApply(1544-7715)
   ※ Example: HONG GILDONG follows the name sequence shown on the barcode at the bottom of the passport >>

2. Submission of physical documents

1) Attach the cover of the envelope to the large envelope and submit the check list [Form1], Application form and the other required documents.
   - Deadline for submission: 2026. November. 19.(Thu) 18:00
   - How to Submit: registered mail(POSTAL), courier, direct visit
   - Submission address: To: International Admissions Coordinator / Office of International Affairs, Sejong Community Edu-culture center office 207. Kongju National University, 56 Gongjudaehak-ro, Gongju-si, Chungcheongnam-do (Zip code: 32588)
2) If the documents do not arrive by submission deadline or if the documents are insufficient, applicants will be disqualified

7 Announcement and registration of successful candidates

1. Announcement of successful candidates: After 10:00 on December 31st, 2026

○ Announcements on the website of International Affairs(https://oia.kongju.ac.kr) (Applicants will NOT be notified individually)

2. Tuition payment: Scheduled in January, 2027

○ The date and method of payment will be announced on the website later

○ Issuance of Certificate of Admission: Issuance **after submitting all documents and paying tuition fees** (sent by e-mail to successful candidates)

8 Applicant Notes (MUST BE AWARE)

1. For the purpose of undergraduate admission, collects and uses applicants' personal information as follows:
   - Collection and use items: Name, resident registration number, address, high school the applicant graduate, phone number, mobile phone number, email, bank account number for refund, etc.
   - Purpose of collection and use: Materials for university admission & student services, scholarship, university admission statistics, selection of student dormitory, student welfare (health care) etc.
   - Retention and use period: After attaining the goals, retention period has elapsed. Therefore, the information is deleted without delay.
   - Sharing and Providing: It is used only for the purpose as mentioned the above, and does not use or provide beyond without the consent of the user.
2. Students are considered as agreeing to the academic inquiry and residence confirmation by the application for admission, and if adverse facts are found during the confirmation process, admission will be canceled.
3. All non-Korean or English submissions should be accompanied by a notarized translation.
4. **For both Certificate of graduation and Academic transcript, original documents are required to submit, but in case those documents cannot be reissued, applicants can submit copy version of those documents. For copy of documents, notarization process is essential. Also, certificate of Apostille(or Consular Authentication) must be original one.**
5. **Submitted documents are not returned, admission records are not disclosed.**
6. Applicants with insufficient documents, false information, forged/altered documents, translation errors, proxy testing, or other cheating will be disqualified.
7. Even after admission, admission will be canceled if any disqualifying factors are found in the applicant's qualifications or if a visa is not issued.
8. If the applicant does not have sufficient academic ability, he or she may not be selected.
9. If you do not register within the specified registration period, your acceptance will be canceled without a separate procedure, and if you double-register with another university, your admission may be canceled.
10. Applicants should check the notice on the KNU International Affairs Homepage(https://oia.kongju.ac.kr) during the screening period and follow all instructions. The disadvantage arising from not confirming the notice is entirely the responsibility of the applicant.
11. Applicants must give up registration before the date of admission to get the full amount of tuition. If an applicant applies for withdrawal after the date of admission, the tuition fee will be reduced according to the number of school days from the date of admission to the date of withdrawal.
12. Even if a department belongs to the College of Education, it is unrelated to obtaining a Teacher Certificate.
13. Admission is automatically revoked if tuition is not paid during the registration period.
14. **All international students must fulfill the following language proficiency requirements based on the language track (Korean or English) selected at the time of admission before their graduation. Note that only scores obtained while enrolled at this university are recognized.**
    - **Applicants admitted based on Korean proficiency must obtain and submit TOPIK Level 4 or higher including those in the Division of International Studies.**
    - **TOPIK Level 3 is accepted for GKS scholars, all Art and Physical Education programs, and Science and Engineering graduate students.**
    - **Applicants admitted based on English proficiency must obtain and submit official English test scores such as TOEFL, TOEIC, TEPS, or IELTS that meet the university standards.**
15. This guideline is written in Korean and English. If there is any issue with interpretation, the Korean will be prioritized, also other matters not specified in this guideline will be dealt with at the university policy.

[Appendix]

1. Information on Dormitory

1) dormitory fees (unit: won / As of 2026 Fall)

Campus	Dormitory		Management Fee	Meal Fee	Total	Remarks
Gongju	Eunhaengsa	Single	1,122,900	945,600	2,068,500	
		Double	701,800	945,600	1,647,400	
	Hongiksa Haeoreumsa	Double	1,018,300	945,600	1,963,900	Electricity Deposit Billed Separately
	Vision House	Single	1,150,800	945,600	2,096,400	
		Double	719,200	945,600	1,664,800	
	Dream House Bloom House(Semester))	Single	1,631,500	977,400	2,608,900	
		Double, Triple	1,019,700	977,400	1,997,100	
		Double	1,078,500	945,600	2,024,100	
	Bloom House(Annual)	Double	(Semester) 1,078,500 (Vacation) 982,800	(Semester) 945,600 (Vacation) 689,000	3,695,900	Electricity Deposit Billed Separately
Cheonan	Yongjuhaksa	Double	572,370	516,000	1,088,370	
		Single	858,560	516,000	1,374,560	
	ChallengeHouse	Double	931,490	516,000	1,447,490	
		Single	1,397,350	516,000	1,913,350	
	Dosolhaksa	Double	1,054,280	516,000	1,570,280	
Yesan	Geumosa	Single	1,284,900	810,550	2,095,450	
		Double	856,600	810,550	1,667,150	
	Yejisa	Single	1,429,950	810,550	2,240,500	
	Cheongunsa	Single	1,583,400	810,550	2,393,950	
		Double	1,055,600	810,550	1,866,150	

※ Dormitory fees may vary by semester depending on the number of operating days. Additional fees may apply.
※ For details, please check the announcements on the dormitory website (http://dormi.kongju.ac.kr).
※ For details on dormitory facilities, please refer to the "Facility Tour" on the dormitory website.

2) Notice of application: Additional notice after announcing successful applicants
- For more information on the period, method of application, payment of dormitory fees, etc., refer to each campus's 'Information of Entrance Application' which will be posted on the dormitory website(http://dormi.kongju.ac.kr) notice later

3) Priority Admission Target: International students, overseas Koreans, etc.
※ If the number of priority admission applicants exceeds the available capacity (vacancies) of the student dormitory, not all priority applicants may be selected. Applicants will not be selected if they fail to apply within the application period or fail to submit (or omit) required supporting documents.

4) Dormitory contact

Campus	TEL(+82-)	FAX(+82-)	Inquiry hours
Gongju	041) 850-8611	041) 850-8612	Weekdays 09:00 ~ 18:00 (Lunch hours 12:00~13:00)
Yesan	041) 332-5809	041) 331-1750	
Cheonan	041) 521-9704	041) 562-7079	

2. Information on Tuition & Scholarship Program

1) Tuition fees (041-850-8092)

(Unit: won, as of 2026)

Classification	Humanities & Social Science	Engineering	Arts	Mathematics	Natural Sciences
Tuition	1,734,000	2,299,000	2,299,000	1,746,000	2,108,000

※ Tuition fees may fluctuate according to the results of the 2027 academic year tuition fee assessment

2) Scholarship (041-850-8048)

Category	Scholarship Name	Eligibility and Requirements	Benefit
Incoming Students	Global Student Scholarship	All freshmen and transfer students for the first semester	20% of tuition
	TOPIK Excellence Scholarship	Applicants holding TOPIK Level 4 or higher at admission	Additional 40% of tuition
	Admission Grant	Students progressing to a degree program immediately after completing the KNU Korean Language Program	1,000,000 KRW after the first semester
Enrolled Students	Global Student Scholarship	Students with a GPA of 3.0 or higher in the previous semester	20% of tuition
	Global Talent Scholarship	Students obtaining TOPIK Level 4 or higher within one year of admission	40% of tuition (one-time)
	TOPIK Excellence Scholarship	Acquisition of TOPIK Level 5 or 6 during enrollment	Level 5- 300,000 KRW Level 6- 500,000 KRW (Duplicate payment for the same level is not allowed)
	Highest Scorer in College	Top-ranked applicant among all applicants in each college	Full tuition waiver for 2 years
	Highest Scorer in Department	Top-ranked applicant in each department ※ Excludes departments with an admission quota of fewer than 10 students	Full tuition waiver for the first semester
	Academic Excellence	Top 30% of applicants in each department based on admission scores	20% tuition waiver for the first semester
		Selected high-achieving enrolled students	Partial tuition support within the annual budget

3. International Student Health Insurance Enrollment <1577-1000>

1) Mandatory Enrollment in National Health Insurance

○ According to government policy, international students residing in Korea for 6 months or more are required to enroll in the National Health Insurance.

○ Coverage Period: From admission to graduation

○ Insurance Premium: Monthly premium as set by the National Health Insurance Service (NHIS)

※ Uninsured students may face disadvantages such as restrictions on scholarship eligibility, visa processing limitations, and restricted participation in international student programs.

4. Support for foreign students

1) Orientation for new foreign students

○ Information on immigration services (alien registration, status of stay etc.) and academic and scholarship programs, health insurance, campus tours, etc.

2) Program to Support Foreign Students

○ Global Lounge: A dedicated space for international students that provides one-stop services to help students adapt to university life and offers various counseling services.

○ Operation of programs to support international students: Foreign student support group, Buddy program, Various cultural experience programs, etc.

5. Contact information of Administration & Department office

1) Administration in charge

Service	Department of	TEL. (+82-41-850-)	Remarks
Admission Management	International Affairs	0862	https://oia.kongju.ac.kr E-mail: intl_admission@kongju.ac.kr SNS: @knu_intladmission (instagram)
Visa, Certificate of Admission, insurance, foreign students supports etc.	International Affairs	8054	E-mail: thinktop0228@kongju.ac.kr dante8200@kongju.ac.kr
Korean language training, Foreign language programs, etc.	Center for International Education	8867~8	http://iile.kongju.ac.kr E-mail: kie151@kongju.ac.kr
Academic Records	Office of Academic Affairs	8021	E-mail: bon102@kongju.ac.kr
Course Registration		8027~8	
Tuition management	Finance	8092	E-mail: bon402@kongju.ac.kr
Clubs, Student ID Cards	Student Welfare	8036~7	E-mail: bon201@kongju.ac.kr
Scholarship		8048	
Certificates (Enrollment, Transcript, etc.)	Student Service Center	8023	E-mail: bon102@kongju.ac.kr
Health care	Health Clinic	8830	E-mail: unihealth@kongju.ac.kr

2) Department offices

Campus	College	Dept. of		TEL.	Remarks
Gongju (041-850-)	Humanities and Social Sciences	English Language and Literature		8360	https://eng.kongju.ac.kr
		Chinese Language and Literature		8380	https://chinese.kongju.ac.kr
		French Language and Literature		8370	https://france.kongju.ac.kr
		German Language and Literature		8375	https://german.kongju.ac.kr
		History		8420	https://history.kongju.ac.kr
		Geography		8425	https://geography.kongju.ac.kr
		Division of Economic & Trade	Major in Economics	8440	https://economics.kongju.ac.kr
			Major in International Trade and Commerce	8390	https://in-trade.kongju.ac.kr
		Business Administration		8430	https://business.kongju.ac.kr
		Tourism Management		8670	https://tourism.kongju.ac.kr
		Tourism & English Interpretation and Translation Convergence		8970	https://tourismenglish.kongju.ac.kr
		Public Administration		8465	https://public.kongju.ac.kr
		Law		8445	https://law.kongju.ac.kr
		Social Welfare		8460	https://socialwelfare.kongju.ac.kr
	Natural Sciences	Data Information and Physics		8480	https://dip.kongju.ac.kr
		Applied Mathematics		8560	https://apmath.kongju.ac.kr
		Chemistry		8490	http://chem.kongju.ac.kr
		Biological Sciences		8505	https://bio.kongju.ac.kr
		Geoenvironmental Sciences		8510	http://geo.kongju.ac.kr
		Atmospheric Science		8530	http://atmos.kongju.ac.kr
		Conservation Science for Cultural Heritage		8540	https://munbo.kongju.ac.kr
		Fashion Design & Merchandising		8301	https://fashion.kongju.ac.kr
		Sports Science		8550	https://lifesport.kongju.ac.kr
	Nursing and Health	Nursing		0300	http://nurse.kongju.ac.kr
		Health Administration		0320	http://www.dhm.or.kr
		Emergency Medical Service		0330	http://emt.kongju.ac.kr
		Medical Information		0340	http://www.dmrhim.com
	Arts	Game Design		0350	http://game.kongju.ac.kr
		Furniture living design		0360	https://furnitureliving design.kongju.ac.kr/ZG0240/index.do
		Convergence Design in Ceramic Culture		0370	https://design.kongju.ac.kr/ZD1220/index.do

Campus	College	Dept. of		TEL.	Remarks
		Jewelry and Metal Design		0380	https://jewelrydesign.kongju.ac.kr/ZG0260/index.do
		Division of Cartoon & Animation	Major in Cartoon and Comics	0390	https://mongchi2020.cafe24.com
			Major in Animation		
		Dance		8340	https://dance.kongju.ac.kr
		Visual Studies		0561	http://www.knuvis.com
	Headquarters	Division of International Studies: Major in International Financial Engineering		0810	http://dis.kongju.ac.kr
		Global Korean Studies		8666	
Cheonan **(041-521-)**	Cheonan Engineering	Division of Electrical, Electronic and Control Engineering	Major in Electrical Engineering	9142	http://elecnt.kongju.ac.kr
			Major in Electronics Engineering	9144	https://electron.kongju.ac.kr
			Major in Semiconductor Engineering	9145	https://image.kongju.ac.kr
		Smart Information Technology Engineering		9193	https://ice.kongju.ac.kr
		Information and Communication Engineering		9194	https://ict.kongju.ac.kr
		Computer Engineering		9217	http://computer.kongju.ac.kr
		Software		9216	http://sw.kongju.ac.kr
		Division of Mechanical & Automotive Engineering	Major in Mechanical Engineering	9241	http://mech.kongju.ac.kr
			Major in Mechanical Design Engineering	9242	
			Major in Mechanical Engineering and System Design	9244	
		Future Automotive Engineering		9240	http://auto.kongju.ac.kr
		Smart Infrastructure Engineering		9299	http://cee.kongju.ac.kr
		Urban & Transportation Engineering		9298	http://use.kongju.ac.kr
		Architecture(5-year course)		9328	http://archi.kongju.ac.kr
		Green Smart Architectural Engineering		9327	http://archeng.kongju.ac.kr
		Division of Chemical Engineering	Major in Chemical Engineering	9351	https://cheme.kongju.ac.kr
			Major in Industrial Chemistry	9352	
		Division of Advanced Materials Engineering	Major in Nano-Material Science & Engineering	9371	http://ame.kongju.ac.kr
			Major in Polymer Science & Engineering	9373	
			Major in Metallurgical and Materials Engineering	9372	
		Design Convergence		9400	http://design.kongju.ac.kr
		Environmental Engineering		9420	https://evr.kongju.ac.kr
		Industrial Engineering		9430	http://ise.kongju.ac.kr
		Optical Engineering		9440	http://optical.kongju.ac.kr
		Digital Convergence Metalmold Engineering		9245	https://metalmold.kongju.ac.kr
		Intelligent Mobility		9820	https://i-mobility.kongju.ac.kr
	Headquarters	Division of Artificial Intelligence		9800	https://ai.kongju.ac.kr
Yesan **(041-330-)**	Industrial Sciences	Community Development		1380	http://rd.kongju.ac.kr
		Real Estate Studies		1400	http://realestate.kongju.ac.kr
		Industrial Channels Management		1420	http://cm.kongju.ac.kr
		Plant Resources		1200	http://pr.kongju.ac.kr
		Horticulture		1220	http://hort.kongju.ac.kr
		Animal Bioscience		1240	http://ars.kongju.ac.kr

Campus	College	Dept. of	TEL.	Remarks
		Rural Construction Engineering	1260	http://rce.kongju.ac.kr
		Smart Farm Engineering	1280	http://bme.kongju.ac.kr
		Forest Science	1300	http://forest.kongju.ac.kr
		Landscape Architecture	1440	http://la.kongju.ac.kr
		Food and Nutrition	1460	http://fan.kongju.ac.kr
		Food Service Management and Nutrition	1500	http://fsmn.kongju.ac.kr
		Food Science and Technology	1480	http://food.kongju.ac.kr
		Companion and Laboratory Animal Science	1520	http://clas.kongju.ac.kr
		Aqualife Medicine	1140	https://sfrs.kongju.ac.kr/

[Form 1] Required Documents Checklist [Mandatory Submission]

Check list for Required documents

*Please review the required documents thoroughly and check (✔) the preparation status on the checklist.
*After you complete the form, print it out and send this form along with the other required documents via international mail (or postal mail).

Name (이름)				Birth Date (YYYY-MM-DD)	
Nationality (국적)				Registration Number (수험번호)	
Course (지원과정)	Undergraduate ☐	Master's ☐	Doctorate ☐	Department (지원학과)	

Type	Documents	Original	Copied	Notarized	Apostilled or Korean Consular Authenticated	Check(✔) Prepared	Check(✔) Not Prepared
Required for everyone	**1. Application Form Photo(3.5cm*4.5cm, white background)**	one					
	2. Research Plan and Self Introduction (For Graduate course applicants)	one					Undergraduate ☐
	3. Language Proficiency Test Report (TOPIK, TOEFLibt, IELTS, TEPS) Valid date of Language test report should be within expiry date and the report must be issued by official institute(NIIED, ETS, British council, etc)		one				
	4. Certificates of graduation & Transcript High School Student Record (If applicable) (**Undergraduate course**: Certificate of high school graduation and transcript and Academic Record(if applicable) (**Undergraduate Transfer course**: (Associate) Degree certificate or Certificate of Completion, and transcript) (**Graduate course:** Bachelor's degree and transcript) (if applying for Doctorate course: Master's degree and transcript) For applicants who graduated from an university in South Korea, both Apostilled and Consulate certified processes are not required.	**Each documents for Original or Copied version.**			**Original one**	Graduation Certificate ☐ Transcript ☐	
	5. Certificate of Family Relation (English Translated & Notarized) The Family Relationship Certificate must verify the **citizenship, personal details, and family relationship of both the applicant and parents.** The document will not be accepted if any information is missing.	one		one			
	6. Copy of applicant's passport		one				
	7. Affidavit of Financial Support	one					
	8. Certificate of bank balance: more than KRW 16,000,000 Applicants who completed a **Korean language course at the KNU Institute of International Language Education** must submit a bank balance of **at least KRW 8,000,000**.	one					Submit after passing ☐
Relevant applicants	**9. Long-term residents in Korea**: Residence Card(Alien Registration Card)		one				overseas resident☐

- All applicants **must submit the original physical documents** of the required documents by mail(EMS) to the KNU Office of International Affairs.
- **If submitting copies of degree certificates or transcripts, provide them after notarization along with the original Apostille or Consular Authentication.**
- Photocopied documents must be clear and legible with high resolution.
- Additional documents may be requested if the text in the submitted documents is difficult to read.
- Refrain from using excessive staples or clear files and use paper clips to separate documents.

Address

Office of International Affairs, Room 207, Sejong Korean Education and Culture Center, Kongju National University, 56 Gongjudaehak-ro, Gongju-si, Chungcheongnam-do (Zip Code: 32588)

[Form 2. Application Form (New students) - Submit printed copy from Jinhak Apply]

KNU Application Form 2027 (New students)

◦ International applicant

Registration No.:

Applicant	Name		Korean	Chinese	English					Photo (3.5×4.5)
	Date of Birth				Sex	M · F				
	Address	-Applicant's country: -Korean address:			TEL.					
	Applicant E-mail				TEL. (High school)					
	High School homepage									
	College & Division(Dept.)		College	Division(Dept.)	Country of Birth		Nationality			
	Period		Education		Corresponding course in Korea	School location		Regular school (Yes No)		
						Country	City			
	~									
	~									
	~									
Family Relationship	Relationship	Nationality	Occupation	Guardian	TEL. (Home)	Korea				
						Overseas				
	Father				Mobile	Korea				
						Overseas				
	Mother				Office	Korea				
						Overseas				
Language proficiency										
Apply for phone(Skype) interview					☐ apply for the interview					
Address of High School		Korean								
		Mother tongue								

I hereby apply for the Spring 2027 Admission for International Students (Freshmen) of Kongju National University by submitting the following required documents:

[Required Documents]

① A passport photo 1 copy
② Language proficiency certificate
③ High school transcript
④ Certificate of graduation of High School or proof of expected graduation
⑤ Official High School Academic Record (only if applicable)
⑥ Applicants of Chinese nationality must submit copies of parents' local ID or passport, the original notarized translation of the Family Hukoubu. (the original notarized translation of the Kinship Certificate only if require)
⑦ Government-issued certificates equivalent to the Family Relationship Certificate must indicate the citizenship, personal details, and relationship of the applicant and both parents.
⑧ A Copy of passport(Domestic residents must submit an additional copy of the alien registration card)
⑨ Affidavit of Financial Support
⑩ 1 Original Certificate of Bank Deposit Balance of KRW 16,000,000 or more (If there is a financial guarantor, submit the Affidavit of Financial Support under the guarantor's name)
※ Applicants who completed courses at the KNU Institute of International Language Education or the Korean Education and Culture Center: KRW 8,000,000 or more

20 year month date

Applicant's name: (Signature)

국립공주대학교총장 귀하

[Form 3. Application Form (Transfer students) - Submit printed copy from Jinhak Apply]

KNU Application Form 2027 (Transfer students)

◦ International applicant

Registration No.:

Applicant	Name		Korean	Chinese	English				Photo (3.5×4.5)
	Date of Birth				Sex	M · F			
	Address	-Applicant's country: -Korean address:			Tel.				
	Applicant E-mail				University TEL.				
	University Homepage								
	College & Division(Dept.)		College	Division(Dept.)	Country of Birth		Nationality		
	Period		Education		Corresponding course in Korea	School location		Regular school (Yes No)	
						Country	City		
	~								
	~								
	~								

Family Relationship	Relationship	Nationality	Occupation	Guardian	TEL. (Home)	Korea	
						Overseas	
	Father				Mobile	Korea	
						Overseas	
	Mother				Office	Korea	
						Overseas	

Language proficiency		
Apply for phone(Skype) interview		☐ apply for the interview
Address of High School	Korean	
	Mother tongue	

I hereby apply for the Spring 2027 Admission for International Students (Transfer) of Kongju National University by submitting the following required documents:

[Required Documents]

① A passport photo 1 copy
② Language proficiency certificate
③ University transcript
④ Certificate of completion or expected to complete 2 year's course in a 4-year university or certificate of graduation or expected to receive an association degree in a 2/3-year college. All certificates must be original.
⑤ Applicants of Chinese nationality must submit copies of parents' local ID or passport, the original notarized translation of the Family Hukoubu, (the original notarized translation of the Kinship Certificate only if require)
⑥ Government-issued certificates equivalent to the Family Relationship Certificate must indicate the citizenship, personal details, and relationship of the applicant and both parents.
⑦ A Copy of passport(Domestic residents must submit an additional copy of the alien registration card)
⑧ Affidavit of Financial Support
⑨ 1 Original Certificate of Bank Deposit Balance of KRW 16,000,000 or more (If there is a financial guarantor, additionally submit the Affidavit of Financial Support, Certificate of Employment, etc.)
※ Applicants who completed courses at the KNU Institute of International Language Education or the Korean Education and Culture Center: KRW 8,000,000 or more

20 year month date

Applicant's name: (Signature)

국립공주대학교총장 귀하

[Form 4] Affidavit of Financial Support

Affidavit of Financial Support
(유학경비 부담 서약서)

o Applicant(지원자)

Name(성명)				Sex (성별)	
Date of Birth (생년월일)				Nationality (국적)	
Program (지원과정)	학부 Undergraduate ☐	석사 Master's ☐	박사 Doctorate ☐	Applying Department (지원 학과)	

o Please write the name of the sponsor to provide all the funds during applicant's studies

* 귀하의 유학경비를 부담할 개인이나 기관명을 쓰시오

- Name of Guarantor(보증인의 이름):
- Relationship with the Applicant(관계)

※ Check a relationship for your financial support ※ 해당하는 곳에 체크하세요

본인 (Self) ☐	아버지 (Father) ☐	어머니 (Mother) ☐	형제 또는 자매 (Brothers or Sisters) ☐	지도교수 (Academic Advisor) ☐

- Occupation(직업):
- Address(주소):
- Phone Number(전화번호):

I hereby sponsor the above applicant all the funds including tuition & fees, living expenses, medical insurance and other miscellaneous expenses during his/her studies.

* 본인은 상기 지원자의 유학기간 중 일체의 경비 부담을 보증합니다.

20 Year(년) Month(월) Date(일)

Guarantor's Name(보증인 성명): (Signature)(서명 또는 날인)

[Form 5] Confirmation Letter for Prearranged Financial Support

Confirmation Letter for Prearranged Financial Support (재정지원 예정 증명서)

o Applicant(지원자)

Name(성명)				Sex (성별)	
Date of Birth (생년월일)				Nationality (국적)	
Program (지원과정)	학부 Undergraduate ☐	석사 Master's ☐	박사 Doctorate ☐	Applying Department (지원 학과)	

o Information of Financial Support(관련 정보)

과제명(Research Title)	
연구책임자(Research Director)	
연구기간(Research Schedule)	
연구비(Amount of research expenses)	
지원예정액(1년 기준) (Yearly Amount of Prearranged Financial Support)	e.g. 16,000,000원

I hereby confirm that I will be responsible for the stated amount for the above applicant.

* 본인은 상기 지원자에 대하여 명시된 금액을 지원할 예정임을 확인합니다.

20 Year(년) Month(월) Date(일)

Prospective Advisor 지도예정교수

Department 소속학과 _____

Name 성명 (Signature) _____

작성 유의사항 Precautions

※ 본 지원예정증명서는 1년 지급액 기준으로 작성됨 (The amount specified in the letter is on a one-year)

※ 장학금 총액이 KRW 16,000,000에 상당하지 않을 경우 부족금은 지원자가 은행잔고증명서 별도 제출 (If the total amount of the scholarship is less than KRW 16,000,000 the student is responsible for funding the remainder. Bank Balance Certificate for the remaining amount must be submitted)

※ 재정지원 예정 증명서의 금액은 실 지급되는 금액과 차이가 있을 수 있음 (The amount of Confirmation Letter for Prearranged Financial Support may be different from the actual amount)

※ 본 서식5는 서식4와 함께 지도예정교수가 국제교류과로 직접 제출(내부행정망 이용) (Form5 shall be submitted directly to the Office of International Affairs by the prospective advisor along with Form4)