





## Contents

KYUNG HEE UNIVERSITY AT A GLANCE .....	32
WHY KYUNG HEE? .....	33
1. Admission Unit .....	34
2. Admission Process .....	36
3. Eligibility .....	38
4. Required Documents .....	41
5. Admission Schedule .....	46
6. KHU Korean Language Test .....	48
7. Assessment Method .....	49
8. Admission Interview .....	49
9. Practical Test .....	50
10. International Student Scholarship .....	51
11. Visa Information .....	53
12. Important Notes .....	54
13. Additional Information .....	55
Appendix 1 Required Document Checklist for Freshmen, Transfer Applicants .....	56
Appendix 2 Information related to Consular Authentication and Apostilles .....	59
Appendix 3 Secondary Vocational School Information Confirmation Form for Chinese Applicants .....	60
Appendix 4 Global SDGs Admission Recommendation Form .....	61

### Fall 2025 Guidelines for Undergraduate International Admission

※ This booklet was written in Korean and translated into Chinese and English.  
In case of any conflict regarding contents, Korean version text of this booklet shall prevail over any translated version.  
※ The conditions of enrollment and issuance are subject to change according to Korean government policy. It will be notified separately.



# KYUNG HEE UNIVERSITY AT A GLANCE



Kyung Hee University was founded in 1949 with the intention of “creating a civilized world.” Since its establishment, Kyung Hee has followed a tradition combining academic and practical achievement, the pursuit of universal values and harmony. In 1965, the International Association of University Presidents (IAUP) was established, and its subsequent activities include contributions to the UN International Day of Peace in 1981. In 1993, UNESCO recognized the efforts of Kyung Hee University on the international stage with its Peace Education award.

Kyung Hee’s three campuses (Seoul, Global and Gwangneung) are part of a comprehensive and future-oriented academic system that serves 33,439 undergraduate students, including 3,206 international students, and 1,199 full-time employees, including professors in 23 colleges and 96 departments.

## ■ Kyung Hee University succeeded in launching miniature satellites into space

Kyung Hee University has succeeded as the nation’s first university to engage in space exploration with the launch of the miniaturized CINEMA satellites in 2012 and 2013. Also, KHU has been developing a space meteorological tower system affiliated with the American Institute of Aeronautics and Astronautics (AIAA). European Space Agency (ESA) and domestic related industry since 2014 which led to succeed in launching Chollian satellite 2A in December, 2018. Kyung Hee University developed two of the four scientific payloads to be carried on Korea’s first lunar probe, which is launched in August, 2022, and a lunar space environment monitor that will be installed on the unmanned lunar probe to be launched by the National Aeronautics and Space Administration in 2024 is under development.

## ■ Multidisciplinary Liberal Arts Education

Humanitas College cultivates exceptional individuals and responsible citizens through its multidisciplinary education encompassing humanities, social sciences and natural sciences.

## ■ Internationally Recognized University

Kyung Hee University is ranked 1st in International outlook among Korean Universities and provides friendly environment for international students. The largest number of international students in Korea, hailing from more than 100 countries studies in the Kyung Hee campus alongside globally oriented domestic students.



# WHY KYUNG HEE?



## ■ 1 : 1 Counseling

**Freshman Counseling:** Students can discuss the difficulties of studying in the Republic of Korea and obtain solutions through 1:1 counseling during the first semester of the admission. This helps students to integrate academic and social Life at KHU.

**Major consultation/course registration counseling:** Students can receive counseling from their department office, professors in major courses or course registration counseling in the period of attendance at KHU.

**Multilingual Counseling:** Kyung Hee University provides counseling in multiple languages for students struggling with difficult times during their academic years. For confidentiality reasons, students can apply for counseling at KHU website and meet with the person in charge at a designated place. (Provided languages: Korean, English and Chinese)

## ■ Additional Korean Language Programs

Kyung Hee University additional Korean language courses for students who wish to strengthen their Korean language skills.

## ■ Global Tutoring

Kyung Hee University has a “Global K-mentoring” system to help international students overcome difficulties they are experiencing in their studies. The “Global Tutoring” system is an 1:1 matching system between a student with excellent performance in the subject and an international student.

## ■ Internationalization Training Program

Kyung Hee University offers Internationalization Training Programs for international students. Participants will have the chance to study at reputable Universities abroad. Grants will be offered to the participants and credit acquisition may be applicable training.

## ■ Employment Assistance

To support international students with employment in Republic of Korea and overseas. Kyung Hee University offers various special lectures. Kyung Hee University strengthens the employment competitiveness of international students by enhancing the understanding of Korea and Korean enterprises.

## ■ Cultural Experience Program

The purpose of this program is to provide a deeper understanding of Korea and its culture. Through the program, international students can strengthen their friendship with friends from multicultural backgrounds, experiencing Korean culture.

## ■ Orientation for New International Students

Kyung Hee University holds an orientation for new international students to help them quickly adapt to the new life in Republic of Korea. Through the orientation, international students can make new friends and gain valuable information about school such as scholarships, visa, insurance and club activities.



# 1. Admission Unit

## a. Seoul Campus

College	Admission Unit	Major	Admission Type		
			Freshmen	Transfer	[2nd intake] Global SDGs (Freshment)
College of Humanities	Department of Korean Language and Literature		○	○	○
	Department of History		○	○	○
	Department of Philosophy		○	○	○
	Department of English Language and Linguistics		○	○	○
	Department of Applied English Interpretation and Translation		○	○	○
Department of Global Eminence	Department of Global Eminence	Global Business	○	○	○
College of Politics and Economics	Department of Political Science		○	○	○
	Department of Public Administration		○	×	○
	Department of Sociology		○	○	○
	Department of Economics		○	○	○
	Department of International Business and Trade		○	×	○
	Department of Media		○	×	○
College of Management	Department of Management		○	○	○
	Department of Management [English Track]		○	○	○
	Department of Accounting and Taxation		○	○	○
College of Hotel and Tourism Management ※ See the note below	Department of Hospitality Management		○	○	○
	Department of Global Hospitality & Tourism Management [English Track]		○	×	○
	Department of Culinary Arts & Food Design Management		○	×	○
	School of Tourism and Entertainment	Department of Tourism Science	○	○	○
		Department of Culture and Entertainment		○	
College of Human Ecology	Department of Child and Family Studies		○	×	○
	Department of Housing and Interior Design		○	×	○
	Department of Clothing and Textiles		○	×	○
	Department of Food and Nutrition		○	×	○
College of Science	Department of Mathematics		○	×	○
	Department of Physics		○	×	○
	Department of Chemistry		○	○	○
	Department of Biology		○	×	○
	Department of Geography		○	○	○
	Department of Future Information Display		○	×	○

※ Note for applicants

- Department of History applicants (transfer): Applicants must have majored in history or related major at a 4-year university
- Department of Sociology (transfer): Applicants must have majored in a social science at a 4-year university
- Department of Economics (transfer): Applicants must have majored in economics, business administration, mathematics or statistics at a 4-year university
- Department of Chemistry (transfer): Applicants must have majored in Chemistry at a 4 year university

※ Department of Global Eminence: Applicants only can apply for Major of Global Business and are not allowed to apply for other majors.

※ Please refer to the detailed information on 'eligibility requirements' for the Global SDGs selection.



## b. Global Campus

College	Admission Unit	Major	Admission Type		
			Freshmen	Transfer	[2nd intake] Global SDGs (Freshment)
College of Engineering	Department of Mechanical Engineering		○	○	○
	Department of Industrial & Management Engineering		○	○	○
	Department of Nuclear Engineering		○	○	○
	Department of Chemical Engineering		○	×	○
	Department of Advanced Materials Engineering		○	○	○
	Department of Civil Engineering		○	×	○
	Department of Architectural Engineering		○	×	○
	Department of Environmental Science and Engineering		○	○	○
College of Electronics and Information	Department of Electronic Engineering		○	○	○
	Department of Biomedical Engineering		○	○	○
College of Software Convergence	Department of Computer Engineering		○	○	○
	Department of Software Convergence		○	×	○
	Department of Artificial Intelligence		○	×	○
College of Applied Science	Department of Applied Mathematics		○	○	○
	Department of Applied Physics		○	○	○
	Department of Applied Chemistry		○	○	○
	Department of Astronomy and Space Science		○	○	○
College of Life Sciences	Department of Genetics and Biotechnology		○	○	○
	Department of Food Science & BIO Technology		○	○	○
	Department of Convergent Biotechnology and Advanced Materials Science		○	○	○
	Department of Smart-Farm Science		○	○	○
College of International Studies	Department of International Studies [English Track]		○	○	○
	Department of Asian Studies [English Track]		○	○	○
College of Foreign Language and Literature	Department of French		○	○	○
	Department of Spanish		○	○	○
	Department of Russian		○	○	○
	Department of Chinese		○	○	○
	Department of Japanese		○	○	○
	Department of Korean		○	○	○
	Department of Global Communication	- British-American Language and Literature - British-American Culture	○	○	○
College of Art and Design	Department of Industrial Design		○	○	○
	Department of Visual Design		○	○	○
	Department of Landscape Architecture		○	○	○
	Department of Textile and Clothing Design		○	○	○
	Department of Digital Contents		○	○	○
	Department of Ceramics		○	○	○
	Department of Postmodern Music		○	○	×
	Department of Theater & Film		○	○	○
College of Physical Education	Department of Physical Education		○	○	○
	Department of Sports Medicine		○	○	○
	Department of Golf Industry		○	○	○
	Department of Taekwondo		○	○	○
	Department of Coaching		○	○	○
College of Liberal Studies	School of Liberal Studies		○	×	○

※ Departments not listed above are currently not accepting applications.

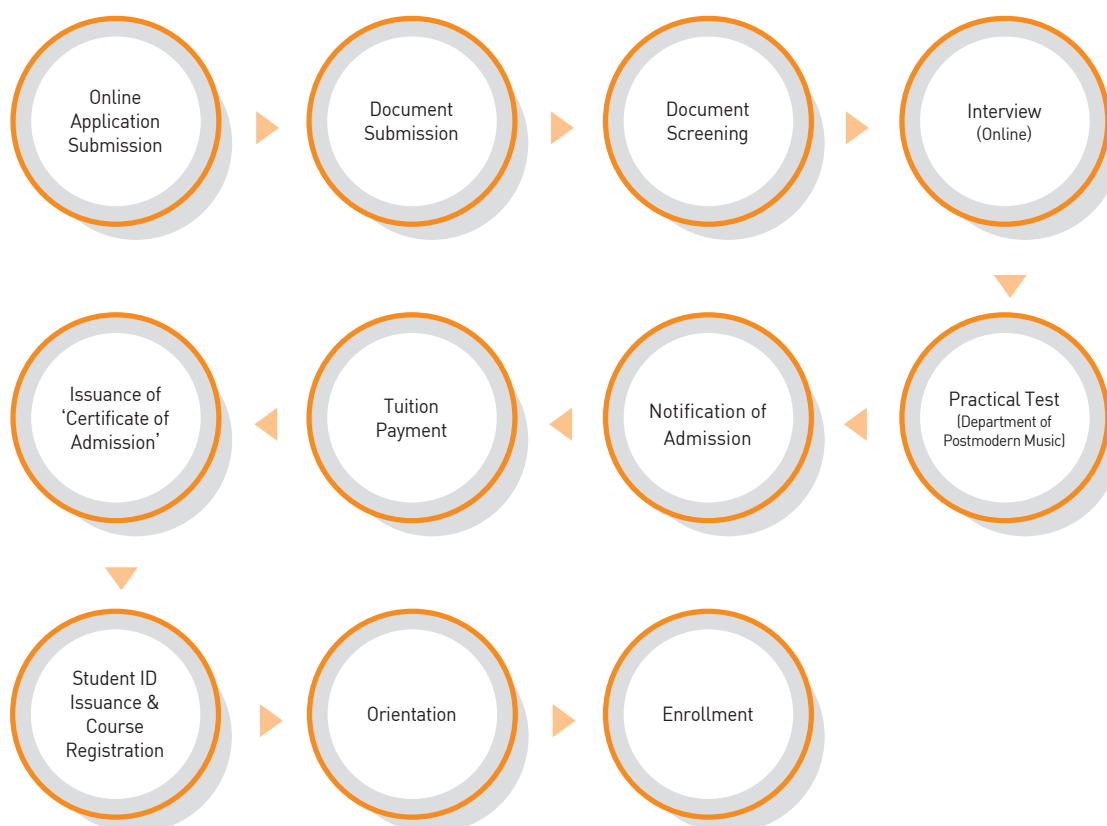
※ English Track program: An admission unit separate from Korean Track program. English proficiency is required to apply and the majority of required classes to graduate will be conducted in English

※ Please refer to the detailed information on 'eligibility requirements' for the Global SDGs selection.



## 2. Admission Process and Submission of Application

### a. Admission Process



※ KHU Korean Language Test: In lieu of the TOPIK Korean Language test, qualified applicants can fulfil the Korean Language requirement through the KHU Language exam.

#### Test Schedule

– KHU Korean Language Test (March): March 15th, 2025(Sat)

(See "KHU Korean Language Test" section. It is subject to change or cancellation depending on various circumstances)





## b. Submission of Application

- Admission application forms are **ONLY** available and accepted online.

- 1 Access the website at <<http://www.khu.ac.kr>> and then click on "Links". followed by "Fall 2025 International Undergraduate Admission Application."
- 2 Register and log in.
- 3 Read the important notes and guidelines carefully.
- 4 Fill out the application completely and save.
- 5 Upload a passport-sized photo.
- 6 Review application thoroughly.
- 7 Make application fee payment.(Credit cards or wire transfers)
- 8 Print out application and miscellaneous documents.
- 9 Submit all the application materials (refer to appendix 1) within the designated period to the Division of Global Admissions (Seoul Campus)

- 1) Applicants may submit an application for only one campus - please choose either the Seoul Campus or the Global Campus.
- 2) Online applications must be submitted by 17:00 (UTC +9:00 Seoul Standard) on the last day for submission. Please submit your application before the last days as the online system may be delayed due to the high volume of online traffic. **After the application deadline, the application fee is non-refundable. (Based on Article 42-3 (Admission Fee) of the Higher Education Act Enforcement Decree).**
- 3) The application fee must be paid in order for the online application to be printed. The application cannot be changed after the application fee is paid. **After the application deadline, it is not possible to modify the application unit (major), application type (freshmen/transfer), or cancel the application, so please complete the application with caution.**
- 4) Any applicant who falsifies information, fails to submit materials on time, or cannot be contacted by the school will be disqualified from admission review. Meeting the outlined criteria and deadlines is entirely the responsibility of the applicant, and KHU will not consider an objection to disqualification (Application fee is not refundable).
- 5) Application fee: KRW 180,000  
 - Department of Post Modern Music (Global Campus) KRW 250,000



## 3. Eligibility

### a. Freshman

Type	Eligibility
International Admission for Freshmen (Korean Language Track)	<p><b>1. Nationality Requirement: Applicants and both of their parents must be non-Korean citizens and must meet all the following conditions:</b></p> <ul style="list-style-type: none"> <li>a) Both the applicant and both their parents must have non-Korean citizenship prior to the applicant beginning high school/secondary school (or equivalent to the level of Korean high school). Applicants whose nationality was originally Korean but changed after the beginning of high school are not qualified to apply to the international admission.</li> <li>b) If an applicant's parents abandoned (or lost) their Korean citizenship, the applicant must submit proof of denationalization (loss of nationality)</li> <li>c) If the applicant's legal support obligator is one of applicant's parents, only the nationality of the person liable for support shall be considered for the application qualification (However, it must be proved by government - issued document) In case of divorce of parents, please refer to the 'Eligibility for both Freshmen and Transfer students' listed below.</li> </ul> <p>※ If the above does not apply, please contact us individually.</p> <p><b>2. Academic Requirements: Applicants must have completed or be expected to have completed secondary education prior to admission</b></p> <p><b>3. Language Requirement: Applicants must meet one of the following conditions</b></p> <ul style="list-style-type: none"> <li>a) Obtained TOPIK Level 3 or above (TOPIK iBT is acceptable except trial tests.) <ul style="list-style-type: none"> <li>- The score must be valid at the time of application</li> </ul> </li> <li>b) Enrolled in and completed Intermediate 2 Korean Language Course through KHU-affiliated language institutes (Applicants must have completed the courses less than 2 years from the beginning date of the online application)</li> <li>c) Passed level 3 of the KHU Korean Language Test (The score valid at the time of application)</li> <li>d) Korea Immigration and Integration Program level 3 or above (or obtain 61 score or higher at the Pre-test)</li> <li>e) King Sejong Institute Korean Language Intermediate level 1 or above (Practical program and online program are not acceptable)</li> <li>f) Graduates(prospective graduates) of Korean high schools who are recognized to have sufficient Korean language skills(International schools and Foreign schools are not acceptable)</li> <li>g) School of Liberal Studies: Applicant must obtain TOPIK Level 6</li> </ul> <p>※ KHU Korean Language Test: details can be found at 'KHU Korean Language Test'</p> <p>※ The terms of enrollment and issuance visa are subject to change according to Korean government policies. It will be notified separately.</p>
International Admission for Freshmen (English Track)	<p><b>1. Nationality Requirement: Applicant and both of his/her parents must be non-Korean citizens and must meet all the following conditions:</b></p> <ul style="list-style-type: none"> <li>a) Both the applicant and both their parents must have non-Korean citizenship prior to the applicant beginning high school/secondary school (or equivalent to the level of Korean high school). Applicants whose nationality was originally Korean but changed after the beginning of high school are not qualified to apply to the international admission</li> <li>b) If an applicant oneself or parents abandoned the Korean citizenship, the applicant must submit proof of denationalization (loss of nationality)</li> <li>c) If the applicant's legal support obligator is one of applicant's parents, only the nationality of the parent or guardian legally liable for the applicant's support shall be considered for application qualifications. However, status must be verified by official, government-issued documents (divorce decree, legal separation degree, etc.) In case of divorce of parents, please refer to the 'Eligibility for both Freshmen and Transfer students' listed below.</li> </ul> <p><b>2. Academic Requirements: Applicant must have completed or is expected to have completed secondary education prior to admission.</b></p> <p><b>3. Language Requirement: Applicant must meet one of the following conditions:</b></p> <ul style="list-style-type: none"> <li>a) Hold a citizenship of an English-speaking country or a country where English is an official language</li> <li>b) Obtain an official English proficiency test. (The score must be TOEFL iBT 80, IELTS 6.0, or TEPS 327 or higher) (The expiration date should be after the starting date of the online application)</li> <li>c) completed secondary education (high school) in a country where English is the native or official language.</li> </ul> <p>※ The terms of enrollment and issuance of visa are subject to change according to Korean government policy. It will be notified separately.</p> <p><b>4. Departments:</b> Department of Management, Department of Global Hospitality &amp; Tourism Management, Department of International Studies, Department of Asian Studies</p>

※ Applicants satisfying the academic requirements for transfer (graduation from a two or three-year community college or having completed at least two years and earned at least 1/2 of the credits required for a bachelor's degree at a four-year college or university) are also eligible to apply for freshmen admission.

※ Eligibility for both Freshmen and Transfer students as long as the academic accreditation for primary and secondary education is eligible.

1. KHU students (whether enrolled or on leave of absence) are not eligible to apply
2. Korean citizens (including the applicant and their parents) are prohibited from applying for international undergraduate admission.
  - Applicants whose families are of Korean origin must submit proof of denationalization or loss of nationality (verified by official government-issued documents)
3. Only accredited primary, middle, high schools and international equivalent degrees can be accepted for admission - GEDs (General Equivalency Diploma), homeschooling, online education, lifelong learning, adult education and other certificates are not eligible for the international admission.

※ Korean secondary educational institutions can be accepted if the institution attains the educational credential by the Korean Ministry of Education. However, Applicants who completed secondary education from foreign schools or foreign secondary education institutions located in Korea, can be accepted if the school is established by the regulation of the Korean Ministry of Education. Additional documents are required below.

- Certificate of accreditation by the local education office
- Documents certifying that the applicant completed all primary & secondary education in accordance with Korean primary & secondary education system(e.g. certificate of graduation of primary & secondary education institutions)
- If the applicant enrolled more than two schools with different school system or skipped a grade which cause any loss in semester, a document proving the system difference or grade skipping is required.

4. In case of divorce or separation of parents, the nationality of the parent legally liable for the applicant's support shall be considered for application qualifications, only if the case is completed before the beginning of applicant's secondary education(high school). If the case is completed after starting high school education, both of parents' nationalities shall be considered for application qualifications.

※ The contents of eligibility are subject to change.



## b. Transfer

Type	Eligibility
International Admission for Transfer Students (Korean Track)	<p><b>1. Nationality Requirement: Applicants and both of his/her parents must be non-Korean citizens and must meet all the following conditions</b></p> <ul style="list-style-type: none"> <li>a) Both the applicant and both their parents must have non-Korean citizenship prior to the applicant beginning high school/secondary school (or equivalent to the level of Korean high school). Applicants whose nationality was originally Korean but changed after the beginning of high school are not qualified to apply to the international admission.</li> <li>b) If an applicant oneself and whose parents abandoned (or lost) their Korean citizenship, the applicant must submit proof of denationalization (loss of nationality).</li> <li>c) If the applicant's legal support obligator is one of applicant's parents, only the nationality of the parent or guardian legally liable for the applicant's support shall be considered for application qualifications. However, status must be verified by official, government-issued documents (divorce decree, legal separation decree, etc.) In case of divorce of parents, please refer to the 'Eligibility for both Freshmen and Transfer students' listed below.</li> </ul> <p><b>2. Academic Requirements: Applicant must meet one of the following conditions</b></p> <ul style="list-style-type: none"> <li>a) Completed (or is expected to complete) at least 2 years (4 regular semesters-excluding summer or winter classes) and must have earned (or expect to earn) at least 1/2 credits required to complete bachelor degree at a domestic or overseas university</li> <li>※ Meaning of completion: must have registered for at least 2 years (4 regular semesters-excluding summer or winter classes) abiding by the policy of the enrolled university and earned required credits for completion. When applying to Kyung Hee University, the applicant must check whether he/she completed the 2 years at the previously enrolled university.</li> <li>※ If the applicant has studied in a country where the bachelor's degree program is 'n' years instead of 4 years, the applicant must complete second year (4 semesters) or more and obtain at least half of the minimum number of credits required to obtain a bachelor's degree in the department of previous university (where 'n' is the length of time required for a bachelor's degree program, <math>n \geq 3</math>)</li> <li>b) Received (or expected to receive) a degree from a domestic or overseas 2-3-year community college</li> <li>※ Graduates / Prospective Graduates of Chinese institutions must submit a Verification of Academic Education certificate issued by the Ministry of Education of China.</li> </ul> <p><b>3. Language Proficiency: Applicants must meet one of the following conditions:</b></p> <ul style="list-style-type: none"> <li>a) Obtain TOPIK Level 4 or above (TOPIK iBT is acceptable except trial tests.) (The test score must be after the beginning date of the online application.)</li> <li>b) Passed Level 4 of the KHU Korean Language Test (The expiration date must be later than the starting date of the online application)</li> <li>c) Korea Immigration and Integration Program level 4 or above (or obtain 81 score or higher at the Pre-test)</li> <li>d) King Sejong Institute Korean Language Intermediate level 2 or above (Practical program and online program are not acceptable)</li> <li>e) Graduates/prospective graduates of Korean high schools or higher education institutions in Korea who are recognized to have sufficient Korean language skills (International schools, Foreign schools and English tracks are not acceptable)</li> <li>※ KHU Korean Language Test (Details can be found at "KHU Korean Language Test")</li> <li>※ The conditions of enrollment and visa issuance are subject to change according to Korean government policy. It will be notified separately if there is any changes.</li> </ul> <p><b>4. Majors: Limitations are applied for the following departments:</b></p> <ul style="list-style-type: none"> <li>a) Department of History applicants: Applicants must have majored in history or related major from a 4-year university</li> <li>b) Department of Sociology: Applicants must have majored in the humanities or social sciences at a 4-year university</li> <li>c) Department of Economics: Applicants must have majored in Economics, Business Administration, Mathematics or Statistics at a 4-year university</li> <li>d) Department of Chemistry: Applicants must have majored in Chemistry at a 4-year university</li> <li>e) College of Fine Arts (Transfer): Applicants must have majored in Art at their previous university.</li> </ul>
International Admission for Transfer Students (English Track)	<p><b>1. Nationality Requirement: Applicants and both of his/her parents must be non-Korean citizens and must meet all the following conditions:</b></p> <ul style="list-style-type: none"> <li>a) Both the applicant and both their parents must have non-Korean citizenship prior to the applicant beginning high school/secondary school (or equivalent to the level of Korean high school). Applicants whose nationality was originally Korean but changed after the beginning of high school are not qualified to apply to the international admission.</li> <li>b) If an applicant oneself and whose parents abandoned (or lost) their Korean citizenship, the applicant must submit proof of denationalization (loss of nationality).</li> <li>c) If the applicant's legal support obligator is one of applicant's parents, only the nationality of the parent or guardian legally liable for the applicant's support shall be considered for application qualifications. However, status must be verified by official, government-issued documents (divorce decree, legal separation degree, etc.) In case of divorce of parents, please refer to the 'Eligibility for both Freshmen and Transfer students' listed below</li> </ul> <p><b>2. Academic Requirements: Applicant must meet one of the following conditions</b></p> <ul style="list-style-type: none"> <li>a) Completed (or is expected to complete) 2 years (4 regular semesters-excluding summer or winter classes) and must have earned (or expect to earn) at least 1/2 credits required to complete bachelor degree at a domestic or overseas university</li> <li>※ Meaning of completion: must have registered for 2 years (4 semesters-excluding summer or winter classes) abiding by the policy of the enrolled university and earned required credits for completion. When applying to Kyung Hee University, the applicant must check whether he/she completed the 2 years at the previously enrolled university.</li> <li>※ If the applicant has studied in a country where the bachelor's degree program is 'n' years instead of 4 years, the applicant must complete second year (4 semesters) or more and obtain at least half of the minimum number of credits required to obtain a bachelor's degree in the department of previous university (where 'n' is the length of time required for a bachelor's degree program, <math>n \geq 3</math>)</li> <li>b) Received (or is expected to receive) a degree from a domestic or overseas 2-3-year community college</li> <li>※ Graduates / Prospective Graduates of Chinese institutions must submit a Verification of Academic education issued by the Ministry of Education of China</li> </ul> <p><b>3. Language Requirement: Applicant must meet one of the following conditions</b></p> <ul style="list-style-type: none"> <li>a) Citizen of an English-speaking country or a country where English is an official language</li> <li>b) Obtained official English proficiency test score (score higher than TOEFL iBT 80, IELTS 6.0, TEPS 327 or higher) (The expiration date should be after the starting date of online application)</li> <li>c) completed secondary and Higher education (High school and University) in a country where English is the native or official language.</li> <li>※ The conditions of enrollment and issuance visa are subject to change according to the Korean government policy. It will be notified separately if there is any changes.</li> </ul> <p><b>4. Departments: Department of Management, Department of International Studies, Department of Asian Studies</b></p>

※ Credits earned at previous institutions will be transferred according to Kyung Hee University policies. Although the applicant is typically admitted as a third-year student, it may not be possible for the applicant to graduate in 2 years, depending on credit evaluation and transfer to Kyung Hee University.

※ Summer/Winter course credits or grades cannot be recognized for KHU courses, but can be applied as general credit towards graduation.

※ Following candidates are limited from applying to KHU courses, but can be applied as general credit towards graduation.

- 1) KHU students (whether enrolled or on a leave of absence)
- 2) Korean citizens and the children of current Korean citizens- Applicants and those whose parents are of Korean origin must submit written proof and documentation of denationalization or loss of Korean nationality before the application (verified by official government-issued documents)
- 3) Only accredited primary, middle, high schools and international equivalent degrees can be accepted for admission - GEDs (General Equivalency Diploma), homeschooling, online education, lifelong learning, adult education and other certificates are not eligible for the international admission.
- 4) In case of divorce or separation of parents, the nationality of the parent legally liable for the applicant's support shall be considered for application qualifications, only if the case is completed before the beginning of applicant's secondary education (high school). If the case is completed after starting high school education, both of parents' nationalities shall be considered for application qualifications.

※ The contents of eligibility are subject to change.



## C. Global SDGs(Freshmen)

Type	Eligibility
Global SDGs (Freshmen- Korean Track)	<p><b>1. Nationality Requirement: Applicants and both of his/her parents must be non-Korean citizens and must meet all the following conditions</b></p> <p>a. Applicants must meet the nationality requirements for the undergraduate international admission</p> <p>b. Currently residing in Korea with 'refugee' status or equivalent granted by the Korean Government</p> <p><b>2. Academic requirement: Completed(or expected to complete prior to admission) high schools in Korea</b></p> <p><b>3. Language requirement: must meet one of the following conditions</b></p> <p>a. Obtained TOPIK Level 3 or above (TOPIK iBT is acceptable except trial tests.) - the score must be valid at the time of application</p> <p>b. Enrolled in and completed Intermediate 2 Korean Language Course through KHU-affiliated language institutes (Applicants must have completed the courses less than 2 years from the beginning date of the online application)</p> <p>c. Passed level 3 of the KHU Korean Language Test (The score valid at the time of application)</p> <p>d. Completed KIIP level 3 or above(or obtaining the pre-test score 61 or above) ※ KHU Korean Language Test: details can be found at 'KHU Korean Language Test'</p>
International Admission for Freshmen (English Track)	<p><b>1. Nationality Requirement: Applicants and both of his/her parents must be non-Korean citizens and must meet all the following conditions</b></p> <p>a. Applicants must meet the nationality requirements for the undergraduate international admission</p> <p>b. Currently residing in Korea with 'refugee' status or equivalent granted by the Korean Government</p> <p><b>2. Academic requirement: Completed(or expected to complete prior to admission) high schools in Korea</b></p> <p><b>3. Language requirement: Obtain an official English proficiency test. (The score must be TOEFL iBT 80, IELTS 6.0, or New TEPS 327 or higher) (The expiration date should be after the starting date of the online application)</b></p> <p><b>4. Department: Department of Management, Department of Global Hospitality&amp;Tourism management, Department of International Studies, Department of Asian Studies</b></p>

※ Global SDGs admission is only available at 2nd intake.



## 4. Required Documents

### a. Freshmen

No	Documents	Note
1	Online KHU Application Form	
2	Self Introduction and Study Plan	<ul style="list-style-type: none"> <li>- Korean Track: must be written in Korean</li> <li>- English Track: must be written in English</li> </ul>
3	Official High School Diploma (certificate of prospective graduation) [translated and notarized] (issued within 6 months of online application. If the document is issued only once in a lifetime, it is accepted if it is notarized within 6 months.)	<p><b>[Applicants from general high school in China]</b></p> <ul style="list-style-type: none"> <li>- Graduates: Verification Report of China Higher Education Qualification issued by the Ministry of Education [English version] along with a copy of Graduation Certificate.</li> <li>- Prospective Graduates: An original copy of translated and notarized Certificate of Expected Graduation</li> <li>※ Verification Report of China Higher Education Qualification [English version] along with copy of Graduation Certificate to be submitted after acceptance. (The Certificate of Admission will not be issued if this is not submitted)</li> </ul> <p><b>[Applicants from other high schools including vocational school &amp; technical schools in China]</b></p> <ul style="list-style-type: none"> <li>- When submitting documents, please check note #2.</li> </ul> <p><b>[Applicants from high schools locating other than China]</b></p> <ul style="list-style-type: none"> <li>- Graduates: Translated and notarized Certificate of Graduation.</li> <li>- Prospective Graduates: Translated and notarized Certificate of Expected Graduation</li> </ul> <p>※ Applicants who fail to submit all documents requiring consular authentication or the verification of Apostille within the document submission period will not be issued a Certificate of Admission, and the admission can be cancelled.</p>
4	Official high school transcript of three years [Translated and notarized], (Full score criteria must be indicated on the transcript)	<ul style="list-style-type: none"> <li>- Graduates: Translated and notarized Final Academic Transcript to be submitted.</li> <li>- Prospective Graduates: Translated and notarized Academic Transcript with most recent grades to be submitted. The apostilled Final Academic Transcript to be submitted once accepted.</li> <li>- Yearly transcript correspond to secondary education (high school) is required</li> </ul> <p>※ Accepted students who fail to submit all documents requiring consular authentication or the verification of Apostille within the document submission period will not be issued a Certificate of Admission, and the admission can be cancelled.</p>
5	<p>A government-issued certificate of family registry to verify the applicant's relationship with parent [Translated and notarized]</p> <ul style="list-style-type: none"> <li>- Copy of applicant's passport</li> <li>- Birth certificate and Family Relation Certificate</li> <li>- Copies of parents' passports or copied domestic ID is required</li> <li>- ID cards in hand-writing must be translated and notarized in either English or Korean.</li> </ul>	<p><b>[Chinese Applicants' Family Relations]:</b></p> <ul style="list-style-type: none"> <li>- One copy of Family Relation Certificate (notarized translation, issued within 1 year of online application) or copy of Hukou (notarized translation, issued within 1 year of online application) <ul style="list-style-type: none"> <li>• A single Hukou with all family members listed and submitted by the main head of household is sufficient.</li> <li>• Any changes in the family such as divorce, death, remarriage, etc. should be accompanied by an updated copy of the Hukou and a certificate of kinship (notarized translation) for affected family relationships. (In the case of divorce, it is necessary to submit an additional translation notarized copy of the divorce agreement stating the custody holder of the applicant.)</li> </ul> </li> <li>※ Any false information in the application, including forgery or alteration of submitted documents, or failure to meet the application requirements, will result in the cancellation and retraction of offer of admission, regardless of when discovered. In cases where admission is cancelled because of any above circumstances, any fees or tuition payments will not be refunded.</li> </ul>



6	Original Document for Proof of Language Proficiency [TOPIK Level 3 or above/KHU Korean Language Test Level 3 or above/Korean Language Intermediate Level 2 Completion Certificate from KHU affiliated language institutes/Korea Immigration and Integration Program level 3 or above (or obtain 61 score or higher at the Pre-test)/King Sejong Institute Korean Language Intermediate level 1 or above (practical program and online program is not acceptable)/Graduates(pro prospective graduates) of Korean high schools]	<b>[Korean Track]</b> - Certificate, Grade report or completion proof is required - Graduates(pro prospective graduates) of Korean high schools that have chosen Korean as a main teaching medium are only applicable for Korean language proficiency(international schools and foreign schools are not acceptable.) <b>[English Track]</b> - Original copy of Language Proficiency (Minimum score of TOEFL iBT 80, IELTS 6.0, or TEPS 327) - Citizens of English-speaking countries do not need to provide additional proof of proficiency - Citizens of countries where English is an official language do not need to provide additional proof of proficiency if the proof of completing the secondary education in English is submitted(ex. Transcript)
7	<b>[Applicants with Practical Test]</b> - Department of Postmodern Music: Submission of video in a USB. - Department of Taekwondo: Level 2 or higher Dan Certificate issued by KUKKIWON(the World Taekwondo Headquarters)	- Department of Postmodern Music: * Interview: Online interview * Practical Test: USB video submission - Refer to p.00 "Practical Test"
8	Certificate of Scholarship	Students on scholarships provided by government or governmental institutions must submit the certificate of scholarship issued by the sponsoring governmental institutions.

※ Applicants may be asked to submit additional proof that both they and their parents have not held Korean citizenship since before the student began the equivalent of Korean high school if the applicant is of Korean origin.

- Documents of submission: Copies of citizenship documents or passport of an applicant and their parents

※ Applicants who hold both domestic and international passports must use their non-Korean passports when submitting documents.

## b. Transfer

No	Documents	Note
1	Online KHU Application Form	
2	Self Introduction and Study Plan	- Korean Track: must be written in Korean - English Track: must be written in English
3	Official diploma (or certificate of completion) from previous institution, translated and notarized by a certified official. - Currently enrolled in or completed a bachelor degree program of a domestic or overseas university : Certificate of Enrollment or Certificate of Completion - Applicants who graduated (or expect to graduate) a 2~3 year community college: official diploma (issued within 6 months of online application. If the document is issued only once in a lifetime, it is accepted if it is notarized within 6 months.)	- Applicants who received a degree from a Chinese institution must submit an academic history verification certificate(English version), issued by the Ministry of Education in China along with the translated and notarized Certificate of Enrollment or Certificate of Completion. - Non-Chinese applicants are required to submit a translated and notarized diploma by a certified official. - Prospective graduates are to submit a translated and notarized Certificate of Expected Graduation - Students who have completed 2 years or more of domestic/overseas 4-year bachelor degree programs: additionally required to submit a translated and notarised High School Graduation documents (For more specific information regarding types of documents to be submitted for each High School in China, refer to note #2). ※ Applicants who fail to submit all documents requiring consular authentication or the verification of Apostille, translation and notarisation within the document submission period will not be issued a Certificate of Admission



No	Documents	Note
4	Official transcript from previously attended university [Translated and notarized]	<ul style="list-style-type: none"> <li>- Graduates / Prospective Graduates with a Domestic/Overseas Undergraduate Degree (4-year undergraduate programs)               <ol style="list-style-type: none"> <li>1) Translated and notarised original copy of Academic Transcript.</li> <li>2) A Certificate stating the credits required to acquire a bachelor's degree in the department belonging to the previous university.</li> <li>3) Document indicating grading criteria, including Grade Point Average (CGPA) and full score.</li> </ol> </li> <li>- Graduates / Prospective Graduates with a Domestic/Overseas Associate Degree (2~3-year junior college programs)               <ol style="list-style-type: none"> <li>1) Translated and notarised original copy of Academic Transcript.</li> <li>2) Document indicating grading criteria, including Grade Point Average (CGPA) and full score.</li> </ol> </li> <li>※ Prospective graduates with consulate authentication or apostille submission must submit the final transcript after graduation.</li> <li>※ Applicants who fail to submit all documents requiring consular authentication or the verification of Apostille, translation and notarisation within the document submission period will not be issued a Certificate of Admission, and the admission can be cancelled..</li> </ul>
5	<p>A government-issued certificate of family registry to verify the applicant's relationship with parents [Translated and notarized]</p> <ul style="list-style-type: none"> <li>- Copy of applicant's passport</li> <li>- Birth certificate and Family Relation Certificate</li> <li>- Copies of parents' passports or copied domestic ID is required</li> <li>- ID cards in hand-writing must be translated and notarized in either English or Korean.</li> </ul>	<p><b>[Chinese Applicants' Family Relations]:</b></p> <ul style="list-style-type: none"> <li>- Original copy of Family Relation Certificate (notarized translation, issued within 1 year of online application) or copy of Hukou (notarized translation, issued within 1 year of online application)</li> <li>- A single Hukou with all family members listed and submitted by the main head of household is sufficient.</li> </ul> <p>Any changes in the family such as divorce, death, remarriage, etc. should be accompanied by an updated copy of the Hukou and a certificate of kinship (notarized translation) for affected family relationships. (In the case of divorce, it is necessary to submit an additional translation notarized copy of the divorce agreement stating the custody holder of the applicant.)</p> <p>※ Any false information in the application, including forgery or alteration of submitted documents, or failure to meet the application requirements, will result in the cancellation and retraction of offer of admission, regardless of when discovered. In cases where admission is cancelled because of any above circumstances, any fees or tuition payments will not be refunded</p>
6	Original documents for proof of language proficiency [TOPIK Level 4 or above/KHU Korean Language Test Level 4 or above//Korea Immigration and Integration Program level 4 or above (or obtain 81 score or higher at the Pre-test)/King Sejong Institute Korean Language Intermediate level 2 or above(practical program and online program is not acceptable)/Graduates(prospective graduates) of Korean high schools & Korean higher education institutions]	<p><b>[Korean Track]</b></p> <ul style="list-style-type: none"> <li>- Certificate, Grade report or completion proof is required</li> <li>- Graduates(prospective graduates) of Korean institutions that have chosen Korean as a main teaching medium are only applicable for Korean language proficiency(international schools, foreign schools and English tracks are not acceptable.)</li> </ul> <p><b>[English Track]</b></p> <ul style="list-style-type: none"> <li>- Original copy of a language proficiency test (Minimum score of TOEFL iBT 80, IELTS 6.0, TEPS 327)</li> <li>- Citizens of countries where English is an official language do not need to provide additional proof of proficiency if the proof of completing the secondary education in English is submitted(ex. Transcript)</li> <li>- Citizens of English-speaking countries do not need to provide additional proof of proficiency</li> </ul>
7	<ul style="list-style-type: none"> <li>- Department of Postmodern Music: Submission of video in a USB.</li> <li>- Department of Taekwondo: Level 2 or above Dan certificate issued by KUKKIWON(the World Taekwondo Headquarters)</li> </ul>	<ul style="list-style-type: none"> <li>- Department of Post-Modern Music: Online interview (practical test replaced with video on USB flash drive to be submitted on the same day as the interview)</li> <li>- Refer to p.48, "Practical Test"</li> </ul>
8	Certificate of Scholarship	Students on scholarships provided by government or governmental institutions must submit the certificate of scholarship issued by the sponsoring governmental institutions.

※ Applicants who graduated (or are expected to graduate) from Chinese institutions must submit an Academic History Verification Report in English version issued by the Ministry of Education in China until document deadline.

※ Applicants who hold both domestic and international passports must use their non-Korean passports when submitting documents.

## C. Global SDGs(Freshmen)

No	Documents	Note
1	Online KHU Application Form	
2	A copy of Certificate of Refugee Status Recognition	Any government issued certificate proving the refugee status or equivalent status
3	Official High School Diploma (certificate of prospective graduation)	
4	High School Student Record for University Admission	
5	Official high school transcript	Yearly transcript correspond to secondary education is required
6	Recommendation letter by the high school principle	<ul style="list-style-type: none"> <li>- designated form should be used</li> <li>- the recommendation letter should be sealed in an official envelope and sign across the back flap upon completion. Recommendation letters that are not sealed and signed will not be accepted.</li> </ul>
7	Proof of extracurricular activities	optional - Official documents issued by the organization
8	A government-issued certificate of family registry to verify the applicant's relationship with parent - Copies of parents' and applicant's ID cards - Birth certificate or Family relations certificate(translate and notarized)	<ul style="list-style-type: none"> <li>- ID cards issued by Korean government are accepted(driver's license, Alien registration card, Residence card etc)</li> <li>- If there is any difficulty to submit family relations certificate, please consult in advance.</li> <li>- Any false information in the application, including forgery or alteration of submitted documents, or failure to meet the application requirements, will result in the cancellation and retraction of offer of admission, regardless of when discovered. In cases where admission is cancelled because of any above circumstances, any fees or tuition payments will not be refunded.</li> </ul>
9	Original documents for proof of language proficiency - TOPIK level 3 or above - KHU Korean Language test level 3 or above - Korean Language Intermediate Level 2 Completion Certificate from KHU affiliated language institutes - KIIP level 3 or above(or pre-test score 61 or above)	English Track - TOEFL iBT 80, IELTS 6.0, NEW TEPS 327 or above

※ Global SDGs admission is only available at 2nd intake.





## Important Notes

- Documents must be translated and notarized in Korean or English if the original document is not written in Korean or English.
- When submitting transcripts and diplomas issued by overseas educational institutions, applicants must submit a "Confirmation of Foreign Educational Institution" or "Consular Authentication" from a Korean Embassy in the country of the applicants' education or the applicant's Embassy in Republic of Korea. If documents are issued by Hague Apostille Member Countries, the applicant can get the "Verification of Apostille" from the related institution.

※ The required application materials (Proof of higher level of education) has changed to Chinese Application (Varied between Regular High School graduate and Secondary Vocational / Miscellaneous High School graduates)

- General High School: Only "the Verification Report of Chinese Higher Education" Qualification Certificate issued by the Chinese Ministry of Education's Academic Background/Degree Accreditation Center (CHSI) will be accepted.

- Secondary Vocational / other High School: refer to table below

Type		Assessment Criteria	Notes
Secondary Vocational High School	Regular Specialized Secondary Schools	① <b>Notarized and translated Certificate of Graduation issued by local education authorities + school information confirmation (refer to Appendix 3)</b>	Choose 1
	Vocational High Schools	② <b>Notarized and translated Certificate of Graduation issued by the school to be confirmed by the Education Office (City Education Office)) + School Information Confirmation (refer to Appendix 3)</b>	
	Skilled Workers Schools	<b>Online confirmation in China Confirmation from the official website of the Ministry of Human Resources and Social Security (<a href="http://www.mohrss.gov.cn/">http://www.mohrss.gov.cn/</a>) + Notarized and translated Certificate of Graduation</b> * Recognised only when authenticity is verifiable online.	
<b>Miscellaneous accredited High schools (schools not included above such as international high schools, art high schools, etc.)</b>		<b>Translated and notarized Certificate of Graduation issued by the school + Establishment Permit (Business Unit Legal Certificate(事业单位法人证书)) must be submitted. (However, only academic background education courses are recognised, notarisation is not required).</b>	

※ The conditions of enrollment and issuance of visa are subject to change according to Korean government policy.

- All materials must be originals and Academic and Nationality related documents will not be returned to the applicant.
- Accepted applicants must submit all documents requiring consular authentication within the document submission period to the Division of Global Admissions and those who fail to do so will not be able to obtain a Certificate of Admission, and the admission can be cancelled. However, prospective graduates from Japanese institutions in March among accepted applicants may obtain a Certificate of Admission with a certificate of expected graduation considering government policy of Japan. In this case, students are required to submit the Apostilled final graduation certificate within 8 weeks after the semester begins.
- Admitted students must apply for international student visas independently. Please refer to the section on "Visa information" or contact the Division of Global Admissions for more information.
- Upon admission, Kyung Hee University may independently contact any and all institutions of education attended by the applicant to verify the authenticity of their academic history, as outlined in the Academic History Verification Consent portion in the Application form. If the institution fails to verify the authenticity of a student's documents, admission may be revoked.
- If an applicant's name varies from what appears on their submitted documents. Proof of identity issued by the applicant's national government must be presented.
- Applicants must submit a Korean or English-language statement issued by previous institutions they have attended if there are any significant changes or events, including but not limited to early graduation, skipped grades, discrepancies in transcripts and records of enrollment, changes in the name of the school, etc.
- Acceptance or admission may be cancelled if the admission committee finds evidence of dishonest or unlawful conduct, including counterfeit or falsified documents, exams taken by proxy, or other disqualifying behavior at any time during the application or admission process, or after admission. Fees, tuition, and other payment will not be returned in this event.
- Students may apply with TOPIK Level 3 or KHU Korean language test level 3, but once admitted they will need to have achieved at least TOPIK level 4, or are obliged to take designated programs (Korean Language and liberal arts courses) organized by KHU. The contents and the credits obtained by this program may differ by campus.
- All accepted students who need to get issued a Official Certificate of Admission must submit the Bank Certificate which is valid for D-2 visa application.
- The Global Admissions Team may request additional documents to ensure the authenticity of submitted materials.
- Applicants residing in Korea may be asked to submit additional documents, such as a Certificate of Alien Registration or a Certificate of Domestic Residence.

## 5. Admission Schedule

### a. First Intake(Freshmen, Transfer)

Procedure	Schedule		Note
Guideline Available Online	February 2025		Download is available at (www.khu.ac.kr › LINK › Guideline for Fall 2025 International Undergraduate Admission)
Admission Counseling	Operation Hours: 09:30 ~ 17:00		- How to apply: Email the Division of International Student and Scholar Services (Seoul Campus) - Counseling: Operated at all times (Reservation is required)
Online Application Submission	9:00, Monday, February 24th, 2025 ~ 17:00, Friday, March 7th, 2025		www.khu.ac.kr › LINK › Go to admission application
Submission of Required Documents (In-person)	Thursday, March 6th, 2025 ~ Saturday, March 8th, 2025, 13:00 - 16:30 - How to submit: In-person - Address for In-person submission: B117, B1, Kyung Hee University, Cheongwoonkwan building, 26 Kyunghee-daero, Dongdaemun-gu, Seoul - Mailing Address: Division of Global Admissions, 1F, Cheongwoonkwan building, Student Support Zone, 26 Kyunghee-daero, Dongdaemun-gu, Seoul (02447)		- In-person document submission is preferred, however, applicants residing overseas may submit documents via post. When submitting via post, - Please write <b>"Fall 2025 (1st Intake) International Admission Application &amp; Documents Submissionn"</b> should be written on the envelope and please check to see if your documents arrived at the office. (Kyung Hee University is NOT responsible for the loss of the documents when submitting via post) - All documents should be sent to <b>the Global Admissions at Seoul Campus KHU.</b> - All submissions must be postmarked on or before Friday, March 7th, 2025. No documents are acceptable after the deadline.
Online Interview / Practical Test	Seoul Campus	Global Campus	
	Individual Online interview: Saturday, March 29th, 2025	Individual Online interview: Saturday, March 29th, 2025/TBA	
Notification of Admission Result	Admission results will be announced on the website at 2 pm Friday, April 18th, 2025		Applicants can check on KHU website (www.khu.ac.kr › LINKS › Fall 2025(First Intake) Notification of Admission) (Students will not be individually notified.)
Letter of Acceptance	Friday, April 18th, 2025 ~ Friday, May 2nd, 2025		
Final Submission of Documents (Apostille) and Original Bank Certificate & Guarantee of Finance	Friday, July 18th, 2025, [3pm]		- <b>Original Copy of the translated and notarized, with consular authentication (Apostille) of the final Certificate of Graduation and Academic Transcript (Graduates / Prospective Graduates)</b> - <b>Original Bank Certificate for Student Visa Applicants &amp; Guarantee of Finance (must submit a valid Bank Certificate for Visa Application)</b>
Tuition Payment	Monday, July 7th, 2025 ~ Friday, July 18th, 2025 [4pm]		Any KEB Hana Bank branch (Republic of Korea)
Certificate of Admission	Wednesday, July 23rd, 2025 from 2pm		Non-issuable without submission of the translated and notarized Certificate of Final Academic Achievement, an official transcripts either with consular authentication or Apostille, and an original bank certificate.
Issuance of Student ID Number and Course Registration	Mid-August, 2025 (TBA)		Details to be announced on the website Students have to proceed it oneself online
Newcomers Orientation	August, 2025 (TBA)		TBA
Classes Begin	Monday, September 1st, 2025		It is advised to enter earlier to Republic of Korea to consult to your office of college at least on week prior to the term begins

※The admission schedule is subject to change. If any change occurs, notifications will be posted online at [www.khu.ac.kr/입학/외국인입학](http://www.khu.ac.kr/입학/외국인입학)(Students will not be notified individually)

※ Any information regarding document review, reason for disqualification in the admission process is to be kept strictly confidential.



## b. Second Intake(Freshmen/Transfer, Global SDGs(Freshmen))

Procedure	Schedule		Note
Guideline Available Online	February 2025		Download is available at (www.khu.ac.kr > LINK > Guideline for Fall 2025 International Undergraduate Admission)
Admission Counseling	Operation Hours: 09:30 ~ 17:00		- How to apply: Email to the Division of Global Admissions (Seoul Campus) - Counseling: Operated at all times (Reservation is required)
Online Application Submission	9:00, Monday April 21st, 2025 ~ 17:00 Friday, May 9th, 2025		www.khu.ac.kr > LINK > Go to admission application
Submission of Required Documents	Thursday, May 8th, 2025 ~ Saturday, May 10th, 2025, 13:00 ~ 16:30  - How to submit: In-person - Address for In-person submission: B117, B1, Kyung Hee University, Cheongwoonkwan building, 26 Kyunghee-daero, Dongdaemun-gu, Seoul - Mailing Address: Division of Global Admissions, 1F, Cheongwoonkwan building, Student Support Zone, 26 Kyunghee-daero, Dongdaemun-gu, Seoul (02447)		- In-person document submission is preferred, however, applicants residing overseas may submit documents via post. When submitting via post, - Please write <b>“Fall 2025 (2nd Intake) International Admission Application &amp; Documents Submission”</b> should be written on the envelope and please check to see if your documents arrived at the office. (Kyung Hee University is NOT responsible for the loss of the documents when submitting via post) - All documents should be sent to <b><u>the Global Admissions at Seoul Campus KHU.</u></b> - All submissions must be postmarked on or before Friday, May 9th, 2025.
Online Interview / Practical Test	Seoul Campus	Global Campus	
	Individual Online interview: Saturday, June 14th, 2025/ TBA	Individual Online interview: Saturday, June 14th, 2025/ TBA	
Notification of Admission Result	Admission results will be announced on the website at 2 pm on Friday, July 4th, 2025		Applicants can check on KHU website (www.khu.ac.kr> LINK > Fall 2025 (2nd Intake) Notification of Admission (※ Students will not be notified individually.)
Letter of Acceptance & Tuition Invoice	Monday, July 7th, 2025 ~ Friday, July 18th, 2025		
Tuition Payment	Monday, July 7th, 2025 ~ Friday, July 18th, 2025 [4pm]		Any KEB Hana Bank branch (Republic of Korea)
Final Submission of Documents (Apostille) and Original Bank Certificate & Guarantee of Finance	Friday July 18th, 2025 by 3pm KST		- <b>Original Copy of the translated and notarized, with consular authentication (Apostille) of the final Certificate of Graduation and Academic Transcript (Graduate / Prospective Graduate)</b> - <b>Original Bank Certificate for Student Visa Applicants &amp; Guarantee of Finance (must submit a valid Bank Certificate for Visa Application)</b>
Certificate of Admission	Wednesday, July 23rd, 2025 14:00 ~		Non-issuable without zsubmission of the translated and notarized Certificate of Final Academic Achievement, an official transcripts either with consular authentication or Apostille, and an original bank certificate.
Issuance of Student ID Number and Course Registration	Mid-August 2025 (TBA)		Details to be announced on the website Students have to proceed it oneself online.
Newcomers Orientation	August 2025 (TBA)		TBA
Classes begin	Monday, September 1st, 2025		It is advised to enter earlier to Republic of Korea to consult to your office of college at least on week prior to the term begins

※ The admission schedule is subject to change. If any change occurs, notifications will be posted online at [www.khu.ac.kr/입학/외국인입학](http://www.khu.ac.kr/입학/외국인입학) (Students will not be notified individually)

※ Any information regarding document review, reason for disqualification in the admission process is to be kept strictly confidential.



## 6. KHU Korean Language Test

### 1) Application Period

- **Test on March:** Monday February 17th, 2025~Friday, March 7th, 2025[5PM]

### 2) How to Apply

- Apply online through the Office of International Affairs, Global Admission Team's website and pay the application fee of KRW 60,000
- ☎ +82-2-961-9286~7
- Website for Office of International Affairs, Global Admission Team: <http://iadmission.khu.ac.kr>

### 3) Test Schedule

Date	Location	Remark
Saturday, May 15th, 2025	Online	Passport is required for identification check.

### 4) Students subject to take the test: All applicants who have to satisfy Korean Language requirement

[Exemptions]

a) Applicants for English Track departments

b) Among Freshmen applicants

- ① Having submitted a test result of TOPIK Level 3 or above
- ② Having completed Level 4(Intermediate 2) from the KHU affiliated language institutes
- ③ Completed the Korea Immigration and Integration Program level 3 or above (or obtain 61 score or higher at the Pre-test)
- ④ Completed the King Sejong Institute Korean Language Intermediate level 1 or above(Practical program and online program is not acceptable)
- ⑤ Graduates(prospective graduates) of Korean high schools who are recognized to have sufficient Korean language skills(International schools and Foreign schools are not acceptable)

c) Among Transfer applicants

- ① TOPIK Level 4 or higher
- ② Completed the Korea Immigration and Integration Program level 4 or above (or obtain 81 score or higher at the Pre-test)
- ③ Completed the King Sejong Institute Korean Language Intermediate level 2 or above(Practical program and online program is not acceptable)
- ④ Graduates(prospective graduates) of Korean high schools Korean higher education institutions who are recognized to have sufficient Korean language skills(International schools, Foreign schools and English tracks are not acceptable.)

※ Note: KHU Korean Test score is valid for the Fall 2025 To Spring 2026 International undergraduate admission periods only

### 5) Others

- a) Online applicants are required to identify oneself with the actual passport on the interview. You will be disqualified by not carrying it.





## 7. Assessment Method

Admission Type	College(Department)	Document	Interview	Practical test	Total
Freshmen/ Transfer	<b>- Seoul Campus</b> • College of Humanities, College of Politics and Economics, College of Management, College of Hotel and Tourism Management, College of Human Ecology, College of Science, College of Global Eminence	0%	100%	0%	100%
	<b>- Global Campus</b> • College of Engineering, College of Electronics and Information, College of Software Convergence, College of Applied Science, College of Life Sciences, College of International Studies, College of Foreign Language and Literature, College of Art and Design(Except Department of Postmodern Music), College of Physical Education, College of Liberal Studies				
	<b>- Global Campus</b> • College of Art and Design: Department of Postmodern Music				
Global SDGs (Freshmen)	<b>- Seoul Campus</b> • College of Humanities, College of Politics and Economics, College of Management, College of Hotel and Tourism Management, College of Human Ecology, College of Science, College of Global Eminence	100%	0%	0%	100%
	<b>- Global Campus</b> • College of Engineering, College of Electronics and Information, College of Software Convergence, College of Applied Science, College of Life Sciences, College of International Studies, College of Foreign Language and Literature, College of Art and Design(Except Department of Postmodern Music), College of Physical Education, College of Liberal Studies				

## 8. Admission Interview

### 1) Interview Schedule

Intake		Date	Location	Note
First Intake	Individual Online Interview	Saturday, March 29th, 2025(TBA)	Online Interview	- Interview will be conducted for applicants without disqualification on the documents (It will be not notified individually) - What to bring: Valid passport, Registration Slip
Second Intake	Individual Online Interview	Saturday, June 14th, 2025(TBA)		

### 2) Important Notes for Interview

- ① Applicants who fail to attend the scheduled interview will be disqualified from the admission process.
- ② Applicants are required to be on time and must bring a Korean government-issued form of identification with a photo, such as passport, Alien Registration Card or driver's license.
- ③ The location and time for interviews are subject to change. Announcement will be made on the day of the interview or posted on KHU website.

## 9. Practical Test

### 1) Department of Postmodern Music

- Video Submission in USB

Admission Unit	Evaluation Methods	Specific Information	Note
Vocal Music	Interview / Practical Test	1. Interview: Interviewed by a department professor 2. Practical Test: Prior Video Submission - 2 selected songs <ul style="list-style-type: none"> <li>• 1 Korean song (Less than 2 minutes)</li> <li>• 1 non-Korean song (Less than 2 minutes)</li> </ul> - Submit one video clip for each song	1. Without accompaniment, Instrumental music or Mastering record is allowed 2. While using instrumental music or Mastering Record as background, the sound of your singing or instrument should be more audible than the sound of the background sound on the video.
Instrumental Music		1. Interview: Interviewed by a department professor 2. Practical Test: Prior Video Submission <ul style="list-style-type: none"> <li>• Each work has to be from different genres</li> <li>• Each work should be less than 2 minutes</li> </ul> - Submit one video clip for each selected work	3. Ensure that the file format of the videos is playable on Windows Media Player on a Windows PC or Quicktime Player on a Macintosh PC before submission 4. The face of applicants and/or any musical instruments must be displayed throughout the video clip to confirm identity and authenticity of the performance
Composition		1. Interview: Interviewed by a department professor 2. Practical Test: Prior Video Submission - Submission of one piece of applicant's own composition (sheet music must be submitted in PDF format)	5. The portfolio should be taken within 3 months from documents deadline. At the beginning of the video, the applicant should show the cell phone's date and the record the play.



# 10. International Student Scholarship

Category	Scholarship Type	Eligibility	Scholarship	Note
Admission Scholarship	Pioneer Scholarship	Students from countries which is not enrolled in university based on the higher education statistics	Full tuition for the first semester ※ Full tuition for up to 1 year after admission, provided the beneficiary complete 12 credits at the first semester and maintains a GPA of 2.5 or better	Freshmen or transfer students
	SDGs Scholarship	Global SDGs admitted applicants who ranked top 50% in the admission evaluation	Full tuition for the first semester [Full tuition for up to 4 years after admission if beneficiary fulfills the scholarship requirements]	Freshmen
	Admission Scholarship A	Students with the highest overall score in each college (Students with lower than 90 points are excluded, regardless of ranking.)	Full tuition for the first semester	Freshmen or transfer students
	Admission Scholarship B	- Korean Track: students who submitted TOPIK level 6 by the designated submission period - English Track: students who submitted TOEFL iBT 105 or IELTS 7.5 or higher by the designated submission period	Full tuition for the first semester	
	Admission Scholarship C	Students who submit TOPIK Level 5 by the designated document submission period	Half tuition for the first semester	
	Admission Scholarship D	Students recommended by the dean of KHU-affiliated institutes who have completed a course of study at the institution and meet all other recommendation standards	Full tuition for the first semester (Seoul Campus)	
	Admission Scholarship E	Students who scored within the top 50% in the admission evaluation and completed more than 4 semesters at ILE	Full tuition for the first semester (Global campus)	Freshmen or transfer students
	Admission Scholarship F	Students who are accepted at the Department of Korean and scored among the top 50% in the admission evaluation	Full tuition for the first semester	
	Admission Scholarship G	Students who are accepted at the College of Engineering, the College of Electronics and Engineering or the College of Software Convergence, and scored among the top 50% in the admission evaluation	Full tuition for the first semester ※ Full tuition for 4 years, provided the beneficiary maintains a GPA of 3.5 or better [Period: March 2025 ~ February 2029]	Freshmen
	Admission Scholarship H	Students who are accepted at the College of International Studies and scored among the top 50% in the admission evaluation	Full tuition for the first semester (Global campus)	Freshmen or transfer students



Category	Scholarship Type	Eligibility	Scholarship	Note
post-Enrollment	Stipend for Overseas Government Scholarship Students	Full scholarship holders from their own home countries which are in the DAC List of ODA Recipients	Study Supplement Scholarship KRW 1,000,000 ~ KRW 1,500,000 (provided during the regular academic years the beneficiary maintains minimum requirements fulfills)	Freshmen/ Enrolled Students
	Samsung Dream Scholarship	Students from countries of DAC List of ODA Recipients	Full Tuition, Study Supplement Scholarship KRW 3,900,000 (provided during the regular academic years the beneficiary maintains minimum requirements fulfills)	Enrolled Students
	Overseas Koreans Fellowship	Overseas Koreans Fellowship awardee(Seoul campus applicants only)	Full tuition for the first semester (provided up to 8 semesters the beneficiary maintains minimum requirements fulfilled)	Freshmen/ Enrolled Students
	Homeland Education Program for Overseas Koreans	Completed Pre-Undergraduate program in Homeland Education Program for Overseas Koreans hosted by the National Institute for International Education(NIIED)	KRW1,000,000 (provided every semester the beneficiary maintains minimum requirements fulfilled)	
	Academic Encouragement Scholarship	Select honor students among applicants with a minimum 3.0 GPA from the previous semester		Enrolled Students
	TOPIK Encouragement Scholarship	Student with GPA 2.0 or above and have completed 12 credit points or more, Student who did not receive Admission Scholarship B,C and holds TOPIK Level.	500,000KRW per semester, Max 3 semesters benefits if eligible	Enrolled Students
Other Scholarships	Kyung Hee International Foudation Scholarship	US Citizens/Students from countries of DAC List of ODA Recipients	Full tuition for the first semester (Not a scholarship for tuition reduction or exemption)	Freshmen
	Kyunghee Sibling Scholarship	Students whose sibling is enrolled in the undergraduate school	Half of the tuition for the first semester (Not a scholarship for tuition reduction or exemption)	After admission, there will be a separate notice
	Kyunghee Alumni Scholarship	Students whose parents are both graduates of our undergraduate school	Half of the tuition for the first semester (Not a scholarship for tuition reduction or exemption)	

## ※ Notes

- 1) Scholarship offers will be announced along with acceptance result.
- 2) Various on-campus and off-campus scholarships are available every semester for enrolled students. However, if a student is selected for more than one scholarship, the beneficiary will only be awarded the scholarship with a higher value. If a student is supported by GKS or received full tuition, they will be disqualified from certain scholarships.
- 3) All scholarships are awarded in accordance with the Kyung Hee University Scholarship Policy.
- 4) English track applicants are not eligible for Admission scholarships C



# 11. Visa Information

## [Applicants with D-4 Visa]

### 1) Applicants whose current D-4 visa are expected to expire during the admission process or after the acceptance(D-4 visa extension)

- Applicants whose D-4 will expire during the admission process must register for an additional Korean language course to extend their visa

※ **[Exceptions]** Applicants who satisfied all the following conditions will be able to extend their sojourn without registering for additional courses

- i) Currently enrolled in Kyung Hee University's Korean Language Institutions
- ii) Students with TOPIK Level 3 [including Level 3 or higher of the Republic of Korea Immigration Integration Program (KIIP)] or above: or students who have been enrolled in a Korean Language Course for at least 18 months
- iii) Students whose sojourn will expire after June 1st, 2025.

### 2) Chinese Students with D-4 Visa must extend it before leaving the Republic of Korea

※ The required application material (Proof of higher level of education) has changed to Chinese applicants (varied between Regular high school graduate and Secondary Vocational / Other High school graduate)

- Regular High School: Only "the Verification Report of Chinese Higher Education" Qualification Certificate issued by the Chinese Ministry of Education's Academic Background/Degree Accreditation Center (CHSI) will be accepted.
- Secondary Vocational / Miscellaneous High School: refer to table below

Type	Assessment Criteria		Notes
Secondary Vocational High School	Regular Specialized Secondary Schools	① Apostilled notarized Certificate of Graduation issued by local education authorities + school information confirmation (refer to Appendix 3) ② Apostilled notarized and translated Certificate of Graduation issued by the school (to be confirmed by the Education Office (City Education Office)) + School Information Confirmation (refer to Appendix 3)	Choose 1
	Vocational High Schools		
	Skilled Workers Schools	Online confirmation from the official website of the Ministry of Human Resources and Social Security ( <a href="http://www.mohrss.gov.cn/">http://www.mohrss.gov.cn/</a> ) + Apostille Verification * Recognised only when authenticity is verifiable online.	
Miscellaneous accredited High schools (schools not included above such as international high schools, art high schools, etc.)	Apostilled notarized Certificate of Graduation issued by the school + Establishment Permit (Business Unit Legal Certificate (事业单位法人证书) or School Education Permit (民办学校办学许可证)) must be submitted. (However, only academic background education courses are recognised, notarisation is not required).		

- According to the Korea Immigration Service policy change, applicants may be asked to apply for a visa. In case of applicants who need Visa, document preparation in advance is highly recommended for fast Visa issuance.
- Document: 'The Proof of Employment of parents' and 'The Proof of Income of parents'
- ※ **This information may vary from each immigration office, so please check the details in each office.**

[Information above is subject to change according to the Korean government policy. It will be notified separately.]

# 12. Important Notes

## 1) Registration

- a) Admitted students must pay tuition during the designated period. Failure to do so will result in the assumption that the student has abandoned their registration.
- b) When paying the tuition via wire transfer from overseas, the student must wire the full amount, including all the international wire transfer fees.

## 2) Graduation Requirements

- a) Undergraduate students admitted from Spring 2024 must submit TOPIK level 4 or higher in order to graduate. (English Track & transfer students are exempted)
- b) Graduation requirements differ by departments and students are strongly suggested to confirm with the department offices for details.

## 3) International Student Insurance

- a) As of March 2021, international students will be enrolled in the National Health Insurance program.
- b) We recommend that you purchase personal insurance (travel insurance or private international student insurance) for things that are not covered by the National Health Insurance.

## 4) Withdrawal

- ※ An admitted student who wishes to withdraw and get the paid tuition refund back must submit the following documents to the Division of Global Admissions by July 25th, 2025. Withdrawing after the designated period will be handled according to the university policy.
  - Required documents
    - a) Original tuition receipt
    - b) Designated withdrawal form–Contact us individually
    - c) Copy of Korea bank book under the student's name

## 5) Applicants who do not comply with admissions guidelines or fail to submit all required documents will be disqualified from the process, and contents not included in this guideline will comply with the international student admission policy at Kyung Hee University. Also, if the student visa is rejected by the Korean government, the admission will be cancelled.

## 6) Important notices regarding the admission process will be posted on KHU website as well as the website for the Global Admissions Team. Please refer to the following contact information regarding any further inquiries.

Office	Campus	Phone	E-mail	Website
Division of Global Admissions	Seoul Campus	+82-2-961-9286	admission@khu.ac.kr	<a href="http://iadmission.khu.ac.kr">http://iadmission.khu.ac.kr</a>

- All documents should be sent to Seoul Campus KHU. (refer to 5. Admission Schedule)

### [NOTICE]

**Admission Unit of the Department of Korean, College of Foreign Language and Literature will be changed to the Korean Contents Track, Department of Korean from Fall semester, 2025.**



# 13. Additional Information

## 1. Tuition Fee

[Freshmen/Transfer]

Campus	College		Tuition Fee(KRW)
Seoul Campus	College of Humanities		4,748,400
	College of Politics and Economics		
	College of Management		
	College of Hotel and Tourism management	Except Global Hospitality · Tourism Management	6,405,400
		Global Hospitality · Tourism Management(English Track)	
	College of Science	Except Department of Future Information Display	5,517,400
		Department of Future Information Display	6,405,400
Global Campus	College of Human Ecology		5,517,400
	Department of Global Eminence(Global Business)		6,079,400
	College of International Studies	Department of International Studies [English Track]	4,748,400
		Department of Asian Studies [English Track]	5,990,400
	College of Foreign Language and Literature		4,748,400
	College of Physical Education		6,175,400
	College of Engineering		6,405,400
	College of Electronics and Information		
	College of Software Convergence		
	College of Applied Science		
	College of Life Science		
	College of Art and Design		
	College of Liberal Studies		

※ The above is based on 2025 Spring Semester.

## 2. Dormitory

Campus	Dormitory	Location	Room Type	Payment	Cooking Facilities
Seoul Campus	Sewha-won	On campus	Double	4 months fee must be paid at once	×
Global Campus	Woojungwon	On campus	Double	4 months fee must be paid at once	○ (Joint Cooking Facility)

※ The above is based on 2025 Spring semester

## 3. Regional Family Relations Certificate document(Example)

**China** A copy of 居民户口簿 and an original 亲属关系证明 English version translated notarization

**The Philippines** Family Census

**Bangladesh** 점머 까gez 또는 점머 사이드티켓

**Mongolia** Family Relations Certificate

**Sri Lanka** பைலர் 서티피케이트

**Nepal** 전마달

**Indonesia** KARTU KELUARGA

**Vietnam** So Ho Khau or Giay khai sinh

**Pakistan** Family Certificate

**Myanmar** 가족관계증명서(잉타웅수사옌)

**Kyrgyzstan · Kazakhstan · Uzbekistan · Ukraina · Thailand** birth certificate

- The Sources from Republic of Korea Immigration Service -



## [Appendix 1-1] Checklist for Freshman Applicant

No.	Documents			Specific Information	Submission
1	Online KHU Application Form				
2	Document for Proof of Language Proficiency				
3	Self Introduction and Study Plan				
4	A copy of passport				
5	Official High School Diploma (certificate of prospective graduation)	School outside of China		Translated and notarized High School Graduation / Expected Graduation Certificate	
		School within China	General High School	Translated and notarized Certificate of Graduation issued by local education authorities + school information confirmation (English) * Prospective Graduates: Translated and notarized Certificate of Expected Graduation	
			Vocational High Schools	Translated and notarized Graduation Certificate issued by Regional Education Authorities + School Information Confirmation (refer to Appendix 3) or Translated and notarized Certificate of Graduation issued by the school (to be confirmed by the Education Office (City Education Office)) + School Information Confirmation (refer to Appendix 3)	
			skilled Workers school	Online confirmation + Translated and notarized Graduation Certificate	
			Other schools (International school, Arts school, etc)	Translated and notarized Certificate of Graduation issued by the school + Establishment Permit (Business Unit Legal Certificate or School Education Permit)	
6	Official High School Transcript of 3 years [Translated and notarized]			Full Score or Grading Criteria for explanation of grading system should be included.	
7	A government-issued Certificate of Family Registry to verify the applicants' relationship with parents			Hukou, Birth Certificate, Family Relations Certificate, etc [Translated and Notarised]	
8	Copy of Parents' Passport or Local Identification Card			Handwritten ID cards must be translated & notarized	
9	[Applicants with Practical Test] - Department of Postmodern Music: Submission of work in video form in a USB. - Department of Taekwondo: Level 2 or higher Dan Certificate issued by KUKKIWON(the World Taekwondo Headquarters)				
10	Certificate of Scholarship			Students on scholarships provided by government or governmental institutions must submit the certificate of scholarship issued by the sponsoring governmental institutions.	

No.	Documents			Submission
1	Online KHU Application Form			
2	Document for Proof of Language Proficiency			
3	Self Introduction and Study Plan			
4	A copy of passport			
5	Graduation(Completing) Certificate from the previous university	School outside of China	Certificate of Graduation (Completion) from previous University [translated and notarized]	
		School within China	Academic History Verification Certificate issued by the Ministry of Education in China + Certificate of Graduation [Completion] from previous University [translated and notarized]	
6	Translated and notarized High School Graduation Certificate	Students who have completed at least 2 years of a 4 year undergraduate program at a domestic / international institution: - High School outside of China: Certificate of Graduation (translated and notarized) - High School in China: Academic History Verification Certificate(Regular High School), Certificate of Graduation (translated and notarized) + additional documents (schools other than regular high schools (refer to Required Documents Important Notes 2))		
7	Translated and notarized Official Transcript from previous University - Must indicate required amount of credit, CGPA, full score / grading criteria.			
8	A government-issued Certificate of Family Registry to verify the applicants' relationship with parents - Hukou, Birth Certificate, Family Relations Certificate, etc [Translated and Notarised]			
9	Copy of Parents' Passport or Local Identification Card(Handwritten ID cards must be translated & notarized)			
10	[Applicants with Practical Test] - Department of Postmodern Music: Submission of work in video form in a USB - Department of Taekwondo: Level 2 or higher Dan Certificate issued by KUKKIWON(the World Taekwondo Headquarters)			
11	Certificate of Scholarship (Students on scholarships provided by government or governmental institutions must submit the certificate of scholarship issued by the sponsoring governmental institutions.)			

## [Appendix 1-3] Checklist for Global SDGs applicants

No.	Documents	Specific Information	Submission
1	Online KHU Application Form		
2	A copy of Certificate of Refugee Status Recognition	Any government issued certificate proving the refugee status or equivalent status	
3	Official High School Diploma (certificate of prospective graduation)		
4	High School Student Record for University Admission		
5	Official high school transcript		
6	Recommendation letter by the high school principle	<ul style="list-style-type: none"> <li>- designated form should be used</li> <li>- the recommendation letter should be sealed in an official envelope and sign across the back flap upon completion. Recommendation letters that are not sealed and signed will not be accepted.</li> </ul>	
7	Proof of extracurricular activities	optional - Official documents issued by the organization	
8	A government-issued certificate of family registry to verify the applicant's relationship with parent		
9	Copies of parents' and applicant's ID cards	ID cards issued by Korean government are accepted(driver's license, Alien registration card, Residence card etc)	
10	Document for Proof of Language Proficiency		

## 1. Instruction for submitting a document to prove the academic history from overseas institutions

All accepted applicants must submit an official high school diploma and an official transcript verified by one of the following verification method stated below during the designated period. If the documents are not submitted during the designated period, the Certificate of Admission cannot be issued, and the admission may be cancelled.

- 1) Apostilled official high school diploma and official high school transcript
- 2) Official high school diploma and official high school transcript verified by a Korean Embassy
- 3) Academic History and Degree Verification Report issued by either China Academic history verification center (<http://chsi.com.cn>)
  - Only applicable for undergraduate freshmen/transfer applicants who earned the degree in academic institutions in China. It takes about 3 to 4 weeks to issue the documents.
- 4) The academic documents must be issued within 6 months of online application. If the document is issued only once in a lifetime, it is accepted if it is notarized within 6 months.

### [China Certificate Authority Information]

- 1) Academic history verification center of Chinese Ministry of Education
  - Name of the organization: China Academic Degree & Graduate Education Development Center (教育部学位与研究生教育发展中心)
  - Website: <http://www.chsi.com.cn>
  - Address: 北京市海淀区王庄路1号同方科技广场B座18层 (Postal code: 100044)
  - E-mail: [kefu@chsi.com.cn](mailto:kefu@chsi.com.cn)
  - Phone: +86-10-6741-0388
- ※ Issuance of the certificate is also available through [Confucius Institute in Seoul] in Republic of Korea
  - Website: [http://www.cis.or.kr/\(China Education Accreditation Center\)](http://www.cis.or.kr/(China Education Accreditation Center))
  - Phone: +82-2-554-2688
  - Email: [cis88@cis.or.kr](mailto:cis88@cis.or.kr)

## 2. Information on Apostille Convention

- 1) Apostille Convention
  - a) The Republic of Korea became the 90<sup>th</sup> Contracting State of the Apostille Convention(Convention Abolishing the Requirement of Legalization for Foreign Public Document), effective as of July 14, 2007
  - b) Apostille is a certification specifying the modalities through which a document issued in one of the signatory countries can be certified for legal purposes in all the other signatory states
  - c) Apostille convention countries abolish the complex consular procedures to ensure the mutual authentication of public and official documents(Apostilled documents have the same effect as documents verified by diplomatic offices)
- 2) Apostille Convention is an international treaty drafted by The Hague Conference on Private International Law:  
For detailed, up-to-date information regarding regional authorities, please visit [www.hcch.net](http://www.hcch.net)

## 3. The procedure of issuing Apostille



## 4. Apostille Convention countries (as of 2024. 6. 5.)

Region	Members
Asia, Oceania	Australia, China(including Macao, Hong Kong), Japan, Republic of Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines, Singapore, Indonesia
Europe	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, The Netherlands, Norway, Poland, Portugal, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Türkiye, Kyrgyzstan, Macedonia, Ukraine, England, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
North America	United States, Canada
South America	Mexico, Panama, Suriname, Venezuela, Antigua and Barbuda, Bahamas, Barbados, Belize, Colombia, Dominica, Dominican Republic, Ecuador, El Salvador, Grenada, Honduras, St.Vincent, Peru, Trinidad and Tobago, Saint Lucia, St.kitts and Nevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana, Jamaica, Argentina
Africa	Namibia, South Africa, Botswana, Burundi, , Lesotho, Liberia, Sao Tome and Principe, Eswatini, Malawi, Cape Verde, Seychelles, Tunisia, Senegal
Middle East	Bahrain, Morocco, Saudi Arabia, Oman, Israel

[http://www.0404.go.kr/consulate/consul\\_apo.jsp](http://www.0404.go.kr/consulate/consul_apo.jsp)

학교 정보 확인서 学校信息确认书				
유학생 인적사항 留学生 个人信息	성명 姓名		생년월일 出生日期	
	국적 国籍		여권번호 护照号码	
	진학 예정 대학 拟入学大学名称		전공명 专业名称	
	전화번호 联系电话		e-mail 电子邮箱	
학교정보 学校信息	졸업학교명 (졸업일) 毕业学校名称 (毕业日期)	(졸업일 毕业日期: 202 . . .)		
	학교유형 学校类型	보통중등전문학교 普通中专( )      직업고등학교 职业高中( ) 성인중등전문학교 成人中专( )      기타 其他 ( )		
	교육과정 教育种类	고등학교 학력과정 高中阶段学历教育 ( ) 고등학교 비학력과정 高中阶段非学历教育( ) ※ 비학력 과정의 경우 유학비자 발급 불가 非学历教育学生不能获得韩国留学签证		
	소재지 学校地址			
	전화번호 学校电话			
	홈페이지 学校官网			
교직원 연락정보 教职工 联系信息	소속 및 직위 所属部门及职位			
	성명 姓名	(인 또는 서명) (盖章或签名)	전화번호 学校电话	

본인은 상기 학교 정보 등 기재 내용이 사실과 다름없음을 서약하며, 허위 사실 기재 시 대한민국 법령에 따라 처벌받을 수 있음을 확인합니다.  
 本人保证, 以上所填写的学校信息等内容均属实。本人理解, 以上信息如有虚假, 可能会受到韩国相关法律法规的处罚。特此确认。

20 . . .  
 유학생 본인 留学生本人 (서명 签名)

※ The form should be written in English or Korean.



## 학교장 추천서

\* 지원자는 아래 지원자 정보를 먼저 작성 후 추천인에게 전달하여 추천서를 작성할 수 있게 주의 요망

### 1. 지원자 정보

지원자 정보	전형명	2025학년도 학부 외국인 글로벌 SDGs 전형				
	지원 모집단위	대학	학부(과)	수험번호		
	성명				생년월일	년 월 일
학력정보	고등학교명				학교 소재지 (도/시/동)	
	학교 유형(○표시)	일반고 / 특목고 / 특성화고 / 자율고(자사고) / 기타( )				
	고등학교 입학일	년 월 일	고등학교 졸업(예정)일	년 월 일		

### 2. 추천인께

위 지원자에 대한 추천인의 진솔한 평가를 부탁드립니다. 감사합니다.

A. 지원자의 능력을 아래에 첨부된 평가표를 이용하여 작성해주시기 바랍니다. 지원자의 개인적인 상황 및 동급생들과 비교하여 작성해주시길 바랍니다.(해당 항목에 ✓ 표기)

	탁월함	뛰어남	매우 좋음	좋음	평균이하	평가불가
미래의 학습 잠재력						
한국문화 이해도						
학습 능력						
진실성						
책임감/자립성						
창조성/독창성						
의사소통능력						
대인관계						
리더십						

B. 지원자의 대학 학업에 대한 의지와 그에 대한 계획이 얼마나 잘 세워져 있다고 생각하십니까?

C. 지원자가 희망하는 전공에 도움이 될 만한 지원자의 장점, 잠재력 혹은 개인적 특질에 대해서 기술해 주십시오.

추천자: \_\_\_\_\_ (인)

고등학교명: \_\_\_\_\_

서명일자: \_\_\_\_\_

※ 주의사항: 추천서를 작성하여 밀봉하고 봉인 부분에 서명(또는 직인) 후 제출함. 밀봉되지 않거나 서명이 없는 추천서는 인정되지 않음