

Spring Semester 2019, Undergraduate Admission

Transfer Admission Guidelines for **International Students**



KOOKMIN UNIVERSITY

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Notice to Applicants

Application and Document Submission

1. Applicants must apply online at (<http://www.uwayapply.com>).
2. Applicants are NOT allowed to apply to more than one admission units [majors, departments, or schools].
3. **KMU students (including expelled students) are NOT allowed to apply for transfer admissions.**
4. Please fill in the online application very carefully. Applicants are entirely responsible for any consequences that may be caused by the submission of incorrect application information.
5. **Cancellation or changes of the application will NOT be allowed** after you submit an application fee. Please review your application before submission.
6. **Applicants must fill out their contact information on the application correctly and are also held responsible for any disadvantages resulting from incorrect contact information and failure to notify of our International Affairs Team of any incorrect information.**
 - * Applicants must inform the university of any changes in phone number or address (+82-2-910-5834, 5835).
7. Documents submitted will NOT be returned to the applicants regardless of acceptance or rejection.

Information on Evaluation (Test)

1. Detailed information on Korean test will be informed to candidates individually. **Candidates must bring their ID card and test identification slip on the day of the test.**
 - * **Candidates who arrive late will not be allowed to enter the examination room.**
2. Candidates who have lost their test identification slip must get it reissued before the entrance time from UWAYAPPLY (www.uwayapply.com) or the International Affairs Division (2F, Global Center, Kookmin University).
 - * **Candidates without their test identification slip will not be allowed to enter the exam room.**

Credit Transfer and Graduation Requirements

1. Under university regulations, transfer students are required to complete the courses designated by the faculty for graduation.
2. Transfer students are ineligible for early graduation.
3. Applicants should select admission unit [major, department, or school] with prudence. Any of the followings may result in delayed graduation:
 - A. Transfer to a major, department, or school which is not similar to the previous major.
 - B. A large number of prerequisite courses designated by the faculty.

Privacy Policy

1. The reception and management of the online application is contracted out to Uwayapply Co. Ltd., a company specializing in online applications for college admission.
2. Kookmin University collects and stores personal information only necessary for admission under the consent of applicants, and uses it for the purpose of admission and college register only. After admission to the university, the university will use and provide the collected personal information for the purpose of education, research, administration, information on campus life, guidance information, health insurance, and physical examination. Accordingly, applying for admission is regarded as the applicant's consent to this privacy policy, and application submission without consent to this policy will not be accepted.
3. The list of personal information to be collected: Applicant's name, alien registration number, application specifications (term, type, school/department/major, application number), nationality, address, educational history, contact numbers, e-mail address, parents' information (name, contact number), bank account, etc.

Revocation of Admission

- ※ If any of the following cases are found to be true even after the admission, acceptance will be revoked.
1. If an applicant is found to have submitted falsified or forged documents or hires a substitute test taker, the application will be disqualified and the admission and enrollment will be revoked even after admission registration. In this case, his/her tuition and admission 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. In this case, his/her tuition and admission fee will not be refunded.
 3. If an accepted applicant is found to be unqualified based on an academic background check, the admission and enrollment will be revoked, and tuition and admission fees will not be refunded. (Any applicants who graduated from high school in China can submit a degree or graduation certificate verified by China Credential Verification Center operated by the Ministry of Education of the People's Republic of China.)
 4. 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.
 5. If the Ministry of Justice refuses to issue a student visa (D-2) for the accepted applicant, the admission will be revoked, and tuition and admission fees will be fully refunded. Applicants are entirely responsible for the visa refusal and delay. In case the accepted applicant could not receive a student visa (D-2) within 2 weeks from the beginning of the semester, the admission and enrollment will also be revoked.
 6. If an accepted applicant is found to be unqualified based on financial document or academic document check, an issuance of an official admission letter may be rejected.

Other Notifications

1. Since there are no additional announcements to individual applicants regarding these admission guidelines, applicants should be well-informed of the guidelines. The university is not held responsible for any disadvantages incurred by applicants' poor understanding of the admission guidelines.
2. Applicants must check the announcement of accepted candidates, which will be made available on the university's website. Applicants are entirely responsible for the disadvantages incurred by failure to check the announcement(The university will NOT inform the applicant of the admission result individually).
3. Evaluation records and scores will NOT be disclosed.
4. Final ruling regarding the admission guidelines will be subject to related laws and regulations, the university's regulations, and the decisions of "the University Admissions Management Committee".
5. **This guideline is written in Korean Language and translated in English and Chinese. In case of any conflict over the meaning or application of this guideline, the Korean language text of this guideline shall prevail over any translation thereof.**

1 Application Requirements

Category	Application Requirements
Nationality Requirement	The applicant and his/her parents must have foreign citizenship.
Language Requirement	<p>Applicants must meet one of the following:</p> <ol style="list-style-type: none"> 1. Applicants who acquired TOPIK (Test of Proficiency in Korean) Level 4 or higher 2. Applicants who have completed Level 4 or higher at the Korean Language Center of Kookmin University. 3. Applicants who have completed Level 4 or higher at a Korean language center of a four-year university in Korea. <p>※ The requirement is completion of Level 4 or higher out of a 6-level system. Applicants might not meet the requirement due to the different level systems of respective universities.</p> <ol style="list-style-type: none"> 4. Applicants who have studied at a college in Korea for 1 year (2 semesters) or more (except for international schools or colleges) 5. Applicants who majored in Korean in a college or university. 6. Applicants who have passed the Korean Proficiency Test held by Kookmin University. <p>7. For KMU International Business School only</p> <ul style="list-style-type: none"> - For transfer to the 2nd year: who have studied in a regular college course taught in English for 1 year or more - For transfer to the 3rd year: who have studied in a regular college course taught in English for 2 years or more - TOEFL iBT 80 (CBT 210, PBT 550), IELTS 5.5 or higher - Applicants who are nationals of the countries in which English is an official language - Applicant who works for government or international organization with a reference from the organization (If necessary, interview can be held.)

※ Eligibility Restrictions

- Dual citizenship holders of the Korean nationality are not eligible to apply.
- If applicant and his/her parents have obtained the Korean nationality in the past, he or she is not eligible to apply.
- Applicants who passed other qualification examinations overseas, online courses, open-university are not eligible to apply.
- KMU Students (including expelled students) are NOT allowed to apply for transfer admissions.

Category		Application Requirements
Academic Requirement	For transfer to the 2nd year	<ol style="list-style-type: none"> 1. Applicants who completed (or are expected to complete) the 1st year or two regular semesters in a regular 4-year university course in Korea with more than 33 credits earned (or scheduled to earn), with the exception of applicants to the College of Law, College of Creative Engineering, College of Software, College of Science and Technology, College of Physical Education, and College of Automotive Engineering who are required to have more than 34 credits earned (or scheduled to earn). 2. Applicants who graduated (or are expected to graduate) from a college in Korea or abroad. 3. Applicants who completed (or are expected to complete) the 1st year (or 2 semesters) or more and earned (or are expected to earn) more than 1/4 of the credits required for graduation in a regular 4-year university course (a bachelor's degree course) abroad.
	For transfer to the 3rd year	<ol style="list-style-type: none"> 1. Applicants who completed (or are expected to complete) the 2nd year or 4 regular semesters in a regular 4-year university course in Korea with more than 65 credits earned (or scheduled to earn), with the exception of applicants to the College of Law, College of Creative Engineering, College of Software, College of Science and Technology, College of Physical Education, and College of Automotive Engineering who are required to have more than 68 credits earned (or scheduled to earn). 2. Applicants who graduated (or are expected to graduate) from a college in Korea or abroad. 3. Applicants who completed (or are expected to complete) the 2nd year (or 4 semesters) or more and earned (or are expected to earn) more than 1/2 of the credits required for graduation in a regular 4-year university course (a bachelor's degree course) abroad.

※ Notes for applicants

- Completed (or expected to complete) means that the student have earned the number of credits required for classification of each year. Please ensure you have earned the required number of credits before applying. Admission can be revoked if an applicant is found to have not earned enough credits.
- An applicant may apply regardless of his or her major at previous school.

Category	Schedule	Details
Online Application	2018. 09. 21 (Fri) - 11. 29 (Thu) 10:00 ~ 17:00	KMU(http://iat.kookmin.ac.kr) or Uwayapply(www.uwayapply.com)
Document Submission Deadline	2018. 11. 30 (Fri) 17:00	Room 202, Global Center International Affairs Division [except Saturdays, Sundays and public holidays]
Korean Proficiency Test	2018. 12. 05 (Wed)	Kookmin Univ. in Korea and Peking Univ. in China (Venue: to be announced)
Announcement of Accepted Candidates	2018. 12. 27 (Thu) 16:00	KMU website (http://iat.kookmin.ac.kr)
Registration [Tuition & Fee Payment]	2019. 01. 02(Wed) ~ 01. 04(Fri)	
Orientation	2019. 01. 09(Wed)	Time and venue will be informed individually
Issue of Certificate of Admission	2019. 01. 14(Mon) ~ 01. 15(Tue)	Room 203, Global Center International Affairs Division Kookmin University
Orientation & Course Registration	Mid of February 2019	To be announced
Start of Fall Semester 2018	2019. 03. 04(Mon)	

- ※ Address: International Admissions Officer, Room 202, Global Center, International Affairs Division, Kookmin University, 77, Jeongneung-ro , Seongbuk-gu, Seoul, 02707, Korea
- ※ The admission schedule is subject to change without prior notice. It will be announced on the university's website if the admission schedule has changed.

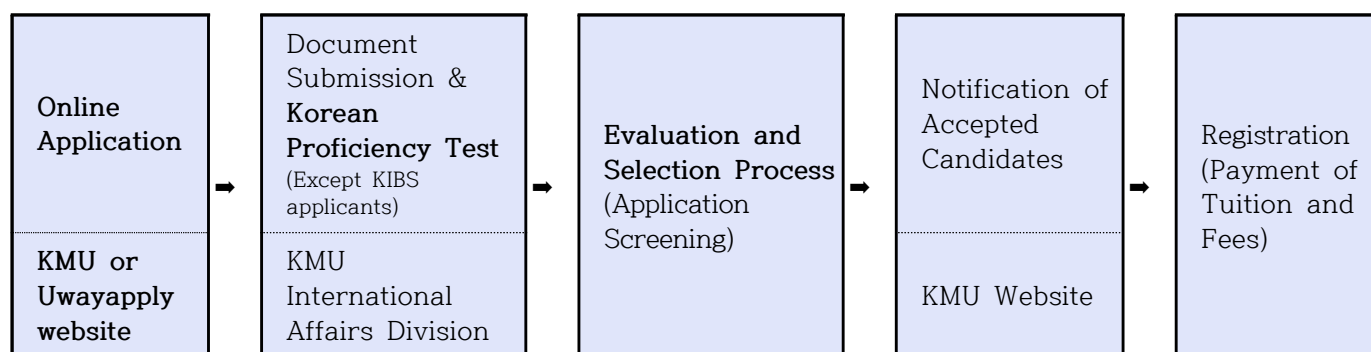
Field	College	Admission Unit [Department, School, Major]		Year	
				2nd	3rd
Liberal Arts	Global College of Humanities and Area Studies	School of Korean Language and Literature	Korean Language and Literature	○	○
			Korean as a Global Language	○	○
		School of English Language and Literature	School of English Language and Literature	○	-
			English Literature and Linguistics	-	○
			English for Global Communication	-	○
		School of Chinese Studies	Chinese Literature and Linguistics	○	○
			Chinese Politics and Economy	○	○
		Department of Korean History		○	○
		Department of Eurasian Studies		○	○
		Department of Japanese Studies		○	○
	College of Social Sciences	School of Public Administration and Public Policy	School of Public Administration and Public Policy	○	-
			Public Administration	-	○
			Public Policy	-	○
		Department of Political Science and Diplomacy		○	○
		Department of Sociology		○	○
		School of Communication	Media and Communication	○	○
			Advertising & Public Relations	○	○
	College of Law	School of Law	School of Law	○	-
			Public Law	-	○
			Private Law	-	○
	College of Economics and Commerce	Department of Economics		○	○
		Department of Commerce and Finance		○	○
	College of Business Administration	School of Business Administration	School of Business Administration	○	-
			Business Administration	-	○
			Business Analytics and Statistics	○	○
		School of Management Information Systems	School of Management Information Systems	○	-
			Information Management	-	○
		School of Finance and Accounting(Fiance and Insurance)		○	○
		School of Finance and Accounting(Accounting)		○	○
		KMU International Business School	International Business	○	○

Field	College	Admission Unit [Department, School, Major]		Year	
				2nd	3rd
Natural Sciences	College of Creative Engineering	School of Materials Science and Engineering	Metallurgical and Structural Materials	○	○
			Electronic and Functional Materials	○	○
		School of Mechanical Engineering	Mechanical Systems Engineering	○	○
			Convergence Mechanical Engineering	○	○
			Mechanical and Energy Engineering	○	○
		School of Civil & Environmental Engineering	School of Civil & Environmental Engineering	○	-
			Civil & Environmental Engineering	-	○
		School of Electrical Engineering	Electronics Convergence Engineering	○	○
			Electronics & Information System Engineering	○	○
			Energy Electronics Convergence	○	○
	College of Software	School of Software	School of Software	○	-
			Software	-	○
	College of Automotive Engineering	Department of Automotive Engineering		○	○
		Department of Automobile and IT Convergence		○	○
	College of Science and Technology	Department of Forestry, Environment, and Systems		○	○
		Department of Forest Products and Biotechnology		○	○
		Department of Nano and Electronic Physics		○	○
		Department of Applied Chemistry		○	○
		Department of Information Security, Cryptology, and Mathematics		○	○
		Department of Food and Nutrition		○	○
		Department of Advanced Fermentation Fusion Science and Technology		○	○
Physical Education	College of Physical Education	School of Physical Education	Sports Education	○	○
			Sports Industry and Leisure	○	○
			Sports Health and Rehabilitation	○	○

- ☞ Number of students to be admitted: There is no limitation on the number of international students to be admitted. Applicants will be selected on the basis of the evaluation of their academic ability within the capacity of each admission unit.
- ☞ KMU International Business School marked as (◆) is taught entirely in English.

4 Application Process

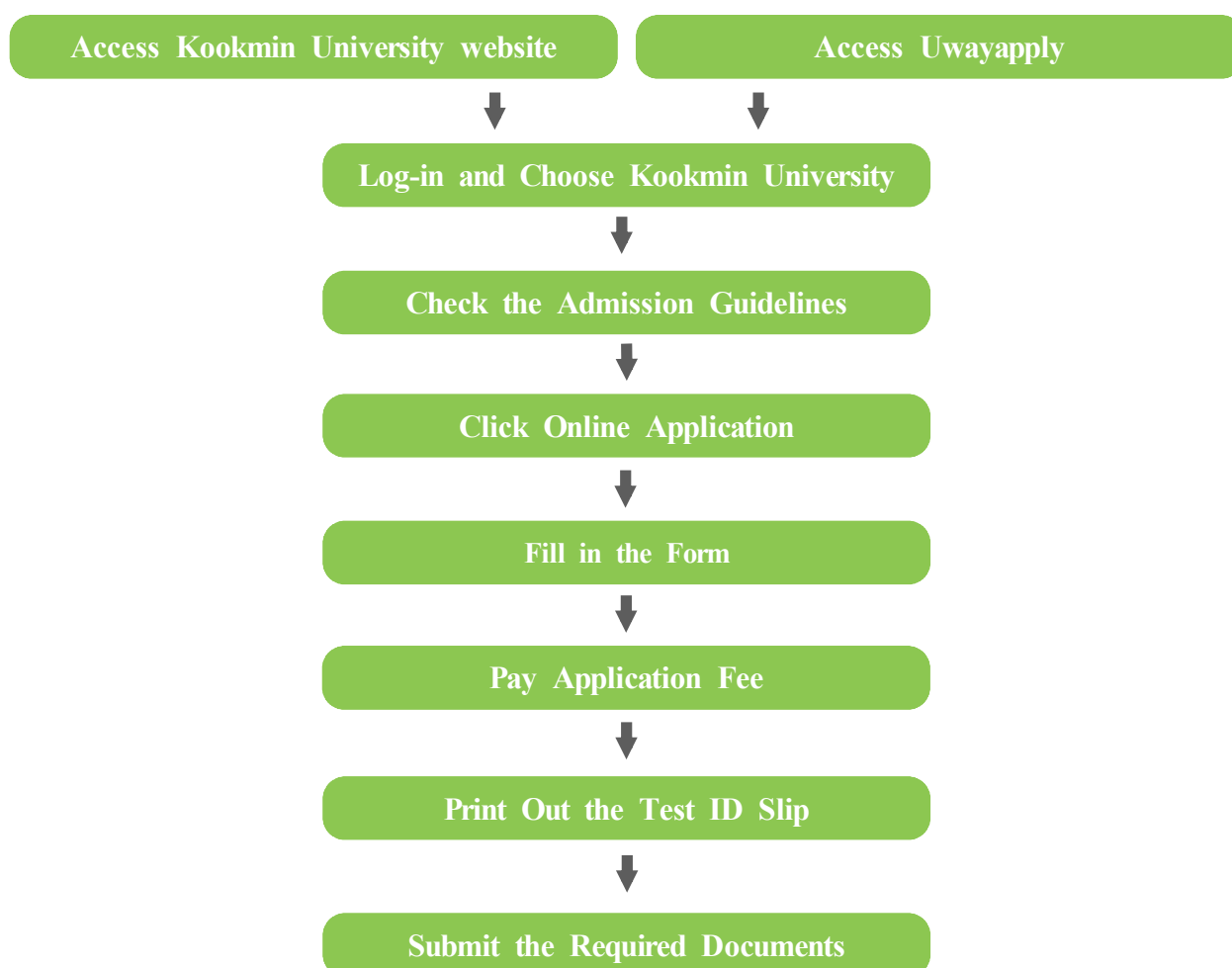
Admission Procedure



Online Application

A. Application Website: KMU (<http://iat.kookmin.ac.kr>) or Uwayapply (www.uwayapply.com)

B. Application Procedure



Application Notice

- 1) Applicants must scan a 3x4 cm photograph and upload it in the online application.
- 2) Cancellation or changes of the application after submission will NOT be accepted. Please check over your application before submission and payment of application fee.
- 3) The online application may take longer than expected, so please allow sufficient time to submit the online application before the closing time.
- 4) Please fill in the online application form very carefully. Applicants are entirely responsible for any consequences resulting from the submission of incorrect (outdated or omitted) application information.

The International Affairs Division (Room 203, Global Center) will assist applicants with online application during the submission period. If you have any difficulty, please visit the office (Saturdays, Sundays and public holidays excluded).

Document Submission

- A. Submission Method: Submission in person or by registered mail (must be delivered before the submission deadline)
- B. If the required materials are not submitted before the deadline, the applicants may be disqualified and the application fee will not be refunded.

Category	Address	Remarks
Korean	(02707) 서울특별시 성북구 정릉로 77 국민대학교 글로벌센터 202호 국제교류팀 외국인입학담당자 앞	Applicants must keep the registered mail receipt (for delivery confirmation)
English	International Admissions Officer, Room 202, 2F, Global Center, Kookmin University, 77 Jeongneung-ro, Seongbuk-gu, Seoul, 02707, Korea	

5 Required Application Documents

List of Required Documents

Category	Required Documents	Remarks
University Forms	1. Application Form	- Print out the online Application Form
	2. Self-introduction Essay and Study Plan	- Written in Korean and applicant's own handwriting (Use pen, not pencil) - KMU International Business School applicants should write in English
Documents Verifying Academic Background	3. Certificate of graduation (or expected graduation) or Certificate of Completion (or Enrollment) from previously attended college or university	- It MUST be a notarized document. - Accepted Chinese applicants: Must submit Academic Verification from the China Academic Degrees & Graduate Education Development (www.chsi.com.cn or www.cdgedu.edu.cn) or a graduation or attendance certificate from Confucius Institute in Seoul (☎ 02-3452-6775)
	4. Official transcript of previously attended college or university	
	5. Documents describing the requirements for graduation (credits earned, semesters completed, etc.)	- Only for applicants who attended foreign universities
Documents Verifying Nationality	6. A copy of ID card (of the applicant and parents)	
	7. A copy of applicant's passport	
	8. A copy of applicant's Alien Registration Card	- For applicants living in Korea only
	9. Certificate of entry and exit records of the applicant, issued by the Korean Immigration Office	- For applicants living in Korea only (within 1 month of the submission date)
	10. Official documents verifying of the relationship between the applicant and parents (Family Register, Birth Certificate, Nationality, etc.) issued by a government agency	- All countries other than China: birth certificate or family relation certificate
		- China (either 1 or 2 from below) 1. Certificate of family relations (notarized) and a copy of family register 2. Notarized copy of entire household register - In case that the applicant's parents are divorced or deceased, please submit a certificate verifying the facts (marriage and divorce records, death certificate, parental right, custody etc.).
Documents Verifying Language Proficiency	11. Certificate of Korean proficiency - A certificate of completion(attendance) from a Korean language institution - A certificate of attendance (for the immediate previous semester) - A certificate of TOPIK score	All applicant must submit one of the following - Applicant who have D-4 visa must submit a certificate of completion(attendance) from a Korean language institution - A certificate of TOPIK score - Other certificate that proves Korean proficiency
	12. Certificate of English proficiency - TOEFL iBT 80 (CBT 210, PBT 550), IELTS 5.5	- KMU International Business School applicants should submit a Certificate of English proficiency such as TOEFL or IELTS, (except for native speakers) - Applicants who work for the government or international organizations should have a reference letter from the organization's head
Other	13. A copy of Korean bankbook (for holders only)	- Submit a page that shows the account number - For checking account number only

Notice for Document Submission

- A. All documents must be written in or translated into Korean or English (English documents recommended) and notarized, or must be accompanied by a verification document issued by an embassy in Korea.
- B. For applicants who hold D-4 visa, please submit a **certificate of attendance and transcript from a Korean language institution**.
- C. Applicants must submit the original documents. If applicants must inevitably hold the original document, on condition that the original must be submitted later, applicants may submit a copy after checking it against the original at the Admissions Office.
- D. Accepted applicants must submit the following documents by February 8th, 2019 (Friday). The decision of admission can be revoked unless the applicant submits the documents.

<Academic Background & Degree Verification>

- 1) Apostille certificate of diploma and transcripts of previously attended college (university)
 - 2) Korean Consul Verification on the certificate of diploma and transcripts issued by consulates located in the country in which the applicant attended a college or university
 - 3) Chinese applicants: Academic Verification from the China Academic Degrees & Graduate Education Information
 - Academic background verification: China Credentials Verification (Credentials Verification Center by the Ministry of Education, www.chsi.com.cn)
 - Degree verification: China Academic Degrees & Graduate Education Information (Degree Verification Center by the Ministry of Education, www.cdgdgc.edu.cn)
 - Official agency in Korea, Confucius Institute in Seoul (www.cis.or.kr or ☎ 02-554-2688)
- ※ ① - ③ processes take approximately 30 days, so please apply in advance.

- E. If there is any exceptional case in the academic background such as the early graduation, skipping a grade and no transcript, or no school records etc., the applicant must submit the verification document issued by the school or government agency equivalent to the Korean Office of Education.
- F. If the name or the date of birth on the submitted documents are different, the applicant will need to turn in a document verifying their identification that is issued by country's court or the diplomatic office.
- G. Applicants who have submitted the expected graduation certificate must submit the graduation certificate before the start of the semester.
- H. Applicants may be required to submit additional documents for verifying a specific fact. Documents submitted will not be returned.
- I. Admission scores and evaluation processed are strictly confidential.

If an applicant is found to have submitted falsified or forged documents, the application will be disqualified, and the admission and enrollment will be revoked even after admission registration.

Selection Criterion

Admission Unit	Admission Type	Scoring Rubric	
		Document Evaluation	Total
Liberal Arts, Natural Sciences and Physical Education	Total Score	100% (1,000 points)	100% (1,000 points)

Korean Proficiency Test held by Kookmin University

- ※ If the Korean language requirement is satisfied, the applicant is exempt from the Korean Proficiency Test held by the university.
- ※ KMU International Business School applicants and KGSP students are exempt from Korean Proficiency Test held by the university.

Application Screening

Admission Unit	Scoring Rubric
Liberal Arts, Natural Sciences and Physical Education	Self-introduction essay, study plan, college records and Korean proficiency (or English proficiency for applicants to KMU International School) will be comprehensively evaluated.

Selection Criteria

- A. There is no limitation on the number of international students to be admitted.
Applicants will be selected on the basis of the evaluation of their academic ability within the capacity of each admission unit.
- B. If an applicant does not submit any required document, the applicant will be disqualified.

7 Application Fee & Tuition

Application Fee

A. Application Fee

Admission Unit	Application Fee(₩)				
	Administration Fee	Korean Proficiency Test Fee	Application Screening Fee	Application Evaluation Fee	Total
Liberal Arts, Natural Sciences and Physical Education	40,000	30,000	40,000	20,000	130,000

B. Refund of Application Fee

Applicants who are exempt from or absent for the Korean proficiency test will get a refund of the test fee (₩30,000) submitted to their bank account. Applicants who are found to be unqualified upon the result of the application screening will get a refund of the application evaluation fee (₩20,000) submitted to their bank account.

Tuition and Admission Fee Payment for Accepted Candidates

1. Registration Period

Category	Registration Period
Full payment of tuition & admission fee	2019. 01. 02 (Wed) - 01. 04 (Fri)

2. Notification for Accepted Candidates

- A. Detailed schedule and method for full payment of tuition and admission fee will be announced individually with the Notifications of Accepted Candidates.
- B. If an accepted candidate is found to have been accepted based on dishonest acts, his or her acceptance will be revoked and tuition and all other fees will not be refunded.
- C. If an accepted candidate does not pay the tuition and admission fee before the deadline, the admission will be automatically canceled.

2019 Tuition and Admission Fees

Our tuition fee for year 2018 is shown below. But, the tuition fee for 2019 may fluctuate according to the rate of inflation and the development of an improved educational environment.

(Unit: Korean Won)

College or School	Admission Fee(W)	Tuition (per semester)	Total
Global College of Humanities and Area Studies College of Social Sciences (except School of Communication) College of Law College of Economics and Business	706,000	3,640,000	4,346,000
Business Administration Major (School of Business Administration)	706,000	3,772,000	4,478,000
School of Management Information Systems Business Analytics and Statistics Major School of Finance and Accounting School of Communication/Mass Communication Major	706,000	3,903,000	4,609,000
KMU International Business School	706,000	5,136,000	5,842,000
College of Creative Engineering College of Automotive Engineering College of Software	706,000	4,753,000	5,459,000
Department of Forestry, Environment, and Systems Department of Forest Products and Biotechnology Department of Information Security, Cryptology, and Mathematics	706,000	4,237,000	4,943,000
Department of Nano and Electronic Physics Department of Applied Chemistry Department of Food and Nutrition Department of Advanced Fermentation Fusion Science and Technology	706,000	4,436,000	5,142,000
College of Architecture	706,000	4,904,000	5,610,000
College of Physical Education	706,000	4,290,000	4,996,000

☞ Admission fee shall be paid with first semester tuition (for the 1st semester only)

Refund of Tuition and Admission Fee

Accepted applicants who want to deny admission and get a refund must visit the International Affairs Division (Room 202, Global Center, KMU) with the tuition and fee receipt, applicant's ID card, and bankbook before **16:00, February 8th, 2019 (Friday)**.

Transfer Student Scholarship

A. Admission scholarship

Eligibility	Amount of Scholarship
All transfer students	20%~50% of Tuition fee (Depending on the admission scores)

B. TOPIK scholarship & living allowance (for the 1st semester only)

Eligibility	Amount of Scholarship
Students who acquired TOPIK Level 6	Living allowance ₩2,000,000
Students who acquired TOPIK Level 5	Living allowance ₩1,500,000
Students who acquired TOPIK Level 4	Living allowance ₩1,000,000

- ※ TOKPIK score obtained by Nov. 29th, 2018 (the 60th test) will be accepted, and the students must submit the certificate of TOPIK score by Nov. 30th, 2018 (Friday).
- ※ Can receive other scholarships simultaneously

C. KMU Korean Language Center scholarship

Eligibility	Amount of Scholarship
Students who finished 2 semesters or more in KMU Korean Language Center	50% of Tuition fee
Students who finished 1 semester in KMU Korean Language Center	30% of Tuition fee

- ※ The criteria and the amount of scholarships are subject to change due to the university's scholarship policy.
- ※ If a freshman student is eligible for two or more scholarships, the student will receive only one scholarship which is greater than the others (except for TOPIK Scholarship).
- ※ KGSP students and home country government scholars are excluded from this scholarship.

B. Scholarships for Current Students

Type		Criteria	Amount of Scholarship	Requirements
Merit-based	SungKok	Given based on department (major), school, or the class standing in each field	30-100% of tuition	* Type of Scholarship will be determined based on a relative evaluation among international students who fulfilled the below requirements * Earned 12 or more credits without F(Fail) in the previous semester - GPA over 2.5 for the previous semester - Medical Insurance Holder - TOPIK requirement
	Top of the Class			
	Grade Type 1			
	Grade Type 2			
TOPIK		TOPIK Level 4 - 6	₩1,000,000 - ₩2,000,000	According to TOPIK level If students achieve a higher level while attending school, they will only be paid the remainder of the sum previously paid off

- ※ KGSP students and home country government scholars will be excluded from this scholarship.
- ※ Overseas excellent exchange students must follow a separate guideline.
- ※ **The criteria and the amount of scholarships are subject to change due to the university's scholarship policy.**

8 | Dormitory, Insurance & Medical Check-up

Dormitory

A. Facility Status

Category	On-Campus Dormitory	Off-campus Dormitory
Scale	- 256 rooms in 4 buildings	- 220 rooms in 3 buildings
Capacity	- 1,020 students	- 703 students
Facilities	- Fully equipped with cafeteria, lounge, and laundry room - Air-conditioned and heated - All rooms with LAN and shower facilities	- Fully equipped with kitchen, lounge, and laundry room - Air-conditioned and heated - All rooms with LAN and shower facilities

B. How to Apply and Selection Method

- How to apply: During the orientation
- Selection method: If the number of applicants exceeds capacity, students with higher admission scores will be selected first
- Inquiry: Contact Center of Dormitory 02)910-5842 or go to <http://dormitory.kookmin.ac.kr>

Medical Insurance and Health Check-up

A. Medical Insurance

We require international students to have medical insurance in case of unexpected accidents or disease in which the institute bears all the related expenses. We explain insurance in detail at orientation for newly admitted students.

B. Health Check-up

- We do a health check-up for all freshmen. The time and venue will be announced.
- Students who are found to have any contagious diseases in the results of the health check-up must accept the university's decision; for example, a leave of absence.

※ Inquiry

Center for International Student Services (Room 105, Global Center, 02-910-5808, 5843)

Issuance of Admission Certificate

- Issuance Place: Room 202, Global Center, International Affairs Division,
- Required documents for admission certificate issuance
 - A. **Certificate of applicant's or parents' bank account**
 - Must have balance of at least USD 20,000 and is valid for six month since the date of issuance. The balance must be remained until March 31st, 2019
 - For those living in Korea can submit their Korean bank account: certificate issued within 1 month of the submission date
 - B. **Academic Verification: Certificate of Graduation must be confirmed by consulate, Apostille certified, China Academic Degrees & Graduate Education Information (or China Higher-education Student Information)**
 - C. **Date of Issuance: Jan. 14th - 15th, 2019**

Visa information

- Applicant who lives Korea: Change of visa type or visa extension (students should make a reservation online at www.hikorea.go.kr)
 - Applicant who live abroad and need a new visa (D-2)
 - A. Apply in advance to our International Affairs Division (enterkmu@kookmin.ac.kr) after paying the tuition
 - B. Students should check the documents for visa with their home country's consulate after paying the tuition such that there will be no delay in processing the admission.
 - Please check the "Notification of Accepted Candidates" on our website.
- ※ If you don't extend and change your visa before the expiration date printed on your Alien Registration Card, a penalty will be charged according to the Immigration Law.
- ※ Please ask Immigration Office (Tel: 1345) for more information on visa problems.

Contact Information

Department	Telephone	e-mail	Remarks
International Affairs Division	(02) 910-5834~5	enterkmu@kookmin.ac.kr	

Address: International Admissions Officer, Room 202, 2F, Global Center, Kookmin University, 77, Jeongneung-ro, Seongbuk-gu, Seoul, 02707, Korea

International Affairs Team Website (<http://iat.kookmin.ac.kr>)

Search for “KMU International Affairs Team” on the Internet

※ Please visit the website if you need information of application process or to check the announcement of acceptance.

[International Affairs Team Website]



The banner features a stylized world map in the background. The main text reads "Different Thinking Different Future" in large, bold letters, with "Thinking" in orange and "Different Future" in blue. Below this, the Korean text "도전하는 국민*인" is displayed. At the bottom, there are two colored boxes: a blue box on the left for "국제교류" (International Exchange) and an orange box on the right for "외국인 입학" (Foreign Student Admission).

국제교류
国际交流 | Study Abroad
교환학생, 방문학생, 복수학위, 어학연수, SGE 프로그램

외국인 입학
入学 | Admissions
학부, 대학원, 한국어연수

International Student Transfer Admission, Spring Semester 2019

Self-Introductory Essay and Study Plan

Department (Major)	KMU International Business School (International Business)	Examinee's No.		Name	
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<Instructions when writing>

1. Applicant should write this essay by him/herself based on facts. If it is found to be plagiarized or written by someone else, admission will be revoked regardless of the consequences.
2. Write it in your own handwriting; must be written in English.
3. If you need more paper, please print out and use the second page.

	5
	10
	15

KOOKMIN UNIVERSITY

LETTER OF CONSENT(학력조회 동의서)

学历审查同意书

To whom it may concern : 关系各位 :

This letter is to confirm that I attended (* 출신 학(교) 공식 명칭).
我想确认我在 (学校) 在学事实。

I have applied to Kookmin University in Seoul, Korea for the 2019 academic year and have agreed to allow Kookmin University to officially request my academic records from previously attended schools.

我在2019学年度申请韩国国民大学, 同意国民大学向我以前所毕业的学校正式邀请确认我的学历事实。

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

国民大跟您联系时, 特此邀请您的合作。

<Student's records / 学生个人情况>

Enrolled Name/ 学生名字 : _____

Date of birth / 出生日期: _____ - _____ - _____

Date of admission (or transfer) / 入学日期 (或转学): _____ - _____ - _____

Date of graduation (or transfer) / 毕业日期 (或转学): _____ - _____ - _____

※ Example / 样本) 08 - 31 - 2017
(월:Month/月) (일:Day/日) (년:Year/年)

<School Information / 学校情况>

School Name / 学校名 : (English) _____
(中文) _____

Address / 地 址 : (English) _____
(中文) _____

Zip code / 邮政编码 : _____

Telephone Number / 电话号码 : _____

Fax Number(mandatory) / 传真号码(必须写) : _____

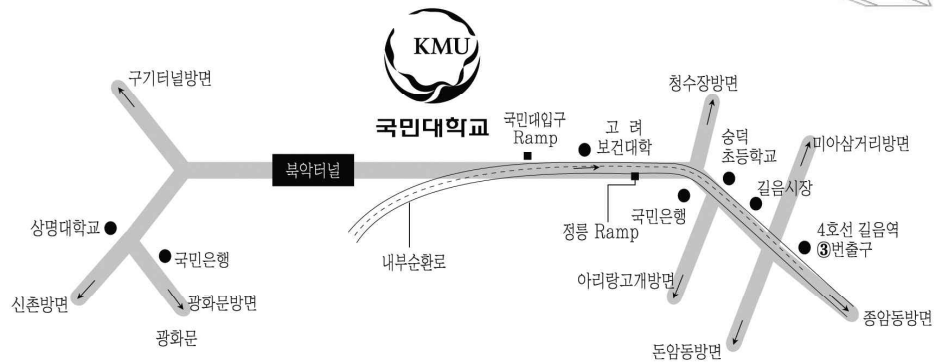
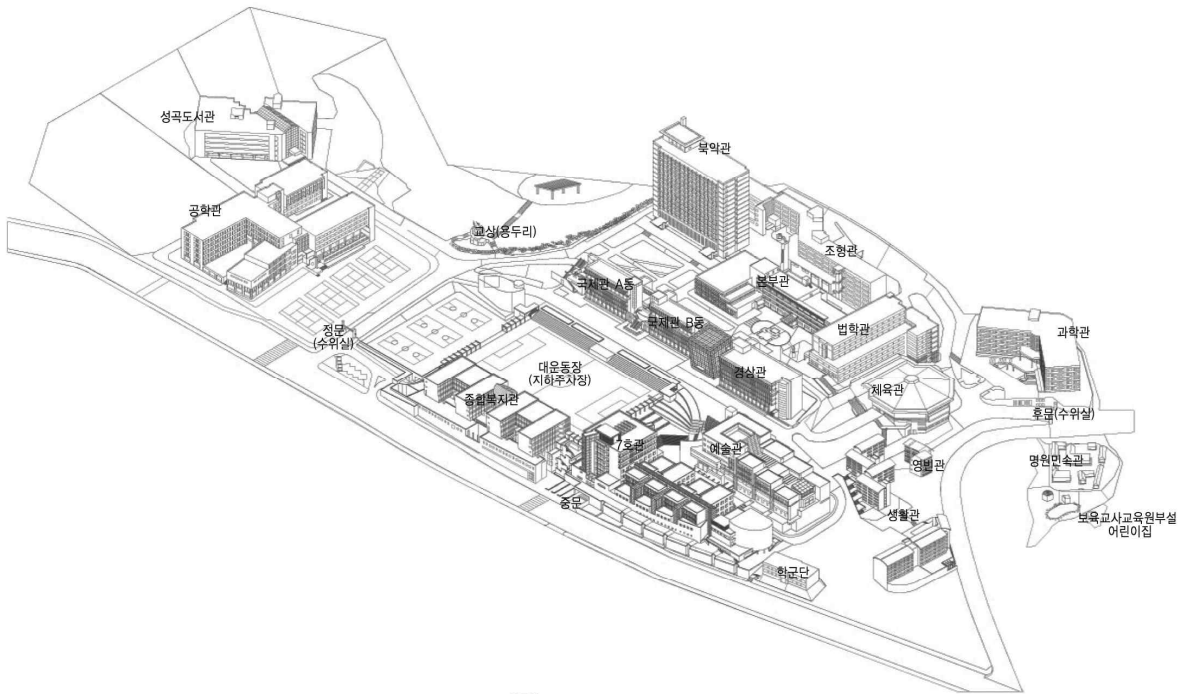
E-mail : _____ (fill in if Fax No. is not available)
(如果没有传真号码, 请写班主任的电子邮件)

Sincerely yours,

Name and Signature

Month Date Year

■ Directions



- 1호선 종 각 역 → 1번 출구 → 1020번(교보문고 방면 200m) → 국민대학교
 → 4번 출구 → 143번(20m아래 정차) → 1213, 1117, 7211번(길음역) → 국민대학교
 → 4번 출구 → 150, 160번(20m아래 정차) → 153, 171번(길음역) → 국민대학교
- 2호선 신 촌 역 → 1번 출구 → 110번(동교동 방면 250m) → 국민대학교
- 3호선 경복궁역 → 3번 출구 → 1020, 1711번(자하문 방면 50m 아래) → 국민대학교
- 4호선 길 음 역 → 3번 출구 → 171, 1117, 1213, 7211번 → 국민대학교
- 5호선 광화문역 → 2번 출구 → 1711번(한국통신 앞) → 국민대학교
 → 3번 출구 → 1020번(교보문고 앞) → 국민대학교
- 3,6호선 연신내역 → 4번 출구 → 7211번 → 국민대학교
- 지선버스 → 1020번 (정릉산정아파트 ↔ 국민대학교 ↔ 종로1가), 1117번 (국민대학교 ↔ 길음전철역 ↔ 솔샘터널)
 1166번 (국민대학교 ↔ 우이동), 1213번 (국민대학교 ↔ 청량리)
 1711번 (국민대학교 ↔ 광화문 ↔ 공덕동), 7211번 (기차촌 ↔ 국민대학교 ↔ 신설동)
- 간선버스 → 110번 (국민대 ↔ 제기동 ↔ 용산 ↔ 신촌 ↔ 국민대), 153번 (우이동 ↔ 수유리 ↔ 국민대 ↔ 신촌 ↔ 우이동)
 171번 (국민대학교 ↔ 둔암동 ↔ 성대앞 ↔ 상암동)
- 내부순환로 이용시
 일산 방면에서 왕십리 방향 이용시 → 정릉 Ramp 진출 후 U 턴
 왕십리 방면에서 성산대교 방향 이용시 → 국민대입구 Ramp 진출 후 오른쪽