

Spring 2024 (2nd Round)
Undergraduate Admissions Guidelines
for International Students



Center for International Student Services
Office of International Affairs

This guideline is written in Korean language and translated into English and Chinese. In case of any conflict about the meaning of this guideline, the Korean version shall prevail over any translation.

All deadlines below are based on Korea Standard Time.

All mentions of "Konkuk Language Institute" below refer to Konkuk University Seoul Campus' Language Institute.

I. Qualifications

1. Nationality and Academic Requirements

1) Freshman Applicants

All applicants must meet **both** of the following requirements:

- (1) Applicants have graduated or are expected to graduate from accredited primary and secondary schools inside or outside of Korea. (12-year education)
☞ If you studied less than 12 years of education, please consult as to whether you can apply or not
- (2) Applicants and parents are foreign nationals without Korean citizenship since applicant's date of birth.

2) Transfer Applicants

In addition, transfer applicants must meet at least **one** of the following requirements:

- (1) Applicants have completed or are expected to complete at least 2 years of a 4-year undergraduate degree program with at least 50 percent of the credits required for graduation at an accredited Korean or foreign university
- (2) Applicants have graduated or are expected to graduate from a 2- or 3-year(in case of mainland China, 3-year) associate degree program at an accredited Korean or foreign college
※ Failure to achieve graduation or completion standards may result in cancellation of acceptance and admission.
- 3) Admissions for both freshman and transfer students require academic records from schools accredited under the education laws of their respective countries. The following courses and exams do not meet the requirement: language courses, university preparatory courses, continuing(lifelong) education courses, adult education courses, correspondence courses, home schooling, online courses (cyber learning), high school diploma equivalency exams (for example, the GED in the U.S. or Canada. the *걱정고시* in Korea, and China's Higher Education Self-taught Examination (高等教育自学考试)).
- 4) If applicants' parents are divorced, and one of the parents has custody of the applicant, only that parent's nation is considered in nationality requirements. However, if the person with parental rights remarries someone with Korean nationality, whether that Korean has adopted the applicant or not, that applicant cannot apply.

2. Language Proficiency Requirements: All applicants must submit one or more of the following documents:

- 1) TOPIK report of Level 3 or above
 - 2) Korean Language Program Completion Certificate issued by Konkuk Language Institute of Level 3 or above
 - 3) Report card of Korean Language Test Level 3 or above conducted and issued by Konkuk Language Institute
- ※ All students must acquire TOPIK Level 4 or above to graduate.

※ Applicants for the International College:

- (1) If applicants meet the above language requirements by February 22, 2024 (Thur), applicants may formally(officially) enroll on March 4, 2024 (Mon). Documents needed for visa application will only be provided if applicants have met the above language requirements and have no other disqualifying factors. If language grades are submitted by February 22, 2024 (Thur) and there are no other disqualifying factors, applicants will be formally(officially) accepted. Submitted language grades may not be overturned, and after formal(official) acceptance applicants cannot go back to conditional acceptance. In case a formally(officially) accepted

applicant is not in Korea by the start of the semester on March 4, 2024 (Mon) due to visa issuance delays or other reasons, the applicant will bear all responsibility for any problems that may arise (e.g. class absences).

(2) Even if applicants do not meet the language requirements by February 22, 2024 (Thur), applicants may still receive a conditional acceptance. If applicants attain the required language requirements by the school's specified deadline after conditional acceptance, applicants may officially enroll. Failure to meet this deadline will result in the cancellation of conditional acceptance. However, depending on when the language certificates are submitted, only the language certificates below that are submitted by applicants who are already living in Korea AND are able to change their VISA status to D-2 before the beginning of the new semester OR have a VISA with eligibility to study in Korea university will be accepted.

a. TOPIK report of Level 3 or above

b. Korean Language Program Completion Certificate issued by Konkuk Language Institute of Level 3 or above

(3) The International College is a college exclusively for international students, and Korean students are not eligible.

3. Other Requirements (applies to both freshman and transfer applicants): Those who were not accepted or did not apply in the 1st round of undergraduate applications for the 2024 spring semester may apply.

II. Guidelines for conditionally accepted candidates of the International College

1. Applicants for the International College may still receive a conditional acceptance and a conditional acceptance certificates even if they do not meet the above specified language requirements, as long as they do not have any other disqualifying reasons and attain minimum required score in the document evaluation.
2. Conditionally accepted applicants who are able to meet the language requirements by February 22, 2024 (Thur) [e.g. level 3 students enrolled in Konkuk Language Institute's winter semester], must pay the tuition fee between February 1, 2024 (Thur) 10:30 a.m. ~ February 2, 2024 (Fri) 4:00 p.m. and may officially enroll on March 4, 2024 (Mon) if they submit the language certificates by February 22, 2024 (Thur). If conditionally accepted applicants pay their tuition fee but fail to meet the language requirements by February 22, 2024 (Thur), the tuition fee paid will be refunded.
3. Those who cannot or do not meet the language requirements by February 22, 2024 (Thur), are required to re-apply to the department they were conditionally accepted to either in 2024 Fall semester or 2025 Spring/Fall semester after attaining (or on schedule to attain) the language requirements, and pay the application fee again. In addition, the undergraduate tuition fee for the re-applied semester must be paid during the designated payment period for that semester. It is important to note that tuition, scholarships, and other admission-related matters are subject to change in subsequent semesters and are contingent upon the specific terms of each semester. If you re-apply to a department other than the department of conditional acceptance or re-apply after the designated period, the conditional acceptance will be cancelled.
4. In the case of re-application, applicants only need to submit the conditional acceptance certificates and TOPIK report of Level 3 or above, or the original copy of Korean Language Program Completion Certificate issued by Konkuk Language Institute of Level 3 or above and transcripts. However, some additional documents (financial documents, etc.) may be requested due to changes in school policies or issuance of Certificate of Admission and if not submitted, will result in the cancellation of conditional acceptance and subsequent admission.
5. If you wish and are eligible for the VISA after receiving a conditional acceptance, you have the option to study at Konkuk Language Institute. However, it is not mandatory.
6. Further instructions and information regarding related matters will be provided directly to successful conditionally accepted applicants in the future.

III. Admissions Timeline

(All deadlines below are based on Korea Standard Time)

Procedure	Period	Remarks
Online Application	January 18, 2024 (Thur) 9:30 a.m. ~ January 22, 2024 (Mon) 5:00 p.m.	Apply through UWAYAPPLY (https://ipsi3.uwayapply.com/foreign/konkuk/?CHA=2)
Submission of Required Documents	January 18, 2024 (Thur) 9:30 a.m. ~ January 22, 2024 (Mon) 5:00 p.m.	Submit through international or registered mail. Please prepare and post all documents at the same time.
Announcement of Admissions Decisions	January 31, 2024 (Wed) 3:00 p.m.	Applicants must check Konkuk University's website for their admission status.
Tuition Payment	February 1, 2024 (Thur) 10:30 a.m. ~ February 2, 2024 (Fri) 4:00 p.m.	Tuition invoice and important notices can be printed out through the admitted students' website.
Additional submission of language certificates	~ February 22, 2024 (Thur)	Submission of TOPIK results, or <u>original</u> copies of Konkuk Language Institute Program Completion Certificate and Official Transcript.
New Semester Begins	March 4, 2024 (Mon)	

[Note 1] The timeline above is subject to change and announcements will be made accordingly.

[Note 2] To prevent the spread of COVID-19, non-face-to-face consultation is proceeding now. So, please make inquiries by telephone (02-2049-6202, 6225) OR e-mail (uadmissions@konkuk.ac.kr).

IV. Colleges & Departments

College	Major	Note	Freshman	Transfer	Transfer2
International College (Exclusive to international students)	International Commerce		○	○	○
	Culture & Media		○	○	○

- ※ Due to Korean Language Course requirements, transfer students may not be able to graduate within 4 semesters.
- ※ In order to apply for a transfer2, an applicant must be enrolled at a foreign university that has signed a special agreement with Konkuk. The applicant can only apply for a department (or major) specified in that agreement.
- ※ Applicants must apply for a total of 2 majors by selecting them in order of their preference (1st choice and 2nd choice)

V. Application Process

1. Online Application

1) **Period:** January 18, 2024 (Thur) 9:30 a.m. ~ January 22, 2024 (Mon) 5:00 p.m. (KST)

2) **Website:** www.uwayapply.com

※ **Direct link:** <https://ipsi3.uwayapply.com/foreign/konkuk/?CHA=2>

3) "Application Category (지원구분)" on the Application Form

☞ Choose "Freshman (신입학)," "Transfer (편입학)," or "Transfer2(편입학2)" first, then select "College (대학)" and "Major (모집단위)."

- 4) All required spaces must be filled out on the online application.
- 5) Applicants should provide their valid and frequently-used e-mail address. Important information and updates will be sent by e-mail and it is the applicants' responsibility to write the correct e-mail address and check their e-mail accounts regularly. The responsibility for any issues arising from not checking e-mail or writing the incorrect e-mail address, solely rests with the applicant.
- 6) After completing the online application and paying the application fee, applicants cannot cancel the application, change admission type or major.
- 7) Applications without application fee or required documents will be rejected.
- 8) Application Fee
 - (1) KRW 107,000
 - (2) After completing the online application and paying the application fee, the application fee is non-refundable. However, under special circumstances in accordance with the relevant law (Article 42-3 (2) of the Higher Education Act Enforcement Decree), part or full amount of the application fee can be refunded (excluding application agency (UWAYAPPLY) fees).
 - (3) In case a person who is ineligible to apply mistakenly submits an application and pays the application fee, a refund is not possible.
- 9) For troubleshooting regarding the online application, please contact UWAYAPPLY directly (**+82-2-1588-8988**).

2. Submission of Required Documents

- 1) **Period:** January 18, 2024 (Thur) 9:30 a.m. ~ January 22, 2024 (Mon) 5:00 p.m. (KST)
- 2) **List of required documents:** Applicants must read the following list of documents and instructions carefully and **organize all documents in order**, and submit all required documents through international or registered mail before **January 22, 2024 (Mon) 5:00 p.m.** **Please ensure that all documents are submitted together as a single package and refrain from submitting them separately (it is prohibited to send domestic and overseas post separately).**

☐ Documents for Chinese Students

Type	No.	Document	Original	Photo copy	Notarized	Korean Consulate Certificate or APOSTILLE
Documents required by Konkuk	1	입학원서 (Application form): Printed from the UWAYAPPLY website	1			
	2	지원자기록사항 (Applicant record): Printed from the UWAYAPPLY website	1			
	3	Letter of consent for academic background check: Download from the UWAYAPPLY website	1			
Documents on Nationality & Family	4	<i>Hukoubu</i> . All pages must be included		1		
	4-1	<i>Qinshuguanxi zhengming</i> ※ Exempted if applicants and their parents are listed on the same <i>Hukoubu</i> and if the parent is listed as the family head			1	
	5	In case of parent's death/divorce, an official Divorce/Death Certificate issued by home country ※ If parents are divorced, confirmation of custody is required. (Ex: notarized copy of divorce agreement stating the custody holder of the applicant)			1	
	6	Identification cards of applicants and their parents		1		
	7	Applicant's Passport: Photocopy of the front page with personal information		1		
	8	ROK alien registration card (both sides): If applicable		1		
	9	Bank statement of applicants or their parents with a minimum deposit of KRW 20,000,000 or above ※ Documents with expiration dates are only recognized as valid until the expiration date (However, the bank statement will only be recognized for up to 6 months from the date of issuance and must be frozen at least until April 4, 2024 (Thur). ※ Bank statements of savings accounts are only valid if they are issued by a local Korean bank within 3 days of the beginning of the online application period. ※ Applicants who are currently residing in Korea and who finished their alien registration or are in the process of applying for alien registration must submit a bank statement in their own name issued by a Korean bank. ※ After acceptance, original copies that meet the required conditions must be re-submitted within the school-designated deadline (a detailed explanation will be given to successful applicants).	1			
Others	10	Language Proficiency Requirement (applicable to holders) - TOPIK score report of Level 3 or above [OR] ※ The certificate must be valid (issued in the past two years)	3			

	<p>※ Applicants taking 92nd TOPIK examination(test date: January 21st) can also apply. However, they must submit a copy of their Proof of Registration and submit their TOPIK results by February 22, 2024 (Thur) through e-mail.</p> <p>- Korean language program completion certificate of Level 3 or above and whole semester's transcript from Konkuk Language Institute</p>				
11	<p>Korean language program completion certificate, transcript, certificate of attendance</p> <p>☞ The original documents may be returned upon request.</p> <p>☞ When submitting a photocopy, please provide the reasons why.</p>	1	2		
12	<p>International College Study Permit & Recommendation Letter</p> <p>※ Only applies to applicants of the International College who do not have a TOPIK report of Level 3 or above</p> <p>OR are not students of Konkuk Language Institute at the time of online application.</p> <p>※ Contact the International College Administration Office (icollege@konkuk.ac.kr) individually to obtain a study permit and recommendation letter and submit it with other documents.</p>	1			
13	<p>Proof of activity documentation (if applicable)</p> <p>※ Submit in Korean/English original or notarized translation</p> <p>※ Academic, language, awards, certificates, volunteer activities, other external activities, etc. (only one activity per A4 page, limited to a total of 10 pages.)</p> <p>※ Submit with explanation letter about proof of activity documentation (download from UWAY)</p> <p>※ Examples of activity documentation: 会考, 高考, SAT, A-LEVEL, IB, SPM, STPM, etc.</p>	1	2		

※ Applicants who graduated from a high school and/or university in China must also submit certificates issued by China Higher Education Student Information (中国高等教育学生信息网 (学信网) : www.chsi.com.cn) + Photocopy of 会考 (English), 高考 (English) if they have one.

☞ Applicants who graduated from a normal high school in mainland China must submit

- Photocopy of high school diploma
- Original copy of high school transcript(English)
- Verification Report of China Secondary Education Qualification Certificate(中国中等教育学历认证报告) issued by CHSI

☞ Applicants who graduated from a secondary vocational high school in mainland China must submit

- Photocopy of high school diploma
- Original copy of high school transcript(English)
- ※ Additional documents depending on the type of school

☞ Regular Specialized Secondary Schools, Vocational High Schools

- Certificate of Graduation issued by local education authorities(in the case of an online issuance, it is accepted only when its authenticity can be verified online): need to be certified by Korean Consulate(or APOSTILLE) + school information confirmation OR
- Certificate of Graduation issued by school: need to be certified by Provincial office of Education + Korean Consulate(or APOSTILLE) + school information confirmation

☞ **Skilled Workers Schools**

- Online verification report from Ministry of Human Resources and Social Security official homepage (<http://www.mohrss.gov.cn/>) + need to be certified by Korean Consulate(or APOSTILLE)
(Recognized only when authenticity is verifiable online)

☞ **Accredited high schools not included above**

- Certificate of Graduation issued by school + need to be certified by Korean Consulate(or APOSTILLE)
- ※ Photocopy of establishment permission (Business unit legal certificate(事业单位法人证书) or Private school establish permission(民办学校办学许可证)) (However, only academic background education courses are recognized, notarization is not required)

☞ **Applicants who are expected to graduate/graduated from a college or university in Korea and would like to transfer must submit**

- Photocopy of high school diploma
- Original copy of high school transcript(English)
- Verification Report of China Secondary Education Qualification Certificate(中国中等教育学历认证报告) issued by CHSI
- Original copy of (expected) completion certificate or certificate of (expected) graduation
- Original copy of college or university transcript

☞ **Applicants who graduated from a three-year college in mainland China and would like to transfer must submit**

- Photocopy of high school diploma
- Original copy of high school transcript(English)
- Photocopy of college diploma
- Original copy of college transcript(English)
- Online Verification Report of Student Record(教育部学籍在线验证报告) issued by CHSI

☞ **Applicants who are expected to graduate from a four-year university in mainland China and would like to transfer must submit**

- Photocopy of high school diploma
- Original copy of high school transcript(English)
- Verification Report of China Secondary Education Qualification Certificate(中国中等教育学历认证报告) issued by CHSI
- Original copy of college transcript(English)
- Online Verification Report of Student Record(教育部学籍在线验证报告) issued by CHSI
- Applicants who completed two years of coursework for a four-year program must submit additional evidence(e.g. curriculum) to prove that they have met the criteria for completion of their second year.

[Note 1] All transcripts must be submitted in English. Students having difficulty getting their English transcripts should submit transcripts notarized and translated into Korean or English. Please submit one original copy, two photocopies. All transcripts must indicate the grade scale of each subject. If there is no grade scale written in transcripts, applicants must submit grade scale explanation.

[Note 2] Transcripts of transfer students must list course names, grades, and the number of credits for each course as well as total credits.

[Note 3] In special cases such as grade skipping, early graduation, or omission of grade-related information, an original confirmation letter (or notarized translation) from the school or the Ministry of Education of the applicant's country must be submitted.

[Note 4] Applicants who are (expected to) graduated from Korean high school should submit their high school diploma (or certificate of expected graduation), and transcript of high school record (including their high school transcript.)

[Note 5] Applicants who are expected to graduate at the time of application must submit an original copy of certificate of expected graduation (instead of photocopy of their diploma) and an original copy of transcript(English) when they apply. After being accepted, these applicants must submit a copy of their diploma, a final transcript (original transcript(English) OR a translated into English and notarized transcript) and academic related documents by **January 31, 2024 (Wed)**. If required documents are not received by the deadline, the university can rescind an admission offer.

[Note 6] While academic related documents' Korean Consulate Certification(APOSTILLE) can be submitted by **January 31, 2024 (Wed)**, the Official Certificate of Admission required for a visa will not be issued until the certificates are submitted. If required documents are not received by the deadline, the university can rescind admission offer.

Documents for Non-Chinese students

Type	No.	Document 서류 목록	Original	Photo copy	Notarized	Korean Consulate Certification or APOSTILLE
Documents required by Konkuk	1	입학원서 (Application form): Printed from the UWAYAPPLY website	1			
	2	지원자기록사항 (Applicant record): Printed from the UWAYAPPLY website	1			
	3	Letter of consent for academic background check: Download from the UWAYAPPLY website	1			
Documents on Nationality & Family	4	Official family relationship record issued by the applicants' home country (e.g. 戸籍謄本 in Japan and Sổ hộ khẩu in Vietnam): Documents issued in English or Chinese do not have to be notarized			1	
	5	In case of parent's death/divorce, an official Divorce/Death Certificate issued by home country ※ If parents are divorced, confirmation of custody is required. (Ex: notarized copy of divorce agreement stating the custody holder of the applicant)			1	
	6	Identification cards of applicants and their parents		1		
	7	Applicant's Passport: Photocopy of the front page with personal information		1		
Documents on Financial Support	8	ROK alien registration card (both sides): If applicable		1		
	9	Bank statement of applicants or their parents with a minimum deposit of KRW 20,000,000 or above ※ Documents with expiration dates are only recognized as valid until the expiration date (However, the bank statement will only be recognized for up to 6 months from the date of issuance and must be frozen at least until April 4, 2024 (Thur). ※ Bank statements of savings accounts are only valid if they are issued by a local Korean bank within 3 days of the beginning of the online application period. ※ Applicants who are currently residing in Korea and who finished their alien registration or are in the process of	1			

		<p>applying for alien registration must submit a bank statement in their own name issued by a Korean bank.</p> <p>※ After acceptance, original copies that meet the required conditions must be re-submitted within the school-designated deadline (a detailed explanation will be given to successful applicants).</p>				
Others	10	<p>Language Proficiency Requirement (applicable to holders)</p> <p>- TOPIK score report of Level 3 or above [OR]</p> <p>※ The certificate must be valid (issued in the past two years)</p> <p>※ Applicants taking 92nd TOPIK examination(test date: January 21st) can also apply. However, they must submit a copy of their Proof of Registration and submit their TOPIK results by February 22, 2024 (Thur) through e-mail.</p> <p>- Korean language program completion certificate of Level 3 or above and whole semester's transcript from Konkuk Language Institute</p>	3			
	11	<p>Korean language program completion certificate, transcript, certificate of attendance</p> <p>☞ The original documents may be returned upon request.</p> <p>☞ When submitting a photocopy, please provide the reasons why.</p>	1	2		
	12	<p>International College Study Permit & Recommendation Letter</p> <p>※ Only applies to applicants of the International College who do not have a TOPIK report of Level 3 or above OR are not students of Konkuk Language Institute at the time of online application.</p> <p>※ Contact the International College Administration Office (icollege@konkuk.ac.kr) individually to obtain a study permit and recommendation letter and submit it with other documents.</p>	1			
	13	<p>Proof of activity documentation (if applicable)</p> <p>※ Submit in Korean/English original or notarized translation</p> <p>※ Academic, language, awards, certificates, volunteer activities, other external activities, etc. (only one activity per A4 page, limited to a total of 10 pages.)</p> <p>※ Submit with explanation letter about proof of activity documentation (download from UWAY)</p> <p>※ Examples of activity documentation: 会考, 高考, SAT, A-LEVEL, IB, SPM, STPM, etc.</p>	1	2		

▶ Additional Documents for Freshman Applicants

Type	No.	Document	Original	Photocopy	Notarized	Korean Consulate Certification or APOSTILLE
Academic Records	14	High school diploma		1		1
	15	High school transcript issued in English (Or a translated and notarized copy)	1	2		
	16	Official score report of high school graduation examination or college entrance examination (if applicable) (English)		1		

► Additional Documents for Transfer Applicants

Type	No.	Document	Original	Photocopy	Notarized	Korean Consulate Certification or APOSTILLE
Academic Records	14	High school diploma ※ If a transfer applicant graduated from high school and university in the same country, the Korean Consulate certification can be replaced by an original copy of a certificate of graduation issued in English and a photocopy of the high school diploma.		1		1
	15	High school transcript issued in English (Or a translated and notarized copy)	1	2		
	16	Official score report of high school graduation examination or college entrance examination (if applicable)(English)		1		
	17	Diploma from two- or three-year college (for transfer applicants who have graduated)		1		1
	18	Certificate of enrollment (for transfer applicants yet to graduate) ☞ Applicants who completed two years of coursework for a four-year program must submit additional evidence (e.g. curriculum) to prove that they have met the criteria for completion of their second year.				1
	19	Transcript including course names, grades and the number of credits for each course as well as total credits (translated into English and notarized)		2	1	

[Note 1] All transcripts must be submitted in English. Students having difficulty getting their English transcripts should submit transcripts notarized and translated into Korean or English. Please submit one original copy, two photocopies. All transcripts must indicate the grade scale of each subject. If there is no grade scale written in transcripts, applicants must submit grade scale explanation.

[Note 2] Transcripts of transfer students must list course names, grades, and the number of credits for each course as well as total credits.

[Note 3] In special cases such as grade skipping, early graduation, or omission of grade-related information, an original confirmation letter (or notarized translation) from the school or the Ministry of Education of the applicant's country must be submitted.

[Note 4] Applicants who are (expected to) graduated from Korean high school should submit their high school diploma (or certificate of expected graduation), and transcript of high school record (including their high school transcript.)

[Note 5] Applicants who are expected to graduate at the time of application must submit an original copy of certificate of expected graduation (instead of photocopy of their diploma) and an original copy of transcript(English) when they apply. After being accepted, these applicants must submit a copy of their diploma certified by a Korean Consulate or APOSTILLE and a final transcript (original transcript(English) OR a translated into English and notarized transcript) by **January 31, 2024 (Wed)**. If required documents are not received by the deadline, the university can rescind an admission offer.

[Note 6] While academic related documents' Korean Consulate Certification or APOSTILLE can be submitted by **January 31, 2024 (Wed)**, the Official Certificate of Admission required for a visa will not be issued until the certificates are submitted. If required documents are not received by the deadline, the university can rescind admission offer.

3. Notes on the required documents

1) The responsibility (including cancellation of acceptance or admission) for any issues arising from errors in completing the application form, omission of information, failure to submit requested documents, insufficient document content, document forgery or alteration, and other applicant mistakes, whether occurring before or after admission, solely rests with the applicant and cannot be appealed to the school for future redress.

2) Unless stated otherwise, all submitted documents will not be returned.

3) Generally, applicants should submit original documents, but there are some exceptions according to document type.(Please refer to table of required documents.)

4) The name of the applicant should be written on the bottom right of each submitted document.

5) If the applicant's name(including English) is not identical across all submitted documents, an official document issued by a government agency must be submitted to prove that they are the same person.

6) Documents not issued in Korean, English or Chinese must be supplemented with Korean or English translations.

☞ **Academic transcripts must be issued in Korean or English.**

7) Notaries should be official institutions authorized by the government of the applicant's home country.

8) Documents related to academic records must have been notarized within 24 months, documents related to nationality and family relations must have been notarized within 12 months of the online application.

9) In the case of documents issued by an organization located in an Apostille Agreement Country, a 'Confirmation of Apostille' may replace a Korean Consulate Certification.

10) In the case of students who are applying during the 2nd round after they were not accepted in the 1st round of undergraduate applications for the 2024 spring semester, documents that were submitted during the 1st round of applications may be used instead. However, additional documents may be requested as necessary. Applicants are required to cooperate accordingly to the request.

11) Original documents regarding academic records issued by Korean universities do not have to be notarized.

12) In the case of applicants who obtained credits as exchange(visiting) students, only the credits recognized by their original university will be accepted.

13) Applicants for a transfer² or transfer program under an agreement between their home institution and Konkuk University may submit a photocopy of their English high school transcript instead of a notarized or consulate-certified version.

14) All required documents must be submitted to the following address no later than **January 22, 2024 (Mon), 5:00 p.m.** (KST).

Address		Remarks
Korean	(05029) 서울특별시 광진구 능동로 120 건국대학교 법학관 105호 국제처 외국인학생센터 학부 외국인특별전형 담당자 앞	Submit via international or registered mail only DO NOT visit to submit
English	Undergraduate Admission Officer Center for International Student Services (105, Law School Bldg.) Office of International Affairs, Konkuk University 120 Neungdong-ro, Gwangjin-gu, Seoul 05029, Republic of Korea	

VI. Selection Process

1. Overview

- 1) The document evaluation process is based on a 100% comprehensive assessment, where all documents submitted by eligible students who meet the application requirements and have no other disqualifications will be thoroughly reviewed.
- 2) Applicants who do not attain the minimum qualifying score in the document evaluation will not proceed further in the selection process and will be eliminated.
- 3) The department that an applicant is accepted into will be determined according to the applicant's evaluation score. In the event that an applicant is not admitted by both of their 2 choices, they will be disqualified from enrollment to Konkuk University.
- 4) Conditionally accepted candidates of the International College who have not met their language requirements must submit their language certificates by the designated date to be eligible for acceptance and enroll to the school.

2. Notification of Admissions Decisions

- 1) Announcement Schedule: **January 31, 2024 (Wed) 3:00 p.m. KST**
- 2) The list of accepted students will be posted on Konkuk University's website (www.konkuk.ac.kr). There will be no individual notification of results.
- 3) All accepted students must read the 'Important notices' section attached to the post.
- 4) **All important information related to visa, dormitory and course registration will be announced via e-mail and the school's homepage.**

3. Tuition Payment

- 1) Accepted students must pay their tuition between February 1, 2024 (Thur) 10:30 a.m. ~ February 2, 2024 (Fri) 4:00 p.m. (KST). If payment is not done during the payment period, your admission may be cancelled.
- 2) The tuition must be paid in Korean won. Foreign currencies are not accepted.
- 3) Notification of admissions decisions and tuition invoices can be printed from the acceptance page.
- 4) **Applicants who decide not to enroll after paying their tuition must submit an application form for cancellation of enrollment at the Center for International Student Services by February 5, 2024 (Mon).**
- 5) The Schedule of tuition payment for Foreign Countries' Scholarship Students is subject to change.
 - ※ Once the Certificate of Admission has been issued or the VISA application process has begun, cancellation of enrollment by accepted students may no longer be possible.
 - ※ If accepted students cannot obtain a Korean visa, their acceptance or admission may be cancelled.
 - ※ In case a formally(officially) accepted applicant is not in Korea by the start of the semester on March 4, 2024 (Mon) due to visa issuance delays or other reasons, the applicant will bear all responsibility for any problems that may arise (e.g. class absences).

4. Others

- 1) Applicants may be rejected for any of the following reasons:
 - (1) Lack of required documents
 - (2) Any incorrect and/or falsified information
 - (3) Illegal residency of applicants or their parents in Korea
 - (4) Poor academic performance or lack of financial support
 - (5) Any misconduct considered significant
- 2) Details of the selection process will not be disclosed.
- 3) Acceptance or admission may be cancelled if the results of the academic inquiry are different from the application and submission documents even after admission, or if the results of the academic inquiry cannot be confirmed within 6 months of admission.
- 4) Admission may be cancelled if the academic records of other universities are not organized by the opening day of the semester. (March 4, 2024 (Monday))
- 5) Issues not mentioned in the admissions guidelines will be governed by the regulations of the Korean government and bylaws of Konkuk University.

VII. Korean Language Courses

1. Korean Language Classes

- 1) Korean Language Courses will be assigned after (conditional) acceptance based on the TOPIK reports or Korean Language Program Completion Certificates issued by Konkuk Language Institute, with the deadline for submission being **February 22, 2024 (Thur)**. Therefore, all TOPIK reports or Korean Language Program Completion Certificates issued by Konkuk Language Institute should be submitted before that time.
※ The date of submission (**February 22, 2024 (Thur)**) is subject to change, and a separate announcement will be made.
- 2) Newly enrolled students must take either <Academic Korean 1> or <Academic Korean 2> according to their classification in the table below. Some students may be exempted and may proceed to taking regular classes.

Category			Language Course Requirement
Korean Proficiency	Level	Type	
- TOPIK Submission	3	Freshman	Academic Korean 1
- Submission of Korean Language Program Completion Certificate issued by KU Language Institute	4	Transfer (Including Transfer2)	Academic Korean 2
- Submission of Korean Language Test report card issued by KU Language Institute	5		
	6	Freshman, Transfer (Including Transfer2)	Exempted from taking Academic Korean courses

VIII. Tuition & Expenses

1. Enrollment Fee by College

College	Enrollment Fee
International College	4,218,000 KRW

- ※ The tuition fee for the first semester includes a Registration Fee of 187,000 KRW (paid only once upon initial admission).
- ※ The fees listed above are for Fall 2023 and are subject to change in Spring 2024. In the event of a tuition fee increase, any additional amount must be paid accordingly.
- ※ Enrollment Fee means the sum of Tuition Fee and Registration Fee.

2. Scholarship

1) For New Students (Freshman and Transfer Students, first Semester):

The scholarship will be granted to students after the new semester begins.

Type	Beneficiary Target	Scholarship	Note	
Excellent International Students Scholarship (New Students) (Type A)	Report card of Korean Language Test conducted and issued by Konkuk Language Institute	Level 3, 4	10% of tuition fee	※ Both freshman and transfer applicants are eligible for the scholarships. ※ The freshman and transfer scholarships will be determined according to language certificates submitted by February 22, 2024 (Thur) . Therefore, all TOPIK reports and Korean Language Program Completion Certificates should be submitted by that time. ※ The date of submission (February 22, 2024 (Thur)) is subject to change, and a separate announcement will be made.
		Level 5, 6	20% of tuition fee	
	Korean Language Program Completion Certificate issued by Konkuk Language Institute	Level 3	30% of tuition fee	
		Level 4	40% of tuition fee	
		Level 5	50% of tuition fee	
		Level 6	60% of tuition fee	
	TOPIK report	Level 3	30% of tuition fee	
		Level 4	50% of tuition fee	
Level 5		60% of tuition fee		
Level 6		100% of tuition fee		
Excellent International Students Scholarship (International) (Type B)	Students with excellent entrance scores among students who enrolled for International College	1,000,000 KRW	※ Excluding students who pass conditionally and enroll after Korean language training (only students who enroll immediately on March 4, 2024 (Mon)).	
Konkuk Language Institute Completion scholarship (Type C)	All students who have completed at least two regular Korean courses at the Konkuk Language Institute	500,000 KRW	※ Except for those who get a refund after registering for the second semester.	
1. New students' scholarships are paid in duplicate within the ranges of the enrollment(or tuition) fee. 2. If there is a change in the scholarship payment regulations, the changed scholarship regulations will be applied. 3. Scholarships will be paid automatically to eligible recipients after the semester starts, and there is no requirement for a separate application.				

2) For Current Students

Type	Beneficiary Target	Scholarship	Notes
Excellent International Students Scholarship (Current) (Type A)	Among students who completed a certain number of credits in the previous semester and obtained a 3.00 or higher GPA	20% ~ 100% of tuition fee	※ From the second semester
Excellent International Students Scholarship (Current) (Type B)	Among students who have successfully completed a certain number of credits in the previous semester and earned outstanding grades	10% of tuition fee	※ From the second semester
Excellent International Students Scholarship (TOPIK) (Type C)	Students who have obtained TOPIK level 4, 5, or 6 in the first semester	300,000 KRW	※ Limited to students who did not have a TOPIK score at the time of admission or who entered with TOPIK level 3

- Excellent International Students Scholarship(TOPIK) (Type C) can be received beyond the scope of tuition, and the relevant person must apply separately.
- If there is a change in the scholarship payment regulations, the changed scholarship regulations will be applied.

3) Expenses

1) International student loss insurance

Upon admission to Konkuk University, every student is required to have loss insurance. A student who fails to purchase loss insurance will face disadvantages, including **ineligibility for scholarships, inability to access the student portal, and visa issues.**

2) On-campus Housing (KU:L House, 클하우스)

(1) All new-coming students who wish to live in the dormitory need to apply for the dormitory in the survey for successfully admitted applicants. International students are given top priority. However, depending on the dormitory situation, availability may be limited.

(2) Room and Board

Rent & Deposit

	Duration of Stay	Room Type	Rent (A)	Deposit (B)	Total (A+B)
Semester	4 months	Double	KRW 1,823,000	KRW 200,000	KRW 2,023,000
6 months	6 months	Double	KRW 2,690,000	KRW 200,000	KRW 2,890,000

Meal Plans

	Type 1			Type 2			Type 3			Type 4		
	No. of Meals	Price per meal	Total	No. of Meals	Price per meal	Total	No. of Meals	Price per meal	Total	No. of Meals	Price per meal	Total
Semester	80	KRW 4,600	KRW 368,000	116	KRW 4,300	KRW 498,800	142	KRW 3,900	KRW 553,800	265	KRW 3,200	KRW 848,000
6 months	118	KRW 4,600	KRW 542,800	171	KRW 4,300	KRW 735,300	209	KRW 3,900	KRW 815,100	390	KRW 3,200	KRW 1,248,000

☞ The fees are for Fall 2023 and are subject to change in Spring 2024.

☞ Students can choose not to apply for meal plans. But if they do, students who have chosen semester rent should choose semester meal plans, and students who have chosen 6 months' rent should choose 6 months' meal plans.

☞ Students can apply for the dormitory by submitting the application in the survey for successfully admitted applicants, but for meal plans, students have to choose their meal plans by themselves through KU:L House homepage (<https://kulhouse.konkuk.ac.kr>).