

The Catholic University of Korea

2021 Fall(3rd) Semester

Graduate School Admission Guide for International Students

(Songsim Global Campus)



The Graduate School

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I. Departments and Degree Programs

Division	Department	Major	Program			Available Language	Department Contacts (02-2164-0000)
			MA	PhD	Combined (MA&PhD)		
Humanities and Social Science	Korean Language and Literature	Application Text	○	○		Korean	4201
	English Language and Literature	English Language, English Literature	○	○	○	Korean /English	4220
	Chinese Language and Culture	Chinese Language, Chinese Literature, Translation	○			Korean	4210
	Japanese Language and Culture	Japanese Language	○			Korean	4460
	Korean Language and Education for Foreigners	Korean Language Education	○	○		Korean	4201
	Korean History	Korean History	○	○		Korean	4240
	Religious Studies	Catholic Theology, Religious Studies, Peace Studies	○	○		Korean	4550
	Public Administration	Public Administration	○	○	○	Korean	4519
	Business Administration	Business Administration, Accounting	○	○	○	Korean	4010
		Healthcare Management		○			
Science	Life Sciences	Molecular Biology, Environmental Biology	○	○	○	Korean	4350
	Living Culture Studies	Clothing and Textiles		○		Korean	4320
	Clothing and Textiles	Clothing and Textiles	○			Korean	4320
	Physics	Physics	○	○	○	English	4380
Pharmacy	Pharmacy	Life science pharmacy, Industrial pharmacy, Clinical/Social pharmacy	○	○	○	English	4049
Engineering	Computer Sciences and Engineering	Computer Science and Engineering	○	○	○	Korean	4360
	Information, Communications and Electronic Engineering	Information - Communications and Electronic Engineering	○	○	○	Korean/English	4875
	Digital Media	Media Engineering, Culture Contents	○	○	○	Korean/English	4991
Arts and Physical Education	Music	Instrumental Music, Vocal Music, Composition, Church Music, Choral Conducting	○			Korean	4531
Interdisciplinary Programs	Humanities and Social Science	Education		○		Korean	4517
		Addiction Studies	○	○	○	Korean	6505
	Arts and Physical Education	Performing Arts and Culture	○	○	○	Korean	4981

※ Ineligible departments and majors : International Studies, Law, French Language and Literature, Social Welfare, Sociology, Psychology, Philosophy, Consumer and Housing, Food and Nutrition, Child and Family Studies, Mathematics, Chemistry, Biotechnology and Environmental Engineering, Healthcare and Artificial Intelligence

※ The qualification for Korean language teaching certificate 2nd level can be awarded to students acquiring Korean Language & Education for Foreigners' degree. (Refer to Korean Language Education Act, Article 13.)

II. Admission Quota

- A limited number of students are offered admissions to each academic department or program
- ※ The department can refuse to accept students, if none of the applicants fulfill the department's criteria.
- ※ In case of some departments when the number of applicants does not meet the quota, there can be no selection.

III. Application Eligibility

1. Eligibility for Applying as an International Student

- Applicant should meet at least one of the following eligibility clauses
- A. The applicant and both parents are of a nationality other than Korean
- B. The applicant has completed their entire 16-years education from elementary school to university outside of Korea

2. Eligibility by Degree

- A. Master's Degree and Combined Masters & Doctorate Degree
 - 1) The applicant who is supposed to get a Bachelor's degree from a university located either in Korea or outside of Korea by August, 2021
 - 2) The applicant is legally recognized as having obtained a degree equal to or higher than the degree stated above
 - ※ Admission will be cancelled for those who are expected to obtain their degree but are unable to obtain it before admission.
- B. Doctorate Degree
 - 1) The applicant who is supposed to get a Master's degree from a university located either in Korea or outside of Korea by August, 2021
 - 2) The applicant is legally recognized as having obtained a degree equal to or higher than the degree stated above
 - ※ Admission will be cancelled for those who are expected to obtain their degree but are unable to obtain it before admission.

3. Korean or English Languages Proficiency

- Meets the criteria for either A, B, or C below:
- A. Korean Language Ability : Acquisition of Level 3 or higher Korean Language Proficiency Test (TOPIK)
- B. Those who obtained an English language proficiency test of TOEFL (PBT 550, CBT 210, IBT 80), IELTS 5.5, TEPS 550 (NEW TEPS 297) or higher
 - ※ Applicants from countries whose native language is English are exempt from submitting an English proficiency test score report. However, those who wish to receive a foreigner scholarship must submit a certified English score report.
- C. Applicants who do not have the Korean Language Proficiency Test (TOPIK) or English Proficiency Test scores may apply if the department deems it possible, but must meet the head of the relevant department and submit a letter of recommendation (contact the Academic & Student Affairs Team of Graduate School)

※ Other matters related to the Korean Proficiency Test (TOPIK)

[Excluding applicants who are submitting an English proficiency test score report]

- 1) Applicants who have acquired a Korean Language Proficiency Test (TOPIK) score of level 3 or lower : Required completion of language course at the university's Korean Language Education Center
 - ※ 50% reduction in tuition fees when registering language courses at the Korean Language Education Center
- 2) Korean Language Proficiency Test (TOPIK) score of level 4 or higher before the thesis evaluation (Acquisition of a TOPIK level 3 or higher in the case of the division of Arts and Physical Education)

IV. Screening Procedure

1. The screening process combines the document screening, interviews and written or practical tests determined by each department.

screening method	Departments	Screening Factors and Percentage (%)				Total	Note
		Document	Interview	Written	Performance		
Document /Interview	All Departments (Excluding Music)	50	50	-	-	100	
Document /Performance	Music	30	-	-	70	100	Refer to the information below for more details.

※ Department of Performing Arts and Culture : No submission of works(portfolio) and Performance Assessment

2. Performance Assessment: Department of Music

Majors		Performance Piece
Instrumental Music	Piano	1. One full movement from a Sonata written in the Classical period 2. One piece of choice from the Romantic period
	Organ	1. One piece of choice from the Baroque period (prelude and fugue) 2. One piece of choice from the Romantic period
	String	One desired piece
	Wind	One desired piece
Vocal Music		1. One piece of British and American Art Song, French Art Song, or German Art Song 2. Opera Aria, Concert Aria, Oratorio 1 piece of choice
Composition	Composition	Submit the score of 2 created pieces(free-form) in a PDF file by email (cukmusic@hanmail.net)
	Musicology	Submit the music analysis essay of 2 created pieces(free-form) in a PDF file by email (cukmusic@hanmail.net)
Church Music		1. Gregorian Chant Major: Theory of Gregorian Chant Theory and History of Renaissance Music (Written) 2. Composition Major: Practical test of harmony (writing) and composition (the format is provided during the test, 3-hour test) 3. Organ Major (Scores can be used) ① Two of any desired piece (Intermediate difficulty or higher) ② Accompaniment of a catholic chant (The piece is provided during the test) 4. Choral Conducting Major (Scores can be used) ① Piano performance of one piece of J.S. Bach's temperament (prelude and fugue) or two pieces of Cantata (Select two pieces from German Art Song, opera aria, or oratorio) or one desired piece for organ intermediate or higher ② Sight-reading (Sight-reading) 5. Vocal Major: 1 Baroque song, 1 art song
Choral Conducting		1st movement from any Piano Sonata by Mozart/Beethoven or 2 vocal songs of choice, or conducting practical examination

V. Application Procedure

Procedure	Success of Language Grading criteria Reached	Failure of Language Grading criteria Reached (Pre-interview is required)
Online application	5.1(Sat) ~ 6.20(Sun)	5.1(Sat) ~ 6.7(Mon) ▶ Completion of online application before 6.7(Mon) for conducting interviews with the department. ▶ Interview announcements will be directed to the e-mail and WeChat ID written on the online application form.
	※ Online application : https://uportal.catholic.ac.kr/stw/recu/gexa/20/gexaForeignerApply.do	
Pre-Interview	Not Applicable	Proceed according to department ▶ Individually notice only for students who have completed online applications
Required Application Documents Submission	5.1(Sat) ~ 6.20(Sun) ▶ Submit all the documents in person or via mail (Late applications will not be accepted) - Address : H312, Michael Hall, Academic & Student Affairs Team of Graduate School, Jibong-ro 43, Wonmi-gu, Bucheon-si, Gyeonggi-do, 14662, Korea (To the administrator of international student admission)	
	Document submission and admission fee payment are required within the deadline	Submit documents and pay admission fees within the deadline <u>only for students who pass Pre-interviews</u>
Document Screening & Interview	6. 25(Fri) 10:00~ ▶ The corresponding department will contact applicants before the examination date by E-mail or cell phone	
Notification of Admission	7. 9(Fri) ▶ Noticed on Graduate school website	
Enrollment (Tuition Payment)	7. 10(Sat) ~ 7. 19(Mon) ▶ Tuition bill and payment method will be indicated on the date of Notification of Admission (Noticed on Graduate school website)	

※ Bank account for application fee payment : Refer to the information below for more details

※ Method of admission fee payment for overseas transactions

[Payment in his/her English name is required when paying a screening fee.]

- Bank : Woori Bank
- Account number : 1006401276575
- Account name : The Catholic University of Korea
- Swift Code : HVBKRRSE
- Bank address : YEOKGOK BR. Gyeonggi Bucheon Wonmi-gu Yeokgok-dong 79-3

※ Application Fee (Unit : KRW)

Item	Master's Program	Ph.D Program / Combined(MA&PhD) Program	Music
Amount	75,000	85,000	100,000

VI. Required Documents

※ Considerations

- ☞ Documents with the date of issuance are **valid only when issued at the designated deadline**.
- ☞ If the document is not written in Korean or English, submit the **English or Korean translation notarized document**.
- ☞ Translation notarized documents are valid only if they are issued within **6 months** of the date of receipt of the application.
- ☞ Important notices are sent to **Email**, so please make sure your email address is written correctly and frequent checking of your inbox is required.
- ☞ Refer to the Required Documents for Applicants list and submit every document to the address below.
- ☞ Required Documents list and additional formats can be downloaded on <https://cukadmin.catholic.ac.kr/gscuk.eng/admission1.html>

No	Documents	Original	Certified	Copy	Notes
1	Admission Application Form	○			▷Online application and print out. (Refer to page 4) ▷English name and birthday written in the passport must be written on application form.
2	Study Plan	○			▷Refer to [attachment1]
3	1 copy each of certificate of graduation from bachelor's program and apostille				A. Graduate from university in Korea ① Original copy of certificate of graduation from bachelor's program ② Original copy of official transcript of bachelor's program B. Graduate from university in China ① Certificate of graduation and apostille ② Official transcript and apostille ③ Original copy of CDGDC degree certificate (in English) ※ In the case of PhD applicants, it can be replaced by CHSI graduate certificate (in English). C. Graduate from university outside Korea / China ① Certificate of graduation and apostille (or consular notarization) ② Official transcript and apostille (or consular notarization)
4	1 copy each of the official transcript and apostille for the entire semesters during bachelor's program attended	○	○	○	※ If you are a graduate-to-be, submit a certificate of the expectant graduation, then a certificate of graduation before entrance. ※ If you are a graduate-to-be, submit an official transcript at the university for the duration up to the last semester, then the final official transcript before entrance. ※ Original copies of the certificate of graduation and official transcript are to be submitted only if you are finally accepted.
5	[Applicants of Doctorate Program] (Additional)				A. Graduate from university in Korea ① Original copy of certificate of graduation from master's program ② Original copy of official transcript of master's program B. Graduate from university in China ① Certificate of graduation from masters program and apostille ② Official transcript of master's program and apostille ③ Original copy of CDGDC degree certificate (in English) C. Graduate from university outside Korea / China ① Certificate of graduation from masters program and apostille (or consular notarization) ② Official transcript of masters program and apostille (or consular notarization)
	1 copy each of certificate of (expectant) graduation from master's program and apostille				
	1 copy each of the official transcript for the entire semesters during master's program and apostille	○	○	○	※ If you are a graduate-to-be, submit a certificate of expectant graduation from masters program, then the certificate of graduation before entrance. ※ If you are a graduate-to-be, submit an official transcript from masters program for the duration up to the last semester, then the final official transcript of the masters program before entrance. ※ Original copies of the certificate of graduation and official transcript are to be submitted only if you are finally accepted.

6	The original version of language Proficiency test results	○			▷Transcripts must be within valid period. (based on screening date) 1) Korean : TOPIK 2) English: TOEFL, IELTS, TEPS ▷Must hand in the original transcript within the application period.
7	Financial Certification	○			▷Bank statements with around \$20,000 in either the applicant's or the applicant's financial guarantor's name. (This is interchangeable with an amount over 140,000 CNY or 23,000,000 KRW) ▷Official document indicating the relationship between sponsor and you. ▷Bank statements must be dated within the last 30 days. However, bank statements with an expiration date are valid until the expiration date. (Please note that such bank statements are valid for up to 6 months from the day of issue).
8	Statement of Financial Support	○			▷Refer to [attachment2] ▷Signature from a financial sponsor (Student, parents, professor, etc.) is mandatory.
9	A copy of passport			○	▷Submit a copy of unexpired own's passport ▷Two copies of both sides of the ARC issued by the Ministry of Foreign Affairs and Trade of Korea ▷For applicants currently residing in Korea only
10	Certificate of family relations between the applicants and their parents		○	○	▷Certificate of family relations between the applicants and their parents ▷See below for examples of country-specific documentation and reference to Chinese nationality applicants. ▷In case of parents' death or divorce, certificate submission is compulsory.
11	Certificate of nationality for both parents			○	▷Submit a copy of passport or notarized nationality certification issued by the government of the applicant's country.
12	Agreement for Collecting and Using Personal Information	○			▷Refer to [attachment3]
13	Agreement for Checking School Register and Grade	○			▷Refer to [attachment4] ▷Only students from foreign universities should hand this in. ▷Write specifically the official English name of your school of highest educational attainment and period of attendance.
14	The applicant has completed their entire education outside of Korea (Admitted Applicants Only)		○	○	▷Original copy of each certificates of graduation and official transcripts from elementary, middle, high school and apostille.

[APPENDIX]

1. Birth certificate or Family relationship certificate

Country	Remarks	Notes
China	Register of census, relative relation authentication ※Note on the bottom of details	▷ In the case where document submission is difficult since an applicant's parents are divorced or deceased, submit any documents issued by the government to verify the divorce or death.
Indonesia	KARTU KELUARGA	
Mongolia	Proof of relative relation	
Sri Lanka	Birth Certificate	
Nepal	Birth Certificate	
Philippines	Family Census	
Bangladesh	Birth Certificate	
Pakistan	Family Certificate	
Myanmar	Proof of family relation	
Vietnam	So Ho Khau or Giay khai sinh	
Kyrgyzstan, Kazakhstan, Uzbekistan, Ukraine, Thailand	Birth certificate	

※ Family relationship certificate of Chinese Applicants

No.	Documents	Original	Certified	Copy	Notes
1	Applicant and their lineal family member's identification			O	
2	Applicant and their lineal family member's Household Register		O		▷ English notarization
3	Applicant and their family member's certificate of family relations		O		▷ English notarization ▷ Must hand in if the family member is written separately on the Household Register

2. Apostille Certificates

A. Submission related document : Any sort of certificate issued from a foreign school

(Proof of official enrollment · Transcript · Diploma and etc.)

※ Official documents and certificates from private schools can be requested for issuing Apostille after being notarized.

B. Submission method

1) Governments that are designated by the country which the concerned school is located in issuing the Apostille certificate to many certificates that were issued by foreign schools.

※ Institution that issues Apostille certification are from an officially designated corresponding government.
 ※ If the country is not a party to agreement on Apostille certificate, get a "consul confirmation" from Korean consulate located in the corresponding country.
 ※ Applicants can also hand in "Consul confirmation" from Korean consulate located in corresponding countries instead of Apostille certification even if their country is a party to agreement of Apostille certificate.

2) Apostille Countries

Regions	Countries
Asia & Oceania	Australia, Macao, Hong Kong, Japan, South Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines
Europe	Albania, Austria, Belarus, Belgium, Bosnia - Herzekovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Norway, Portugal, Russia, Romania, Slovakia, Slovakia, Slovakia, Spain, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, Macedonia, Ukraine, Britain, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
America	United States, Argentina, Mexico, Panama, Suriname, Venezuela, Antigabuda, Bahamas, Barbados, Belize, Colombia, Dominican Federation, Dominican Republic, Ecuador, El Salvador, Granada, Honduras, Saint Vincent, Peru, Trinidad-Tobago, St. Lucia, St. Kittenevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana
Africa	South Africa, Botswana, Brundi, Lesotho, Liberia, Namibia, Saint-Tume Principe, Swaziland, Malawi, Caboverde, Seychelles
Middle East	Oman, Israel, Bahrain, Morocco, Tunisia

3. Medical Insurance Certificate

- All International Students must apply for an International Student Insurance while residing in Korea.
- Those who are already subscribed to health insurance must submit a copy of the Certificate of Insurance within the specified date (September 30th). Students without health insurance must subscribe within 1 month upon enrollment and hand in a copy of the Certificate of Insurance.
- According to the 「National Health Insurance Act」 and 「Enforcement Rules of the same Act」, starting on March 2021, International Students will be mandatorily subscribed to National Healthcare Insurance. Details will be provided when the announcement of successful applicants is made.

VII. Scholarship program

1. Scholarships for Freshman

Name of Scholarship Program		Beneficiaries	Amount
Scholarship for Foreign Students (Freshman)	Special	Those who are selected by the Graduate School Steering Committee after a separate review by the faculty and on international relations.	Fixed amount
	Excellence A	<ul style="list-style-type: none"> Those who scored a Level 4 or higher on the Korean Language Proficiency Test (TOPIK), or Those who obtained scores on the TOEFL (PBT560, CBT220, IBT83), or a score of 6.0 or higher on the IELTS 	50% of the first semester's admissions fee and 100% of tuition for the 1st semester
	Excellence B	<ul style="list-style-type: none"> Those who scored a Level 3 on the Korean Language Proficiency Test (TOPIK) (Level 2 or Level 3 TOPIK scores are acceptable for students in the Arts & Physical Education Division) 	30% of the first semester's admissions fee and 30% of tuition (Admission fee is waived for undergraduates who graduated or are expected to graduate from this university)

※ Foreign scholarship is decided according to the language proficiency test score that was handed in on the document reception and can not be changed after the deadline.

- Example : Even if applicant took the TOPIK after document deadline and got a higher score than the one that was handed in, scoring criteria of scholarship can not be increased.

2. Scholarships for enrolled student

Name of Scholarship Program		Beneficiaries	Amount
Scholarship for Foreign Students (Enrolled)		<ul style="list-style-type: none"> Among students who earned 6 or more credits in the previous semester without a fail, those who have scored a GPA of 4.0 or higher with a recommendation from the dean (However, A is limited to 50% or less than the number of recommended students within the department. Those with a high TOPIK level can be recommended with priority) 	A: 35% of the corresponding semester's tuition B: 25% of the corresponding semester's tuition (Only applies to the course period)

VIII. Others

1. Tuition (Unit: KRW)

Division	Admission Fee	Tuition	Total
Humanities and Social Science	993,000	4,574,000	5,567,000
Science	993,000	5,489,000	6,482,000
Engineering	993,000	6,174,000	7,167,000
Arts & Physical Education	982,000	6,305,000	7,287,000
Pharmacy	993,000	6,600,000	7,593,000

2. Notes

- This admission is carried out at the Songsim Campus.
- Applicants who do not submit the required documents within the deadline are automatically disqualified.
- Information contained at the applications shall not be changed, and the submitted documents and the screening fee will not be returned.
 - Documents which cannot be reissued will be returned after the successful applicants have been announced.
 - When the applicant fails to apply because of a health emergency caused by a disaster, disease or other accidents, or other problems beyond control by the applicant. In this case, a refund application may be submitted together with the proof of emergency, within three days after the screening day. The application will be subject to evaluation and refunds may be given in partial or full according to the result.
 - Applicants may be allowed a refund should total admission fees collected fall more than the estimated amount. In case of a bank transfer, the applicant should shoulder the transaction charges of refunded fees.
- Grades at the screening examination are not disclosed.
- If candidates are found out using inappropriate methods, the admission to the school may be canceled at any time.
- These application guidelines have been written in Korean, English and Chinese. In case of disparity between interpretations, the Korean version shall prevail.

3. Campus Map : Reference Website

4. Campus Location

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- Key information from other stations
 - Seoul Station <-> Yeongok Station: 30 minutes
 - Sindorim Station <-> Yeongok Station: 15 minutes
 - Bupyeong Station <-> Yeongok Station: 15 minutes
 - Ride a Bus No.51 in in the North Exit
 - Seoul Express city bus: Bus No. 905
(Yeongdeungpo <->Bucheon)
 - Intercity bus to Bucheon:
 - Yeongdeungpo Station, Sindorim Station
(Intercity buses 10, 83, 88) -> Get off at Yeongok South Station
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<https://gscuk.catholic.ac.kr/gscuk/index.html>
