

- Period of Application: **May 8th~May 26th, 2017**
(Office Hours: 09:00~18:00)
- How to Apply: On-line, Mail or in Person
(1st floor of the CBNU Main Building-N10)

대한민국의 중심 **꿈**을 이루는
창의공동체

CBNU

Fall Semester 2017

**Admission Guide to Undergraduate Program
for International Students**



2017. 5. .



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 Form for Undergraduate for International Students

[Form 2] Personal Statement & Academic Objectives

[Form 3] Letter of Consent

[Form 4] Pledge of Portfolio

[Form 5] Application for a visa

■ Procedure of Application

Selection of Applicant's Department & Major



Preparation of Application Forms & Required Documents



Consultation with a CBNU Office of International Services
for International Affairs and make a decision
(TEL: +82-43-261-3841)



Submit Application Forms and All the Required Documents
within the Designated Submission Period
(*possible to submit documents by proxy)

■ Period of Admission

Classified		Period(Dates)	Place	Remarks
Application Form Acceptance (Submission via online, Post, or in Person)		May 8 th Mon. ~ May 26 th Fri. 2017 Office hours: 9:00~18:00	Jinhaksa	<ul style="list-style-type: none"> ▶ On-line: Applicable for 24 hours http://www.jinhakapply.com ▶ Office: 1st Floor(Room 153)of the CBNU Main Building-N10
Period of Application Acceptance (Submission by Post or in Person)			Admission Office on the 1st Floor Room 153 of the CBNU Main Building	<ul style="list-style-type: none"> ▶ Application forms are available on the website. ▶ 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		₩80,000 (Korean Won)		<ul style="list-style-type: none"> ▶ Fees should be paid at the same time as documents are submitted.
Interview	Preparatory call	June 14 th Wed., 2017 08:30	3rd Floor (Room 305) of the Building N5	<ul style="list-style-type: none"> ▶ Applicants should arrive with ID card(passport) ▶ In terms of applicants staying overseas, you shall ask for a telephone interview. ▶ If an applicant does not show for the interview, the admission shall be cancelled.
	Interview	June 14 th Wed., 2017 09:00		
Decision Notification		Prior to June 30 th Fri., 2017	CBNU Website	<ul style="list-style-type: none"> ▶ Decision Notification will be posted on the CBNU website. ▶ Download from the website.
Admission Letter issuance		After the decision notification		
Tuition & Fee Billing Period		The date specified afterward~July 14 th Fri., 2017 (During regular banking hours)		
Payment Period		July 3 rd Mon. ~ July 14 th Fri., 2017 (During regular banking hours)	Designated Banks	<ul style="list-style-type: none"> ▶ Without payment, admission process will be discontinued.
Visa Application (Issuance)		After Payment of Tuition	Room 151 of CBNU, OIS	<ul style="list-style-type: none"> ▶ Phone Inquiries Tel: 82-43-261-3890
Course Registration		Aug. 1 st Tue.~ Aug. 7 th Mon., 2017	CBNU Homepage Integrated Service System	<ul style="list-style-type: none"> ▶ Registration schedule will be announced with decision notification
First Day of Spring Semester 2017		Sep. 1st Fri.,2017		

※ Schedules are subject to change

■ Program offered and Admissions Quota

College	Field	Department(Group)	Admission Quota
Humanities	Humanities and Social Sciences	Korean Language and Literature	Several
		Chinese Language and Literature	
		English Language and Literature	
		German Language and Literature	
		French Language and Literature	
		Russian Language and Literature	
		Philosophy	
		History	
		Archaeology and Art History	
Social Sciences	Humanities and Social Sciences	Sociology	Several
		Psychology	
		Public Administration	
		Political Science and International Relations	
		Economics	
Natural Sciences	Natural Sciences	Physics	Several
		Earth & Environmental Sciences	
		Chemistry	
		Astronomy and Space Science	
		▶ School of Mathematics and Information Statistics Mathematics Information Statistics	
		▶ School of Bioscience Biology Microbiology Biochemistry	
Commerce and Business Administration	Humanities and Social Sciences	School of Business	3
		International Business	Several
		Management Information Systems	
Engineering	Natural Sciences	Civil Engineering★	Several
		Mechanical Engineering★	
		Chemical Engineering★	
		Advanced Materials Engineering★	
		Architecture Engineering★	
		Safety Engineering★	
		Environmental Engineering	
		Industrial Chemical Engineering★	
		Urban Engineering	
		Architecture1)	
Electronics and Information	Natural Sciences	Electrical Engineering★	Several
		Electronics Engineering★	
		Information and Communication Engineering★	
		Computer Engineering★	
		Software★	

College	Field	Department(Group)	Admission Quota
Agriculture, Life, and Environment Science	Natural Sciences	Dendrology	Several
		Regional Construction Engineering	
		Biosystems Engineering	
		Wood and Paper Science	
		► School of Crop Science and Ecology Crop Science Ecology	
		► School of Food and Biotechnology and zootechny Food and Biotechnology Zootechny	
	Humanities and Social Sciences	► School of Applied Biotechnology Phytomedical Special Botany Horticultural science	
Humanities and Social Sciences	Agricultural Economics		
Human Ecology	Natural Sciences	Food and Nutrition	Several
	Humanities and Social Sciences	Child Welfare	
	Natural Sciences	Fashion Design Information	
		Housing and Interior Design	
Humanities and Social Sciences	Consumer Studies		
Interdisciplinary Programs	Art and physical	Plastic arts(Oriental Painting)	Several
		Plastic arts(Western Painting)	
		Plastic arts(Sculpture)	
		Design ²⁾	
Free Major		Free Major	Several

※ The students in "☆" marked department will be arranged specific majors when moving up to 3 year (The students in School of Mathematics and Information Statistics, School of Food and Animal Science will be arranged specific major when moving up to 2 year)

※ "★" marked department is running ABBEK(Accreditation of Architectural Engineering Education) program. Admitted students will join ABBEK program automatically.

※ The following departments do not accept applicants of foreign nationalities: College of Education, College of Veterinary Medicine, College of Pharmacy, College of Medicine (include nursing science), and Free Major.

※ Departments with no specific admission quota will accept students based on screening standard.

※ The information may be changed according to the conditions of departments or colleges.

※ Dept. of Architecture¹⁾ is a five-year-program and Applicants can apply for Spring semester admissions only. Dept. of Design²⁾ admission quota is a 10% of enrollment, and Applicants can apply for Spring semester admissions only.

※ The Faculty of Liberal Studies³⁾ Major choice eligibility and range of major option

- Major choice eligibility is given applicants those who finished over 2 years and the acquired credit has to be over 36.
- Major choice's target is department where has freshman and could choose every departments except the departments written below.

College of education, college of pharmacy, college of veterinary medicine, college of medicine including nursing science all departments and Interdisciplinary programs-department of fine art and department of design

- Even you meet the requirement if you can't move up to 2 year because of flunk, we limit department choice in pertinent year and need to choice department next year's department choice period.
- If the number of applicants exceeds the number of people that we can choose based on grades.

■ 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 entire education abroad.
 - ※ Academic qualification that is acquired through homeschooling, cyber education or school qualification examination will not be accepted.

III. Criteria for Language Ability

Every applicant must fulfill one of the following requirements.

1. Korean Proficiency Test (TOPIK): Level 3 or higher.
Applicants who have passed the Korean proficiency test conducted by CBNU also accepted.(TOPIK Level 3 considered)
 - ※ College of Commerce and Business Administration - School of Business, The Faculty of Liberal Studies Major
Applicants with Korean Proficiency Test(TOPIK) Level 4 or higher or applicants who have passed the Korean Proficiency Test conducted by CBNU(TOPIK Level 4 considered).
 - ※ Applicants who take the TOPIK exam on **April 16th(Sun.), 2017** or CBNU Korean Proficiency Test examinee can apply with a test identification slip. However, the Applicants must submit a certificate until **June 13th(Tue.), 2017**. But foreigner who received entire education abroad must submit the TOPIK certificate until **June 13th(Tue.), 2017**.
 - ※ We fail if you do not submit a language ability certificate before the deadline.
 - ※ Submit a certificate higher than TOPIK level 4 (Art and Physical Field: level 3) before graduate.
2. A person who can submit following language certificate before graduation.
 - 1) Korean Proficiency Test (TOPIK): Level 4 or higher.
 - 2) English Proficiency Test: TOEFL PBT 550, TOEFL CBT 210, TOEFL iBT 80, TEPS 550, IELTS 5.5, TOEIC 675 and higher
 - ※ All the submitted language certificate should be valid on the application date.

VI. Applicants' Eligibility Details

1. Those who do not have Korean citizenship.
2. Following applicants' parents' citizenship is not considered;
Those who have received entire education abroad.
3. Dual citizenship is not acceptable.
4. If an applicant's one parent passed away or divorced, passed away or divorced parent's citizenship will not be considered.

■ Application Method

I. Foreign Nationals whose parents are both citizens of countries other than Korea, and who finished high school in and outside of Korea.

They could choose 3 departments as first, second, and third preference when they are choosing departments from the same field.

For example, if you are applying for the Korean Language and Literature department as first preference, you can apply for the other department which is included in the same Humanities and social sciences field.

However, you cannot choose Information and Communication Engineering department which is included in the Electronics and Information field.

[Department cannot be chosen as second and third preference]

※ College of Social Sciences : Department of Economics

※ College of Commerce and Business Administration

School of Business, Department of International Business, Department of management Information Systems

※ College of Human Ecology : Department of Food and Nutrition, Department of Child Welfare, Department of Fashion Design Information, Department of Housing and Interior Design, Department of Consumer Studies

※ Those who apply for the above departments cannot apply other departments as second and third preference.

Ex) The applicants for the Department of Economics cannot apply School of Business as second preference and Department of Consumer Studies as third preference.

II. Foreign Nationals who received entire education abroad

These applicants could choose one field only.

■ Screening Process (Assessment and Selection of Successful Candidates)

I. Allotment of scores for each screening item

Department	Admission Type	Interview	Documents	Total	Remarks
All	International Students	60 pts. (60%)	40 pts. (40%)	100 pts. (100%)	

II. Screening Item Assessment

1. Document screening will be based on the Personal Statement & Academic Objectives (backgrounds, reason for participation & objectives, study plan, post-graduation plan, etc.)

※ Applicants for Dept. of Sculpture and Dept. of Design will be assessed including portfolio.

2. Interview

1) Interview Schedule

Department	Classification	Date	Place	Things to bring	Applied applicants	Remarks
All	Preparatory Call	June 14 th (Wed.), 2017, 08:30~	Room 305, 3rd floor of the Building N5	<ul style="list-style-type: none"> ▶ Registration receipt ▶ ID Passport or Alien registration card 	Interviewee will be announced after the document screening	
	Interview	June 14 th (Wed.), 2017, 09:00~				

※ Interview schedule is subject to change.

2) Screening Field: Basic qualification and major aptitude

3) Interview Method

- ▶ One on one interview based on prepared questionnaire (Phone interview and Internet video interview is possible)
- ▶ Interviewers will be assigned from each field and CBNU Office of International Services will manage whole process.

4) Notes

- ▶ Applicants would come to the designated interview place, receive notification and attend the interview.
- ▶ Bring your Registration Receipt, ID(passport, Alien registration card, or Driver's License).
- ▶ Applicants who are staying other than Korea will have a phone or Internet video interview. Any applicants who fail to show on the designated interview time or cannot have the interview with any other reasons will be canceled on their admissions.

■ Successful Candidates Selection Procedure

- I. Candidates will be admitted orderly among who received 60 points or higher in total in those fields with quota.

Other fields without quota will choose candidates who received 60 points or higher.

Candidates who failed from the first preference department even though they received 60 or higher in total will be admitted to the second preference department

(Foreign Nationals whose parents are both citizens of countries other than Korea, and who finished high school in and outside of Korea only)

- II. Following scores will be counted orderly for those with same total score.

1. Interview score
2. Documents
3. Language Ability

- III. Unsatisfied requirements, unsatisfied documents, cheaters, no show on the interview, those who received less than 60 points, and those who even received over 60 points but got the 5th Grade at 2 clause of interview(Basic Qualification and Major Aptitude), will fail the admission.

- VI. Other details will be decided by the Committee of International Students Admission.

■ Application and Required Materials Submission

I. Application

1. Period of application: May 8th(Mon.)~May 26th(Fri.), 2017 09:00~18:00
2. How to submit: On-line(<http://www.jinhakapply.com>), by post, or in person.
※ Applicants may not submit documents by fax.
3. Notes
 - 1) In terms of on-line application, applicants are not allowed to apply after May 26th(Fri.), 2017 18:00, which is application deadline. Please make sure to complete the application procedure before then. Please refer to the website above for on-line application)
 - 2) In case of application by post or in person, please use the address of section "II" underneath.
 - 3) Posted documents or delivery serviced application materials must arrive by May 26th(Fri.), 2017 18:00.
 - 4) Alteration or cancellation of Application material is not possible after you pay for the application fee.
 - 5) Required materials including application form should be submitted on time after submission of the application form.

II. Application Materials Submission

1. In person : Room 153 of the CBNU Main Building.
※ It is possible to submit documents by proxy.
2. By Post or delivery : Posted documents or delivery serviced application materials must arrive by May 26th(Fri.), 2017 18:00.
3. 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

III. Notes

1. Application Form, Personal Statement & Academic Objectives should be typed or printed clearly in Korean or English.
2. 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.
3. All official documents not in Korean or in English must be translated into English or Korean and notarized.
4. Academic record should be submitted as one of the following forms.
 - 1) Official certificates submitted with the attachment of "Apostille".
 - 2) Official certificates with the attachment of an Authentication issued by the Korean Embassy or consulate, or the candidate's home country Embassy in Korea
 - 3) [Chinese students only] Official certificates registered with the Chinese Ministry of Education. Information refer to the website, (<http://www.cdgdc.edu.cn>)
 - ※ Apostille or authentication would not be necessary if an applicant graduated a high-school or an University in Korea.
 - 4) Please contact the person in charge for further information.
 - ▶ TEL: +82-43-261-3841, E-mail: woo1449@chungbuk.ac.kr

VI. Application Fee payment

1. Application Fee : 80,000 KRW or USD \$80.00
2. Payment : Application Fee can be paid through the website of on-line application payment system, direct deposit, or payment in person.

Classification	Direct Deposit (Remittance in Korea)	Direct Deposit (Overseas remittance)	Submission of the material in person and payment
Bank	NH (Nonghyup)	Nonghyup Bank(Korea) Swift Code: NACFKRSEXXX Approved code: 304050	▶ When? During application form and required materials submission ▶ Where? 1st Floor, Room 153 of the CBNU Main Building-N10 ▶ How? Pay 80,000 KRW in person
Account No.	301-0005-4924-71	301-0005-4924-71	
Account Holder	충북대학교 국제교류본부	Chungbuk National University Office of International Services	
Amount	80,000 KRW	USD \$80.00	
Note	※ Please make sure to fax(+82-43-268-2068) or email us the remittance slip after the deposit through woo1449@chungbuk.ac.kr .		

■ Required Application Materials (For Freshman Admission)

1. Application Fee(80,000 KRW), Application form [passport photo(3cm×4cm)] (Form 1)
2. A personal statement and academic objectives (Form 2)
3. Consent Form (Form 3)
4. Certificates & Transcripts
 - 1) Certificate of graduation of High School or proof of expected graduation:
Foreign Nationals whose parents are both citizens of countries other than Korea.
 - 2) Certificate of graduation of entire education
Foreign Nationals who have received entire education abroad.
 - 3) Official transcript from high school
Foreign Nationals whose parents are both citizens of countries other than Korea.
 - 4) Official transcript of entire education.
Foreign Nationals who have received entire education abroad.
5. Certificate of TOPIK or English proficiency level
 - ※ Applicable to certificate holders only(Choose one and submit).
 - ※ All the submitted language certificate should be valid on the application date.
6. [Except for Chinese] A copy of the applicant's and parents' proof of nationality and documents from foreign government that can certify family relations
This should show the relationship between the applicant and parents.
 - ※ 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.
7. [Chinese only] Family register or other documents from foreign government
 - ※ If the applicant's parents are deceased, divorced, or absent for any other reason, notarized proof of this is required.
8. Alien Registration Card holders should hand in the card.
 - ※ This will be returned after it is confirmed to be genuine.
9. Passport holders should submit a copy of their passports.
 - ※ An applicant who does not have a valid passport should be issued a passport before the VISA application, then submit a copy of the passport.
10. Portfolio [Applicants for Dept. of Sculpture and Dept. of Design only]
 - 1) Portfolio standard is A4 size. Picture can be composed freely.
 - ※ The portfolio number should be within 10.
 - 2) Portfolio should be submitted to the CBNU Center for International Affairs with Pledge of Portfolio by May 20th Fri., 2016.
 - 3) Submitted portfolio will not be returned.
11. Pledge of Portfolio (Form 5)
Applicants for Dept. of Sculpture and Dept. of Design only.

■ Important Notes for Applicants

- I. Alteration or cancellation of application material is not possible and paid application fee will not be returned.
- II. 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.
- III. If applicants are not qualified to study at CBNU based on CBNU's requirement, there might be no successful applicants even though the number is not filling the quota.
- IV. All applicants should refer announcement on the CBNU homepage (<http://www.cbnu.ac.kr>) during the application. Disadvantages according to an unnoticed information will be the responsibility of the applicant.
- V. Applicants should bring an alien registration card, passport, or other IDs for interview. If an applicant fail to show for the interview, application will be cancelled.
- VI. In the case that there is a change in phone number, please contact the CBNU Office of International Services. Disadvantages according to a wrong contact number or unnoticed contact number change will be the responsibility of the applicant.
- VII. Admission score will not be opened and submitted materials will not be returned in any cases.
- VIII. Freshman cannot take a leave of absence during the first semester.
- IX. If a successful applicant have any reason for disqualification or fail to receive entry permit to Korea, admission will be canceled.
- X. Successful applicant from International Student Admission cannot apply for scheduled or nonscheduled admission. Any applicant who violates this will fail their admission.
- XI. False or forged documents, misrepresenting applications, or any other illegality will cause applications to be cancelled.
- XII. Details that are not clarified in this guide will be determined by university policies and the graduate school committee decision.
- XII I . Notes for "Foreign Nationals who have received entire education abroad."

"Foreign Nationals who have received entire education abroad" cannot apply for more than 6 times (teachers' college, college of technology, and community college are excluded) in nonscheduled admission from 2015 admission. If an applicant applied more than 6 admissions, his/her application will be canceled.

■ Decision Notification and Student Registration

I. Decision Notification

1. Date: Applicants will be notified no later than **June 30th(Fri.), 2017**
2. Announcement: Announcement will be made on the university homepage.
※ <http://www.cbnu.ac.kr>

II. Payment for Registration (Tuition Fees)

1. Period: **July 3rd(Mon.)~July 14th(Fri.), 2017** (During regular banking hours)
2. Place: Designated bank(Refer to the tuition bill)
3. How to pay: Print out bill from the CBNU homepage and pay.
 - ① Even students getting scholarship which covers all tuition fees should get receipt with a stamp to prove payment in NH bank.
 - ② If payment is not made by the due date(relevant), applications will be cancelled.
 - ③ If a successful applicant register for more than two universities that have same admission semester, admission will be cancelled.

III. Cancellation of Enrollment

1. Period for Cancellation of Enrollment Application
July 17th(Mon.)~Aug. 25th(Fri.), 2017
※ Documents cannot be accepted on weekends or national holidays
2. The following applicants are permitted to submit the "Cancellation of Enrollment" form.
 - ① Upcoming undergraduates, upcoming master's course graduates or upcoming masters course complete-to-be who do not have their degree by the end of **August, 2017** among successful applicants
 - ② Successful applicants who cannot be in Korea before **Sep. 1st, 2017**, because of VISA problems or other reasons deemed significant.
 - ③ Successful applicants who wish to cancel the enrollment process for personal or other reasons deemed significant.
3. Required documents for the cancellation of enrollment

- ① For the case that students pay tuition in person
 - ▶ "Cancellation of Enrollment" form
(available at the CBNU Office of international services)
 - ▶ Receipt of Payment of Tuition Fee
 - ▶ ID card
 - ▶ Copy of bankbook under applicant's name
- ② If the tuition fee is paid by proxy
 - ▶ "Cancellation of Enrollment" form
(available at the Department of Admission Management)
 - ▶ Proof of payment (available at the Office of International Services)
 - ▶ Receipt of Payment of Tuition Fee
 - ▶ Proxy's ID card (Public Official ID card if applicable)
 - ▶ Copy of bankbook under proxy's name
- ③ Notes
 - ▶ Applicants who wish to cancel their enrollment should submit an application during the Cancellation of Enrollment Period.
If all conditions are met, applicants shall 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

I. 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.

II. Documents which need to be authenticated by an apostille

Public documents issued by foreign government offices and any notarized documents.

1. 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.
2. 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.)

III. 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)

VI. Relevant agency

The Ministry of Foreign Affairs and Trade

Website: www.0404.go.kr / "Safe Overseas Trip"

Telephone: 02-2100-7500

Telephone Hotline to consult: 02-3210-0404

V. 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, PEOPLE'S REPUBLIC OF CHINA NEW ZEALAND, BRUNEI, MONGOLIA, COOK ISLANDS, FIJI, INDIA, MARSHALL ISLANDS, MAURITIUS, VANUATU, SAMOA, SEYCHELLS, TONGA, NIUE
Europe (52)	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, KOSOVO
North America (1)	UNITED STATES OF AMERICA
Central and South America (27)	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, PARAGUAY, BRAZIL, CHILE
Africa (11)	SOUTH AFRICA, BOTSWANA, BURUNDI, LESOTHO, LIBERIA, NAMIBIA, SAO TOME AND PRINCIPE, SWAZILAND, MALAWI, CAPE VERDE, SEYCHELLES
Middle East (4)	OMAN, ISRAEL, BAHRAIN, MOROCCO

■ 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 June 30th(Fri.), 2017]

- ▶ Tuition Payment [July 3rd(Mon.)~July 14th(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.

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

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

① 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.

② Required Documents

- ▶ Application form for the foreign registration certificate
- ▶ Passport
- ▶ A passport photo (35mm×45mm size)
- ▶ A copy of Proof of Enrollment at CBNU
- ▶ Medical Certificate (Tuberculosis)
- ▶ Proof of the place of sojourn
- ▶ Fee: 30,000 KRW

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 June 30th(Fri.), 2017]

- ▶ Tuition Payment [July 3rd(Mon.)~July 14th(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 ※ The form can be found at the CBNU Office of International Services 2. Certificate of Admission 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 KRW	1. Application of Visa Extension ※ The form can be found at the CBNU Office of International Services 2. Certificate of Admission 3. Receipt of tuition fee payment 4. Alien Registration Card 5. Passport 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 KRW

3. Location for required materials submission

Administrative Office of CBNU Office of International Services

Mobile: +82-43-261-3890

■ Phone Directory of Departments and Administrative Offices

• 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 Chinese Language and Literature English Language and Literature German Language and Literature French Language and Literature Russian Language and Literature Philosophy History Archaeology and Art History Art and Design	261-2090 261-2102 261-2120 261-2131 261-2139 261-2383 261-2147 261-2156 261-2163 261-2750	College of Engineering (261-2919)	Chemical Engineering Industrial Engineering Chemistry Mechanical Engineering Precision Mechanical Engineering Civil Engineering Materials Engineering Architectural Engineering Architecture Safety Engineering Environmental and Urban Engineering (Environmental Engineering) (Urban Engineering) Structural Systems and Computer-Aided Engineering	261-2370 261-2487 261-2441 261-2448 261-2377 261-2411 261-2427 261-3247 261-2457 261-2465 261-2493 261-2409
College of Social Sciences (261-2174)	Sociology Psychology Public Administration Political Science and International Relations Economics	261-2180 261-2188 261-2196 261-2204 261-2213	College of Human Ecology (261-2698)	Food and Nutrition Child Welfare Fashion Design Information Housing & Interior Design Consumer Studies	261-2742 261-2793 261-2792 261-2749 261-2744
College of Natural Sciences (261-3511)	Mathematics Statistics Physics Astronomy and Space Science Earth & Environmental Sciences Chemistry Biology Microbiology Biochemistry Exercise Science	261-2240 261-2255 261-2265 261-2312 261-3136 261-2279 261-2291 261-2299 261-2306 261-3263	College of Agriculture, Life & Environment Sciences (261-2505)	Crop Science Industrial Plant Science and Technology Bio-systems Engineering Forest Science Forest Products Agricultural & Rural Engineering School of Applied Life Science and Environment (Animal Science) (Agricultural Chemistry) (Horticultural Science) (Agricultural Biology) (Food Science and Technology) Agricultural Economics	261-2510 261-2518 261-2579 261-2532 261-2540 261-2572 261-2544 261-2559 261-2525 261-2552 261-2565 261-2587
College of Commerce and Business Administration (261-2327)	Business Administration Accounting International Business Management Information Systems	261-2330 261-2347 261-2339 261-2355	Interdisciplinary Study (261-2084)	Sculpture Design Digital Information Convergence	261-2750

■ Organization & Contact Information

Service	Department	Telephone Number
Informing admission requirements for graduate school	CBNU Office of International Services	+82-43-261-3841 Fax: +82-43-268-2068
Providing information on application procedures for VISA Managing business with international students		+82-43-261-3890 Fax: +82-43-268-2068
University Register Management	Department of Registrar	+82-43-261-2012, 2013
Course Registration Management		+82-43-261-2015, 2016
Providing information on tuition payment	Department of Accounting	+82-43-261-2047
Informing scholarship program for graduate school	Department of Student Affairs	+82-43-261-2027, 2028
Clubs, student committee management		+82-43-261-2019~22,
Military Related Service	First Reserve Regiment	+82-43-261-2956, 2957
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
Employment Services	Human Resource Development Center	+82-43-261-3554, 3555
Residence Hall (Dormitory) Entrance Administration	Main Building	+82-43-261-2926, 3193
	Yang Seong Jae(BTL)	+82-43-261-3674, 3675
	Dormitory for Foreign Students	+82-43-261-2932
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 (2017 Fall Semester)

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

Divisions	Departments	Enrollment Fee	Tuition	Total
Liberal Arts	All except the Dept. of Philosophy	166,000	1,906,000	2,072,000
	Philosophy	166,000	1,963,000	2,129,000
Social Sciences	All	166,000	1,906,000	2,072,000
Natural Sciences	All	166,000	2,341,000	2,507,000
Commerce and Business Administration	All	166,000	1,906,000	2,072,000
Engineering	All	166,000	2,533,000	2,699,000
Electronics and Information	All	166,000	2,533,000	2,699,000
Agriculture, Life, and Environment Science	All except Dept. of Agricultural Economics	166,000	2,291,000	2,457,000
	Dept. of Agricultural Economics	166,000	1,934,000	2,100,000
Human Ecology	Food and Nutrition	166,000	2,291,000	2,457,000
	Fashion Design Information, Residence and Environment	166,000	2,338,000	2,504,000
	Consumer Studies, Child Welfare	166,000	1,906,000	2,072,000
Free Major	Free Major	166,000	2,093,000	2,259,000
Interdisciplinary Programs	Sculpture and Arts (Oriental Painting, Western Painting, Sculpture)	166,000	2,514,000	2,680,000
	Design	166,000	2,438,000	2,604,000

※ Tuition fee for 2018 can be different

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

I. Scholarship Program

Classification	Scholarship program
New students	<ul style="list-style-type: none"> ▶ Grade B1: TOPIK Level 5 or higher ▶ Grade B2: TOPIK Level 4 or higher ▶ Grade C: TOPIK Level 3 or higher
Currently Enrolled students	<ul style="list-style-type: none"> ▶ Grade B1: TOPIK Level 5 or higher (Grade A+ or higher) ▶ Grade B2: TOPIK Level 5 or higher (Grade A0 or higher) ▶ Grade C: TOPIK Level 4 or higher (Grade B+ or higher)

※ International students should submit insurance certificate by notification date. Without submission of insurance certificate, International students cannot receive scholarship even though they are qualified.

■ CBNU Dormitory for International Students

I. CBNU Dormitory

Classification		Men	Women	Total
Main Building	Gae Seong Jae	326	240	566
	Kye Young Won	-	418	418
	sub total	326	658	984
Yang Seong Jae(BTL)	Yang Seong Jae	969	645	1,614
Dormitory for Foreign Students	Deung Yong Kwan	88	82	170
Yang Jin Jae	Yang Jin Jae	702	662	1,364
Total		2,085	2,047	4,132

II. 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.

III. Dormitory Fee

Classification	Based on 2017 Fall Semester(111days)		Remarks
	7 day of meal provided (including weekends)	5 days of meal provided (Excluding weekends)	
Yang Hyun Jae	₩ 1,077,810	₩ 959,110	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

I. 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 KRW ▶ 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	<ul style="list-style-type: none"> ▶ 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 ▶ 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 ▶ 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 ▶ 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 	

II. Map



III. CBNU Campus Map



N1	정문 수위실	E1-2	사범대학강의동	E12-1	수의과대학 및 동물의료센터	S17-4	양현재수위실
N2	법학전문대학원	E2	개신문화관	E12-2	수의과대학 2호관	S17-5	양현재청문관
N3	테니스장 관리사	E3	재학생회관	E12-3	실험동물연구지원센터	S17-6	양현재등용관
N4	산학협력관	E3-1	NH관	S1-1	자연대 1호관	S17-7	양현재관리동
N5	국제교류본부 2호관	E4-1	실내체육관	S1-2	자연대 2호관	S18	승리관(운동부합숙소)
N6	고시원	E4-2	운동장본부석	S1-3	자연대 3호관	S19	중앙 연구소
N7	형설관	E4-3	보조체육관	S1-4	자연대 4호관	S20	첨단바이오 연구센터
N8	보육교사교육원	E5	123학군단	S1-5	자연대 5호관	S21-1	농업전문창업보육센터
N9	국제교류본부 3호관	E6	특고변전실	S1-6	자연대 6호관	S21-2	임상연구소
N10	대학본부(입학본부)	E7-1	의과대학 1호관	S1-7	과학기술도서관	S21-3	농업과학기술교육센터
N10-1	입학웰컴센터	E7-2	임상 연구동	S2	전산정보원	S21-4	농업생명환경대학
N11	공동실험실습관	E7-3	의과대학 2호관	S3	분부관리동	S21-5	농생대연구동
N12	중앙도서관	E8-1	공과대학본관	S4-1	약학대학본관	S21-6	농대건조실
N13	경영학관	E8-2	합동강의실	S4-2	약학연구동	S21-7	온실(특용식물학과)
N14	인문사회관(강의동)	E8-3	건설공학관	S4-3	약대동물실험실	S21-8	온실(식물자원학과)
N15	사회과학대학	E8-4	제1공학동	S5-1	농장관리실	S21-9	온실(식물의학과)
N16-1	인문대학	E8-5	제2공학동	S5-2	농기계창고	S21-10	온실(산림학과)
N16-2	미술관	E8-6	제3공학동	S6-1	자연대 온실1	S21-11	온실(원예학과)
N16-3	미술과	E8-7	전자정보 1관	S6-2	자연대 온실2	S21-12	온실(원예학과)
N17-1	개성재(수위실)	E8-8	제4공학관	S7-1	자연대실험동	S21-13	온실창고
N17-2	개성재 관리동	E8-9	신소재재료실험실	S7-2	교육대학원, 동아리방	S21-14	온실(1)
N17-3	개성재(진리관)	E8-10	제5공학관	S8	야외공연장	S21-15	온실(2)
N17-4	개성재(정의관)	E8-11	양진재(BTL)	S9	박물관	S21-16	온실(3)
N17-5	개성재(개척관)	E9	학연산공동기술연구원	S10	차고	S21-17	온실(4)
N17-6	개영원	E10	전자정보2관	S11	유류저장창고	S21-18	온실(5)
N18	법학관	E11-1	목적창고	S12	쓰레기 처리장	S21-19	넷트하우스
N19	제2본관	E11-2	목적관리사	S13	목공실	S21-20	온실관리동
N20-1	생활과학대학	E11-3	우사	S14	제2학생회관	S21-21	농대동위원소실
N20-2	어린이집	E11-4	건조창고	S17-1	양성재(자선관)	S21-22	농기계공작실
N21	은하수식당	E11-5	동물자원연구지원센터	S17-2	양성재(명덕관)	S21-23	농기계실습실
E1-1	사범대학실습동	E11-6	문사창고	S17-3	양성재(신민관)	S21-24	농대부속공강



1 Chungdae-ro, Seowon-gu, Cheongju, Chungbuk, Republic of Korea, 28644
 TEL : +82-43-261-3841, / FAX : +82-43-268-2068
 Website: www.chungbuk.ac.kr / http://ipsi.chungbuk.ac.kr



충북대학교
CHUNGBUK NATIONAL UNIVERSITY

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전형료 80,000원은 환불되지 않습니다.

입학구분: 신입학 편입학

지원학기: 전기 후기 연도: _____

제 출 처: [28644] 충청북도 청주시 서원구 충대로1 충북대학교 국제교류본부(N10) 151호 외국인 특별전형 담당자

지원자격

기본자격: 순수외국인 ※ 지원자 본인과 부모가 모두 외국인인 외국인
전교육과정 이수외국인 ※ 초·중·등교육과정 전 과정을 외국에서 이수한 (본인)외국인

학력자격: 고등학교 졸업 대학 2학년 이상 수료 대학 졸업 전문대학 졸업

어학능력지원자격 한국어: TOPIK () / 충북대 한국어능력시험 ()
영 어: TOEFL PBT () / CBT () / iBT ()
TEPS () • TOEIC () • IELTS ()

개인정보

성 명: (한글) _____
(성) (이름)

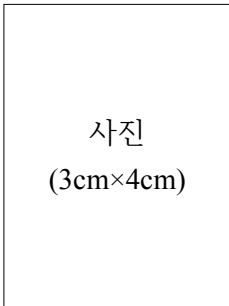
(영문) _____ (※ 여권상 성명 기재)
(성) (이름)

생년월일: _____ (YYYY) / _____ (MM) / _____ (DD)

성 별 남 여

국 적: _____ 모국어: _____

여권번호: _____ 외국인등록번호: _____ (※ 소지자에 한해 기재)



연락처

주소: _____
우편번호: _____

휴대전화: _____ (본국) _____ (한국) E-메일: _____

보호자 (성명): _____

(주소): _____
우편번호: _____

학력사항

가. 고등학교 (※ 신입학 지원자만 기재)

학교명: _____ 소재지: _____

졸업(예정)일자: _____ (연) / _____ (월) / _____ (일)

나. 최종출신대학 (※ 편입학 지원자 모두 기재)

학교명: _____ 학과(전공): _____

이수학점: _____ 학기 _____ 점 수료 또는 졸업(예정)일자: _____ (연) / _____ (월) / _____ (일)

소재지: _____ 연락처: (Tel) _____ (Fax) _____

다. 최종출신전대학 (※ 최종대학 편입자만 기재)

학교명: _____ 학과(전공): _____

이수학점: _____ 학기 _____ 점 수료 또는 졸업(예정)일자: _____ (연)/ _____ (월)/ _____ (일)

소재지: _____ 연락처: (Tel) _____ (Fax) _____

지원 학과 (※ 순수외국인은 제3지망까지 선택)

제1지망: (학과) _____ (대학) _____

제2지망: (학과) _____ (대학) _____

제3지망: (학과) _____ (대학) _____

기숙사 입사신청

희망여부: 예 아니오

희망자만 기재: 주7일(주말포함) 1일 3식 제공
주5일(주말제외) 1일 3식 제공

유학생 보험 등 가입여부(건강보험)

가입여부: 예 아니오

가입자만 기재: 보험사명 (_____) 가입시기 (_____)

서명

본인은 위 기재된 내용이 사실임을 확인하며, 귀 대학교에 입학하고자 소정의 서류를 갖추어 지원합니다.

지원자 서명: _____ 지원일자: _____ (연)/ _____ (월)/ _____ (일)

	접수확인	전형료 납부확인
입학부서 사용공간	(인)	수 납 (인)
	접수(수험)번호:	

[서식 2] 자기소개 및 학업계획서



충북대학교
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반드시 한국어 또는 영어로 깨끗하게 작성하기 바랍니다.

- 작성내용에는 자기소개, 지원동기 및 입학 후 학업계획이 포함되어 있어야 함.
- 필요한 경우에는 추가 지면을 사용하기 바람.

접수번호	
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접수번호

학력 조회 동의서(Letter of Consent)

성명 / Name :

지원 모집단위 / Desired Major :

교육과정 Level of Education	학교명 Name of School	학교주소 School Address	전화번호/Phone 팩스번호/Fax	학위번호 Registered Number
고등학교 (High School)	영문 (English)			
	자국어 (Mother Language)			
대학 (College or University)	영문 (English)			
	자국어 (Mother Language)			
대학 (College or University)	영문 (English)			
	자국어 (Mother Language)			

- ※ College information is only for transfer applicants.
- ※ Phone and fax number must include country and regional calling codes.
- ※ Applicants must correctly fill out the above information in order to properly investigate their education background

상기의 자료는 귀교에서 공식적으로 본인의 학력 자료를 조회하는데 이의가 없음을 동의합니다.

I hereby authorize that Chungbuk National University could officially request my academic and personal information from each academic institution I have attended, in connection with the admission process.

2017. . .

지원자 성명 / Name of Applicant :

(서명/Signature)

사증발급신청서

APPLICATION FOR VISA

<신청서 작성방법>

- ▶ 신청인은 사실에 근거하여 빠짐없이 정확하게 신청서를 작성하여야 합니다.
- ▶ 신청서상의 모든 질문에 대한 답변은 한글 또는 영문으로 기재하여야 합니다.
- ▶ 선택사항은 해당 칸[] 안에 √ 표시를 하시기 바랍니다.
- ▶ ‘기타’ 를 선택한 경우, 상세내용을 기재하시기 바랍니다.

<How to fill out this form>

- ▶ You must fill out this form completely and correctly.
- ▶ You must write in block letters either in English or Korean.
- ▶ For multiple-choice questions, you must check [√] all that apply.
- ▶ If you select ‘Other’ , please provide us with more information in the given space.

1. 인적사항 / PERSONAL DETAILS

<p style="text-align: center;">PHOTO</p> <p style="text-align: center;">여권용사진 (35mm×45mm)</p> <p>- 흰색 바탕에 모자를 쓰지 않은 정면 사진으로 촬영일 부터 6개월이 경과하지 않아 야 함</p> <p style="font-size: small;">A color photo taken within last 6 months(full face without hat, front view against white or off-white background)</p>	1.1 여권에 기재된 영문 성명/Full name in English (as shown in your passport)	
	성 Family Name	명 Given Names
	1.2 한자성명 漢字姓名	
	1.3 성별 Sex 남성/Male[] 여성/Female[]	
	1.4 생년월일 Date of Birth (yyyy/mm/dd)	
	1.5 국적 Nationality	
1.6 출생국가 Country of Birth		
1.7 국가신분증번호 National Identity No.		

1.8 이전에 한국에 출입국하였을 때 다른 성명을 사용했는지 여부

Have you ever used any other names to enter or depart Korea?

아니오 No [] 예 Yes [] → ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please provide details
(성 Family Name , 명 Given Name)

1.9 복수 국적 여부 Are you a citizen of more than one country ? 아니오 No [] 예 Yes []

→ ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please write the countries ()

2. 사증발급인정서 발급내용 / DETAILS OF VISA ISSUANCE CONFIRMATION

※ 대한민국 출입국관리사무소·출장소에서 사증발급인정서를 발급받은 사람만 기재
(Section 2 is only for those who possess confirmation of visa issuance issued by the Immigration Office of the Republic of Korea)

2.1 사증발급인정번호 Confirmation No.	허가번호 표시	2.2 발급일 Issue Date	발급일 표시
2.3 여권번호 Passport No.	2.4 여권만료일 Passport Expiry Date		

- ▶ 사증발급인정서를 발급받은 사람은 12번(서약)으로 이동하여 작성한 후 신청서 제출(3 ~ 11번은 기재 생략)

Those who have confirmation of visa issuance must move to section 12 (Declaration) to complete this from (Those with visa issuance confirmation must not fill out section 3~11).

3. 여권정보 / PASSPORT INFORMATION

3.1 여권종류 Passport Type

외교관 Diplomatic [] 관용 Official [] 일반 Regular [] 기타 Other []

→ ‘기타’ 상세내용 If ‘Other’ please provide details ()

3.2 여권번호 Passport No.	3.3 발급국가 Country of Passport	3.4 발급지 Place of Issue
3.5 발급일자 Date of Issue	3.6 기간만료일 Date Of Expiry	

3.7 다른 여권 소지 여부 Do you have any other valid passport ? 아니오 No [] 예 Yes []

→ ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please provide details

a) 여권종류 Passport Type			
외교관 Diplomatic []	관용 Official []	일반 Regular []	기타 Other []
b) 여권번호 Passport No.	c) 발급국가 Country of Passport	d) 기간만료일 Date Of Expiry	

4. 연락처 / CONTACT INFORMATION

4.1 본국 주소 Address in Your Home Country

4.1 현 거주지 Current Residential Address *현 거주지가 본국 주소와 다를 경우 기재 / Write if it is different from the above address

4.3 휴대전화 Cell Phone No.	4.4 일반전화 Telephone No.	4.5 이메일 E-mail
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4.6 비상시 연락처 Emergency Contact Information

a) 성명 Full Name in English	b) 거주국가 Country of residence
c) 전화번호 Telephone No.	d) 관계 Relationship to you

5. 혼인사항 / MARITAL STATUS DETAILS

5.1 현재 혼인사항 Current Marital Status

기혼 Married [] 이혼 Divorced [] 미혼 Never married []

5.2 배우자 인적사항 *기혼으로 표기한 경우에만 기재 If ‘Married’ please provide details of your spouse

a) 성 Family Name (in English)	b) 명 Given Names (in English)
c) 생년월일 Date of Birth (yyyy/mm/dd)	d) 국적 Nationality
e) 거주지 Residential Address	f) 연락처 Contact No.

6. 학력 / EDUCATION

6.1 최종학력 What is the highest degree or level of education you have completed ?

석사/박사 Master’s/Doctoral Degree [] 대졸 Bachelor’s Degree []
 고졸 High School Diploma [] 기타 Other []

→ ‘기타’ 선택 시 상세내용 기재 If ‘Other’ please provide details ()

6.2 학교명 Name of School	6.3 학교 소재지 Location of School(city/province/country)
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7. 직업 / EMPLOYMENT

7.1 직업 What are your current personal circumstances ?

- 사업가 Entrepreneur [] 자영업자 Self-Employed [] 직장인 Employed []
- 공무원 Civil Servant [] 학생 Student [] 퇴직자 Retired []
- 무직 Unemployed [] 기타 Other []

→ ‘기타’ 선택 시 상세내용 기재 If ‘Other’ please provide details ()

7.2. 직업 상세정보 Employment Details

a) 회사/기관/학교명 Name of Company/Institute/School	b) 직위/과정 Your Position/Course
c) 회사/기관/학교 주소 Address of Company/Institute/School	d) 전화번호 Telephone No.

8. 초청인 정보 / DETAILS OF SPONSOR

8.1 초청인/초청회사 Do you have anyone sponsoring you for the visa ?

아니오 No [] 예 Yes [] → ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please provide details

a) 초청인/초청회사명 Name of your visa sponsor (Korean, foreign resident in Korea, company, or institute)	
b) 생년 월일/사업자등록번호 Date of Birth/Business Registration No.	c) 관계 Relationship to you
d) 주소 Address	e) 전화번호 Phone No.

9. 방문정보 / DETAILS OF VISIT

9.1 입국목적 Purpose of Visit to Korea

- 관광/통과 Tourism/Transit [] 행사참석/Meeting, Conference [] 의료관광 Medical Tourism []
- 단기상용 Business Trip [] 유학/연수 Study/Training [] 취업활동 Work []
- 무역/투자/주재 Trade/Investment/Intra-Corporate Transferee [] 가족 또는 친지방문 Visiting Family/Relatives/Friends [] 결혼이민 Marriage Migrant []
- 외교/공무 Diplomatic/Official [] 기타 Other []

→ ‘기타’ 선택 시 상세내용 If ‘Other’ please provide details ()

9.2 체류예정기간 Intended Period of Stay	9.3 입국예정일 Intended Date of Entry
9.4 체류예정지(호텔 포함) Address in Korea(including hotels)	9.5 한국 내 연락처 Contact No. in Korea

9.6 과거 5년간 한국을 방문한 경력 Have you travelled to Korea in the last 5 years ?
 아니오 No [] 예 Yes [] → ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please provide details of any trips to Korea
 () 회 times, 최근 방문목적 Purpose of Recent Visit ()

9.7 한국 이외에 과거 5년간 여행한 국가 Have you travelled outside your country of residence, excluding to Korea, in the last 5 years ?
 아니오 No [] 예 Yes [] → ‘예’ 선택 시 상세내용 기재 If ‘Yes’ please provide details of these trips

국가명 Name of Country (in English)	방문목적 Purpose of Visit	방문기간 Period of Stay (yyyy/mm/dd)~ (yyyy/mm/dd)

9.8. 동반입국 가족 유무 기재 Are you travelling to Korea with any family member ?
아니오 No [] 에 Yes [] → '예' 선택 시 상세내용 If 'Yes' please provide details of the family members you are travelling with

성명 Full name in English	생년월일 Date of Birth (yyyy/mm/dd)	국적 Nationality	관계 Relationship to you

* 참고: 가족의 범위 - 배우자, 자녀, 부모, 형제
Note: Definition of a Family Member - your spouse, father, mother, children, brothers and sisters

10. 방문경비 / FUNDING DETAILS

10.1 방문경비(미국 달러 기준) Estimated travel costs(in US dollars)

10.2 경비지불자 Who will pay for your travel-related expenses ? (any person including yourself and/or institute)

a) 성명/회사(단체)명 Name of Person/Company(Institute)	b) 관계 Relationship to you
c) 지원내용 Type of Support	d) 연락처 Contact No.

11. 서류 작성 시 도움 여부 / ASSISTANCE WITH THIS FORM

11.1 이 신청서를 작성하는데 다른 사람의 도움을 받았습니까? Did you receive assistance in completing this form? 아니오 No [] 에 Yes [] → '예' 선택 시 상세내용 If 'Yes' please provide details of the person who assisted you

성명 Full Name	생년월일 Date of Birth (yyyy/mm/dd)	연락처 Telephone No.	관계 Relationship to you

12. 서약 / DECLARATION

* 사증발급인정서 소지자도 작성

Those who possess confirmation of visa issuance must only complete section 1,2, and 12 of this form

본인은 이 신청서에 기재된 내용이 거짓 없이 정확하게 작성되었음을 확인합니다. 또한 본인은 대한민국의 출입국 관리법 규정을 준수할 것을 서약합니다.

I declare that the statements made in this application are true and correct to the best of my knowledge and belief, and that I will comply with the Immigration Act of the Republic of Korea.

신청일자 (년. 월. 일) DATE OF APPLICATION (yyyy/mm/dd)
/ /

신청인 서명 SIGNATURE OF APPLICANT

17세 미만자의 경우 부모 또는 법정후견인의 서명
Signature of Parent or Legal Guardian's for a person under 17 years of age

첨부서류 ATTACHMENT	1. 「출입국관리법 시행규칙」 제76조제1항 관련 [별표 5] 사증발급신청 등 첨부서류
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유의사항 Notice

1. 위 기재사항과 관련하여 자세한 내용은 별지로 작성하거나 관련 서류를 추가로 제출할 수 있습니다.
If extra space is needed to complete any item, record on a separate sheet of paper or submit relevant documents which could support your application.
2. 대한민국 사증을 승인받은 후 분실 또는 훼손 등의 사유로 여권을 새로 발급받은 경우에는, 정확한 개인정보를 반영할 수 있도록 변경된 여권정보를 사증처리기관에 통보하여야 합니다.
If you received Korean visa approval, and have new passport issued thereafter in lieu of lost/damaged passport, you must notify the concerned visa office of changes in your passport information.
3. 사증을 발급받았더라도 대한민국 입국 시 입국거부 사유가 발견될 경우에는 대한민국으로의 입국이 허가되지 않을 수 있습니다.
Possession of a visa does not entitle the bearer to enter the Republic of Korea upon arrival at the port of entry if he/she is found inadmissible.
4. 「출입국관리법 시행규칙」 제9조제1항에 따라 C 계열 사증소지자는 입국 후에 체류자격을 변경할 수 없습니다.
Please note that category C visa holders are not able to change their status of stay after their entry into the Republic of Korea in accordance with Article 9(1) of the Enforcement Regulations of the Immigration Act.

공용란 FOR OFFICIAL USE ONLY

기본사항	체류자격		체류기간		사증종류	단수·복수(2회, 3회 이상)
접수사항	접수일자		접수번호		처리과	
허가사항	허가일자		인정번호		고지사항	
결재	담당자		가 [] <심사의견> 부 []			

< 수입인지 부착란 >

처리절차



210mm×297mm[백상지 80g/m²(재활용품)]