

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



## 2025 Spring Semester Undergraduate (New & Transfer) school Admission Guide for International Students

KNU의 꿈과 내일

공부하며 사는 도서관

오늘을 즐기며 내일을 꿈꾸는 생활관

국제학 캠퍼스, 글로벌 인재 양성

수도권과 가까운 천안 캠퍼스 Cheonan Campus

내포신도시와 인접한 예산 캠퍼스 Naepo Yesan Campus

세종

세종시와 인접한 공주 캠퍼스 Gongju Campus

TRI-CAMPUS 3

2024. 8.



국립 공주대학교  
Kongju National University

# Table of Contents

1. Application Timeline .....	1
2. Volume & Unit of recruitment.....	1
3. Eligibility of Applicants .....	3
4. Screening method and application fee .....	4
5. Submission of Required Documents .....	5
6. Method of application.....	9
7. Announcement and registration of successful candidates.....	10
8. Applicant Notes .....	10
[Appendix]	
1) Information on Dormitory.....	11
2) Information on Tuition & Scholarship Program.....	12
3) Foreign student Insurance Policy .....	12
4) Support for Foreign students .....	12
5) Contact information of Administration & Department office .....	13
[Forms] .....	16

# 1

## Application Timeline

Classification	Date and Time	Remarks
Application	2024. Oct. 7,(Mon.) 09:00 ~ Nov. 7,(Thu.) 18:00	On-line application: <b>Jinhakapply</b> ( <a href="http://www.jinhakapply.com">http://www.jinhakapply.com</a> )
Document submission	2024. Oct. 7,(Mon.) 09:00 ~ Nov. 28,(Thu.) 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: <b>Office of International Affairs, Sejong Community Edu-Culture Center office 207, Kongju National University, 56 Gongjudaehak-ro, Gongju-si, Chungcheongnam-do (Zip code: 32588)</b>
Interview	2024. Dec. 9,(Mon.) ~ Dec. 13,(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. Dec. 31,(Tue.)	Kongju National University International Affairs Homepage ( <a href="https://oia.kongju.ac.kr">https://oia.kongju.ac.kr</a> )
Registration for Successful Candidates	2025. in January	Kongju National University International Affairs Homepage ( <a href="https://oia.kongju.ac.kr">https://oia.kongju.ac.kr</a> ) ※ Check out a bill for tuition fee payment ※ Certificate of Admission will be issued after the period of registration

# 2

## 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			

Campus	College of	Department of			
	Natural Sciences	Data Information and Physics	Applied Mathematics	Chemistry	Biological Sciences
		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 Metal Mold 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 Management	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			Digital Convergence Metal mold 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
<b>New (Freshmen Students)</b>	High-school graduate (or expected to graduate before February 2025) ※ Cyber learning, Home schooling, Qualification Exam in Korea or abroad during the high school education are NOT eligible
<b>Transfer Students</b>	The graduate who completed formal education equivalent to Korean high school. Also, foreigners who completed(or expected to completed before February 2025) 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 February 2025) 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 PBT or IBT (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%)	<b>Face-to-face interview</b> ※ For overseas residents, video(phone) interviews are available for those who apply in advance. ※ By the department's decision, video(phone) interviews may be conducted ※ 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 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)

- 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 same with applicant's name.**

### 4. Application fee Refund

- KRW 40,000 is refundable for the 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, the international transfer commission should be paid by the recipient.

# 5

## 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	○	○	Print out after completion of the online application Submit with a photo(3.5cm*4.5cm, white background) Samples. New: [Form2], Transfer: [Form3]
③ Language proficiency certificate	○	○	<ul style="list-style-type: none"> <li>- An authorized language proficiency certificate</li> <li>※ <b>Tests results must be within expiration date as of the deadline for document submission.</b></li> <li>· TOPIK Level 3 or higher report cards offered by National Institute for International Education (NIIED)</li> <li>· Applicants for 'Division of International Studies' only: TOEFL, IELTS or other English transcripts</li> <li>- Certificate of completion(scheduled) of level 3 or higher in Korean language course in the university in Korea and transcripts(Relevant Applicants)</li> <li>- Certificate of Acceptance of the Korean Language Proficiency Test at KNU(Relevant Applicants)</li> <li>- Immigration &amp; integration Program Certificate or Certificate of completion of King Sejong Institute (Sejong hakdang) (Relevant Applicants)</li> </ul>
④ Certificate of high school graduation(expected)	○	/	Academic certificate documentation <u>with the attachment of Apostille or consular confirmed</u> <b>Original</b> certificate of Apostille or consular confirmation ⇨ Refer to [Academic Certification documentation guide]
⑤ High School Transcript	○	/	
⑥ Certificate of university graduation(expected) or Certificate of completion(expected)	/	○	
⑦ University Transcript	/	○	
⑧ Proof of nationality and family relations	○	○	<b>Original</b> document that can prove the nationality of the applicant and parents, the relationship between the applicant and parents ⇨ Refer to [Proof of nationality and family relations documentation guide]
⑨ A copy of passport	○	○	A copy of valid passport
⑩ A copy of the alien registration card	△	△	The front and back copies (only for those who are currently residing in Korea)
⑪ A documents for proof of financial ability	○	○	<b>Original</b> Proof of Bank Balance certificate at the bank in Korea or abroad(more than KRW 1600만원 or USD 13,000) <u>with [Form4]</u> ※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 USD 6,500 ⇨ Refer to [Proof of financial ability documentation guide] <b>※Be aware of the separate submission period</b>

**[Precautions for Document submission]**

- Submitted documents will not be returned
- If the original document is not in Korean or English, it must be notarized in Korean or English
- Those who fail to submit the required documents by the deadline will be excluded (failed) from the assessment
- 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
- Applicants who have submitted certificate of completion(scheduled) of Korean language course must submit the certificate of completion by February 21, 2025(Fri), and if not submitted, preliminary admission shall be canceled.

**2. Academic Certification documentation guide**

- **All Applicants: Apostilled or consular confirmed certificates of graduation and transcript**
  - Those who are expected to graduate(completion) must submit the original graduation(completion) certificate and transcript by February 21, 2025(Fri) after the 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 6 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 : <a href="https://www.hcch.net/en/instruments/specialised-sections/apostille">https://www.hcch.net/en/instruments/specialised-sections/apostille</a>
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

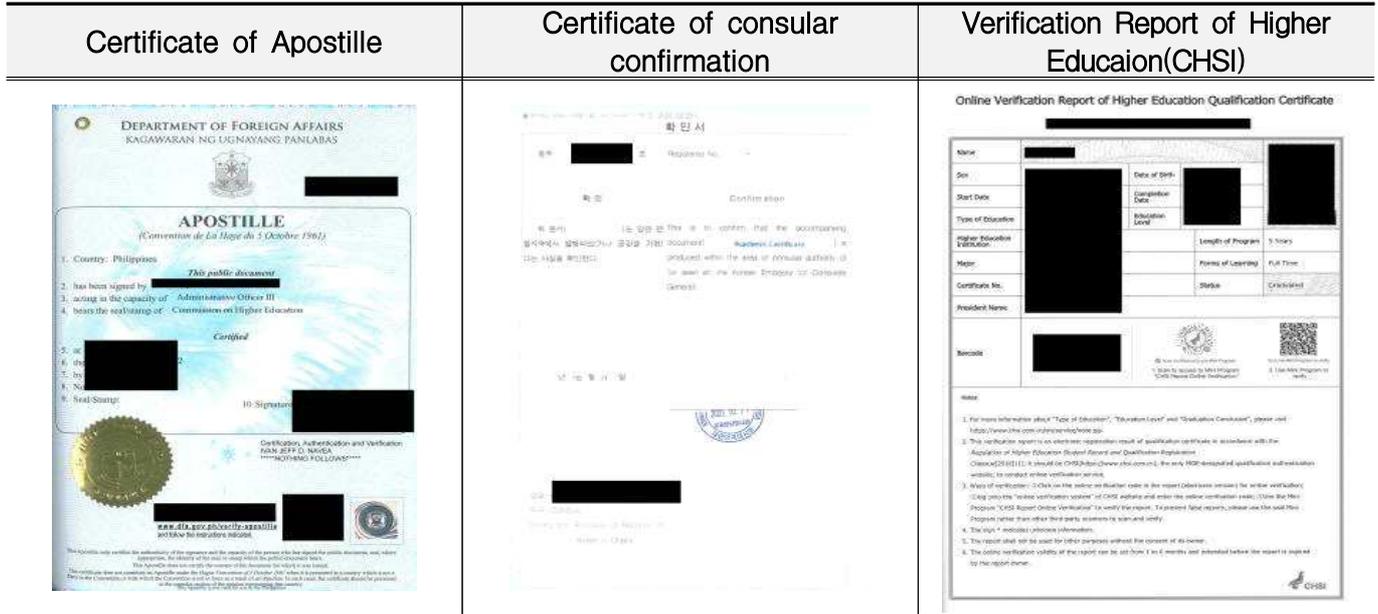
- **Applicants who graduate School in China: Submit verification document which is issued by China Higher education Student Information(CHSI), China's education ministry**

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)
Admission of transfer students	Bachelor's course	Graduation of High school + Proof of enrollment of prior university or graduation of college course	※ Verification of College Graduation CHSI(學信網)

- ※ 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(apostilled or consular confirmed) and one between two options below.
  - ① Certificate of graduation made by the school (China Education gov office\* and apostilled or consular confirmed)
  - ② Graduation certificate issued by China Education gov office\* (apostilled or consular confirmed)

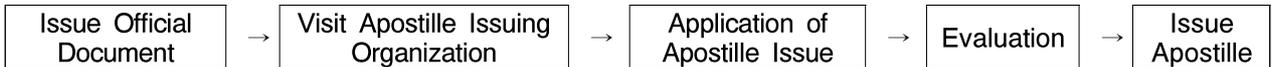
\* China Education gov office: China local education office(education department of each city in China) or Government department that approve foundation of the school.

※ Samples: Certificate of Apostille, Certificate of consular confirmation, Verification Report of Higher Education(CHSI)

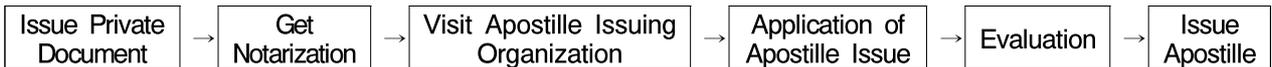


< Procedure for the issuance of apostille >

- 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 (22)	Australia, China (including Macau and Hong Kong), Japan, Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines, Singapore, Indonesia, Pakistan
Europe (52)	Albania, Austria, Belarus, Belgium, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Norway, Poland, Portugal, Russia, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkiye, Kyrgyzstan, Ukraine, United Kingdom, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
North America(2)	United States (including Guam, the Maurician Islands, Saipan, and Puerto Rico), Canada
Latin America (31)	Argentina, Mexico, Panama, Suriname, Venezuela, Antigabuda, Bahamas, Barbados, Belize, Colombia, Dominican Republic, Ecuador, El Salvador, Granada, Honduras, St. Vincent, Peru, Trinidad and Tobago, St. Lucia, St. Kittsnevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana, Jamaica
Africa (14)	Namibia, South Africa, Liberia, Lesotho, Malawi, Botswana, Brundi, São Toméprincipe, Senegal, Seychelles, Eswatini, Cabo Verde, Tunisia, Rwanda
Middle East(5)	Morocco, Bahrain, Saudi Arabia, Oman, Israel

### 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**

- In case of death or divorce of parents, submit additional death or divorce certificate
- 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.

China	Original notarized translation of 'hukoubu' and copies of resident card(including parents) ※ Chinese nationals whose 'hukoubu' 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 parents, the relationship between the applicant and the parents

<p>&lt; Examples of Family Relations Certificate &gt;  <b>China:</b> Hukoubu or Family Relation Certificate / <b>Philippines:</b> Family Census /  <b>Indonesia:</b> KARTU KELUARGA / <b>Bangladesh:</b> Family Certificate /  <b>Vietnam:</b> So Ho Khau OR Giay khai sinh / <b>Mongolia:</b> Certificate of Family Relations / <b>Pakistan:</b> Family Certificate / <b>Sri Lanka:</b>  Family Relation certificate / <b>Myanmar:</b> Family Relation Certificate / <b>Nepal:</b> Family Relation Certificate /  <b>Kyrgyzstan · Kazakhstan · Uzbekistan · Ukraine · Thailand:</b> Birth Certificate /</p>
--

### 4. Proof of financial ability documentation guide

※ **Submission period** ※

- **Korea residents: 2025.Feb.3,(Mon) to Feb.21,(Fri)** (by mail or in person, two originals issued after 2.1.)
- **Overseas residents: 2024.Oct.7,(Mon) to 2025.Jan.20,(Mon)** (by mail or in person, Unable to submit e-mail or copy)

○ **All Applicants: The original Bank Balance certificate at the Bank in Korea or abroad (more than KRW 1,600만원 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 USD 6,500
- ※ The certificate of deposit balance must be 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 If the guarantor is the applicant his/herself.	- Affidavit of Financial Support [Form 4] - Applicant's Bank balance certificate
② If the 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] - Expected advisor's Letter of Financial Support [Form 5] - 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 1,600만원 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. Nov. 28.(Thu) 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

## 7

## Announcement and registration of successful candidates

---

1. **Announcement of successful candidates: before 18:00 on December 31, 2024**
  - Announcements on the website of International Affairs website(<https://oia.kongju.ac.kr>) (not contacted individually)
2. **Tuition payment: 2025. Scheduled in January**
  - 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)

## 8

## 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. **Except for Division of International Studies(DIS) 100% English classes are conducted, most classes in the departments are conducted in Korean (Contact the relevant department for English lectures)**
13. **All Foreign undergraduates must obtain a level 4 or higher on Test of Proficiency in Korean(TOPIK) before graduation**  
(This policy also applies to students who enter the program with proficiency in a foreign language.)
14. 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 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

(Unit: won, as of 2024)

Classification	Humanities & Social Science	Engineering	Arts	Mathematics	Natural Sciences
Payment amount	1,660,000	2,200,000	2,200,000	1,671,000	2,018,000

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

- ① Foreign student scholarship(paid by all new & transfer students)  
: Scholarship payment equivalent to 20% of the tuition fee
- ② Students with Level 4 or higher holder on TOPIK(Test of Proficiency in Korean)  
: Scholarship payment equivalent to additional 40% of tuition fee

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

- ① Foreign student scholarship  
: If the average GPA score of the last semester is 3.0 or higher, scholarship payment equivalent to 20% of the tuition fee shall be made
- ② Internationalized talent scholarship  
: If student obtain Level 4 or higher in the TOPIK within one year of admission, scholarship payment equivalent to 40% of tuition fee shall be made for one time only

## 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	<a href="https://oia.kongju.ac.kr">https://oia.kongju.ac.kr</a> E-mail: intl_admission@kongju.ac.kr
Visa, Certificate of Admission, insurance, foreign students supports etc.	International Affairs	8054	e-mail: ryeon921@kongju.ac.kr
Korean language training, Foreign language programs, etc.	Center for International Education	8867~8	<a href="http://iile.kongju.ac.kr">http://iile.kongju.ac.kr</a> e-mail: kie151@kongju.ac.kr
University Register, Management(transcript), Application for classes	Administrative office of graduate	8135	<a href="http://graduate.kongju.ac.kr/graduate">http://graduate.kongju.ac.kr/graduate</a> e-mail: won101@kongju.ac.kr
Tuition management	Finance	8092	e-mail: bon402@kongju.ac.kr
Student ID card, 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, Issuing various certificates	Student Total Service Center	8021~3	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	<a href="https://eng.kongju.ac.kr">https://eng.kongju.ac.kr</a>	
		Chinese Language and Literature	8380	<a href="https://chinese.kongju.ac.kr">https://chinese.kongju.ac.kr</a>	
		French Language and Literature	8370	<a href="https://france.kongju.ac.kr">https://france.kongju.ac.kr</a>	
		German Language and Literature	8375	<a href="https://german.kongju.ac.kr">https://german.kongju.ac.kr</a>	
		History	8420	<a href="https://history.kongju.ac.kr">https://history.kongju.ac.kr</a>	
		Geography	8425	<a href="https://geography.kongju.ac.kr">https://geography.kongju.ac.kr</a>	
		Division of Economic & Trade	Major in Economics	8440	<a href="https://economics.kongju.ac.kr">https://economics.kongju.ac.kr</a>
			Major in International Trade and Commerce	8390	<a href="https://in-trade.kongju.ac.kr">https://in-trade.kongju.ac.kr</a>
		Business Administration	8430	<a href="https://business.kongju.ac.kr">https://business.kongju.ac.kr</a>	
		Tourism Management	8670	<a href="https://tourism.kongju.ac.kr">https://tourism.kongju.ac.kr</a>	
		Tourism & English Interpretation and Translation Convergence	8970	<a href="https://tourismenglish.kongju.ac.kr">https://tourismenglish.kongju.ac.kr</a>	
		Public Administration	8465	<a href="https://public.kongju.ac.kr">https://public.kongju.ac.kr</a>	
		Law	8445	<a href="https://law.kongju.ac.kr">https://law.kongju.ac.kr</a>	
		Social Welfare	8460	<a href="https://socialwelfare.kongju.ac.kr">https://socialwelfare.kongju.ac.kr</a>	

Campus	Collage	Dept. of	TEL. (+82-41-850-)	Remarks	
	Natural Sciences	Data Information and Physics	8480	<a href="https://dip.kongju.ac.kr">https://dip.kongju.ac.kr</a>	
		Applied Mathematics	8560	<a href="https://apmath.kongju.ac.kr">https://apmath.kongju.ac.kr</a>	
		Chemistry	8490	<a href="http://chem.kongju.ac.kr">http://chem.kongju.ac.kr</a>	
		Biological Sciences	8505	<a href="https://bio.kongju.ac.kr">https://bio.kongju.ac.kr</a>	
		Geoenvironmental Sciences	8510	<a href="http://geo.kongju.ac.kr">http://geo.kongju.ac.kr</a>	
		Atmospheric Science	8530	<a href="http://atmos.kongju.ac.kr">http://atmos.kongju.ac.kr</a>	
		Conservation Science for Cultural Heritage	8540	<a href="https://munbo.kongju.ac.kr">https://munbo.kongju.ac.kr</a>	
		Fashion Design & Merchandising	8301	<a href="https://fashion.kongju.ac.kr">https://fashion.kongju.ac.kr</a>	
	Lifesport Educator	8550	<a href="https://lifesport.kongju.ac.kr">https://lifesport.kongju.ac.kr</a>		
	Nursing and Health	Nursing	0300	<a href="http://nurse.kongju.ac.kr">http://nurse.kongju.ac.kr</a>	
		Health Administration	0320	<a href="http://www.dhm.or.kr">http://www.dhm.or.kr</a>	
		Emergency Medical Service	0330	<a href="http://emt.kongju.ac.kr">http://emt.kongju.ac.kr</a>	
		Medical Information	0340	<a href="http://www.dmrhim.com">http://www.dmrhim.com</a>	
	Arts	Game Design	0350	<a href="http://game.kongju.ac.kr">http://game.kongju.ac.kr</a>	
		Furniture living design	0360	<a href="http://f-design.kongju.ac.kr">http://f-design.kongju.ac.kr</a>	
		Convergence Design in Ceramic Culture	0370		
		Jewelry and Metal Design	0380	<a href="https://mongchi2020.cafe24.com">https://mongchi2020.cafe24.com</a>	
		Division of Cartoon & Animation	Major in Cartoon and Comics		0390
			Major in Animation		
	Dance	8340	<a href="https://dance.kongju.ac.kr">https://dance.kongju.ac.kr</a>		
Visual Studies	0561	<a href="http://www.knuvis.com">http://www.knuvis.com</a>			
University Headquarters	Division of International Studies: Major in International Financial Engineering	0810	<a href="http://dis.kongju.ac.kr">http://dis.kongju.ac.kr</a>		

Campus	Collage	Dept. of	TEL. (+82-41-330-)	Remarks
Yesan	Industrial Sciences	Community Development	1380	<a href="http://rd.kongju.ac.kr">http://rd.kongju.ac.kr</a>
		Real Estate Studies	1400	<a href="http://realestate.kongju.ac.kr">http://realestate.kongju.ac.kr</a>
		Industrial Channels Management	1420	<a href="http://cm.kongju.ac.kr">http://cm.kongju.ac.kr</a>
		Plant Resources	1200	<a href="http://pr.kongju.ac.kr">http://pr.kongju.ac.kr</a>
		Horticulture	1220	<a href="http://hort.kongju.ac.kr">http://hort.kongju.ac.kr</a>
		Animal Resources Science	1240	<a href="http://ars.kongju.ac.kr">http://ars.kongju.ac.kr</a>
		Rural Construction Engineering	1260	<a href="http://rce.kongju.ac.kr">http://rce.kongju.ac.kr</a>
		Smart Farm Engineering	1280	<a href="http://bme.kongju.ac.kr">http://bme.kongju.ac.kr</a>
		Forest Science	1300	<a href="http://forest.kongju.ac.kr">http://forest.kongju.ac.kr</a>
		Landscape Architecture	1440	<a href="http://la.kongju.ac.kr">http://la.kongju.ac.kr</a>
		Food and Nutrition	1460	<a href="http://fan.kongju.ac.kr">http://fan.kongju.ac.kr</a>
		Food Service Management and Nutrition	1500	<a href="http://fsmn.kongju.ac.kr">http://fsmn.kongju.ac.kr</a>
		Food Science and Technology	1480	<a href="http://food.kongju.ac.kr">http://food.kongju.ac.kr</a>
		Companion and Laboratory Animal Science	1520	<a href="http://clas.kongju.ac.kr">http://clas.kongju.ac.kr</a>
		Aqualife Medicine	1140	<a href="https://sfrs.kongju.ac.kr/">https://sfrs.kongju.ac.kr/</a>

Campus	Collage	Dept. of		TEL. (+82-41-521-)	Remarks	
Cheonan	Cheonan Engineering	Division of Electrical, Electronic and Control Engineering	Major in Electrical Engineering	9142	<a href="http://elec.t.kongju.ac.kr">http://elec.t.kongju.ac.kr</a>	
			Major in Control and Measurement Engineering	9143	<a href="http://control.kongju.ac.kr">http://control.kongju.ac.kr</a>	
			Major in Electronics Engineering	9144	<a href="https://electron.kongju.ac.kr">https://electron.kongju.ac.kr</a>	
			Major in Semiconductor & Information Engineering	9145	<a href="https://image.kongju.ac.kr">https://image.kongju.ac.kr</a>	
		Smart Information Technology Engineering			9193	<a href="https://ice.kongju.ac.kr">https://ice.kongju.ac.kr</a>
		Information and Communication Engineering			9194	<a href="https://ict.kongju.ac.kr">https://ict.kongju.ac.kr</a>
		Computer Engineering			9217	<a href="http://computer.kongju.ac.kr">http://computer.kongju.ac.kr</a>
		Software			9216	<a href="http://sw.kongju.ac.kr">http://sw.kongju.ac.kr</a>
		Division of Mechanical & Automotive Engineering	Major in Mechanical Engineering		9241	<a href="http://mech.kongju.ac.kr">http://mech.kongju.ac.kr</a>
			Major in Mechanical Design Engineering		9242	
			Major in Mechanical Engineering and System Design		9244	
		Future Automotive Engineering			9240	<a href="http://auto.kongju.ac.kr">http://auto.kongju.ac.kr</a>
		Smart Infrastructure Engineering			9299	<a href="http://cee.kongju.ac.kr">http://cee.kongju.ac.kr</a>
		Urban & Transportation Engineering			9298	<a href="http://use.kongju.ac.kr">http://use.kongju.ac.kr</a>
		Architecture(5-year course)			9328	<a href="http://archi.kongju.ac.kr">http://archi.kongju.ac.kr</a>
		Green Smart Architectural Engineering			9327	<a href="http://archeng.kongju.ac.kr">http://archeng.kongju.ac.kr</a>
		Division of Chemical Engineering	Major in Chemical Engineering		9351	<a href="https://cheme.kongju.ac.kr">https://cheme.kongju.ac.kr</a>
			Major in Industrial Chemistry		9352	
		Division of Advanced Materials Engineering	Major in Nano-Material Science & Engineering		9371	<a href="http://ame.kongju.ac.kr">http://ame.kongju.ac.kr</a>
			Major in Polymer Science & Engineering		9373	
			Major in Metallurgical and Materials Engineering		9372	
		Design Convergence			9400	<a href="http://design.kongju.ac.kr">http://design.kongju.ac.kr</a>
		Environmental Engineering			9420	<a href="https://evr.kongju.ac.kr">https://evr.kongju.ac.kr</a>
		Industrial Engineering			9430	<a href="http://ise.kongju.ac.kr">http://ise.kongju.ac.kr</a>
		Optical Engineering			9440	<a href="http://optical.kongju.ac.kr">http://optical.kongju.ac.kr</a>
		Digital Convergence Metal Mold Engineering			9245	<a href="https://metalmold.kongju.ac.kr">https://metalmold.kongju.ac.kr</a>
		Intelligent Mobility			9820	<a href="https://i-mobility.kongju.ac.kr">https://i-mobility.kongju.ac.kr</a>
		University Headquarters	Division of Artificial Intelligence		9800	<a href="https://ai.kongju.ac.kr">https://ai.kongju.ac.kr</a>

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

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					Undergraduate <input type="checkbox"/>	
	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  (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.	<b>Each documents for Original or Copied version.</b>				<b>Original one</b>		
	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 of 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: <b>more than KRW 1600만원 / 13,000 USD</b> For applicants who completed Korean Language course in KNU institute of international language: <b>more than KRW 800만원 / 6,500 USD</b> In case financial sponsor is an applicant himself/herself, please write 'self' in the form5.	one						Submit after passing <input type="checkbox"/>
Relevant applicants	8. Long-term residents in Korea: Residence Card(Alien Registration Card)		one				overseas resident <input type="checkbox"/>	

\*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 2025 (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		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><b>I submitted the following required documents in order to apply for the Special Admission for Freshmen International Students in Spring 2025 of KNU academic year.</b></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)					
<p><b>국립공주대학교총장 귀하</b></p>										

[Form 3, Transfer student: Online Creation Format]

# KNU Application Form 2025(Transfer students)

○ International applicant

Registration No.:

Applicant	<b>Name</b>		<b>Korean</b>	<b>Chinese</b>	<b>English</b>		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 (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			<input type="checkbox"/> apply for the interview						
Address of High School		Korean							
		Mother tongue							
<b>I submitted the following required documents in order to apply for the Special Admission for Transferring International Students in Spring 2025 of KNU academic year.</b>									
<p>Required documents : ① A passport photo 1 copy</p> <p>② Language proficiency certificate</p> <p>③ University transcript</p> <p>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.</p> <p>⑤ China: Family register or other documents from foreign government, a copy of resident card</p> <p>⑥ Other country: The family relationship certificate</p> <p>⑦ A Copy of passport(Domestic residents must submit an additional copy of the alien registration card)</p> <p>⑧ Proof of Bank Balance(KRW 1,600만원 / 13,000USD or more) under the name of the applicant or guarantor</p> <p style="padding-left: 20px;">* If there is a guarantor, the applicant shall submit additional guarantor's Affidavit of Financial Support and certificate of employment</p> <p style="padding-left: 20px;">* 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>									
20    year    month    date									
Applicant's name:					(Signature)				
<b>국립공주대학교총장 귀하</b>									

[Form 4]

## Affidavit of Financial Support (유학경비 부담 서약서)

o Applicant(지원자)

Name(성명)		Sex (성별)	
Date of Birth (생년월일)		Nationality (국적)	
Program (지원과정)	학부 Undergraduate <input type="checkbox"/>	석사 Master's <input type="checkbox"/>	박사 Doctorate <input type="checkbox"/>
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) <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.

20 Year(년)    Month(월)    Date(일)

Guarantor's Name(보증인 성명):

(Signature)(서명 또는 날인)

[Form 5]

# 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 <input type="checkbox"/>	석사 Master's <input type="checkbox"/>	박사 Doctorate <input type="checkbox"/>
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)

# 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

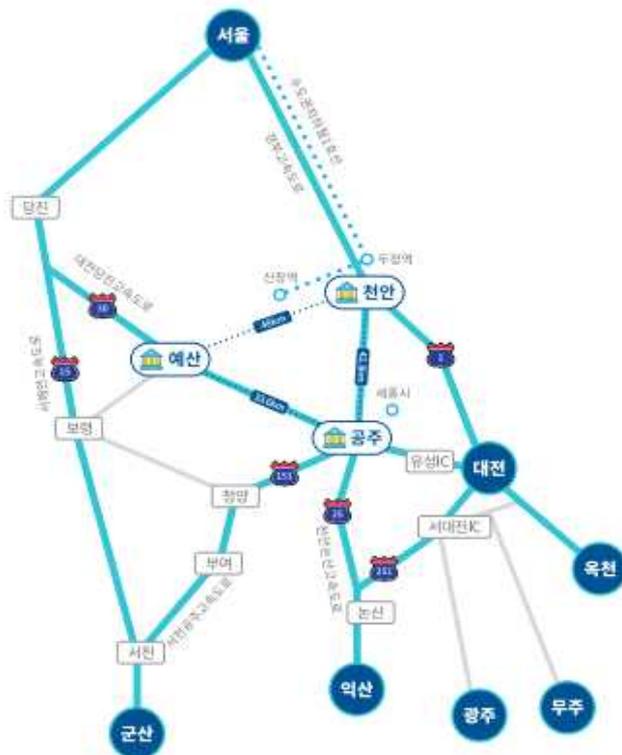
- 신도림역 → 신창역(약 1시간 59분 소요(일반전철))
- 수원역 → 신창역(약 1시간 15분 소요(일반전철))  
※ 급행 전철 이용시 소요시간 단축,  
자세한 시간표는 코레일 홈페이지 참조바람
- 신창역 ↔ 예산캠퍼스  
(셔틀버스 이용(15분 소요), 오전/오후 1회씩 운행)

### 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](mailto: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