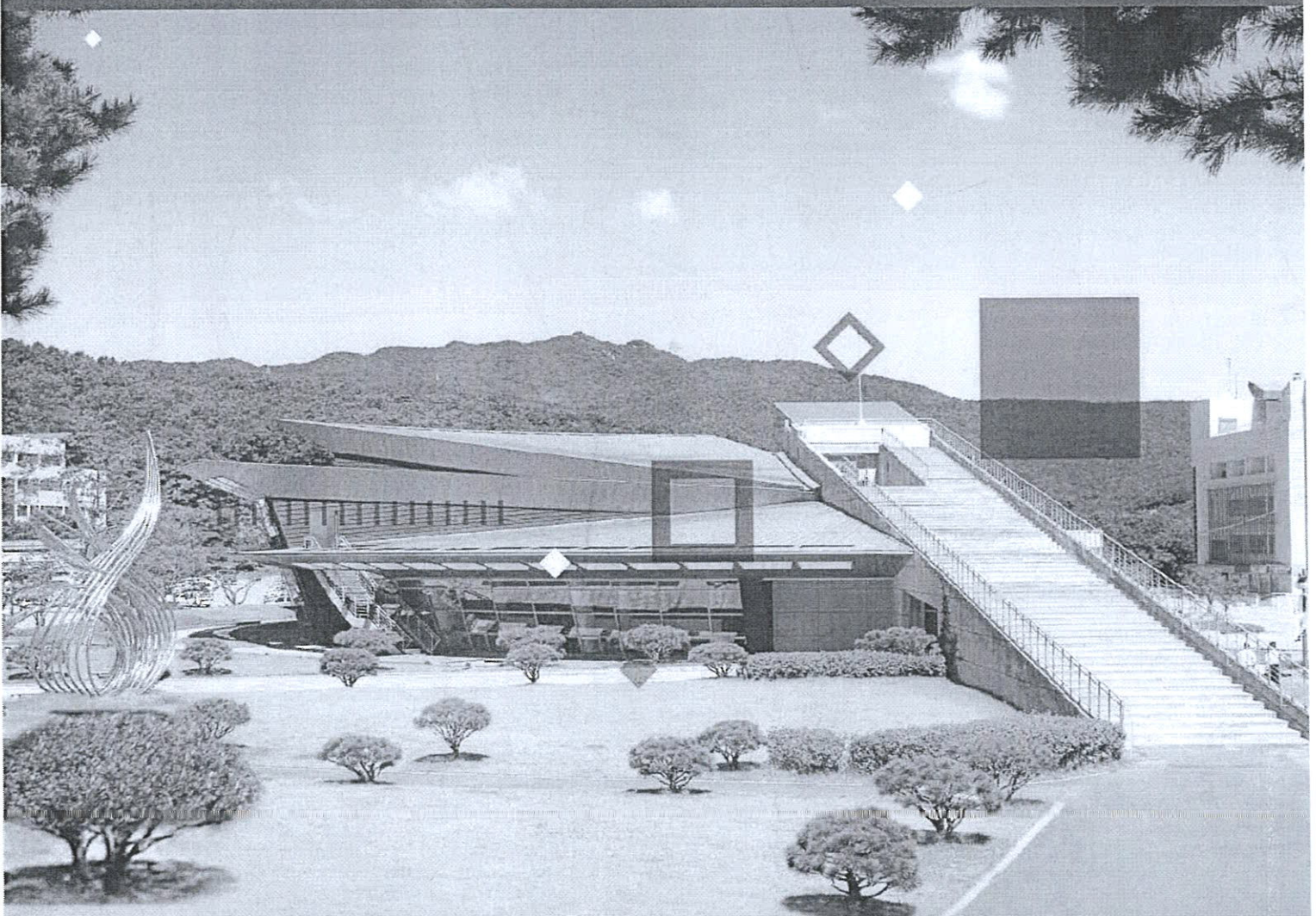


2023 SPRING SEMESTER

**UNDERGRADUATE**

**ADMISSIONS GUIDELINE FOR  
INTERNATIONAL STUDENTS**



※ This admission guide is written in Korean language, and translated into other languages. In the event of any conflict or discrepancy in meaning between the Korean version and any of its translations, the Korean version will prevail over any translation thereof

**KYONGGI UNIVERSITY**





# Kyonggi Univ.

## International Affairs office


### Social Media

**Interested in KGU?**  
Visit our pages for more info!

**N** [Official Web Cafe]

<https://cafe.naver.com/kguchina>



 [Official Instagram]

[https://instagram.com/international\\_kgu](https://instagram.com/international_kgu)



 [Official Youtube]

<https://www.youtube.com/c/internationalkgu>





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## 01 Application Process and Schedule

Category	Schedule	Notes
Online Application	2022.10.04.(TUE) 10:00 ~ 10.27.(THU) 17:00	- Online Application ONLY 진학사(JINHAKSA) Website - <a href="http://www.jinhakapply.com/">http://www.jinhakapply.com/</a> (1544-7715)
Documents Submission	2022.10.04.(TUE) ~ 10.28.(FRI) 15:00	- In person(Only in Suwon campus) or via post - Office closed on weekends and national holidays - Please submit materials no later than the application deadline. [in Korean Standard Time (KST)] - All documents must be arrived to the following address below, and on the deadline *If the application form dose not reach until 15:00 Oct. 28th (Fri) in KST, it causes your acceptance dropped with NO refund for application fee. Address : Office of International Affairs, Kyonggi University, Gwanggyosan-ro 154-42, Yeongtong-gu, Suwon-si, Gyeonggi-do, 16227, South Korea  * DO NOT submit your application to the Seoul campus!! * In case of the Submission by letter, write "2023-1 외국인 입학 지원 서류 재중" on the letter cover - Please submit parcel service with tracking number. NO individual check call can be provided.
Interview Schedule	2022.11.22.(TUE) ~ 11.24.(THU)	- Detailed schedule will be noticed individually
Admission Result Notification	2022.12.09.(FRI)	- Information can be found at KGU website main page - <a href="http://www.kyonggi.ac.kr/">http://www.kyonggi.ac.kr/</a>
Tuition Payment	2023.01.03.(TUE) ~ 01.05.(THU)	
Issuance of Certificate of Admission for Visa	Jan, 2023	- Detailed schedule will be noticed individually
Start of Semester	2023.03.01.(WED)	

※ The schedule above may change without prior notice by the university. The changed announcement will be made on the university's official web site, if the admission schedule changes.

※ Office of International Affairs Homepage : <http://www.kyonggi.ac.kr/kgioia>



## 02 Field of Studies [Freshman]

Cam	College	Code	Department(Major)				
S U W O N	H u m a n i t i e s	01	Korean Language & Literature				
		02	English Language & Literature				
		03	History				
		04	Library & Information Science				
		05	Division of Global Language and Literature	German Language & Literature Major	French Language & Literature Major	Japanese Language & Literature Major	Chinese Language & Literature Major
	A r t & P h y s i c a l E d u c a t i o n	07	Ceramic Art and Sculpture				
		08	Division of Design Business	Visual Communication Design Major	Industrial Design Major	Jewelry & Metal Design Major	
		09	Division of Fine Arts	Korean Painting Major	Western Painting Major	Art Management Major	Calligraphy Major
		10	Physical Education				
		11	Protection & Security Management				
		12	Division of Sports Science	Major of Sport and Health Science	Major in Sport & Leisure Industry		
		13	Law Major				
	S o c i a l S c i e n c e s	14	Division of Public Safety	Department of Corrections and Forensic Psychology	Police Administration Major		
		15	Division of Human Service	Social Welfare Major	Youth Studies Major		
		16	Division of Public Service	Public Administration Major	International Studies Major		
		17	Division of Economic	Economics Major	International Trade Major	Applied Statistics Major	Intellectual Property Major
		18	Division of Business Administration	Business Administration Major	Accounting & Tax Major		
	S o f t w a r e m a n a g e m e n t	19	Industrial Management and Information Engineering				
		20	Division of AI Computer Science and Engineering Computer Science and Engineering Major				
		21	Division of AI Computer Science and Engineering Artificial Intelligence Major				
		22	Division of AI Computer Science and Engineering	Division of AI Computer Science and Engineering Software Safety and Security			
	C o n v e r g e n c e a n d I n t e g r a t e d S c i e n c e	23	Mathematics				
		24	Chemistry				
		25	Division of Bio Convergence	Life Science Major	Food Science&Biotechnology Major		

Cam	College	Code	Department(Major)		
S U W O N	C r e a t i v e E n g i n e e r i n g	26	Architecture(10 semesters)		
		27	Civil and Energy Engineering		
		28	Department of Electronics Engineering	Nano Semiconductor Major	Information and Communication System Major
		29	Division of Convergence Energy Systems Engineering	Advanced Materials Engineering Major	Chemical Engineering Major
		30	Division of Smart City Engineering	Civil Engineering Major	Urban & Transportation Engineering Major
		31	Division of Mechanical System Engineering	Mechanical System Engineering Major	Intelligent Robot Major
S E O U L	T o u r i s m a n d C u l t u r e	32	Acting		
		33	Animation		
		34	Media and Visual Arts		
		36	Department of Tourism Management and Development		
		37	Department of Tourism and Culture Content Management		
		38	College of Hotel & Restaurant Management	Major in Hotel & Restaurant Management	Major in Foodservice & Culinary Management

※ Students selected as the Division unit must submit an application for the desired major  
Your major is determined depend on your grades and desire.



### 03 Field of Studies [Transfer(3rd grade)]

Cam	College	Code	Department(Major)
S U W O N	H u m a n i t i e s	01	Korean Language & Literature
		02	English Language & Literature
		03	History
		04	Library & Information Science
		05	Creative Writing
		07	Division of German Language & Literature Major
		08	Global French Language & Literature Major
		09	Language and Japanese Language & Literature Major
		10	Literature Chinese Language & Literature Major
		11	Russian Language & Literature Major
		S U W O N	A r t & P h y s i c a l E d u c a t i o n
13	Division of Visual Communication Design Major		
14	Design Industrial Design Major		
15	Business Jewelry & Metal Design Major		
16	Korean Painting Major		
17	Division of Western Painting Major		
18	Fine Arts Art Management Major		
19	Calligraphy Major		
20	Physical Education		
21	Protection & Security Management		
S U W O N		22	Division of Major of Sport and Health Science
		23	Sports Science Major in Sport & Leisure Industry
S U W O N	S o c i a l S c i e n c e s	24	Law Major
		25	Social Welfare Major
		26	Division of Corrections Major
		27	Public Safety Youth Studies Major
		28	Police Administration Major
		29	Division of Public Administration Major
		30	Public Service International Studies Major
		31	Economics Major
		32	Division of International Trade Major
		33	Economic Applied Statistics Major
34	Intellectual Property Major		
S U W O N	S o f t w a r e m a n a g e m e n t	35	Business Administration Major
		36	Division of Business Accounting & Tax Major
		37	Administration International Industrial Information Major※
		38	Division of ICT Convergence Management Information System Major
		39	Division of ICT Convergence Industrial & Management Engineering Major
		40	Division of AI Computer Science and Engineering Computer Science and Engineering Major
		41	Division of AI Computer Science and Engineering Artificial Intelligence Major
S U W O N	C o n v e r g e n c e a n d I n t e g r a t e d S c i e n c e	42	Mathematics
		43	Nano Engineering
		44	Chemistry
		45	Division of Life Science Major
		46	Bio Convergence Food Science&Biotechnology Major

Cam	College	Code	Department(Major)
S U W O N	C r e a t i v e E n g i n e e r i n g	47	Architecture(10 semesters)
		48	Electronic Engineering
		49	Division of Convergence Advanced Materials Engineering Major
		50	Energy Systems Environmental Energy Engineering Major
		51	Engineering Chemical Engineering Major
		52	Civil Engineering Major
		53	Division of Architectural Engineering Major
		54	Smart City Urban & Transportation Engineering Major
		56	Division of Mechanical System Engineering Major
		57	Intelligent Robot Major
		S E O U L	T o u r i s m a n d C u l t u r e
58	Animation		
59	Media and Visual Arts		
60	Tourism Management Major		
61	Tourism & Recreation Major		
62	Division of Hotel & Restaurant Management Major		
63	Tourism Food Service & Culinary Management Major		
64	Tourism Events Management Major		

※ International Industrial Information Major, marked as (※) is taught in English.

### 03 Field of Studies [Transfer(4th grade)]

Cam	College	Code	Department(Major)
S U W O N	K n o w l e d g e I n f o r m a t i o n a n d S e r v i c e	31	Business Administration
		32	International Trade
		41	Division of Computer Science and Engineering
SEOUL	T o u r i s m a n d C u l t u r e	59	Media and Visual Arts



## 04 Eligibility

### 1. Nationality : International students whose parents neither have Korean citizenship.

- Citizenship status is determined at the time of apply
- Applicant and the applicant's parents must not hold dual nationality including Korean nationality
- The eligible case is if only when the applicant and his or her parent(s) both have already acquired the foreign nationality beforehand the applicant began – or reached before the day 1st of the high school – the curriculum considered equal as Korean high school's, both parent(s) and the student, the applicant will be admitted as 'foreigner status'
- Applicants who themselves and their parents in the birth of Korean origin or have acquired non-Korean nationality after birth must submit additional documents that verify the renunciation of Korean nationality and the date the non-Korean nationality was acquired.

### 2. Education : Applicants to each program must meet the academic requirements below

Programs	Eligibility
Freshmen	Applicants who have graduated or are expected to graduate from high school of which is corresponded to the curriculum in Korean 12th grade curriculum by the related laws for education in the applicant's country. * Both Korean and international GED or other high school equivalency certificates (home schooling, cyber learning and etc) are not considered as high school diploma
Transfer (3rd grade)	Applicants who have completed or are expected to complete at least 2 academic years or more in a university degree program

\* To prove completion of academic years, the official documents from previous institution MUST be submitted.

### 3. Language Requirements

Sort	Criteria
Freshmen/Transfer (All Department, Except International Industrial Information Major)	<ol style="list-style-type: none"> <li>1. Applicant who has obtained TOPIK level 3 or above</li> <li>2. Applicant who has completed Korean language level 3 or be expected to complete level 3, or above in Korean language institute (based in university) in Korea.</li> <li>3. Applicant who has completed Korean language level 3 or above from other Korean universities except Kyonggi University</li> <li>4. A person who has completed high school education in Korean. * A person who fulfilled one or more criteria above is available.</li> </ol>
Transfer (International Industrial Information Major)	<ol style="list-style-type: none"> <li>1. Applicant who has obtained the score of TOEFL (PBT 530, CBT 197, IBT 71), IELTS 5.5, CEFR B2, TEPS 600 or above</li> <li>2. Applicant who has completed or is expected to complete highschool(academic years) in a country whose official language is English.</li> <li>3. A person who has completed university education in Korean. * Must be qualified either 1 or 2 or 3</li> </ol>

\* All the International students except who is taking International Industrial Information Major, must obtain TOPIK level 4 before graduation.

## 05 Procedure of Admission

### 1. Evaluation Criteria

Total	Document	Interview
100%	80%	20%

- Documents: All submitted documents, such as the transcript & the personal statement are evaluated comprehensively
- No chance for the interview to those who failed to pass document screening process
- Domestic resident : Depending on COVID-19 circumstances, the process will proceed with either one: face-to-face or video interview
- Overseas resident : video interview

### 2. Application fee

- ₩130,000 (KRW)(Payment for online applications)
- Application fee is non-refundable.



## 06 Required Documents

NO	Documents	Freshman	Transfer	Detailed Information
01	Application Form<including one color photos (3.5 X 4.5cm)>	O	O	Print out after online application, Submit with Signature
02	Official Agreement for Academic Background Check	O	O	
03	Study Plan	O	O	
04	Authorization Letter and authorized's ID card(Delegated person's)	Overseas Resident	Overseas Resident	
05	A copy of applicant's Alien Registration Card (Copy both front and back)	O	O	Submission(ONLY for domestic resident)
06	A copy of passport & personal ID card (applicant)	O	O	Translation and notarization NEEDED for only ID card
07	A copy of passport or ID card (applicant's parents')	O	O	Translation and notarization NEEDED for the case of ID card
08	Legal, state-issued certificate of family registry, which verifies applicant's family relationship (notarized)	O	O	<p>■ Non-China country Original Document and Birth Certificate[Notarized translations(English or Korean)]</p> <p>■ China Attach the registry(호구부) and the certificate of family/kinship(친족관계증명서) [Notarized translations(English or Korean)]</p> <p>* In the event of a divorce or death of a parent : Submit an additional divorce certificate or death certificate.</p>
09	Applicant's or sponsor's bank statement /certificate	O	O	Bank Statement must be proven for USD \$20,000 or above Siblings(in case of a parent's death) * Only USD \$10,000 is required for applicants who completed the course of Kyonggi University Korean Language Course
10	Certificate of Language Ability (TOPIK, TOEFL, IELTS 등)	Holder	Holder	Only grades within the validity period are recognized
11	A certificate of completion from a Korean Language Institute affiliated to a university in Korea	Holder	Holder	
12	Attendance book of Language Institute	Holder	Holder	
13	High school graduation (expected to graduate) certificate	O	O	■ In case, applicants who graduated in Korea, must submit 학교생활기록부
14	Official high school transcript	O	O	<p>■ A person who has obtained educational background outside of China Original Document and Notarized translations(English or Korean) and Apostille Agreement or the Korean Embassy Legalization</p> <p>■ China Please, check Chinese version</p>
15	Official certificate of university enrollment or official certificate of completion /graduation from the previous university		O	
16	Official transcripts of all years of undergraduate study from the previous university		O	

\* Documents in languages than Korean and English must be translated into Korean or English and must be notarized and submitted.

\* Applicants who graduated from overseas must submit

1. All documents to prove the academic background with Apostille Agreement
2. Ministry of Foreign Affairs(Apostille) : +82-2-2100-7600

\* Countries without the Apostille Agreement(including China) must obtain confirmation from the consulate

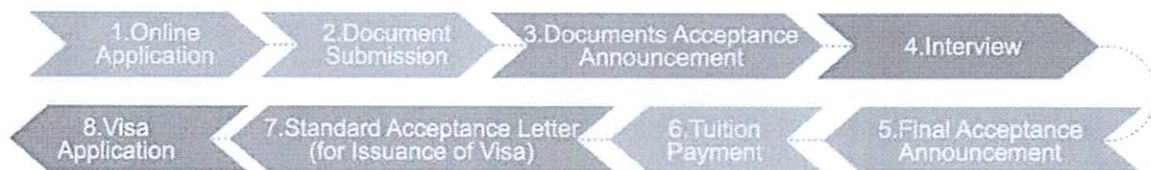
\* Documents that are not written in English or Korean need official translation and notarization

\* The official names in English must be checked carefully before submitting the translated documents



## 07 Procedure after online admission

Schedule after  
online  
application



## 08 Tuition

	Humanities/ Social Science/ Economics/ Business Administration	Tourism Science	Physical Science/ Natural Science	Engineering/ Fine Arts
Tuition I	143,000	143,000	143,000	143,000
Tuition II	3,222,000	3,232,000	3,811,000	4,163,000
Total (KRW)	3,365,000	3,375,000	3,954,000	4,306,000

※ Based on the unexpected circumstances, the entrance and tuition fee above may be subject to change.

## 09 Scholarship

### 1. First Semester

Payment Standard	Percent of Tuition	Tuition Payment Notice	Support for Settlement	Notes
TOPIK Level 6 or IELTS 9.0 above	100%	70%	30%	※ Scholarship support for settlement will be paid for students who purchased the attended orientation.
TOPIK Level 5 or IELTS 8.0 above	70%	40%	30%	
TOPIK Level 4 or IELTS 7.0 above	50%	20%	30%	
All Students (Except above 3 conditions)	30%	-	30%	

※ Payment Standard(TOPIK etc Language grade) : Only submitted Certificate of Language Ability during Application period

※ Other language certificates will be reviewed based on the academic regulations.

※ Enrolled student (during the school year) : will be provided 40% ~ 100% scholarship depend on grades.

Details will be informed to students regarding orientation and further information after their acceptance.

### 2. Freshman (first semester of freshman/transfer student) Tuition I

Payment Standard	Benefit	Payment Method
Registered for Korean language courses of 4 semesters or more and from agreement agency of exemption for admission fees.	Full Tuition I fee	Reflect the bill

\_ 06





## 10 Precautions and guidelines for application

- 1) Application forms and required documents must be submitted in person or by registered e-mail.
- 2) Applicants are not allowed to apply to two or more majors (departments/schools) simultaneously.
- 3) Applicants are advised to fill in the application very carefully. Applicants will take full responsibility for any disadvantages due to mistakes or omissions on the application.
- 4) Cancellation or changes of the application after payment of the admission fee will NOT be accepted.  
Please review your application before paying the admission fee.
- 5) Applicants are entirely responsible for any consequences that may be caused by the submission of incorrect application information. Applicants are also responsible for any disadvantages resulting from incorrect (outdated or omitted) contact information and failure to receive notice from the university.  
※ Applicants must inform the International Affairs Team <oia@kgu.ac.kr> of any changes in phone number or address.
- 6) Documents submitted will NOT be returned to the applicants yet additional documents may be requested.
- 7) Evaluation records and scores will NOT be disclosed.
- 8) Final ruling regarding the admission guidelines will be subjected to the decisions of the "University Committee".
- 9) Documents in languages than Korean and English must be translated into Korean or English and must be notarized and submitted
- 10) Applicants expected to graduate from high school should submit the certificate of graduation to the offer before the start of the semester.
- 11) After the application is completed, the recruitment unit cannot be changed.

## 11 The list of acceptance declination cases

※ Under the followings below, the admission and enrollment will be revoked. If any unqualified factors are confirmed, admission and enrollment can be revoked even after entrance registration.

- 1) If an applicant is found to have submitted falsified or forged documents or hire a substitute test taker, the application will be disqualified and the admission and enrollment will be revoked even after entrance registration. In this case, the tuition and entrance fee will not be refunded.
- 2) If an applicant is enrolled in two or more universities for the same semester, the admission will be revoked.
- 3) If a high school graduate-to-be applicant fails to graduate from the high school by the due date, the admission and enrollment will be revoked.also tuition fee is non-refundable.
- 4) If a university or college graduate-to-be applicant fails to graduate from the university or college by the due date, the admission and enrollment will be revoked. also tuition fee is non-refundable.
- 5) If the Ministry of Justice refuses to issue a student visa (D-2) for the applicant, the admission will be revoked. If the accepted applicant fails to receive a student visa (D-2) or to come to Korea within 2-weeks from the beginning of the semester, the admission and enrollment may be revoked. Applicants are entirely responsible for visa refusal or delay.

## 12 Information for whom received a acceptance letter

### Join Korean National Health Insurance

All international students are required to join Korean National Health Insurance based on Immigration Control Act of South Korea.

※ Beginning of 2021. 03. 01, implementation of the National Health Insurance for Foreign Students.

International students must maintain Korean National Health Insurance coverage during the period of their enrollment at Kyonggi University.

Failure to maintain health insurance may result in restrictions or penalties with regard to visa status and studies in South Korea.

## 13 Contacts : Office of International Affairs(Suwon campus)

	Tel	Email
Korean, Japanese	+82-31-249-8773	oia@kyonggi.ac.kr
English	+82-31-249-8944	
Vietnamese	+82-31-249-8776/8771	
Chinese	+82-31-249-8958	