

The Beginning of a New Tradition
Preparing for
the Next 50 Years



2024 Fall Semester Undergraduate (New & Transfer) school Admission Guide for International Students



2024. 3.



국립 공주대학교
Kongju National University

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Application Timeline

Classification	Date and Time	Remarks
Application	2024. Apr. 3rd.(Wed.) 09:00 ~ Apr. 25th.(Thu.) 18:00	On-line application: Jinhakapply (http://www.jinhakapply.com)
Document submission	2024. Apr. 3rd.(Wed.) 09:00 ~ May. 29th.(Wed.) 18:00	After completion of the on-line application, required documents must be submitted by either express mail delivery 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)
Interview	2024. Jun. 10th.(Mon.) ~ Jun. 14th.(Fri.)	Face-to-face interviews at designated locations in the department. ※ Prepare the Exam slip and ID card of applicant ※ For non-face-to-face video (telephone) interviews, separate announcements of detailed methods
Notification of Successful Candidates	2024. Jun. 28th.(Fri.)	Kongju National University International Affairs Homepage(https://oia.kongju.ac.kr) ※ No individual notifications
Registration for Successful Candidates	2024. in July	Kongju National University International Affairs Homepage (https://oia.kongju.ac.kr) ※ Check out a bill for tuition fee payment ※ Certificate of Admission will be issued after the period of registration

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Volume & Unit of Admission

1. Volume of Admission: Selected considering the academic ability of each department unit
2. Unit of Admission
 - 1) New(Freshmen Students)

Campus	College of	Department of			
Gongju	Humanities and Social Sciences	English Language and Literature	Chinese Language and Literature	French Language and Literature	German Language and Literature
		History	Geography	Division of Economic & Trade	Business Administration
		Tourism Management	Tourism & English Interpretation and Translation Convergence	Public Administration	Law
		Social Welfare			
	Natural Sciences	Data Information and Physics	Applied Mathematics	Chemistry	Biological Sciences

Campus	College of	Department of			
		Geoenvironmental Sciences	Atmospheric Science	Conservation Science for Cultural Heritage	Fashion Design & Merchandising
		Lifesport Educator			
	Nursing and Health	Nursing	Health Administration	Emergency Medical Service	Medical Information
	Arts	Game Design	Furniture Living Design	Convergence Design in Ceramic Culture	Jewelry and Metal Design
		Division of Cartoon & Animation	Dance	Visual Studies	
	University Headquarters	Division of International Studies			
Cheonan	Cheonan Engineering	Division of Electrical, Electronic & Control Engineering		Information & Communication Engineering	Smart Information Technology Engineering
		Computer Engineering		Software	Division of Mechanical & Automotive Engineering
		Future Automotive Engineering		Smart Infrastructure Engineering	Urban & Transportation Engineering
		Architecture (5-year course)		Green Smart Architectural Engineering	Division of Chemical Engineering
		Division of Advanced Materials Engineering		Design Convergence	Environmental Engineering
		Industrial Engineering		Optical Engineering	Digital Convergence Metalmold Engineering
		Intelligent Mobility			
	University Headquarters	Division of Artificial Intelligence			
Yesan	Industrial Sciences	Community Development	Real Estate Studies	Industrial Channels Management	Plant Resources
		Horticulture	Animal Resources Science	Rural Construction Engineering	SmartFarm Engineering
		Forest Science	Landscape Architecture	Food and Nutrition	Food Service Management and Nutrition
		Food Science & Technology	Companion and Laboratory Animal Science	Aqualife Medicine	

2) Transfer

Campus	College of	Department of			
Gongju	Humanities and Social Sciences	English Language and Literature	Chinese Language and Literature	French Language and Literature	German Language and Literature
		History	Geography	Major in Economics	Major in International Trade and Commerce
		Business Administration	Tourism Administration	Tourism & English Interpretation and Translation Convergence	Public Administration
		Law	Social Welfare		
	Natural Sciences	Data Information and Physics	Applied Mathematics	Chemistry	Biological Sciences
		Geoenvironmental Sciences	Atmospheric Science	Conservation Science for Cultural Heritage	Fashion Design & Merchandising
		Life Sports Education			
	Nursing and Health	Nursing	Health Administration	Emergency Medical Service	Medical Information
	Arts	Game Design	Furniture living design	Convergence Design in Ceramic Culture	Jewelry and Metal Design
		Major in Cartoon and Comics	Major in Animation	Dance	Visual Studies
	University Headquarters	Division of International Studies: Major in International Financial Engineering			
Cheonan	Cheonan Engineering	Major in Electrical Engineering	Major in Control and Measurement Engineering	Major in Electronics Engineering	Major in Nano & Informational Engineering
		Information & Communication Engineering	Smart Information Technology Engineering	Computer Engineering	Software
		Major in Mechanical Engineering	Major in Mechanical Design Engineering	Major in Mechanical Engineering and System Design	Future Automotive Engineering
		Smart Infrastructure Engineering	Urban & Transportation Engineering	Architecture (5-year course)	Green Smart Architectural Engineering
		Major in Chemical Engineering	Major in Industrial Chemistry	Major in Nano-Material Science & Engineering	Major in Polymer Science & Engineering
		Major in Metallurgical and Materials Engineering	Design Convergence	Environmental Engineering	Industrial Engineering
		Optical Engineering	Metal mold Design Engineering	Intelligent Mobility	
	University Headquarters	Division of Artificial Intelligence			
Yesan	Industrial Sciences	Community Development	Real Estate	Industrial Channels Management	Plant Resources
		Horticulture	Animal Resources Science	Rural Construction Engineering	SmartFarm Engineering
		Forest Science	Landscape Architecture	Food and Nutrition	Food Service Management and Nutrition
		Food Science & Technology	Companion and Laboratory Animal Science	Aqualife Medicine	

3 Eligibility of Applicants

1. Eligibility of Applicants: Applicants who meets 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 applicants and both of his parents acquire non-Korean nationals on the period before the applicant begins the curriculum corresponding to educational program of Korean high school
- ※ Dual citizenship including Korean nationality and non citizenship holders are NOT eligible

2) Educational Background

Category	Educational Background
New (Freshmen Students)	High-school graduate (or expected to graduate before August 2024) ※ Cyber learning, Home schooling, Qualification Exam in Korea or abroad during the high school education are NOT eligible
Transfer Students	The graduate who completed formal education equivalent to Korean high school. Also, foreigners who completed(or expected to completed before August 2024) two years of an academic program (4 semesters or more) in a Korean or overseas universities or foreigners who graduated (or expected to graduate before August 2024) from college. ※ Those who have completed two years at a 3-year college are not eligible for transfer ※ Students enrolled in Kongju National University cannot apply ※ Cyber learning, Home schooling, Qualification Exam in Korea or abroad during the high school education are NOT eligible

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

- Level 3 or higher holder on TOPIK (within Expiry date)
- Those who completed Korean Language course(level 3) in the university in Korea
- Those who passed the Korean language proficiency test conducted by the Institute of International Language Education of 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
- For applicants to the 「**Division of International Studies(DIS)**」 can replace the TOPIK with English Language Test specified in the list below.

Test	Language	Minimum score(or level)
TOEFL(ibt)	English	71
TOEFL(cbt)	English	197
TOEFL(pbt)	English	530
IELTS	English	5.5
New TEPS	English	326
CEFR	English	B2
TOEIC	English	700

- ※ The official language score must be within the valid period as of the deadline for application

- For applicants to the 「**Division of International Studies(DIS)**」, language proficiency requirements are exempted if their mother tongue or official language of their country is English.

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%)	Conduct face-to-face interviews ※ For overseas residents, video interviews are available for those who apply in advance. ※ Conducted under the responsibility of the Dean of the department

- In principle, interviews are based on oral examination, but additional tests will be given if the Department requires to do so
- When conducting non-face-to-face interviews (video interviews, phone calls, etc.), Any applicants who fail to show on the designated interview time or cannot have the interview with any other reasons will be canceled on their admissions
 - ※ Detailed methods of non-face-to-face video (telephone) interviews will be notified later to the interviewees

2. Assessment Principle

- Unsatisfied requirements, unsatisfied documents, no show on the interview, those who received less than 60 points in the interview will fail the admission

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

- Applicants must pay for an account transfer or pay by credit card on the website of the Internet application
 - ※ The application will not be accepted until it is paid.
 - ※ **Sender's name must be same with Applicant's name.(IMPORTANT)**

4. Reasons for Application fee Refund

- KRW 40,000 is refundable for only applicants who fail in the document assessment.
 - ※ **Enter the bank account number, account holder, and name of bank exactly when submitting the application for successful refund**
- If the applicant could not be present on the interview due to natural disaster, being hospitalized or death, application fee KRW 40,000 will be refunded(Submitted documentary evidence persons only)
- When the refund is sent abroad, then international transfer commission should be paid by the recipient.

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Submission of Required Documents (Make sure to check the Applicant Notes p.10)

1. Required Documents

Required Documents	New	Transfer	Remarks
① Check List	○	○	Fill out and print it for submission. [Form1]
② Application form	○	○	New: [Form2], Transfer: [Form3] Fill out and print it for submission Submit with a photo(3.5cm*4.5cm, white background)
③ Language proficiency certificate	○	○	<ul style="list-style-type: none"> - An authorized language proficiency certificate ※ submit a language proficiency certificate within expiration date - TOPIK Level 3 or higher report cards offered by National Institute for International Education (NIIED) - Applicants for 'Division of International Studies' only: TOEFL, IELTS or other English transcripts - Certificate of completion(scheduled) of level 3 or higher in Korean language course in the university in Korea and transcripts(Relevant Applicants) - Certificate of Acceptance of the Korean Language Proficiency Test at KNU(Relevant Applicants) - Immigration & integration Program Certificate or Certificate of completion of King Sejong Institute(Sejong hakdang) (Relevant Applicants)
④ Certificate of high school graduation(expected)	○		Submit academic certificate documentation with the attachment of 'Apostille' or consular confirmed
⑤ High School Transcript	○		
⑥ Certificate of University Graduation (expected) or Certificate of Completion(expected)		○	
⑦ University Transcript		○	Certificate of Apostille(or consular confirmation) - Refer to [Academic Certification documentation] below
⑧ Proof of nationality and family relations	○	○	Submit original document that can prove the nationality of the applicant and parent, the relationship between the applicant and the parent - Refer to [Proof of nationality and family relations] below
⑨ A copy of passport	○	○	Submit a copy of valid passport
⑩ A copy of the alien registration card	△	△	Submit the front and back copies(only for those who are currently residing in Korea)
⑪ A documents for proof of financial ability	○	○	Submit original Proof of Bank Balance certificate at the bank in Korea or abroad(more than KRW 1600만원 or USD 13,000) with [Form4] ※KNU language students who has completed the courses offered by the 'Institute of International Language Education' or 'Institution of Korean Culture will burden more than KRW 800만원 or 6,500USD - Refer to [Documents for proof of financial support] below
[Precautions for Document submission] <ul style="list-style-type: none"> - If the original document is not in Korean or English, it must be notarized in Korean or English - Excluded (failed) from the assessment if you do not submit your documents within the deadline - If the contents of the submitted documents are found to be false, or if it is found to have been accepted or admitted in a dishonest way, etc., the acceptance and admission shall be canceled, and the tuition paid shall not be refunded. - All applicants must comply with the request for additional documents, etc. required for the review 			

- We do not return the submitted documents.
- Applicants who have submitted certificates of completion scheduled of Korean language education institutions, must submit the certificate of completion by 2024. Jun. 21st(Fri.) a week before the announcement of the successful candidate, and if not submitted, he/she will be rejected.

2. Academic Certification documentation guide

○ All Applicants: Certificates of graduation and transcript(apostilled or consular confirmed)

- Those who are expected to graduate(completion) must submit the original graduation(completion) certificate by 2024. Aug. 27th.(Tue.) after final acceptance
- ※ For a certificate of apostille(or consular confirmation), photocopied documents cannot be allowed.
- ※ Copy version of certificate of graduation and transcript(after notarization process) are allowed only if a certificate of apostille(or consular confirmation) is original document.
- ※ The apostille (or consular confirmation) certificate of graduation and transcript must be issued within three months. (For foreign students staying in Korea, one copy of the apostille(or consular confirmation) certificate of graduation and transcript that have not expired upon visa change after the final pass will be prepared.)
- ※ If you graduated the institute in Korea, there is no need for apostille or consular confirmation.
- ※ In the case of applicants from the University of Myanmar, consular confirmation documents on the final educational background (graduation and transcript) may be submitted by the deadline separately determined by this university after admission in consideration of the situation in the country concerned.

Apostille Convention Countries	Submit the academic certificate of apostille confirmed and certificate of apostille - Issuing institute: an institute designated by applicant's government ※ For information regarding Apostille, please refer to the web-site below : https://www.hcch.net/en/instruments/specialised-sections/apostille
Non-Apostille Convention Countries	Submit the academic certificate of consular confirmed and certificate of consular confirmation - Issuing institute: Embassy of Rep. of Korea in applicant's country or applicant's country's embassy in Korea

- ※ China: Submit verification document which is issued by China Higher education Student Information(CHSI), China's education ministry

Classification		Proof	Required documents (Only Admittable Documents)
Admission of new students	Bachelor's course	Graduation of High school	※Verification of High school Graduation CHSI(學信網) ※Verification of College Graduation CHSI(學信網)
Admission of transfer students	Bachelor's course	Graduation of High school + Proof of enrollment of prior university or graduation of college course	

- ※ If Chinese applicant was graduated from vocational high school, arts high school or international high school, the applicant should attach a copy of official business registration document(consular confirmation from Korean Embassy is essential). Applicants can choose one document between two options.

- ① Certificate of graduation made by the school (China Education gov office* and Korean Embassy should confirm)
- ② Graduation certificate issued by China Education gov office* (Korean Embassy should confirm)

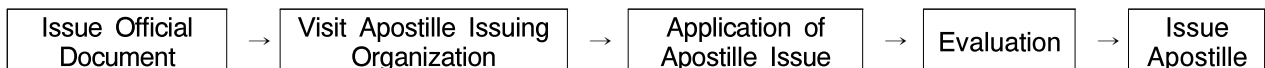
* China Education gov office: China local education office(education department of each city in China) or Government department that approve foundation of the school.

※ Samples: Certificate of Apostille, Certificate of consular confirmation

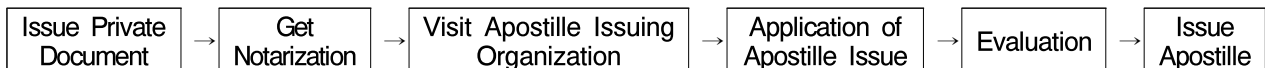
Certificate of Apostille	Certificate of consular confirmation	Verification Report of Higher Education(CHSI)
		

< Procedure for the issuance of apostille >

- Official Document (Issued by National, Public Institution)



- Private Document (Issued by Private Institution)



* In case of a private document, there may be some difference according to the national notary and attorney's law, but usually the apostille can be checked by submitting it after receiving a notary notice from the country

< List of Apostille Convention Countries >

Region	Country
Asia, Oceania (24)	New Zealand, Niue, Marshall Is., Mongolia, Vanuatu, Bahrain, Brunei Darussalam, Samoa, Armenia, Oman, Uzbekistan, Israel, India, Japan, China, Kazakhstan, Cook Islands, Kyrgyzstan, Tajikistan, Tonga, Fiji, Republic of Korea, Australia, Philippines
Europe (48)	Greece, Netherlands, Norway, Denmark, Germany, Latvia, Russia, Romania, Luxembourg, Lithuania, Liechtenstein, Macedonia, Monaco, Montenegro, Moldova, Malta, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, San Marino, Serbia, Sweden, Switzerland, Spain, Slovakia, Slovenia, Iceland, Ireland, Azerbaijan, Andorra, Albania, Estonia, United Kingdom, Austria, Ukraine, Italy, Georgia, Czech Republic, Kosovo, Croatia, Cyprus, Turkey, Portugal, Poland, France, Finland, Hungary
North America (1) Latin America (30)	United States of America, Grenada, Nicaragua, Commonwealth of Dominica, Dominican Republic, Mexico, Barbados, Bahamas, Bolivarian Republic of Venezuela, Belize, Brazil, Saint Lucia, Saint Vincent and the Grenadines, Saint Kitts and Nevis, Republic of Suriname, Argentina, Antigua and Barbuda, Ecuador, El Salvador, Honduras, Uruguay, Costa Rica, Colombia, Trinidad and Tobago, Panama, Paraguay, Peru, Bolivia, Chile, Guatemala, Guyana
Africa (14)	Namibia, Republic of South Africa, Liberia, Lesotho, Malawi, Morocco, Mauritius, Botswana, Burundi, Sao Tome and Principe, Seychelles, Swaziland, Cape Verde, Tunisia

3. Proof of nationality and family relations documentation guide

- **All Applicants: The original document that can prove the nationality of the applicant and parent, the relationship between the applicant and the parent**
 - If the original document is not in Korean or English, must be accompanied by a notarized Korean or English translation
 - ※ If the original document is written in Korean or English, submit only the original document.
 - ※ Documents notarized within one year from the date of submission are valid.
 - ※ For photocopied documents, it'll be allowed only if a certificate of notarization is original.
 - In case of death or divorce of parents, submit additional death or divorce certificate

China	Original family registration card 'hukoubu' (submit original notarization of translated if it is a copy) and copies of resident card(including parents) ※ Chinese nationals whose family register is separated from their parents must submit parent-child relationship certificate notarized by and translated in Korean or English
All country except China	The original document that can prove the nationality of the applicant and parent, the relationship between the applicant and the parent

< Examples of Family Relations Certificate >

China: Hukoubu or Family Relation Certificate / **Philippines:** Family Census /
Indonesia: KARTU KELUARGA / **Bangladesh:** Family Certificate /
Vietnam: So Ho Khau OR Giay khai sinh / **Mongolia:** Certificate of Family Relations / **Pakistan:** Family Certificate /
Sri Lanka: Family Relation certificate / **Myanmar:** Family Relation Certificate / **Nepal:** Family Relation Certificate /
Kyrgyzstan · Kazakhstan · Uzbekistan · Ukraine · Thailand: Birth Certificate /

4. proof of financial ability documentation guide

- **All Applicants: Submit Bank Balance certificate(original) at the Bank in Korea or abroad**
(more than KRW 1600만원 or USD 13,000)
- KNU language students who has completed the courses offered by the 'Institute of International Language Education' or 'Institution of Korean Culture' will burden more than KRW 800만원 or 6,500USD
- ※ The certificate of deposit balance is issued **within 30 days** of the submission date. If there is an expiration date, it shall be recognized by the expiration date(However, the date of issue shall within 6 months)
- ※ **Except Bank Balance certificate, other documents such as transaction record, captured image in mobile banking app, etc are not allowed as a proof of financial ability.**
- ※ Proof of financial ability should be a certificate of bank balance of an applicant or his/her parents(brother/sister will be allowed to replace the applicant's parents only if applicant's parents were passed away.)
- ※ In case an applicant will be supported for scholarship(tuition and living expenses) from University, Embassy, or religious group, certificate of scholarship can be a replacement of proof of financial ability.
- ※ If expected advisor professor guarantee the applicant's financial ability, the number of guaranteed student is limited to one person.(Additional financial guarantee will be available only after prior guaranteed student go out of Korea, or advisor professor decide to cancel guarantee of prior guaranteed student)

① Case: Guarantor is the applicant his/herself.	- Affidavit of Financial Support [Form 4] - Applicant's Bank balance certificate
② Case: The financial guarantor is his/her parent.	- Affidavit of Financial Support [Form 4] - Parent's Bank balance certificate
③ If the financial guarantor is a professor of the department	- Affidavit of Financial Support [Form 4] - A copy of Employment Certificate of the professor - Professor's Bank balance certificate - In case the professor should retract former warrantee, please contact KNU office of international affairs.
④ 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 1600만원 or USD 13,000, and if less than, the applicant must submit additional financial competency documentation (one of ① or ②)

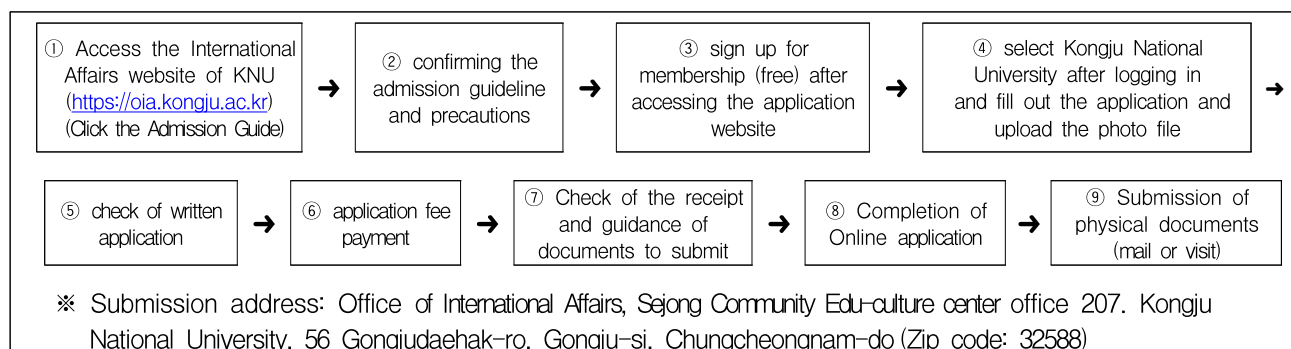
- ※ Additional bank balance certificate or the certificate of balance under applicant's name may be requested from the consulate or immigration office when applying for visa issuance after tuition fee payment.

6 Method of application

1. Online Application

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 it 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) No return of the application fee paid
- 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.
- ※ When filling out an online application, the English name must be the same as the passport name
 - ※ Applicants are responsible for any disadvantages that result in inaccurate information or failure to notify the Office of International Affairs after the change of information
 - ※ Inquiries regarding Online Application: JinhakApply(1544-7715)

2. Submission of physical documents after online application

- 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: 2024. May. 29.(Wed) 18:00
 - How to Submit: registered mail, courier, direct 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)
- 2) If the documents do not arrive by submission deadline or if the documents are insufficient, applicants will be failed

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Announcement and registration of successful candidates

1. Announcement of successful candidates: before 18:00 on June 28, 2024

- Announcements on the website of International Affairs website(<https://oia.kongju.ac.kr>) (not contacted individually)

2. Tuition payment: 2024. Scheduled in July

- The date and method of payment will be announced on the university's website later
- Issuance of Certificate of Admission: Issuance after submitting all documents and paying tuition fees (sent by e-mail to successful candidates)

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Applicant Notes(MUST BE AWARED)

1. For the purpose of undergraduate admission, collect and use of applicants personal information as below
 - 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 confirmation) must be original one.**
5. **Submitted documents are not returned, admission records are not disclosed.**
6. Any one who the submission documents are insufficient or the entry is different from the facts and Forgery, tampering, translation errors of documents, proxy tests, or cheaters are rejected.
7. Even after admission, the admission can be canceled if the qualifications turn out faulty later or VISA is NOT given and the tuition paid shall not be refunded.
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. Those who are submit the expected graduate or the expected complete certificate, he/she shall submit the original certificate of graduation or certificate of completion before entering the school after paying tuition
12. **All Foreign undergraduates must obtain a level 4 or higher on Test of Proficiency in Korean(TOPIK) at the National Institute of International Education before graduation**
(This policy also applies to students who enter the program with proficiency in a foreign language.)
13. 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

1 Information on Dormitory

1) dormitory fees

(unit: won / As of Year 2024 Spring)

Campus	Dormitory	Per semester	Remarks
Gongju	Eunhaengsa (2 in 1 Rm.)	1,414,900	3 meals a day
	Hongiksa (2 in 1 Rm.)	1,414,900	
	Haeoreum House (2 in 1Rm.)	1,414,900	
	Vision House (1 in 1 Rm.)	1,915,700	
	Vision House (2 in 1 Rm.)	1,507,300	
	Dream House (2 in 1 Rm.)	1,889,700	
Yesan	Geumosa (3 in 1 Rm.)	1,404,400	2 meals a day
	Yejisa (2 in 1 Rm.)	1,652,070	
Cheonan	Yongjuhaksa (2 in 1 Rm.)	1,004,160	2 meals on weekdays only (120 meal tickets will be given)
	Challenge House (2 in 1 Rm.)	1,333,020	
	Dosolhaksa (2 in 1 Rm.)	1,445,470	

※ Dormitory expenses may vary depending on the number of opening days for each semester.

※ For more information on the inside and outside facilities of dormitories each campus, please refer to the "Student Life Tour" on the dormitory homepage(<http://domi.kongju.ac.kr>)

2) Notice of admission: Additional notice after announcing successful applicants

- For more information on the period, method of application, payment of dormitory fees, etc., refer to the campus's 'Information of Entrance Application' which will be posted on the dormitory website(<http://domi.kongju.ac.kr>) notice later

3) Foreign students are given priority in entering dormitories

- ※ All foreign students cannot be selected if the number of foreign student applicants is higher than the number of dormitories available
- ※ A person who has not applied during the period of application for admission to a dormitory, has not submitted or omitted evidence shall not be selected.

4) Dormitory contact

Campus	Name of dormitory	TEL(+82-41-)	FAX(+82-41-)
Gongju	Eunhaengsa	850-0400	850-0404
	Haeoreum House		
	Hongiksa		
	Vision House		
	Dream House		
Yesan	Geumosa, Yejisa	332-5809	331-1750
Cheonan	Yongjuhaksa, Challenge House, Dosolhaksa	521-9704	562-7079

② Information on Tuition & Scholarship Program

1) Tuition fees

Classification	Tuition1	Tuition2	Payment amount
Humanities & Social Science	366,000	1,294,000	1,660,000
Engineering	402,000	1,798,000	2,200,000
Arts	402,000	1,798,000	2,200,000
Mathematics	377,000	1,294,000	1,671,000
Natural Sciences	377,000	1,641,000	2,018,000

2) Scholarship for new and transferred students (paid only for the first semester)

① Foreign 'Donghaeng' scholarship((paid by all new students)

: Scholarship payment equivalent to <tuition 1>

② Students with Level 4 or higher holder on TOPIK(Test of Proficiency in Korean)

: Scholarship payment equivalent to <tuition 1> + <50% of tuition 2>

3) Student enrolled (from the second semester after admission) Scholarship(paid only those concerned are)

① Foreign 'Donghaeng' scholarship

: If the average GPA score of the last semester is 3.0 or higher, scholarship payment equivalent to <tuition 1> shall be made

② Achievement scholarship

: If student obtain Level 4 or higher in the TOPIK within one year of admission, scholarship payment equivalent to <50% of tuition 2>

③ Foreign student insurance policy

1) National health insurance required

- According to the government policy, foreign students residing in Korea for more than 6 months are required to subscribe to health insurance
- Warranty Period: entrance. ~ until Graduation
- Insurance Charges: Payment of insurance premiums set by the National Health Insurance Corporation every month

※ In the case of uninsured persons, there are disadvantages such as restricting the receipt of various scholarships, prohibition of visa work, and restriction of participation in international student programs

④ Support for foreign students

1) Orientation for new foreign students

- Information on immigration services (foreign registration, stay qualification, etc.) and academic and scholarship programs, health insurance, campus tours, etc.

2) Program to Support Foreign Students

- Global Lounge: Provide one-stop service for adapting to international students and operate a space dedicated to foreign students for various counseling.
- 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
Visa, Certificate of Admission, insurance, foreign students supports etc.	International Affairs	8054	e-mail: geographer@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
University Register, Management(transcript), Application for classes	Administrative office of graduate	8135	http://graduate.kongju.ac.kr/graduate e-mail: won101@kongju.ac.kr
Tuition management	Finance	8092	e-mail: bon402@kongju.ac.kr
Clubs, student committee management	Student Welfare	8036~7	e-mail: bon201@kongju.ac.kr
Scholarship		8048	
Managing the application procedures for leave of absence, re-enrollment, student ID card, Issuing various certificates	Student Total Service Center	8022~3	e-mail: bon102@kongju.ac.kr
Health care	Health Clinic	8830	e-mail: unihealth@kongju.ac.kr

2) Department offices

Campus	Collage	Dept. of		TEL. (+82-41-850-)	Remarks
Gongju	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

Campus	Collage	Dept. of		TEL. (+82-41-850-)	Remarks
	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
		Lifesport Educator		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	http://f-design.kongju.ac.kr
		Convergence Design in Ceramic Culture		0370	
		Jewelry and Metal Design		0380	
		Division of Cartoon & Animation	Major in Cartoon and Comics Major in Animation	0390	https://mongchi2020.cafe24.com
		Dance		8340	https://dance.kongju.ac.kr
		Visual Studies		0561	http://www.knuvis.com
	University Headquarters	Division of International Studies: Major in International Financial Engineering		0810	http://dis.kongju.ac.kr
Campus	Collage	Dept. of		TEL. (+82-41-330-)	Remarks
Yesan	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 Resources Science		1240	http://ars.kongju.ac.kr
		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/

Campus	Collage	Dept. of		TEL. (+82-41-521-)	Remarks
Cheonan	Cheonan Engineering	Division of Electrical, Electronic and Control Engineering	Major in Electrical Engineering	9142	http://elecnc.kongju.ac.kr
			Major in Control and Measurement Engineering	9143	http://control.kongju.ac.kr
			Major in Electronics Engineering	9144	https://electron.kongju.ac.kr
			Major in Semiconductor & Information 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 Metal Mold Engineering		9245	https://metalmold.kongju.ac.kr
		Intelligent Mobility		9820	https://i-mobility.kongju.ac.kr
	University Headquarters	Division of Artificial Intelligence		9800	https://ai.kongju.ac.kr

[Form 1]

Check list for Required documents

*Please check requirements thoroughly and complete the form.

*After you complete the form, print it out and send us this form with other airmail requirements.

Name				Birth Date (YYYY-MM-DD)			
Nationality				Registration Number (수험번호)			
Course	Undergraduate <input type="checkbox"/>	Master's <input type="checkbox"/>	Doctorate <input type="checkbox"/>	Department			

Type	Documents	Original	Copied	Notarized	Apostilled or Korean Consulate certified	Check	
						Prepared	Not Prepared
Required for everyone	1. Application Form Photo(3.5cm*4.5cm, white background)	one					
	2. Research Plan (For Graduate course applicants)	one					
	3. Language Proficiency Test Report (TOPIK, TOEFL iBT, IELTS, TEPS)		one				
	4. Certificates of graduation & Transcript (if applying for Undergraduate course: Certificate of highschool graduation and transcript) (if applying for Master 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 received.	Each documents for Original or Copied version.			Original one		
	5. Certificate of Family Relation (English Translated & Notarized) In this document, information of applicant's mother and father should be all included. In case one of your parents(mother or father) is omitted, the document can not be accepted.	one		one			
	6. Applicant's passport		one				
	7. Affidavit of Financial Support and Certificate of bank balance: more than KRW 1600만원 / 13,000 USD For applicants who completed Korean Language course in KNU institute of international language: more than KRW 800만원 / 6,500 USD In case financial sponsor is an applicant himself/herself, please write 'self' in the form5.	one					
	8. Long-term residents in Korea: Residence Card(Alien Registration Card)		one				

*All Applicants should submit all required documents listed above and checklist to KNU international office.

Applicants staying abroad: via airmail

Applicants staying in Korea: Express domestic mail service(우체국) or visit KNU

***If you want to submit soft copy version of graduation certificate and transcript, notarization is essential and prepare Apostille or Consular confirmation. Certificate of Apostille or Consular confirmation must be original one.**

*All Copied documents should be clear to read(high-resolution copy).

* If your documents are illegible, KNU Int'l office may ask for additional documents.

Address

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

[Form 2, New students: Online Creation Format]

KNU Application Form 2024 (New students)

○ International applicant

Registration No.:

Applicant	Name		Korean	Chinese	English		Photo (3cm×4cm)		
	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 Country City		Regular school (Yes No)
	~								
	~								
	~								
Family Relationship	Relationship	Nationality	Occupation	Guardian	TEL. (Home)	Korea			
	Father				Mobile	Overseas			
						Korea			
	Mother				Office	Overseas			
						Korea			
	Language proficiency								
Apply for phone(Skype) interview		<input type="checkbox"/> apply for the interview							
Address of High School		Korean							
		Mother tongue							
<p>I submitted the following required documents in order to apply for the Special Admission for Freshmen International Students in Fall 2024 of KNU academic year.</p> <p>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 China: Family register or other documents from foreign government, a copy of resident card ⑥ Other country: The family relationship certificate ⑦ A Copy of passport(Domestic residents must submit an additional copy of the alien registration card) ⑧ Proof of Bank Balance(KRW 1,600만원 / 13,000USD or more) under the name of the applicant or guarantor ※ If there is a guarantor, the applicant shall submit additional guarantor's Affidavit of Financial Support and certificate of employment ※ Applicants who has completed courses offered by KNU Center for International Education or Institution of Korean Culture and Education(KRW 800만원 / 6,500USD or more)</p>									
<p>20 year month date</p>									
Applicant's name:					(Signature)				
국립공주대학교총장 귀하									

[Form 3, Transfer student: Online Creation Format]

KNU Application Form 2024(Transfer students)

○ International applicant

Registration No.:

Applicant	Name		Korean		Chinese		English		Photo (3cm×4cm)	
	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
	~						Country	City		(Yes No)
	~									
~										
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			<input type="checkbox"/> apply for the interview							
Address of High School		Korean								
		Mother tongue								
<p>I submitted the following required documents in order to apply for the Special Admission for Transferring International Students in Fall 2024 of KNU academic year.</p> <p>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 China: Family register or other documents from foreign government, a copy of resident card ⑥ Other country: The family relationship certificate ⑦ A Copy of passport(Domestic residents must submit an additional copy of the alien registration card) ⑧ Proof of Bank Balance(KRW 1,600만원 / 13,000USD or more) under the name of the applicant or guarantor ※ If there is a guarantor, the applicant shall submit additional guarantor's Affidavit of Financial Support and certificate of employment ※ Applicants who has completed courses offered by KNU Center for International Education or Institution of Korean Culture and Education(KRW 800만원 / 6,500USD or more)</p>										
<p>20 year month date</p>										
Applicant's name:					(Signature)					
국립공주대학교총장 귀하										

[Form 4]

Affidavit of Financial Support (유학경비 부담 서약서)

o Applicant(지원자)

Name(성명)		Sex (성별)	
Date of Birth (생년월일)		Nationality (국적)	
Program (지원과정)	<div style="display: flex; justify-content: space-around;"> <div>학부 Undergraduate <input type="checkbox"/></div> <div>석사 Master's <input type="checkbox"/></div> <div>박사 Doctorate <input type="checkbox"/></div> </div>	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)

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

본인 (Self) <input type="checkbox"/>	아버지 (Father) <input type="checkbox"/>	어머니 (Mother) <input type="checkbox"/>	형제 또는 자매 (Brothers or Sisters) <input type="checkbox"/>	지도교수 (Academic Advisor) <input type="checkbox"/>
--	---	---	---	--

– 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.

※ 보증인은 예금잔고증명서를 제출하여야 하며, 지원자의 비자발급 필요서류로 보증인의 예금잔고증명서를 추가로 요구할 수 있음

20 Year(년) Month(월) Date(일)

Guarantor's Name(보증인 성명):

(Signature)(서명 또는 날인)

국립공주대학교총장 귀하

국립공주대학교 찾아오시는 길



공주캠퍼스

기차

- **KTX** 광명역 - 공주역(50분 정도)
- **SRT** 수서역 - 공주역(50분 정도)

고속버스

- 서울 고속버스터미널 → 공주터미널(약 1시간 30분 소요)
- 서울 남부터미널 → 공주터미널(약 1시간 30분 소요)

시외버스

- 대전 유성터미널 → 공주터미널(약 30분 소요)
- 대전 ↔ 공주캠퍼스(통학버스 운행)

천안캠퍼스

기차

- 서울역 → 천안역(약 1시간 소요)
※ 천안역에서 100번, 110번 버스 승차 후
천안공과대학 앞 하차(25분 소요)

수도권 지하철 ①호선

- 신도림역 → 두정역(약 1시간 38분 소요(일반전철))
- 수원역 → 두정역(약 54분 소요(일반전철))
※ 급행 전철 이용시 소요시간 단축,
자세한 시간표는 코레일 홈페이지 참조바람
- 두정역 ↔ 천안캠퍼스
(셔틀버스 또는 120번, 140번 버스 승차(10분 소요))

고속버스

- 서울 고속버스터미널 → 천안터미널(약 1시간 소요)

시외버스

- 서울 남부시외버스터미널 → 천안터미널(약 1시간 소요)
- 서울 동부시외버스터미널 → 천안터미널(약 1시간 소요)
※ 자세한 시간표는 천안시청 홈페이지 참조

예산캠퍼스

기차

- 서울역 → 예산역(약 2시간 소요)

수도권 지하철 ①호선

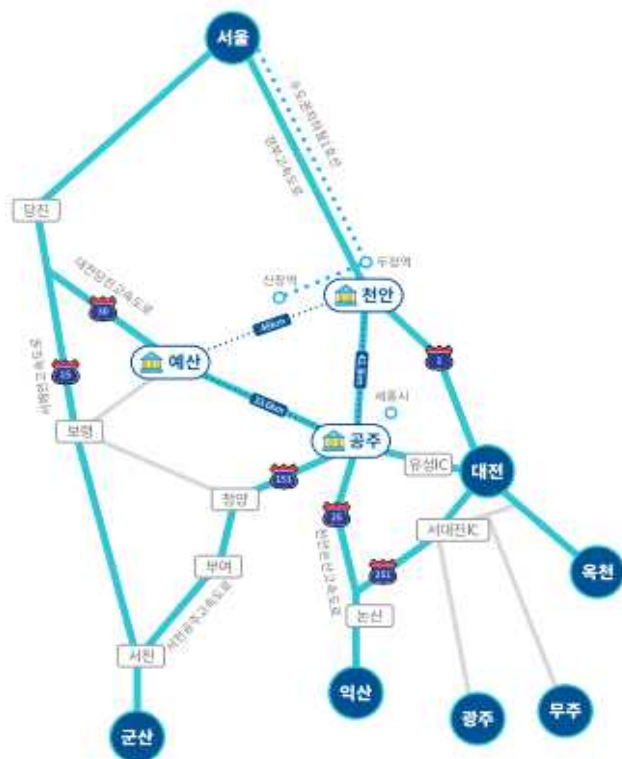
- 신도림역 → 신창역(약 1시간 59분 소요(일반전철))
- 수원역 → 신창역(약 1시간 15분 소요(일반전철))
※ 급행 전철 이용시 소요시간 단축,
자세한 시간표는 코레일 홈페이지 참조바람
- 신창역 ↔ 예산캠퍼스
(셔틀버스 이용(15분 소요), 오전/오후 1회씩 운행)

고속버스

- 서울 남부터미널 → 예산터미널(약 2시간 소요)

시외버스

- 공주터미널 → 예산터미널(약 1시간 소요)



소요 거리

서울 ↔ 천안	69km
서울 ↔ 공주	125.9km
서울 ↔ 예산	119km
천안 ↔ 공주	42.3km
천안 ↔ 예산	48km
예산 ↔ 공주	33.6km

Kongju National University

국립 공주대학교에서
여러분의 꿈과 비전이 실현되기를 기원합니다.

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

Tel: +82-41-850-0862

Email: intl_admission@kongju.ac.kr

Fax: +82-41-850-8158

※ Some of the contents included in this guideline may change, so please make sure to visit the
international affairs website (<https://oia.kongju.ac.kr>) before the final application