

Application Period: September 5 (Mon)
~ September 9 (Fri), 2016
(Office Hours : 09:00~18:00)
Application Method: Internet, via Post, or in Person
(1st floor of the CBNU Main Building)

대한민국의 중심 **꿈**을 이루는
창의공동체

CBNU

(Early Admission) Spring Semester 2017
Academic Ph.D. Program for Law School
Graduate Admission Guide for International Students



2016. 8. .



충북대학교
CHUNGBUK NATIONAL UNIVERSITY

(www.cbnu.ac.kr) / (<http://cia.chungbuk.ac.kr>)

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[APPLICATION FORMS] available on the cbnu website (<http://cia.cbnu.ac.kr>)

[Form 1] Application for Law School for International Students

[Form 2] Personal Statement & Academic Objectives

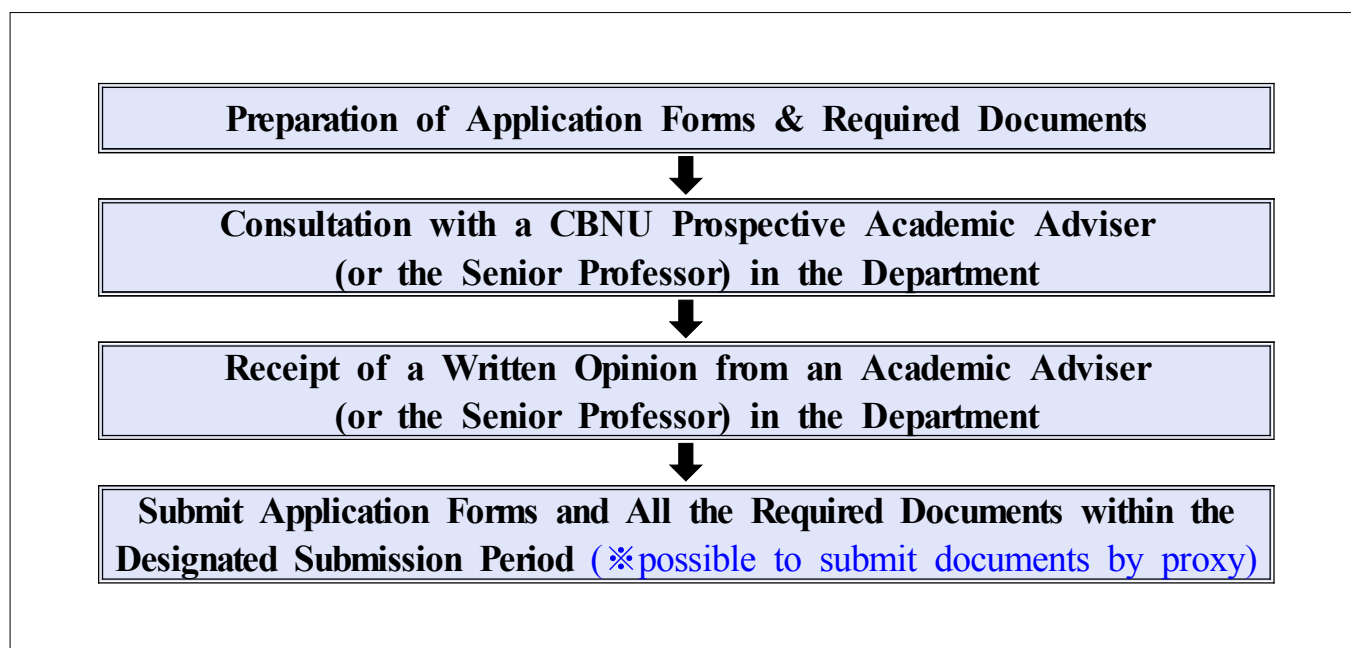
[Form 3] Prospective Academic Advisor's(or Senior Professor's) Recommendation

[Form 4] Certificate of Identity or Similarity of Major of Transferring Applicants

[Form 5] Letter of Consent

[Form 6] Application for visa

■ Submission Procedures of Application forms



■ Admission Schedules

Classified	Period(Dates)	Place	Remarks
Application Form Acceptance (Submission by Post or in Person)	September 5(Mon) ~ September 9(Fri), 2016 OfficeHours:9:00~18:00	Admission Office on the 1st Floor (Room 153) of the CBNU Main Building	· Office: 1st Floor(Room 153)of the CBNU Main Building
Period of Application Acceptance (Submission by Post or in Person)	September 5(Mon) ~ September 9(Fri), 2016 OfficeHours:9:00~18:00	Admission Office on the 1st Floor (Room 153) of the CBNU Main Building	· Application forms are available on the website. (Download from the University Homepage.) · Applicants may not submit documents by fax. · No documents are accepted between 12:00~13:00 on weekdays, national holidays and on weekends.
Application Fee	₩50,000(Korean Won)		· Fees should be paid at the same time as documents are submitted.
Decision Notification	Prior to October 14(Fri), 2016		· Decision Notification will be posted on the University Homepage.
Admission Letter issuance	After the decision notification	University Homepage	· Download from the University Homepage
Tuition & Fee Billing Period	The date specified afterward ~ January 17(Tue), 2017 (During regular banking hours)		
Payment Period	January 11(Wed) ~ January 17(Tue), 2017 (During regular banking hours)	Designated Banks	· Without payment, admission process will be discontinued.
Visa Application (Issuance)	After Payment of Tuition	Room 151 of CBNU, Office of International Services	· Phone Inquiries(Tel: 82-43-261-3890)
Course Registration	February 1(Wed) ~ February 7(Tue), 2017	CBNU Homepage Integrated Service System	· Registration schedule will be announced with decision notification
First Day of Spring Semester 2017	March 1(Wed), 2017		

※ Schedules are subject to change

■ Offering Program

Type of Degree	Department (Code No.)	Major(Code No.)	No. of Students to be Admitted
Doctorate Program (Academic Ph.D.)	Department of Law (C09704)	<ul style="list-style-type: none"> •Public Law(C10602) •Social Law(C10603) •Science and Technology Law(C10604) •Civil Law(C10605) •Commercial Law(C10606) •Criminal Law Principles of Jurisprudence (C10607) 	The number of places that come available depends on the quality of applicants

■ Classification : First year and Transfer Students

■ Transferring Semester : Third semester of Doctorate Program

■ Eligibility of Applicants

I. General Eligibility of Applicants

1. Foreign Nationals whose parents are both citizens of countries other than Korea.
2. Foreign Nationals who have received primary, secondary and university education outside of Korea.

II. Eligibility of Applicants (Degree requirement for each course)

1. First Year applicant :

Those who fulfill the conditions stated in section " I " and hold or expect to hold a Master's degree(by the end of February, 2017) from the universities in and outside of Korea

2. Transfer applicant :

Those who fulfill the conditions stated in section " I " and finished or expect to finish more than 2 semesters(by the end of February, 2017) in the same field of Doctoral Course field that the applicants apply for in and outside of Korea.

III. Criteria for Language Ability: Fulfills use of the following requirements

1. Korean Proficiency Test (TOPIK) Applicants with Level 4 or higher. Or Applicants who have passed the Korean Proficiency Test conducted by CBNU(TOPIK Level 4 considered)
 2. English Proficiency Test : TOEFL PBT 550, TOEFL CBT 210, TOEFL iBT 80, TEPS 550, TOEIC 675 and higher
 3. A person who can submit following language certificate before graduation.
 - Korean Proficiency Test (TOPIK) Applicants with Level 4 or higher.
 - English Proficiency Test : TOEFL PBT 550, TOEFL CBT 210, TOEFL iBT 80, TEPS 550, TOEIC 675 and higher
- ※ All the submitted language certificates should be valid on the application date.

■ **Screening Process**(Assessment and Successful Candidates Selection Procedure)

I. **Assessment Process : Document Assessment [5 Levels (1-5 Rating) Assessment]**

Two admissions committee members (Department Senior Professor and one of the admission committee member) review a number of factors – records of past studies (such as grade points of prior university. Transferred applicants also need Master's or Doctoral study record), personal statement, the study plan, a letter of recommendation from prior university professors or Dean, CBNU prospective academic advisor's (or Senior Professor's) recommendation, Korean ability and other documents.

1. Admission Assessor : Two admissions committee members (Department Senior Professor and one of the admission committee member)
 - ※ Department of Architectural Engineering : Three admissions committee members (Department Senior Professor and two of the admission committee member)
2. Assessment Date : in September 2016

II. **Successful Candidates Selection Procedure :**

Based on the above Assessment Procedure, Levels 1-4 rated applicants will be passed and Level 5 rated applicants will be failed. Unsatisfied requirements/documents, cheaters will fail the admission.

■ Application and Required Materials Submission

I. Application

1. Application Period : September 5(Mon) ~ September 9(Fri), 2016 09:00~18:00
2. Application Method : Submission by post, or in person(Applicants may not submit documents by fax.)

II. Application Materials Submission : Submission by Post or in Person

1. Submission in Person : Room 153 of the CBNU Main Building
(※possible to submit documents by proxy)
2. Submission by Post or delivery : Posted documents or delivery serviced application materials should arrive by 18:00 September 9(Fri), 2016.
 - 1) Mailing Address : International Students Admission Officer
Office of International Services (Room 151)
Chungbuk National University
1 Chungdae-ro, Seowon-gu, Cheongju, Chungbuk 28644, Republic of Korea

■ Required Application Materials (First Year Graduate School Students)

- ※ Documents which are not written in Korean or English should be submitted with the notarized Korean translation.
- ※ All processed documents must be in their original form. However, copied documents can be accepted if the applicant submits the copied documents with the original document together or the submitted documents are notarized.
- ※ Other supplementary documents besides the required documents may be requested, if necessary.
- ※ Please contact the person in charge for further information.(+82-43-261-3841, e-mail: woojinia@cbnu.ac.kr)

1. Foreign Nationals whose parents are both citizens of countries other than Korea.

Required Materials	Remarks(Important Notes)
<ul style="list-style-type: none"> · Application form [passport photo(3cm×4cm) taken with in the last three months] [form 1] · Receipt of Application 	<ul style="list-style-type: none"> · Please type or print clearly in Korean or English · Download from the University Homepage
<ul style="list-style-type: none"> · A personal statement and academic objectives [form 2] 	<ul style="list-style-type: none"> · Please type or print clearly in Korean or English · Download from the University Homepage
<ul style="list-style-type: none"> · Academic record check consent form(Letter of Consent) [form 5] 	<ul style="list-style-type: none"> · Download from the University Homepage
<ul style="list-style-type: none"> · An original diploma(or certificate of graduation) or proof of pending diploma(or proof of expected graduation) 	<ul style="list-style-type: none"> · Applicants who expect to receive a degree outside of Korea should submit Certificate of Graduation (or Bachelor's degree certificate) to the Office of International Services after admission. · Chinese college graduates should submit all of the following documents: a certificate of college graduation, a certificate of Bachelor's degree and a certificate of academic qualifications of a Bachelor's degree program registered with the Chinese Ministry of Education(中國高等教育學歷查詢報告). Or official certificates submitted with the attachment of "Apostille"

<ul style="list-style-type: none"> · An original copy of official university transcripts 	<ul style="list-style-type: none"> · Applicants who expect to receive a degree should hand in the transcript of the previous semester · Transferring applicants should submit a transcript from the university previously attended.
<ul style="list-style-type: none"> · A letter of recommendation of professors from prior university of Bachelor's degree · A CBNU Prospective Academic Advisor's(or Senior Professor's) Recommendation 	<ul style="list-style-type: none"> · The CBNU prospective academic adviser(or the senior professor) will write out an opinion, and the applicant will receive and submit the written opinion.
<ul style="list-style-type: none"> · Passport holders should submit a copy of their passports. · A copy of the applicant's and parents' proof of nationality. (This should show the relationship between the applicant and parents.) ★Chinese nationals are required to hand in their notarized family register(Original notarized document with the Korean or English translated document.) (This should show the relationship between the applicant and parents.) ※ If the applicant's parents are deceased, divorced, or absent for any other reason, notarized proof of this is required. ※ Alien Registration Card holders should hand in the card. This will be returned after it is confirmed to be genuine. 	<ul style="list-style-type: none"> · A person who does not have a valid passport should be issued a passport by the VISA application, then submit a copy of the passport. · All official documents not in English or in Korean must be translated into English or Korean and notarized · Nationality[including certificate of family relation] certificate documents have to be issued in a governmental organization of the relevant country and issued within 3 months from the application deadline. · “ ※ ” marked items are only applicable to some applicants.
<ul style="list-style-type: none"> · A copy of the Korean Proficiency Test (TOPIK) Transcript or CBNU's Korean Proficiency Test Transcript that is Level 4 or higher · A copy of the English Proficiency Test (TOEFL PBT, TOEFL CBT, TOEFL iBT, TEPS, IELTS, TOEIC) transcript 	<ul style="list-style-type: none"> · Applicable to certificate holders only. ※ A person who does not have the language ability certification should submit TOPIK or higher before graduation. · All the submitted language certificate should be valid on the application date. ※ If an applicant who is admitted to the Academy Research Industry Cooperation program resign from the agreement signed organization, s/he will be expelled from the program. ※ Please, contact 043-261-3841 for further information about Academy Research Industry Cooperation program.

2. Foreign Nationals who have received primary, secondary and university education outside of Korea.

- 1) Please submit all the documents stated above section “1” for Foreign Nationals whose parents are both citizens of countries other than Korea.
- 2) Additional document: A copy of primary, secondary, and university’s official transcript and certificate of graduation.

■ Required Application Materials (Transfer Students)

- ※ Documents which are not written in Korean or English should be submitted with the notarized Korean translation.
- ※ All processed documents must be in their original form. However, copied documents can be accepted if the applicant submits the copied documents with the original document together or the submitted documents are notarized.
- ※ Other supplementary documents besides the required documents may be requested, if necessary.
- ※ Please contact the person in charge for further information.(+82-43-261-3841, e-mail: woojinia@cbnu.ac.kr)

1. Foreign Nationals whose parents are both citizens of countries other than Korea

Required Materials	Remarks(Important Notes)
<ul style="list-style-type: none"> · Application form [passport photo(3cm×4cm) taken with in the last three months] [form 1] · Receipt of Application 	<ul style="list-style-type: none"> · Please type or print clearly in Korean or English · Download from the University Homepage
<ul style="list-style-type: none"> · A personal statement and academic objectives [form 2] 	<ul style="list-style-type: none"> · Please type or print clearly in Korean or English · Download from the University Homepage
<ul style="list-style-type: none"> · Academic record check consent form(Letter of Consent) [form 5] 	<ul style="list-style-type: none"> · Download from the University Homepage
<ul style="list-style-type: none"> · Master's degree holder :An original diploma(or certificate of graduation) · Applicants who completed(or expected to complete) more than two semesters in Master's program: A copy of more than two semesters in Master's program completion(or expected to complete) certificate 	<ul style="list-style-type: none"> · The completion certificate(more than two semesters in Master's program) should be submitted before the end of Aug, 2015 to the Office of International Services
<ul style="list-style-type: none"> · An original copy of official university transcripts 	<ul style="list-style-type: none"> · Applicants who expect to receive a degree should hand in the transcript of the previous semester · Transferring applicants should submit a transcript from the university previously attended.
<ul style="list-style-type: none"> · A letter of recommendation of professors from prior university of Bachelor's degree · A CBNU Prospective Academic Advisor's(or Senior Professor's) Recommendation · Transferring applicants for Master's program should submit a copy of Certificate of Identify or Similarity of Major. 	<ul style="list-style-type: none"> · The CBNU prospective academic adviser(or the senior professor) will write out an opinion, and the applicant will receive and submit the written opinion. · CBNU's prospective academic adviser(or the senior professor) should fill out Certificate of Identify or Similarity of Major form and the applicant should submit with other documents.
<ul style="list-style-type: none"> · Passport holders should submit a copy of their passports. · A copy of the applicant's and parents' proof of nationality. (This should show the relationship between the applicant and parents.) ★Chinese nationals are required to hand in their notarized family register(Original notarized document with the Korean or English translated document.) (This should show the relationship between the applicant and parents.) 	<ul style="list-style-type: none"> · A person who does not have a valid passport should be issued a passport by the VISA application, then submit a copy of the passport. · All official documents not in English or in Korean must be translated into English or Korean and notarized · Nationality[including certificate of family relation] certificate documents have to be issued in a governmental organization of the relevant country and issued within 3 months from the application deadline.

<ul style="list-style-type: none"> ※ If the applicant's parents are deceased, divorced, or absent for any other reason, notarized proof of this is required. ※ Alien Registration Card holders should hand in the card this will be returned after it is confirmed to be genuine. 	<ul style="list-style-type: none"> · “※”marked items are only applicable to some applicants.
<ul style="list-style-type: none"> · A copy of the Korean Proficiency Test (TOPIK) Transcript or CBNU's Korean Proficiency Test Transcript that is Level 4 or higher · A copy of the English Proficiency Test (TOEFL PBT, TOEFL CBT, TOEFL iBT, TEPS, IELTS, TOEIC) transcript 	<ul style="list-style-type: none"> · Applicable to certificate holders only. (※ A person who does not have the language ability certification should submit TOPIK or higher before graduation). · All the submitted language certificate should be valid on the application date.

2. Foreign Nationals who have received primary, secondary and university education outside of Korea.

- 1) Please submit all the documents stated above section “1” for Foreign Nationals whose parents are both citizens of countries other than Korea.
- 2) Additional document: A copy of primary, secondary, and university’s official transcript and certificate of graduation.

■ Application Fee payment

1. Application Fee : 50,000 won or 50 US dollar
2. Payment : Application Fee can be paid through the Internet application website payment system, direct deposit, or payment in person.

Classification	Direct Deposit (Remittance in Korea)	Direct Deposit (Remittance from abroad)	Material submission in person and pay
Bank	농협	Nong Hyup Bank(Korea) ·Swift Code: NACFKRSEXXX ·Approved code: 304050	·Period: during application form and required materials submission
Account No.	301-0005-4924-71	301-0005-4924-71	
Account Holder	충북대학교 국제교류본부	CHUNGBUK NATIONAL UNIVERSITY Office of International Services	·Place: 1st Floor (Room 153) of the CBNU Main Building
Amount	50,000 won	50 US dollar	·Method: Pay 50,000 won in person
Note	※ Please make sure to fax(+82-43-268-2068) or email (woojinia@cbnu.ac.kr)the remittance slip after the deposit.		

■ Important Notes for Applicants

1. If an applicant wants to change the application form after filling out the form, s/he should use his/her own signature or stamp to alter the content.
2. Application material alteration or cancellation is not possible and paid application fee will not be returned.
3. If an applicant hands in an application that has misleading or different information, or has other than the applicant's stamp or signature, the university will not be responsible for the arising disadvantage.
4. In the case that there is a change in phone number, please contact the CBNU Center for International Affairs.
5. Successful applicant from International Student Admission cannot apply for scheduled or nonscheduled admission. Any applicant who violates this will fail their admission.
6. The personal information on the applicant will not be used or revealed for any purpose other than admission screening, and all the personal data will be removed properly after the completion of admission screening.
7. False or forged documents, misrepresenting applications, or any other illegality will cause applications to be cancelled. Such applications will affect future applications to CBNU.
8. Admission score will not be opened in any cases.
9. Details that are not clarified in this guide will be determined by university policies and the graduate school committee decision.

■ Decision Notification and Student Registration

1. Decision Notification

- A. Date : Applicants will be notified no later than **October 14(Fri), 2016**
- B. Announcement : Announcement will be made on the university homepage(<http://www.cbnu.ac.kr>)

2. Payment for Registration (Tuition Fees)

- A. Period : January 11(Wed) ~ January 17(Tue), 2017 (During regular banking hours)
- B. Place : Designated bank(Refer to the tuition bill)
- C. Payment Method : Print out bill from the CBNU homepage and pay
 - a. Even students getting scholarship which covers all tuition fees should get receipt with a stamp to prove payment in NH bank.
 - b. If payment is not made by the due date(relevant) applications will be cancelled.
 - c. If a successful applicant register for more than two universities that has same admission semester, admission will be cancelled.

3. Cancellation of Enrollment

A. Cancellation of Enrollment Application Period : January 23(Mon) ~ February 24(Fri), 2017
(※ Documents cannot be accepted on weekends or national holidays)

B. The following applicants are permitted to submit the "Cancellation of Enrollment" form.

- a. Upcoming undergraduates, upcoming master's course graduates or upcoming masters course complete-to-be who do not have their degree by the end of February, 2017 among successful applicants
- b. Successful applicants who cannot be in Korea before March 1, 2017, because of VISA problems or other reasons deemed significant.
- c. Successful applicants who wish to cancel the enrollment process for personal or other reasons deemed significant.

C. Required documents for the cancellation of enrollment

a. For the case that students pay tuition in person

- "Cancellation of Enrollment" form (available at the CBNU Center for International Affairs)
- Tuition Fee Payment Receipt
- ID card
- Copy of bankbook under applicant's name

b. If the tuition fee is paid by a proxy

- "Cancellation of Enrollment" form (available at the Department of Admission Management)
- Proof of payment (available at the Office of International Services)
- Tuition Fee Payment Receipt
- Proxy's ID card (Public Official ID card if applicable)
- Copy of bankbook under proxy's name

c. Notes

- Applicants who wish to cancel their enrollment should submit an application during the Cancellation of Enrollment Period. If all conditions are met, applicants can receive a complete refund.
- If the applicant abandons his or her registration after the above registration waiver form submission period, a drop out document must be submitted, and the paid tuition fee will be partially returned based on CBNU regulations.
- Once an applicant submit a "Cancellation of Enrollment" form to the Office of International Services, it cannot be cancelled.

■ Guidelines for Submission of An Apostille Certificate

1. The Apostille Convention : This is a multilateral treaty on legalization of documents. In order to facilitate authentication procedure for all of the signatory countries, the complicated legalization process for foreign public documents is abolished. Instead, documents certified with an apostille are accepted for legal use in all the nations that have signed the convention.
2. Documents which need to be authenticated by an apostille : Public documents issued by foreign government offices and any notarized documents.
 - A. Public documents issued by foreign government offices: Any document showing family relationship such as birth, marriage and death certificates and a certificate of academic records issued by public institutions.
 - B. Notarized documents: Certificates issued by private institutions, a medical certificate and documents issued by companies and banks
 - ※ **The apostille will be recognized as valid only in signatory countries under the Hague Convention. (In non-signatory countries, documents for foreign use should be submitted with legalization or confirmation of the relevant country's consul.)**
3. Methods of Issuance : All the documents issued by overseas schools must be submitted with the attachment of an Apostille certificate issued by the relevant government office.
(ex: In the Republic of Korea, an Apostille is issued by the Ministry of Foreign Affairs and Trade)
4. Relevant agency : The Ministry of Foreign Affairs and Trade Website:
www.0404.go.kr / "Safe Overseas Trip"
Telephone : 02-2100-7500 or Telephone Hotline to consult : 02-3210-0404
5. Signatory countries under the Hague Convention **(In non-signatory countries, documents for foreign use should be submitted with legalization or confirmation of the relevant country's consul.)**

Regions	Hague Countries
Asia & Oceania (16)	AUSTRALIA, MACAU, HONG KONG, JAPAN, REPUBLIC OF KOREA, PEOPLES REPUBLIC OF CHINA NEW ZEALAND, BRUNEI, MONGOLIA, COOK ISLANDS, FIJI, INDIA, MARSHALL ISLANDS, MAURITIUS, VANUATU, SAMOA, SEYCHELLES, TONGA, NIUE
Europe (51)	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, NETHERLANDS, NORWAY, POLAND, PORTUGAL, RUSSIA, RUMANIA, SERBIA, SLOVAKIA, SLOVENIA, SPAIN, SWEDEN, SWITZERLAND, TURKEY, KYRGYZSTAN, MACEDONIA, UKRAINE, UNITED KINGDOM, ANDORRA, ARMENIA, AZERBAIJAN, MOLDOVA, LIECHTENSTEIN, SAN MARINO, KAZAKHSTAN, UZBEKISTAN
North America (1)	UNITED STATES OF AMERICA
Central and South America (24)	ARGENTINA, MEXICO, PANAMA, SURINAME, VENEZUELA, ANTIGUA AND BARBUDA, BAHAMS, BARBADOS, BELIZE, COLOMBIA, COMMONWEALTH OF DOMINICA, DOMINICAN REPUBLIC, ECUADOR, EL SALVADOR, GRENADA, HONDURAS, SAINT VINCENT, PERU, TRINIDAD AND TOBAGO, SAINT LUCIA, SAINT KITTS AND NEVIS, COSTA RICA, URUGUAY, NICARAGUA
Africa (10)	SOUTH AFRICA, BOTSWANA, LESOTHO, LIBERIA, NAMIBIA, SAO TOME AND PRINCIPE, SWAZILAND, MALAWI, CAPE VERDE, SEYCHELLES
Middle East (3)	OMAN, ISRAEL, BAHRAIN

■ Required materials and procedure for visa application (accepted applicants only)

I. Those as yet outside of Korea without a Visa

1. Visa Application Procedure

- Admission Announcement [Before October 14(Fri), 2016]
- Tuition Payment [January 9(Mon) ~ January 13(Fri), 2017]
- Standard Admission Letter will be issued and mailed from CBNU Office of International Services.
- All the successful applicants who have received Standard Admission Letter should apply for a D-2 visa at the Korean embassy or Korean consulate in the applicant's own country, bringing required documents written below for visa application.
- Visa issuance from the Korean Embassy (or Korean Consulate).
- Entrance into Korea

2. Required Documents

※ Following required materials may vary according to the Korean Embassy (or Korean Consulate) in applicant's own country.

1. Application for Visa (Form 6)
2. A passport photo (35mm×45mm size)
3. Standard Admission Letter (This will be issued and mailed from CBNU Office of International Services)
4. A copy of passport
5. Certificate of Graduation (Must be translated into English or Korean and notarized.)
6. Official Transcript (Must be translated into English or Korean and notarized.)
7. Certificate of Business registration (This will be mailed from CBNU Office of International Services)

3. Alien Registration Card Application (Issuance) (+82-43-261-3890)

A. Application : Admitted students have to apply to the foreign registration certificate by visiting the Room 151 of Office of International Services, 1st floor of the CBNU Main Building, after entering Korea within 14 days.

B. Required Documents

1. Application form for the foreign registration certificate
2. Passsport
3. A passport photo (35mm×45mm size)
4. A copy of Proof of Enrollment at CBNU
5. Medical Certificate (Tuberculosis)
6. Proof of the place of sojourn
7. 30,000 won fee

II. Those already in Korea with a Visa

1. Visa change or extension procedure

※ The required documents could be changed by the related statute revision or demand from the involved department.

- Admission Announcement [Before October 14(Fri), 2016]
 - Tuition Payment [January 9(Mon) ~ January 13(Fri), 2017]
 - Submission of Required Documents(The applicants should submit all required documents to the CBNU Office of International Services before visa expired)
 - CBNU Office of International Services will apply for the applicants' visa change.
 - The applicants should receive altered visa and alien registration card in person from the CBNU Office of International Services
- ※ In the case of a change of university or residence (address), you must register the change within 14 days.

2. Required Documents

Visa Change (D-4 → D-2)	Visa Extension (D-2 → D-2)
1. Application of Visa Change <small>(※The form can be found at the CBNU Office of International Services)</small> 2. Certificate of Admisson 3. A passport photo(30mm×40mm size) 4. Receipt of tuition fee payment 5. Alien Registration Card 6. Passport 7. Korean Language Course Certificate 8. Korean Language Course Transcripts including attendance 9. Proof of the place of sojourn 10. Medical Certificate (Tuberculosis) 11. Visa Change Fee: 130,000 won	1. Application of Visa Extension <small>(※The form can be found at the CBNU Office of International Services)</small> 2. Certificate of Admisson 3. Receipt of tuition fee payment 4. Alien Registration Card 5. A copy of diploma 6. certificate of graduation or proof of pending diploma 7. transcript 8. Proof of the place of sojourn 9. Medical Certificate (Tuberculosis) 10. Visa Extension Fee: 60,000 won

3. Location for required materials submission: Administrative Office of CBNU Office of International Services, (+82-43-261-3890)

☐ Phone Directory of Departments and Administrative Offices(Graduate School)

• National code : +82

• Area code : 43

Administrative Offices(Phone No.)	Departments	Phone No.	Administrative Offices(Phone No.)	Departments	Phone No.
College of Humanities (261-2084)	Korean Language and Literature	261-2090	College of Electrical and Computer Engineering (261-3528)	School of Electrical, Electronics, Information and Communication Engineering and Computer Science	
	Chinese Language and Literature	261-2102		(Electrical Engineering)	261-2419
	English Language and Literature	261-2120	(Electronics Engineering)	261-2473	
	German Language and Literature	261-2131	(Computer and Communication Engineering)	261-2480	
	French Language and Literature	261-2139	(Radio and Communications Engineering)	261-3143	
	Russian Language and Literature	261-2383	(Control and Robot Engineering)	261-3225	
	Philosophy	261-2147	(Semiconductor Engineering)	261-3221	
	History	261-2156	(Computer Science)	261-2260	
	Archaeology and Art History	261-2163	Computer Engineering	261-2449	
	Art and Design	261-2750			
College of Social Sciences (261-2174)	Sociology	261-2180	College of Agriculture, Life & Environment Sciences (261-2505)	Interdisciplinary Programs	
	Psychology	261-2188		- Information Industrial Engineering	261-2260(O) 261-2254(R)
	Public Administration	261-2196		- Bio and Information Technology	261-2260(O) 261-2263(R)
	Political Science and International Relations	261-2204			
	Economics	261-2213			
College of Natural Sciences (261-3511)	Mathematics Statistics Physics Astronomy and Space Science Earth & Environmental Sciences Chemistry Biology Microbiology Biochemistry Exercise Science	261-2240	College of Agriculture, Life & Environment Sciences (261-2505)	Crop Science	261-2510
		261-2255		Industrial Plant Science and Technology	261-2518
		261-2265		Biosystems Engineering	261-2579
		261-2312		Forest Science	261-2532
		261-3136		Forest Products	261-2540
		261-2279		Agricultural & Rural Engineering	261-2572
		261-2291		School of Applied Life Science and Environment	
		261-2299		(Animal Science)	261-2544
		261-2306		(Agricultural Chemistry)	261-2559
		261-3263		(Horticultural Science)	261-2525
				(Agricultural Biology)	261-2552
				(Food Science and Technology)	261-2565
				Agricultural Economics	261-2587
		Interdisciplinary Programs			
	- Synthetic Biology	261-2299(O) 261-2302(R)	- Biotechnology Industry	261-2565(O) 261-2567(R)	
			- Cultural Heritage Conservation	261-2540(O) 261-2543(R)	
			- Forest Therapy	261-2532(O) 261-2536(R)	
College of Commerce and Business Administration (261-2327)	Business Administration Accounting International Business Management Information Systems	261-2330 261-2347 261-2339 261-2355	College of Law (261-2614)	Law	261-2620
College of Engineering (261-2919)	Chemical Engineering	261-2370	College of Education (261-2645)	Education	261-2650
	Industrial Engineering Chemistry	261-2487		Korean Education	261-2661
	Mechanical Engineering	261-2441		English Education	261-2671
	Precision Mechanical Engineering	261-2448		History Education	261-2683
	Civil Engineering	261-2377		Geography	261-2693
	Materials Engineering	261-2411		Ethics Education	261-2706
	Architectural Engineering	261-2427		Mathematics Education	261-2715
	Architecture	261-3247		Science Education	261-2723
	Safety Engineering	261-2457		Computer Education	261-2785
	Environmental and Urban Engineering (Environmental Engineering) (Urban Engineering)	261-2465			
	Structural Systems and Computer-Aided Engineering	261-2493 261-2409			
	College of Human Ecology (261-2698)	College of Human Ecology (261-2698)		261-2742 261-2793 261-2792 261-2749 261-2744	College of Veterinary Medicine (261-2394)
College of Pharmacy (261-2806)	Pharmacy Clinical Pharmacy	261-2810 261-3264	College of Medicine (261-2835)	Medicine Interdisciplinary Programs - Biomedical Engineering	261-2835 261-2835(O) 261-2856(R)

※ "(O)" indicates a senior professor's department phone number / "(R)" indicates a senior professor's research room phone number

※ "(O)" and "(R)" only refer to Interdisciplinary Programs

■ Organization & Contact Information

Service	Department	Telephone Number
<ul style="list-style-type: none"> · Informing admission requirements for graduate school · Providing information on application procedures for VISA · Managing business with international students 	CBNU Office of International Services	+82-43-261-3841 +82-43-261-3299 +82-43-261-3890 Fax: +82-43-268-2068
<ul style="list-style-type: none"> · University Register Management 	Department of Registrar	+82-43-261-2012, 2013
<ul style="list-style-type: none"> · Course Registration Management 		+82-43-261-2015, 2016
<ul style="list-style-type: none"> · Providing information on tuition payment. 	Department of Accounting	+82-43-261-2047
<ul style="list-style-type: none"> · Informing scholarship program for graduate school 	Department of Student Affairs	+82-43-261-2027, 3888
<ul style="list-style-type: none"> · Clubs, student committee management 		+82-43-261-2019~22,
<ul style="list-style-type: none"> · Military Related Service 	First Reserve Regiment	+82-43-261-2956, 2957
<ul style="list-style-type: none"> · Issuing various certificates · Managing the application procedures for leave of absence, re-enrollment and withdrawal · Providing information on a certificate of studentship 	Total Service Center	+82-43-261-3305~8
<ul style="list-style-type: none"> · Employment Services 	Human Resource Development Center	+82-43-261-3554, 3555
<ul style="list-style-type: none"> · Residence Hall (Dormitory) Entrance Administration 	Main Building	+82-43-261-2926, 3193
	YangSeongJae (BTL)	+82-43-261- 3674,3675
	Dormitory for Foreign Students	+82-43-261- 2932
<ul style="list-style-type: none"> · Colleges 	College of Humanities	+82-43-261- 2084~6
	College of Social Science	+82-43-261- 2174~6
	College of Natural Science	+82-43-261- 2234~6
	College of Business Administration	+82-43-261- 2324~6
	College of Engineering	+82-43-261- 2364~7
	College of Computer and Information	+82-43-261- 2386,3203
	College of Agriculture and Life Science	+82-43-261- 2504~7
	College of Human Ecology	+82-43-261- 2698,2759
	College of Veterinary Medicine	+82-43-261- 2392,2394
	College of Medicine	+82-43-261- 2834,6
Chungbuk National University Homepage	http://www.cbnu.ac.kr	
Center for International Affairs Homepage	http://cia.cbnu.ac.kr	

■ Tuition & Fees (Based on 2016 Fees)

[Monetary Unit: Korean Won(W), per semester]

Divisions	Departments	Enrollment Fee	Tuition	Total
Humanities and Social Sciences	Korean Language and Literature, English Language and Literature, German Language and Literature, French Language and Literature, Chinese Language and Literature, History, Philosophy, Russian Language and Literature, Archaeology and Art History, Economics, Public Administration, Political Science and International Relations, Sociology, Accounting, International Business, Business Administration, Management Information Systems, Agricultural Economics, Law, Education, Geography, Korean Education, English Education, History Education, Ethics Education, Child Welfare, Consumer Studies	175,000	1,898,000	2,073,000
Humanities and Social Sciences	Psychology	175,000	1,928,000	2,103,000
Natural Sciences and Exercise Science	Mathematics, Mathematics Education	175,000	1,908,000	2,083,000
Natural Sciences and Exercise Science	Physics, Chemistry, Biology, Statistics, Microbiology, Biochemistry, Earth & Environmental Sciences, Astronomy and Space Science, Crop Science, Forest Science, Industrial Plant Science and Technology, School of Applied Life Science and Environment(Animal Science, Agricultural Chemistry, Horticultural Science, Agricultural Biology, Food Science and Technology), Agricultural & Rural Engineering, Biosystems Engineering, Forest Products, Computer Education, Housing & Interior Design, Food and Nutrition, Fashion Design Information, Exercise Science, Science Education, Biotechnology Industry Interdisciplinary Program, Synthetic Biology Interdisciplinary Program, Cultural Heritage Conservation Interdisciplinary Program, Forest Therapy Interdisciplinary Program	175,000	2,283,000	2,458,000
Medical Sciences	Medicine, Veterinary Medicine	175,000	2,907,000	3,082,000
Engineering and Art and Design	Chemical Engineering, Civil Engineering, Architectural Engineering, Materials Engineering, Mechanical Engineering, Safety Engineering, Industrial Engineering Chemistry, Structural Systems and Computer-Aided Engineering, Precision Mechanical Engineering, Environmental and Urban Engineering, Architecture, Art and Design, Computer Engineering, School of Electrical, Electronics, Information and Communication Engineering and Computer Science(Electrical Engineering, Electronics Engineering, Computer and Communication Engineering, Radio and Communications Engineering, Control and Robot Engineering, Semiconductor Engineering, Computer Science), Information Industrial Engineering Interdisciplinary Program, Bio and Information Technology Interdisciplinary Program, Biomedical Engineering Interdisciplinary Program	175,000	2,430,000	2,605,000
Pharmacy	Pharmacy, Clinical Pharmacy	175,000	2,580,000	2,755,000

※ Tuition fee for 2017 can be different

■ Information on Scholarship Program for International Students (Graduate School)

1. Selection : Successful applicants for Graduate School

2. Scholarship Program

Classification	Scholarship program
Freshmen or Transfer Students	<p><Students who are newly admitted into the Master course after graduating the CBNU undergraduate course></p> <ul style="list-style-type: none"> · Grade B1 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA A° or higher · Grade B2 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA B+ or higher <p><Students who are newly admitted into the doctoral course just after graduating the CBNU masters course></p> <ul style="list-style-type: none"> · Grade B1 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA A° or higher · Grade B2 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA B+ or higher <p><Master's and Doctoral program students></p> <ul style="list-style-type: none"> · Grade C : Freshmen or transfer students
Currently Enrolled students	<ul style="list-style-type: none"> · Grade B1 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA A° or higher · Grade B2 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA B+ or higher · Grade B1 : Korean Proficiency Test (TOPIK) Level 5 or higher and GPA A° or higher

※ Students should submit International Student Insurance Certificate by February, 2017. Those who fail to submit the certificate cannot receive scholarship even though they are qualified.

■ CBNU Dormitory for International Students

1. CBNU Dormitory

Classification		Men	Women	Total
Main Building	Gae Seong Jae	309	226	535
	Kye Young Won	-	415	415
	sub total	309	641	950
Yang Seong Jae(BTL)	Yang Seong Jae	967	645	1,612
Dormitory for Foreign Students	Deung Yong Kwan	88	82	170
Yang Jin Jae	Yang Jin Jae	702	662	1,364
Total		2,066	2,030	4,096

2. Dormitory Application

1) Entrance Criteria and Selection Process:

Foreign students have priority for admission when they submit documentary evidence. Persons who have a legally designated infectious disease, or persons disqualified for communal living will be excluded.

2) **Application** : Check on the dormitory application and preferred dormitory on your application.

3. Dormitory Fee

Classification	Based on 2016 Fall Semester		Remarks
	7 day of meal provided (including weekends)	5 days of meal provided (Excluding weekends)	
Yang Hyun Jae	₩ 1,087,500	₩ 969,540	3 Meals a day

※ Dormitory fee may be changed according to the conditions of dormitory.

※ Dormitory Entrance Related Inquiries : <http://dorm.chungbuk.ac.kr> or Dormitory Administration (☎ 043-261-2926, 3675, 2932 The information may be changed according to the conditions of departments or colleges.)

■ CBNU Directions and Maps

1. Direction

Transportation	Departure	Arrival	Destination
By Express Bus	Seoul, Eastseoul, Sangbong, Daegu, Busan, Gwangju Express Bus Station	Cheongju Express Bus Station	<ul style="list-style-type: none"> · Distance : About 4km · Taxi Fare : About 4,000~5,000 Korean Won · Bus Fare : Basic Bus Fare(Take a bus to the Province Hall, City Hall, Sangdang Park or Meepyung)
By Local Bus Service	Buses depart from every city.	Cheongju Local Service Bus Station	
By Train	·Gyeongbu Line, Honam Line	Jochiwon Station	<ul style="list-style-type: none"> · Distance : About 15km · Coaches leave from the front of each station every 10 minutes.
	·Chungbuk Line	Cheongju Station (Jeongbong-Dong)	
By Car	·Every city	<ol style="list-style-type: none"> 1. Cheongju I.C(Gyeongbu Express Way) → To Cheongju(Take a left turn) → Gongdan 5 way Intersection(Go straight) → CBNU 4 way Intersection(Take a right turn) → CBNU 2. Westcheongju I.C(Jungbu Express Way) → Solbat(Take a right turn) → Gongdan 5 way Intersection(Take a left turn) → CBNU 4 way Intersection(Take a right turn) → CBNU 3. Cheongwon I.C(Take a right turn) → To Cheongju(Go straight) → Meepyung 4 way Intersection(Take a left turn) → CBNU Hospital(Take a left turn) → CBNU 4. Muneui I.C(Cheongwon-Sangju Express Way) → To Cheongju(Take a right turn) → Meepyung 4 way Intersection(Take a left turn) → CBNU Hospital(Take a left turn) → CBNU 	

2. Map



3. CBNU Campus Map



N1	정문	E1-1	사범대학실형동	S1-1	자연과학대학본관	S21-1	농업전문창업센터
N2	법학전문대학원	E1-2	사범대학강의동	S1-2	자연과학대학	S21-2	임산기공강장
N3	테니스장 관리사	E2	개신학회관	S1-3	제3본관	S21-3	농업과학기술센터
N4	신학대학관	E3	제1학생회관	S1-4	자연대2호관	S21-4	농대 강의동
N5	평생교육원	E4-1	실내체육관	S1-5	자연대3호관	S21-5	농대 실형동
N6	고시원	E4-2	운동장본부식	S1-6	자연대4호관	S21-6	건조실
N7	형질관	E4-3	보조체육관	S2	전산정보실	S21-7	온실(백송식물학과)
N8	보육교사교육원	E5	123학관	S3	분부관리동	S21-8	온실(식물자원학과)
N9	언어교육관, 보육교사 교육원	E6	특고변신실	S4-1	약학대학본관	S21-9	온실(산림학과)
N10	대학본부(입학관리본부), 국제교류원	E7-1	외과대학	S4-2	약학연구동	S21-10	온실(산림학과)
N11	광충실습실습관	E7-2	임상 연구동	S5-1	농장관리실	S21-11	온실(원예학과)
N12	중앙도서관	E7-3	외과대2호관	S5-2	농장관리실창고	S21-12	온실(원예학과)
N13	경영학관	E8-1	공학관	S6-1	자연대온실 1	S21-13	온실창고
N14	인문사회관(강의동)	E8-2	합동강의동	S6-2	자연대온실 2	S21-14	온실(1)
N15	사회과학대학본관	E8-3	건설공학관	S7-1	에너지저장연구센터	S21-15	온실(2)
N16-1	인문대학본관	E8-4	제1강장동	S7-2	교육대학원, 동아리당	S21-16	온실(3)
N16-2	미술관	E8-5	제2강장동	S8	아원공연장	S21-17	온실(4)
N16-3	미술과	E8-6	토목공학관	S9	박물관	S21-18	온실(5)
N17-1	개성재(수위실)	E8-7	공대공학관	S10	치교	S21-19	넷트하우스
N17-2	개성재 관리동	E8-8	공학지원센터	S12	쓰레기 처리장	S21-20	온실관리동
N17-3	개성재(진리관)	E8-9	신소재재료실습실	S13	독공실	S21-21	동위원소실
N17-4	개성재(정의관)	E8-10	제5공학관	S14	제2학생회관	S21-22	동기계공학실
N17-5	개성재(개혁관)	E9	학연신공공기술연구원	S15	제1본관	S21-23	동기계실습실
N17-6	계영원	E10	학연신공공 교육관	S16	분부창고	S21-24	농대부속건물
N18	법학관	E11-1	목장창고	S17-1	양성재(지선관)		
N19	제2본관	E11-2	우사	S17-2	양성재(영덕관)		
N20-1	생활과학관	E11-3	목장관리사	S17-3	양성재(신민관)		
N20-2	생활과학대학부설·보육교사교육원부속어린이집	E11-4	건조창고	S17-4	양성재(수위실)		
N21	은아수식당	E11-5	동물지원개발센터	S17-5	양성재(정유관)		
		E12-1	수의과대학 및 동물의료센터	S17-6	양성재(동물관)		
		E12-2	수의과대학2호관	S17-7	양성재(관리동)		
		E12-3	실형동물연구지원센터	S18	승리관(운동부합숙소)		
				S19	중앙연구소		
				S20	첨대바이오연구센터		



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