

## 2025 Fall Graduate School of Int'l Studies Application

Deadline: <1st Rd> 9AM~6PM, April 7 ~ 25, 2025

<2nd Rd> 9AM~6PM, May 12 ~ 23, 2025

<3rd Rd> 9AM~6PM, June 2 ~ 9, 2025

Location: Office of International Affairs(#153, N10), Chungbuk National University  
1 Chungdae-ro, Seowon-gu, Cheongju, Chungbuk 28644, Republic of Korea

- Domestic: Online([www.jinhakapply.com](http://www.jinhakapply.com)) + Original Docs by post/visit
- Overseas: Online([www.jinhakapply.com](http://www.jinhakapply.com)) + Original Docs by post

\* All original documents of all applicants must be submitted by visit or post until the deadline

\* If you can not access the online application website above, please call us.



# Fall Semester 2025 Admission Guide to Graduate School of Int'l Studies for Int'l Students

# CBNU CBNU

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[Application Forms] Download here

<https://oia.cbnu.ac.kr/home/sub.do?menukey=7679>

**[Form 1] GRAD. Application Checklist**

[Form 1-1] Statement of Purpose(SOP)

[Form 2] Consent to Access Academic Records

[Form 3] Affidavit of Financial Support(By the applicant or parents)

[Form 3-1] Recommendation by CBNU prospective academic advisor

[Form 3-2] Confirmation Letter for Prearranged Scholarship Grant

(by CBNU prospective academic advisor)

**[Form 3-3] CBNU Certificate of Financial Support**

[Form 4] Statement of Authenticity



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## ■ Schedule

Classification	Date and Time		Location	Notes
★ School of Int'l Studies only  Online Application	1st	9AM April 7(Mon.) ~ 6PM 25(Fri.), 2025	Online Application <a href="http://www.jinhakapply.com">http://www.jinhakapply.com</a>  Post / Visit CBNU OIA(N10) #153	▪ Application Fee: KRW 50,000won  ▪ Download the forms <a href="https://oia.cbnu.ac.kr">https://oia.cbnu.ac.kr</a>
	2nd	9AM May 12(Mon.) ~ 6PM 23(Fri.), 2025		
	3rd	9AM June 2(Mon.) ~ 6PM 9(Mon.), 2025		
Submit TOPIK Certificate	▶ 99th TOPIK ~ 2PM Mon. June, 2, 2025 ▶ 100th TOPIK 2025. 6. 27.(금) 14:00까지 ~ 2PM Fri. June, 27, 2025 * TOPIK IBT 7 <sup>th</sup> Exam NOT accepted		CBNU OIA(N10) #153 Email: <a href="mailto:minhakim@cbnu.ac.kr">minhakim@cbnu.ac.kr</a>	▪ Only for the applicants who submitted TOPIK Exam slip
Submit Financial Proof	Refer to page 10		Submit original by Post/Visit CBNU OIA(N10) #153	▪ Copy by email NOT accepted
Screening by Dept.	In mid-June		By each department	▪ No interview by CBNU OIA But, unofficial interview can be carried out by each dept.
Submit Original Academic & Familiar relationship documents	By June 27(Fri.), 2025		Post / Visit CBNU OIA(N10) #153	▪ Academic documents: Apostille or Embassy attestation is necessary ▪ Familiar relationship docs.: Original or original attested copy
Announcement	July 4(Fri.), 2025		<a href="http://www.cbnu.ac.kr">http://www.cbnu.ac.kr</a>	▪ Please check bulletin board ▪ No individual announcement
Tuition Bill	July 10(Thur.)~16(Wed.), 2025			
Tuition payment & Confirmation	July 10(Thur.)~16(Wed.), 2025		Gaesinuri(개신누리)system <a href="https://eis.cbnu.ac.kr/cbnuLogin">https://eis.cbnu.ac.kr/cbnuLogin</a>	
Certificate of Admission & VISA Process	·Domestic applicant: Aug. 1.~ ·Overseas applicant: July 14.~		CBNU Office of International Affairs(N10) #156	▪ Tel : +82-43-261-3841 ▪ Email: <a href="mailto:minhakim@cbnu.ac.kr">minhakim@cbnu.ac.kr</a>
Course Registration	Official: Aug. 4~6, 2025 Change 1 <sup>st</sup> Rd: Aug. 13~14, 2025 Change 2 <sup>nd</sup> Rd: Sep. 1~5, 2025 Drop-only Sep. 11~12, 2025		▪ Notice: <a href="https://oia.cbnu.ac.kr">https://oia.cbnu.ac.kr</a> ▪ Gaesinuri(개신누리)system: <a href="https://eis.cbnu.ac.kr/cbnuLogin">https://eis.cbnu.ac.kr/cbnuLogin</a>	▪ Consult with each dept. (Refer to page 23, 24)
1 <sup>st</sup> day of semester	Sep. 1(Mon.), 2025		※ Notes: Your delayed entrance without any notice will affect your grade according to 「CBNU Regulation Chapter 3 Academics, paragraph 3, Curriculum and completion Clause 69(Grade), Article 5」 ▶ In terms of Grad. school, if you do NOT arrive before early Oct., your GPA will be recorded as 'D'	
★ Applicants must check carefully our bulletin board/Notice for updates.(If not, penalty on applicants)				
★ Original certi. or original attested copy must be submitted in original forms(No Email, Copy, Fax). Once submitted, it can NOT be returned(Including unsuccessful applicants) (If the docs can NOT be reissued in your country, do NOT submit them.)				
★ Differences in English-Chinese-Korean content translation are determined by the Korean version.				

## ■ Program & Admissions Quota



### 1. Regular Program(School of Int' l Studies)

Program	Division (Code)	Department		Major		○: Recruiting, ×: NOT Recruiting		
		Dept.	(Code)	Major	(Code)	Master	Doc.	Combined
Regular	Humanities and social sciences (01)	글로벌비즈니스학과 (Global Business)	(C08899)	글로벌비즈니스* (Global Business)	(C10760)	○	×	×
		글로벌교육학과 (Global Education)	(C08834)	글로벌교육학 (Global Education)	(C10770)	○	×	×
	Engineering (03)	융합소프트웨어학과 (Convergence Software)	(C08866)	융합IT (Convergence Software)	(C10771)	○	×	×

\* Dept. of Global Business: This program's run both in English and Chinese(中文).



#### Department of Global Business

The Department of Global Business aims to train professionals who can thrive in business environments not only in Korea but globally.

To nurture distinguished talents for the global era, the program offers a variety of specialized courses alongside subjects designed to build cultural literacy, preparing well-rounded global citizens for the future.



#### Department of Global Education

The Department of Global Education aims to cultivate international education experts by equipping students from diverse cultural and linguistic backgrounds with effective educational tools and methods.

The program fosters leadership and communication skills, preparing graduates to play influential roles in educational settings worldwide.



#### Department of Convergence Software

The program equips students with the theories and skills needed in various fields where software is utilized, fostering creative thinking and a forward-looking sense of mission to contribute to humanity.

It aims to cultivate professionals who can creatively develop innovative technologies and leverage advanced technologies in the rapidly evolving software-driven society.

## ■ Eligibility

### 1. Freshmen Admissions: Applicants must meet either A or B below

- A. Foreigners whose parents are both non-Korean and have completed the equivalent education to South Korea's elementary and secondary education from domestic or overseas institutions.
- B. Foreigners who have completed their entire education equivalent to South Korea's elementary, **secondary and higher education(Undergrad. course)** abroad.(Parents' nationalities do not count.)

#### <Important Facts>

- Cyber learning, Home schooling, Qualification Exam in Korea or abroad during the high school education are NOT eligible
- Non-Korean are NOT eligible
- Dual citizenship including Korean nationality and non citizenship holders are NOT eligible
- If parents are divorced or died, the nationality of the person who applies to this case are NOT considered
- In terms of application 「Foreigners who have completed their entire education abroad」, the nationalities of the parents are NOT considered
- Eligible Nationality status must be established before the due date of application
- [Foreigners whose parents are both non-Korean] The applicants including their parents must have achieved their nationalities before starting high school education.

### 2. Academic Eligibility

- A. Master's: Must fulfill the conditions stated in the above "#1" and (expect to)hold **Bachelor's degree** before the 1<sup>st</sup> semester begins.
- B. Doctoral: Must fulfill the conditions stated in the above "#1" and (expect to)hold **Master's degree** before the 1<sup>st</sup> semester begins.

※ In terms of 「Intensive Course」 Doctorate program 'Global Fashion Business(C10717)\*\*', applicants must fulfil not only all requirement of 'B', but also qualifications as a professor(Lecturer) admitted by president.

- C. Combined Master's and Doctoral Program: Must meet either 1) or 2) below
  - 1) **New:** Must hold(or expect to hold until **Aug. 2025**) Bachelor's degree or be considered to achieve the equivalent level of education
  - 2) **Transfer:** Only currently registered master's student of CBNU, who have achieved(or expect to achieve) more than 15 credits before **Aug. 2025\***
    - ※ 「Applicants who expect to complete M.s. program」 as of application day, can NOT apply
    - ※ 「Applicants who are in Integrated BS/MS Program」 as of application day, can NOT apply
    - ※ Applicants applying for a different major, might have disadvantage in terms of credit and semester admittance.
    - ※ [NOTE] Applicants whose program changes from Master's to Combined will keep the same student ID number while program title will be updated.



### 3. Eligibility for Language Proficiency

#### 3-1. English Track: Must meet one of the following requirements

- A. [English] TOEFL 530(CBT 197, iBT 71), IELTS 5.5, CEFR B2, TEPS 600(NEW TEPS 326)
- B. [English as Official Mother tongue] Applicants from one of these 7 following countries
  - ※ 7 English speaking countries as mothertongue: USA, UK, Canada, Republic of South Africa, New Zealand, Australia, Ireland.

#### 3-2. Chinese Track: Must meet both of the following requirements

- A. [Nationality] Foreigners whose parents are both foreigners as well as whose native language is Mandarin Chinese
- B. [Language Proficiency] Submit TOPIK Lv. 3 or Certificate of Completion of CBNU(Joint) Korean language program before and after admission

- All language certificate must be valid until the 1<sup>st</sup> semester begins
- The language requirements required for admission and the language requirements required for graduation are separate.
- All applicants must submit one of the following language requirements to be able to qualify your graduation requirements according to 「CBNU Graduate school specific regulation」

Whom Test	TOEFL(PBT)	TOEFL(CBT)	TOEFL(iBT)	IELTS	TEPS	New TEPS	TOEIC	TOPIK
Int' l	Over 520	Over 193	Over 69	Over 6.0	Over 600	Over 327	Over 650	Over Lv.4

## ■ Application and Documents by Post

### 1. Application

- A. Period: April 7(Mon.) ~ 25(Fri.), 2025, 6PM <1st Rd>  
May 12(Mon.) ~ 23(Fri.), 2025, 6PM <2nd Rd>  
June 2(Mon.) ~ 9(Mon.), 2025, 6PM <3rd Rd>
- B. Location: Online only via **【<http://www.jinhakapply.com>】**
- C. Application Number: Your own application number(7digits) will be created once you finish your application online
  - ※ Your application can NOT be modified or canceled after application fee payment

### 2. Documents by Post

\* The original docs MUST arrive

- A. Period: April 7(Mon.) ~ 25(Fri.), 2025, 6PM <1st Rd>  
May 12(Mon.) ~ 23(Fri.), 2025, 6PM <2nd Rd>  
June 2(Mon.) ~ 9(Mon.), 2025, 6PM <3rd Rd>
- B. Location: Office of International Affairs(N10) Admission Welcome center(#153), Chungbuk National University(CBNU)
- C. How: Bring or send original documents by post with your application form printed via Online website above
  - ※ But, if there is any issuance/delivery issue with the institutions in charge due to COVID-19, please reach out to us asking the delayed deadline.

### 3. Application Fee

- A. Fee: KRW 50,000won / USD \$50.00
- B. Payment: Pay via this online website **【<http://www.jinhakapply.com>】**
  - ※ If you can NOT make a payment via the above website, please call +82-43-261-3841, so that you can wire application fee into your application account number

#### 4. Required documents

- ★ 모든 서류는 원본+번역 또는 공증원본제출(All original docs or original attested docs must be submitted by the deadline)  
 ★ 입학 전까지 최종서류 원본 미제출 시 합격·등록 취소(Admission revoked without submission of original documents)

Required documents 제출서류	MA Msc 석사	Com bined 통합	Doc Ph.D 박사	Notes 참고사항	Check 제출
① [Online] Application Form [온라인] 입학신청서	○	○	○	Apply online here at <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> Check the attached <b>[Application Guide]</b> 온라인 접수 <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> 첨부파일 참고 <b>[Application Guide]</b>	
② [Form 1] GRAD. Application Checklist [서식 1] 대학원 제출서류 체크리스트	○	○	○		✓
③ [Form 1-1] Statement of Purpose [서식 1-1] 자기소개 및 학업계획서	○	○	○		
④ [Form 2] Letter of Consent [서식 2] 학력조회 동의서	○	○	○		
⑤ [Form 3], [Form 3-2] or [Form 3-3] & Financial Proof(Cert. of Bank Deposit balance) [서식 3], [서식 3-2] 또는 [서식 3-3] & 재정능력 입증서류(은행 잔고증명서)	○	○	○	Check #7 <b>[Financial Proof]</b> at page 10 ★ <b>Deadline for submission: Refer to page 10</b> 10쪽 7번 <b>[7. 재정입증서류]</b> 참고 ★ <b>제출기한: 10쪽 참조</b>	
⑥ Recommendation by previous university's academic advisor 출신대학교 지도교수 추천서	○	○	○	If your advisors passed away or are not employed anymore, it can be issued by the current dept.'s dean or director of the Int'l office 사정상 발급이 불가능한 경우, 학과장 또는 국제교류처장에게 발급받아 제출	
⑦ [Form 3-1] Recommendation by CBNU prospective academic advisor [서식 3-1] 충북대 지원학과 지도교수 (또는 주임교수) 의견서	○	○	○	Must upload [Form 3-1] at <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> Check the attached <b>[How to get Recommendation by CBNU professor?]</b> [서식 3-1] 작성 후 <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> 에 업로드 해야 함. 첨부파일 참고	
⑧ Cert. of (Expected)Graduation/Bachelor's degree 학사학위증명서, 졸업(예정)증명서	○	○	-	Check #5 <b>[Academic Verification]</b> at page 9 ★ <b>In terms of VISA issuance/change, you must prepare 2 pieces of original document(One for submission to school, the other for VISA at Embassy)</b>	
⑨ Transcript of Bachelor's course 학사과정 전 학년 성적증명서	○	○	-		
⑩ Cert. of (Expected)Graduation/Master's degree 석사학위증명서, 졸업(예정)증명서	-	-	○	If you expect to graduate CBNU, submit the cert. of expected completion 9쪽 5번 <b>[5. 학력입증서류]</b> 참조 ★ <b>VISA 발급/변경대상자는 학력입증서류 원본 2부 준비(대학제출용, 대사관VISA용)</b>	
⑪ Transcript of Master's course 석사과정 전 학년 성적증명서	-	-	○	충북대 석사 졸업예정자는, 석사과정수료(예 정)증명서 제출(재학증명서 불가)	
⑫ Proof of Familiar Relationship 부모가족 및 가족관계 입증 서류	○	○	○	Check #6 <b>[Proof of Familiar Relationship]</b> at page 9	
⑬ Copy of Residence Card(Front · Back sides) 외국인등록증 사본(앞·뒷면)	▲	▲	▲	Only domestic applicants in Korea 국내 체류 지원자만 제출	
⑭ Copy of Passport 여권 사본	○	○	○	[Uzbek] Only Int'l passport allowed 우즈베키스탄 지원자는 국제여권 제출	
⑮ Cert. of Language Proficiency 공인어학능력 성적증명서	▲	▲	▲	Must be valid until the 1st semester begins Check #3 <b>[Eligibility for Language Proficiency]</b> at page 7 첫 학기시작일 기준 유효한 것만 제출 7쪽 3번 참조 <b>[3. 어학능력자격]</b>	

- ※ 그 외 국제교류본부에서 추가검증을 위하여 요구하는 서류 일체 제출해야함  
 (You must submit the additional documents required by Office of International Affairs for further screening.)  
 ※ '○'는 '필수'제출, '▲'는 '선택'제출('○': Necessarily required, '▲': Optionally required)  
 ※ Important Notes

#### <Combined Master's and Doctoral Program>

- In terms of Transferring applicants in CBNU, please submit the following documents
  - ⑮ CBNU Graduate school Master's program\_Certificate of Enrollment.(Certificate of expected completion is NOT considered)
  - ⑯ CBNU Graduate school Master's program\_Transcript.
  - ⑰ CBNU Graduate school Master's program\_2025 Spring Proof of course registration  
(If you have registered Research Project(연구과제), you might not be considered for application)
- (Dept. of Fine arts and Design) Applicants MUST submit their own portfolio and [Form 4]
  - ※ Size of Portfolio binder: A4, any type of work can be placed within 10pieces
  - ※ Portfolio can NOT be returned
- (Original Doc.) Original documents that are already submitted will NOT be returned to applicants regardless of application result
- If you expect to graduate, you MUST submit final certificate of graduation and transcript before the 1<sup>st</sup> semester begins

## 5. Academic Verification

**IMPORTANT**

★ **Validity period:** Recognized within the validity period on the certificate (usually 6 months)\*

\* However, if it is difficult to issue additional documents other than the original (1 sheet) proving academic qualifications, it is recognized even if 6 months have passed from the date of issuance.

A. For whom: All applicants

B. Period

- 1) For whom graduated: Until application deadline
- 2) For whom expect to graduate: **Before the 1<sup>st</sup> semester begins(In late Aug.)**



CHSI

※ If not, your admission will be cancelled

C. Required documents

1) **Degree·Studied in China**

- **(Rule)** Submit **Verification Report** below issued at CHSI([www.chsi.com.cn](http://www.chsi.com.cn))

※ Bachelor's or higher degree: (Registered) CHSI(學信網), (Graduation) CHSI(學信網)

2) **Degree·Studied out of China:** Submit one of these documents below

- **Apostille\*** verification documents

- Verifications(stamp) by Korean Embassy/Consulate in other countries or Embassy/Consulate in Korea

※ Domestic schools do NOT need to be verified with the above verifications



Apostille

★ **Requirements for Exceptional recognition of Provisional/Temporary degree certificate**

If the following requirements are met, alternative documents such as Temporary/Provisional graduation/degree certificate can be accepted. But when extending your **VISA in Korea(Period of sojourn) after an year or so, your final certificate of graduation must be submitted.**

- (Country) Countries that delay issuing graduation certificates for more than several months\*
  - \* Vietnam, Myanmar, Nepal, India, Malaysia, Sri Lanka, Cambodia, Israel, and other countries where the delayed issuance of high school and college (graduate) graduation certificates can be confirmed through government agency documents.
- (Eligible candidates) Applicants who have graduated within one year from the date of issuance of COA(Certificate of Admission)
- (Recognized documents) Temporary or Provisional graduation certificate, etc.\*
  - \* Any type of names such as Provisional Certificate or Temporary Certificate might be recognized. But if the applicant met all the requirements for graduation/degree award or not must be included in the documents describing Personal information, school name (curriculum) or test name, study period or graduation (expected) date, test score (if necessary). Also this document must be attested with either consular confirmation from the **Korean embassy in the country or Apostille.**

## 6. Proof of Familiar Relationship

A. For whom: All applicants

B. How: Any kind of documents that prove the nationality and the familiar relationship of the applicant and the parents

C. Please refer to the below examples

[China] The attested family book that contains the applicant and the parents together

※ If not, the additional document(親屬關係證明書) is required

Ex) In terms of death, 'Certificate of death', Divorce 'Certificate of divorce' etc.

※ Proof of Familiar Relationship should be issued in your country **within 3months in terms of the application deadline**

[Other countries] The Philippines: Family Census, Indonesia: KARTU KELUARGA, Bangladesh: জন্ম কাগজ 또는 জন্ম সার্টিফিকেট, Vietnam: So Ho Khau or Giay khai sinh, Mongolia: 친족관계증명서, Pakistan: Family Certificate, Sri Lanka: පාලන සහතිකය, Myanmar: 가족관계증명서(잉타웅수사옌), Nepal: जनमदाला, Kyrgyzstan, Kazakhstan, Uzbekistan, Ukraine, Thailand: Birth Certificate



## 7. GRAD. Financial Proof

**IMPORTANT**

### A. When you or your parents prove

#### 1) Domestic Applicant

[Applicant who already have VISA]\*

\* For those who have completed alien registration and are currently residing in Korea, only a domestic bank balance certificate is accepted.

- Amount: **KRW 16,000,000won**

※ However, the amount diminishes by half for Enrolled students at CBNU entering higher degree courses:  
Language course→Undergrad., Undergrad.→Grad., Ms→Combined, Ph.D at CBNU. → **KRW 8,000,000won**

- Deadline For Submission: **After Tuition payment, Aug. 1 ~ 22, 2025**

(Bank Balance certificate must be issued after Aug. 1)

※ But, the date above can be flexible for the applicants' VISA conditions(VISA expiration etc.)

- Bank Account: Korean bank account under the applicant's name
- Required Document: ① Affidavit of Financial Support[Form3] ② Bank Balance certificate

#### 2) Overseas Applicant

[Applicant without any VISA]\*

- Amount: KRW 16,000,000won
- Deadline For Submission: **April 7 ~ July 16, 2025**(Application start date ~ Tuition deadline)
- Bank Account: Korean/Foreign bank account under the applicant's or parents' name
- Required Document: ① Affidavit of Financial Support[Form3] ② Bank Balance certificate

### B. If you receive a scholarship(tuition and living expenses) from an institution·

**organization** (university headquarters\*, embassy of your country, religious organization, etc.)

\* In cases where financial guarantee is provided by an academic advisor rather than the university headquarters, the number of guaranteed international students is limited to one.(Additional financial guarantee is allowed only when the existing guaranteed international student completely leaves the country or the relevant advisor withdraws the existing guaranteed international student's guarantee)

#### 1) For Both Domestic and Overseas Applicant

- Amount: **KRW 16,000,000won**

※ However, the amount diminishes by half for Enrolled students at CBNU entering higher degree courses:  
Language course→Undergrad., Undergrad.→Grad., Ms→Combined, Ph.D at CBNU. → **KRW 8,000,000won**

- Deadline For Submission: **April 7 ~ July 16, 2025**(Application start date ~ Tuition deadline)

- Required Document: Submit one of the following ① ~ ③

- ① By Academic Advisor(1) → Confirmation Letter for Prearranged Scholarship Grant[Form 3-2]
- ② By University Headquarter(President) → Certificate of CBNU Scholarship Award[Form 3-3]
- ③ By Other Institution·Organization → Confirmation of Financial support issued by the relevant institution or organization

#### ■ How to submit [Form 3-2] or [Form 3-3]

- If there is **less than one** international student providing financial guarantee: [Form 3-2] ► Completed by the advisor and delivered to the applicant
- If there is **more than one** international student providing financial guarantee: [Form 3-3]
- <In case of BK project> ► Collected by the relevant BK Education and Research Group personnel ► Process official documents through the affiliated college's administrative office (→ Industry-Academic Cooperation Group → Graduate Policy Office)
- <In case of individual assignment> ► Written by the advisor professor ► Submitted to the administrative office for official processing

- Additional Document: '3) Required Document' amount is insufficient, submit an additional balance certificate equivalent to the difference (for those residing in Korea: a Korean account in the applicant's name; for those residing abroad: a domestic/foreign account in the applicant's/parents' name)

### C. Notes

■ **How to Submit: Original Required (Domestic: two copies, Overseas: one copy)**

- Validity period: Issuance within 30 days from the date of submission. However, if there is an expiration date on the balance certificate, the expiration date is recognized (but only up to 6 months from the date of issuance).
- Exchange rate calculation: When submitting a balance certificate in dollars, etc. rather than Korean won, the exchange rate is calculated at the quarterly base date immediately before issuance of the certificate (Jan.1. /April1. /July1. /Oct.1.)
- 제출장소: 28644 충북 청주시 서원구 충대로 1, 국제교류본부(N10) 153호 입학웰컴센터  
Address: Office of International Affairs(#153, N10), Chungbuk National University, 1 Chungdae-ro, Seowon-gu, Cheongju, Chungbuk 28644, Republic of Korea

■ **Screening**

1. **How:** Document-Only screening(100%)[Grade 1 ~ 5]

The applicant's previous GPA based on transcripts, statement of purpose, studyplan and recommendations by academic advisors from Previous schools or CBNU will be considered(Grade 1 ~ 5)

2. **Screening**

- A. (Rejection) 2 'Grade 5' from 3 screening professors, unqualified applicants, fake documents, cheatings will be rejected
- B. Period: Spring(In Dec.)/Fall(In June)

■ **Announcement**

- 1. **Dates:** No later than **July 4(Fri.), 2025**
- 2. **How:** CBNU OIA website(<https://oia.cbnu.ac.kr>)

■ **Tuition Payment & Withdrawal from Registration**

1. **Tuition Payment**



- A. Period: **4PM July 10(Thur.) ~ 16(Wed.), 2025**
- B. Location: Designated bank(Refer to the tuition bill) or Moneywiring
- C. How: Print the tuition bill out via CBNU webiste

- ※ Even students getting scholarship which covers all tuition fees should get receipt with a stamp to prove payment in NH bank.
- ※ If payment is not made by the due date(relevant), applications will be cancelled.
- ※ If a successful applicant register for more than two universities that have same admission semester, admission will be cancelled.

※ **Tuition Installment is NOT available for 1<sup>st</sup> semester.**

D. **Information for Overseas Transaction**

- ※ Overseas transaction will cause you to pay extra \$50 for commission. Please add it up to your tuition, so that your payment goes through properly. The rest will be reimbursed on arrival.

**[Overseas Remittance]**

- Name of Account: CHUNGBUK NATIONAL UNIVERSITY
- Name of Bank: Nong Hyup Bank
- Address of Bank  
: 1, Chungdae-ro, Seowon-gu, Cheongju-si, Chungcheongbuk-do, Republic of Korea
- Swift code: NACFKRSEXXX
- Approval code: 304050

**[Domestic NongHyup ATM Users Only]**

- NongHyup Branch Number: 304 / Approval code: 304050

## E. Tuition

※ Tuition is subject to increase according to CBNU policy [Monetary Unit: Korean Won(₩), per semester]



Divisions	Departments	Freshman			Sophomore~
		Enrollment Fee	Tuition	Sum	
Humanities and Social Sciences	글로벌비즈니스학과(Global Business), 글로벌교육학과(Global Education)	175,000	3,351,000	3,526,000	3,351,000
Engineering and Arts	융합소프트웨어학과(Convergence Software)	175,000	3,500,000	3,675,000	3,500,000

## 2. Withdrawal from Registration

A. Period: **Before the 1<sup>st</sup> semester begins**(Except weekends and holidays)

B. Form whom

- Applicants expecting to graduate, but **can NOT do until the 1<sup>st</sup> semester begins**
- Overseas applicants who can NOT get VISA issued until the 1<sup>st</sup> semester begins
- Applicants who can NOT submit one of the requied certificates of linguistic proficiency(Page 7) before admission even though they passed screening process
- Applicants who want to cancel the admission due to personal reasons



Graduate Scholarship

C. Required Documents(If your proxy paid your tuition)

- [Form 6] Withdrawal from Registration
- Payment receipt
- Copy of the applicant's ID card(Copy of the proxy's ID card)
- Copy of the applicant's bankbook(Copy of the proxy's bankbook)



D. Notes

- The full refund is possible as long as the applicant submits the [Form 6] Withdrawal from Registration with other required documents before the 1<sup>st</sup> semester begins
- If applicants submit the [Form 6] Withdrawal from Registration after the 1st semester begins, it will be regarded not as 'Withdrawal from Registration' but 'Withdrawing from university', which means the refund will be done excluding the admission fee and some amount based on 「CBNU Regulations」
- [Form 6] Withdrawal from Registration can NOT be taken back
- If you do NOT submit [Form 6] Withdrawal from Registration before the 1<sup>st</sup> semester begins even though your application applies to Section B above, your admission will be automatically cancelled

## ■ Scholarship\_Graduate

※ It may change up to CBNU's policy

Factors	For whom		TOPIK and GPA	Benefits
TOPIK & GPA	Int'l students	1 <sup>st</sup> semester	<Newly admitted to Master's after graduating CBNU Undergrad.>	
			Lv. B1: TOPIK Lv. 5 + Grade A <sup>0</sup>	Lv. B1: 80% off of tuition
			Lv. B2: TOPIK Lv. 5 + Grade B+	Lv. B2: 40% off of tuition
		From 2 <sup>nd</sup> semester	<Newly admitted to Doctoral after graduating CBNU Master's>	
			Lv. B1: TOPIK Lv. 5 + Grade A <sup>0</sup>	Lv. B1: 80% off of tuition
			Lv. B2: TOPIK Lv. 5 + Grade B+	Lv. B2: 40% off of tuition
		From 2 <sup>nd</sup> semester	<All applicants>	
			Lv. C: All applicants	Lv. C: 20% off of tuition
			Lv. B1: TOPIK Lv. 5 + Grade A <sup>0</sup>	Lv. B1: 80% off of tuition
			Lv. B2: TOPIK Lv. 5 + Grade B+	Lv. B2: 40% off of tuition
			Lv. C: TOPIK Lv. 4 + Grade B+	Lv. C: 20% off of tuition

- ※ The certificate of TOPIK must be valid until the 1<sup>st</sup> semester begins. If not, that will NOT be considered
- ※ From 2<sup>nd</sup> semester, you may not receive scholarship unless you submit the certificate of TOPIK to Dept. of Graduate Innovation every semester
- ※ This is based on 「CBNU Tuition based scholarship guidelines」 and the ratio may vary up to each dept.
- ※ Your scholarship will be estimated as Lv. C unless you submit **TOPIK Lv. 5 until 2PM June 27, 2025**

## 2. English Track Scholarship

※ Only apply to dept. of Global business, Global Education and Convergence Software

Factors	For whom		TOPIK and GPA	Benefits
English language certificate	Int'l students	1 <sup>st</sup> semester	Lv. B1: iBT TOEFL 95, IELTS 7, CEFR C1, NEW TEPS 427 Lv. B2: iBT TOEFL 80, IELTS 6.5, CEFR B2, NEW TEPS 347 Lv. C: All applicants	Lv. B1: 80% off of tuition Lv. B2: 40% off of tuition Lv. C: 20% off of tuition
		From 2 <sup>nd</sup> semester	Lv. B2: iBT TOEFL 80, IELTS 6.5, CEFR B2, NEW TEPS 347 (GPA B+)	Lv. B1: 80% off of tuition Lv. B2: 40% off of tuition Lv. C: 20% off of tuition
	English Track	1 <sup>st</sup> semester	Lv. B1: iBT TOEFL 95, IELTS 7, CEFR C1, NEW TEPS 427 Lv. B2: iBT TOEFL 80, IELTS 6.5, CEFR B2, NEW TEPS 347 Lv. C: All applicants	Lv. B1: 80% off of tuition Lv. B2: 40% off of tuition Lv. C: 20% off of tuition
		From 2 <sup>nd</sup> semester	Lv. B2: iBT TOEFL 80, IELTS 6.5, CEFR B2, NEW TEPS 347 (GPA B+)	Lv. B1: 80% off of tuition Lv. B2: 40% off of tuition Lv. C: 20% off of tuition

- ※ The certificate of TOPIK must be valid until the 1<sup>st</sup> semester begins. If not, that will NOT be considered

## 3. CBNU Bridge Scholarship

Type	For whom	Coverage	When
CBNU Bridge Scholarship	New Applicants who keep status as 'Enrolled' after admission as well as completing the just previous semester of Korean Language Program at Institute of International Language Education(IILE) of CBNU	Amount: <b>1,000,000won</b> Once for the 1 <sup>st</sup> semester	In April by each applicant's bank account

- ※ But, this scholarship is NOT available for GKS students at CBNU Institute of International Language Education(IILE)

## 4. Other Scholarships

- Please check the details on the website of Dept of Graduate Innovation below  
→ [Click here] <https://graduate.chungbuk.ac.kr/eng/sub.php?menukey=10951>

## ■ CBNU Dormitory(Room & Board)



### 1. Application

#### A. How to Apply

- Period: During Application period
- How: Apply via the website(<http://www.jinhakapply.com>), Fill in the check box(☑) and choose the meal plan(None/5days/7days) → 'Completed'

#### B. Payment

- Period: **In July ~ Aug** → Check on the CBNU Dormitory website(<https://dorm.chungbuk.ac.kr/>)
- Meal type and fees

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

Dorm-itory	Category	Shower	Kitchette	Room Type	2024 Spring			Check Facilities
					7 days-meal per week (Including weekends)	5 days-meal per week (Excluding weekends)	No mealplan	
양성재 (Yangsungjae)	Domestic and International	Furnished	X	2 in 1room	1,696,040	1,488,140	N/A	
양현재 (Yanghyunjae)	International only	Furnished	X	2 in 1room	1,874,800	1,666,900	861,100	

- ※ All applicants must check out the CBNU dormitory website for payment schedule. If the payment is NOT completed within the deadline, the application will be canceled automatically
- ※ Fee may change accordingly and assignment of dorm type is NOT guaranteed.
- ※ Overseas transaction will cause you to pay extra **\$50 for commission**. Please add it up to your fee, so that your payment goes through properly.(The rest will be reimbursed on arrival.)

#### [Overseas Remittance]

- Name of Account: CHUNGBUK NATIONAL UNIVERSITY
- Name of Bank: Nong Hyup Bank
- Address of Bank  
: 1, Chungdae-ro, Seowon-gu, Cheongju-si, Chungcheongbuk-do, Republic of Korea
- Swift code: NACFKRSEXXX
- Approval code: 304050

#### [Domestic NongHyup ATM Users Only]

- NongHyup Branch Number: 304 / Approval code: 304050

### C. Inquiry

구분	양성재(Yangsungjae, BTL)	양현재(Yanghyunjae, YHJ) *외국인유학생 전용(Int'l Only)
전화☎	+82-43-261-3675, 3674	+82-43-261-2932
팩스	+82-43-266-3679	+82-43-266-2932
주소	28644 충북 청주시 서원구 충대로 1 충북대학교 학생생활관 양성재(BTL) 행정실  Location	28644 충북 청주시 서원구 충대로 1 충북대학교 학생생활관 양현재 행정실  찾아오시는 길
이메일	<a href="mailto:dorm2926@cbnu.ac.kr">dorm2926@cbnu.ac.kr</a>	홈페이지   <a href="http://dorm.chungbuk.ac.kr">http://dorm.chungbuk.ac.kr</a>



## ■ Important Facts

1. Alteration or cancellation of application material is not possible and paid application fee will not be returned.

**Exception) Application fee refund will be executed based on the below cases.**

- A. If the applicant could not be present on the interview due to natural disaster, the whole application fee will be refunded.
- B. If the applicant could not be present on the interview due to being hospitalized or death, the whole application fee will be refunded once the relevant documents are submitted and acknowledged.
- C. If the applicant could not be present on the interview due to our university's fault, the whole application fee will be refunded.
- D. If the applicant paid more than the amount of original fee, the difference only will be refunded.

2. 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.
3. CBNU will decide if the applicant is qualified in any ways
4. All applicants must check out and observe the Notice of CBNU website (<http://www.cbnu.ac.kr>). If not, the applicant will be responsible for the following consequences.
5. All applicants must bring their ID. The overseas applicant will fail if they are NOT present at the Online interview
6. All applicants must put the available contact information on Online application. Not being able to communicate with the applicant will cause consequences.
7. The admission score will NOT be revealed.(The submitted documents can usually NOT be returned except it is considered not to be issued again.)
8. (Undergraduate) You can NOT take a semester off on your 1<sup>st</sup> semester.

The students must receive consent from the president by submitting the form(휴학원) within 1/3 of the semester in order to take a semester off due to inevitable reasons.

In case or only serious disease or military service, the freshmen can take a off. <Updated 2011. 11. 30.>

9. The admission can be canceled if the qualifications turn out faulty later or VISA is NOT given.
10. In terms of Int'l only admission, you can apply multiple schools.
11. False or forged documents, misrepresenting applications, or any other illegality will cause applications to be cancelled.
12. Details that are not clarified here will be determined by CBNU policies and decision by the committee of Int'l admission.
13. Notes for 'Foreigners who have completed their entire education abroad'

Foreigners who have completed their entire education abroad can NOT apply more than 6 universities(admissions) throughout the all admissions. If so, the later admissions will be invalid and canceled.

14. This guideline is written in Korean, English and Chinese. If there is any issue with interpretation, the Korean will be prioritized.

## ■ How to obtain Apostille



Apostille

1. **Apostille:** Since July 14, 2007, the Republic of Korea has been part of the 1961 Hague Convention abolishing the Requirement of Legalization for Foreign Public Documents. The Convention provides for the use of simplified certification or public documents (including notarized documents) among countries that have joined the convention.
2. Which docs?: Documents issued by Foreign governmental institutes and attested documents
  - A. Documents issued by Foreign governmental institutes: certificate of Familiar relationship, transcripts of National · public schools
  - B. Attested documents: Certificate of private schools, banks, corporations and medical certificates

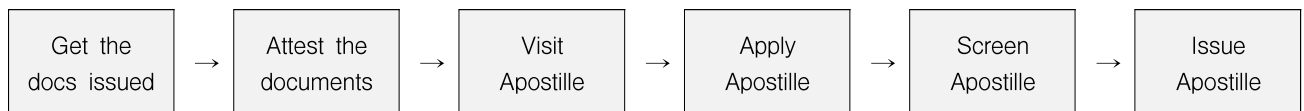
※ Only applies to Signatory Countries. If not, the docs must be verified at Korean Embassy.

### 3. How to Obtain

#### A. Public documents(National · Public schools)



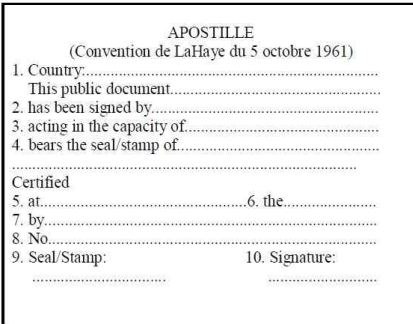






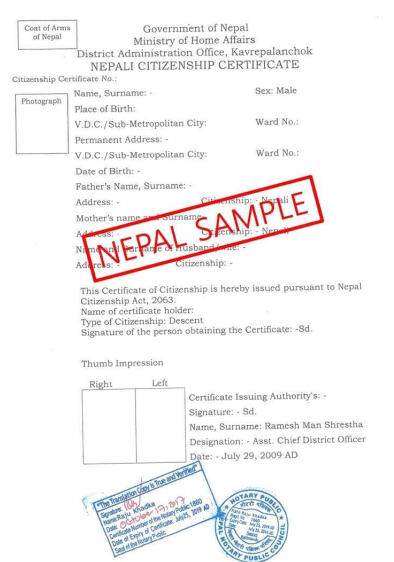
#### B. Private documents(Private schools)



4. Inquiry: The Ministry of Foreign Affairs([www.0404.go.kr](http://www.0404.go.kr)),  
 ☎ Tel: 02-2100-7500, ☎ Call center: 02-3210-0404
5. Institution: The designated institutions(※ Korea → ‘The Ministry of Foreign Affairs’)  
 ※ Specific information about Apostille institutions → [www.hcch.net](http://www.hcch.net) – Apostille Section
6. Signatory Countries: [126countries\(www.hcch.net\)](http://www.hcch.net)

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

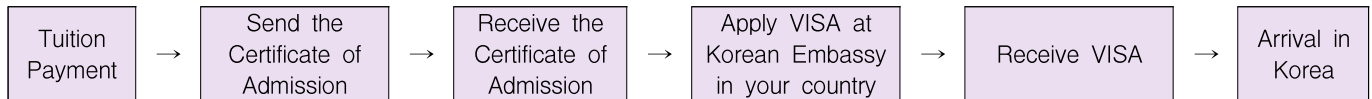
## 7. Examples of verifications

		
<p>Apostille Form</p>	<p>Apostille Form in India</p>	<p>학신망(CHSI), Diploma Verification Report in China</p>
		
<p>Verification of diploma From the Korean Embassy in China</p>	<p>Verification of diploma From the Korean Embassy in Vietnam</p>	
		
<p>Family relationship issued by Notary public</p>	<p>Birth certificate in Bangladesh</p>	<p>Citizenship certificate in Nepal</p>

## ■ VISA Application



### Overseas Applicants without VISA



### 1. Application Procedure

- Application status Announcement [No later than July 4(Fri.), 2025]
  - Tuition Payment [July 10(Thur.) ~ 16(Wed.), 2025]
  - CBNU OIS will send the certificate of Admission to the applicants
  - Applicants apply for VISA with the required documents to the the Korean embassy or Korean Consulate in your country after receiving the certificate of Admission
  - Get your VISA issued at the Korean embassy or Korean Consulate in your country
  - Arrival in Korea

### 2. Required Documents

※ These required documents can vary depending on the regulations' modification or the request of the institutions.

#### 1. VISA APPLICATION FORM

2. A passport photo (35mm×45mm size)
3. Passport and A copy of passport
4. Certificate of Graduation/Degree(translated into English or Korean and attested by Korean Embassy in your country or with the Apostille document.
5. Certificate of Admission(CBNU will send it to you by email)
6. Certificate of Business registration(CBNU will send it to you by email)
7. TB(Tuberculosis) Test result(Only for applicants from The 35 TB HBCs\* below, the list of desiganted hospitals can be checked on the embassy's website.)

\* The 35 TB HBCs (those in all 3 lists in bold) are:

Nepal, East Timor, Russia, Malaysia, Mongolia, Myanmar, Bangladesh, Vietnam, Sri Lanka, Uzbekistan, India, Indonesia, China, Cambodia, Kyrgyzstan, Thailand, Pakistan, Philippines, Laos, Kazakhstan, Tajikistan, Ukraine, Azerbaijan, Belarus, Moldova Republic of Korea, Nigeria, South Africa, Ethiopia, Democratic Republic of Congo, Kenya, Mozambique, Zimbabwe, Angola, Peru, Papua New Guinea

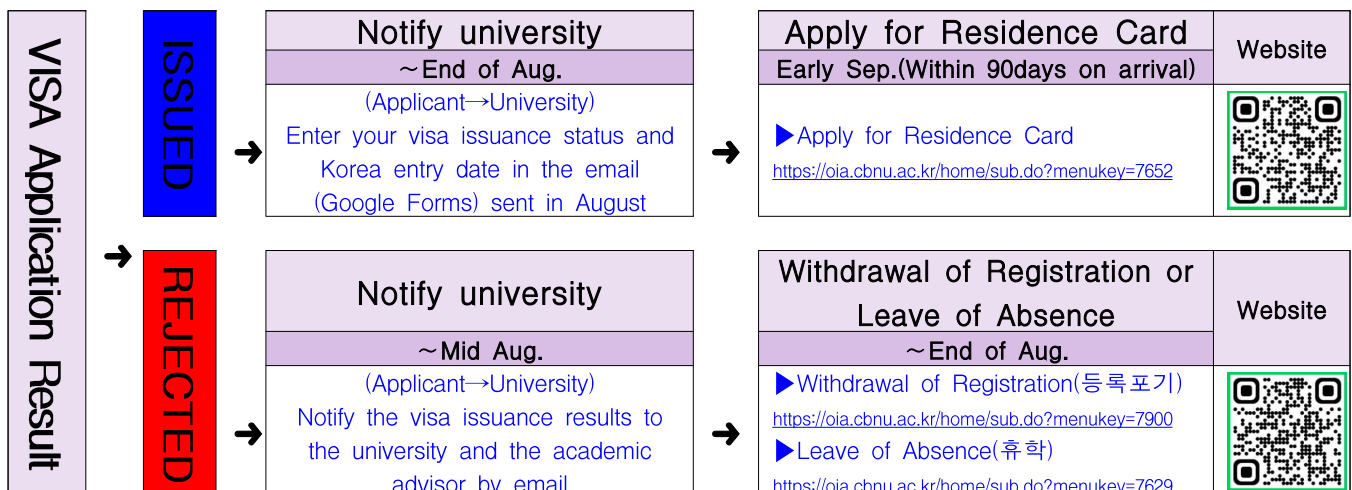
#### 8. Proof of financial status★★★

– Please refer to the guide below

9. Please find the required documents on the website of the Korean Embassy in your country

### 3. Where to submit: Korean Embassy or Korean Consulate in your country

### 4. Follow-up measures following VISA Issuance/Rejection



※ You can NOT take a leave of absence for the 1<sup>st</sup> semester in undergraduate program.

※ If you do NOT apply for 'Withdrawal of Registration' until the 1<sup>st</sup> semester begins, your application will be considered as 'Drop-out(자퇴)' and tuition will be partially reimbursed.



## Domestic Applicants with VISA



### 1. Application Procedure

※ These required documents can vary depending on the regulations' modification or the request of the institutions.

• Application status Announcement [No later than July 4(Fri.), 2025]

→ Tuition Payment [July 10(Thur.) ~ 16(Wed.), 2025]

→ The applicants should submit all required documents to the CBNU Office of International Affairs 2weeks before visa expired

→ CBNU Office of International Affairs 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 Affairs

※ In the case of a change of university or residence (address), **you must register the change within 14 days.**

### 2. Required documents

<b>Visa Change (D-4, D-10 → D-2)</b> Korean Language Program → Undergraduate(Bs), Graduate(Ms, Ph.D)	<b>Visa Extension (D-2 → D-2)</b> Undergraduate(Bs) → Graduate(Ms), Graduate(Ms) → Graduate Ph.D)
<b>1. APPLICATION FORM (REPORT FORM)</b> ※ The form at the CBNU Office of International Affairs 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 of completion 8. Korean Language Course, Transcripts including attendance 9. Proof of Residence(Choose one of the following docs) - Proof of Residence by CBNU Dormitory - Property contract(Room contract) - Confirmation of Residence/Accommodation, Copy of Landlord's ID and property contract 10. The Final Academic certificates(Cert. of graduation/degree) with these attestation documents below. - Chinese: The verification certificate issued by the Chinese ministry of Education * For Secondary Education: <a href="http://www.chsi.com.cn">http://www.chsi.com.cn</a> * For Higher Education: <a href="http://www.cdgd.edu.cn">www.cdgd.edu.cn</a> - Non Chinese: Apostille or attestation from the Korean Embassy in your country <b>11. Proof of Financial status★★★</b> - Please refer to the guide below 12. Fee KRW 135,000	<b>1. APPLICATION FORM (REPORT FORM)</b> ※ The form at the CBNU Office of International Affairs 2. Certificate of Admission 3. Receipt of tuition fee payment 4. Alien Registration Card 5. Passport 6. The original cert. of graduation/degree(from another univ.) 7. The original Transcript(from another univ.) 8. Proof of Residence(Choose one of the following docs) - Proof of Residence by CBNU Dormitory - Property contract(Room contract) - Confirmation of Residence/Accommodation, Copy of Landlord's ID and property contract 9. The Final Academic certificates(Cert. of graduation/degree) with these attestation documents below. - Chinese: The verification certificate issued by the Chinese ministry of Education * For Secondary Education: <a href="http://www.chsi.com.cn">http://www.chsi.com.cn</a> * For Higher Education: <a href="http://www.cdgd.edu.cn">www.cdgd.edu.cn</a> - Non Chinese: Apostille or attestation from the Korean Embassy in your country ※ But, the attestation is not required for graduation from universities in Korea <b>10. Proof of Financial status★★★</b> - Please refer to the guide below 11. Fee: KRW 60,000




**※ All applicants must complete VISA change application before the 1st semester begins.(Aug. 29, 2025)  
(If not, the fine will be charged)**



## Directory of CBNU Offices

### 1. Academics

※ National Code(+82) / Local area code(043)

What we do	Offices	Tel.	Notes
▶ Admission of (Under)Grad., VISA	Office of Admission and Management	+82-43-261-3841	
▶ GKS, Int'l Events, TOPIK camp		+82-43-249-1869	
▶ Control of VISA, Management, Stats.		+82-43-261-3890	
▶ Admission & Recruitment(Chinese) ▶ Admission & Recruitment(English) ▶ Admission & Recruitment(Viet, Mongolia)	Office of International Studies (English & Chinese Track)	+82-43-249-1880 +82-43-261-3944 +82-43-261-1806	
▶ Education&Teaching(Chinese) ▶ Management(Chinese) ▶ Management(English)		+82-43-249-1808 +82-43-261-3284 +82-43-261-3943	
▶ Admission to Korean Language Program(Chinese) ▶ Admission to Korean Language Program(English) ▶ Admission to Korean Language Program(Viet, Mongolia)		+82-43-249-1880 +82-43-261-3944 +82-43-261-1806	
▶ Korean Language Program management	Institute of Language Education (Korean Language Program: KLP)	+82-43-261-3782	
▶ Admission for Graduate Program (Mainly for domestic students)	Admissions headquarters	043) 261-3828 (FAX: 261-3177)	
▶ Admission for Special Graduate school	Graduate school of Education	043) 261-2073, 3520	
	Graduate school of Public administration	043) 261-2078	
	Graduate school of Industry	043) 261-2366	
	Graduate school of Business	043) 261-2325	
	Graduate school of Law	043) 261-2614	
▶ Academics for Graduate school - Organization structure control and Student Quota control - Curriculum design/update - Students' academic status and record control - Ms/Ph.D degree control - Ms/Ph.D qualification examination and Thesis screening - Integrated Bs/Ms admission and support - Intensive course - Control of Tuition based Scholarship on campus - Recruit T.A • R.A and Special R.A - Student Loan and other scholarships	Office of Graduate School Policy	043) 261-3821,2017,3823, 3950,3243	
▶ Student card issuance and C.A. fees ▶ C.A., Student Council	Department of student affairs	043) 261-2019, 2020,2021,2022	
▶ Tuition payment	Department of finance	043) 261-2047	
▶ Academic consultation	Department of academic administration support (Total Service Center)	043) 261-3305	
▶ Issue certificates		043) 261-3306,3307,3308	
▶ Course Registration	Department of academic administration support(Course Team)	043) 261-2015, 2016	
▶ CBNU dormitory(Room & Board)	Yangsunjae(BTL)	043) 261-3675	Int'l Dormitory
	Yanghyunjae(YHJ)	043) 261-2932	
▶ Medical Health checkup	Health Care Center	043) 261-2921, 2922	
▶ Employment	Headquarters of Employment Strategy & Support	043) 261-3544, 3554	
▶ Military Related Service	First Reserve Regiment	043) 261-2956, 2957	
Chungbuk National University(CBNU)	<a href="https://www.chungbuk.ac.kr">https://www.chungbuk.ac.kr</a>		
Office of International Affairs(OIA)	<a href="https://oia.cbnu.ac.kr/home/main.do">https://oia.cbnu.ac.kr/home/main.do</a>		

## 2. Graduate Departments




※ National Code(+82) / Local area code(043)

Colleges	Dept. Office			Colleges	Dept. Office			
	Department	Office	Tel.		Department	Office	Tel.	
School of Int'l Studies (261-3284) <b>N10</b>	Global Business	#151	261-3284	Electrical & Computer Engineering (261-3210) <b>E8 / S4</b>	Intelligent Systems and Robotics E8-7 #303 261-3225			
	Global Education				Semiconductor Engineering E8-7 #301 261-3221			
	Convergence Software				Computer Science S4-1 #217 261-2260			
Humanities (261-2085) <b>N16</b>	Korean Language and Literature	#119	261-2090		Computer Engineering	E8-1 #402	261-2449	
	Chinese Language and Literature	#115	261-2102		Information Industrial Engineering	E8-7 #401	261-2260	
	English Language and Literature	#318	261-2120		Smart Car	E8-7 #301	261-3225	
	German Language and Literature	#314	261-2131		Smart Factory Management	S4-1 #217	261-2785	
	French Language and Literature	#420	261-2139	Agricultural Economics	S21-5 #469	261-2587		
	Russian Language and Literature	#455	261-2383	Agronomy	S21-5 #181	261-2510		
	Philosophy	#419	261-2147	Agricultural Chemistry	S20 #313	261-2559		
	History	#315-1	261-2156	Industrial Plant Science and Technology	S21-3 #312	261-2518		
	Archaeology and Art History	#256	261-2163	Forest Science	S21-5 #272	261-2532		
Social Sciences (261-2174) <b>N15</b>	Sociology	#122	261-2180	Agricultural and Rural Engineering	S21-5 #209	261-2572		
	Psychology	#158	261-2188	Biosystems Engineering	S21-24 #107	261-2579		
	Public Administration	#117	261-2196	Forest Products	S21-3 #218	261-2540		
	Political Science and International Relations	#163	261-2204	Division of Animal, Horticultural and Food Sciences				
	Economics	#116	261-2213	Animal Science	S21-5 #377	261-2544		
	Crisisonomy	#117	261-2196	Horticulture	S20 #517	261-2525		
Natural Sciences (261-2964) <b>S1</b>	Mathematics	S1-1 #414	261-2240	Food ENG	S20 #624	261-2565		
	Statistics	S1-5 #113	261-2255	Agricultural Biology	S20 #418	261-2552		
	Physics	S1-1 #309	261-2265	Biotechnology Industry	S20 #624	261-2565		
	Chemistry	S1-6 #402	261-2279	Forest Therapy	S21-3 #218	261-2532		
	Biological Sciences and Biotechnol ogy	Biology	S1-6 #104	261-2291	Cultural Heritage Science	S21-5 #272	261-2540	
		Microbiology	S1-5 #313	261-2299	International Agricultural Development	S21-5 #209	261-2532	
	Ecology, Evolution and Environmental System Sciences			Education	E1-1 #301	261-2650		
	Biochemistry	S1-5 #413	261-2306	English Education	E1-1 #304	261-2671		
	Astronomy and Space Science	S1-4 #407	261-2312	History Education	N18 #313	261-2683		
	Earth and Environmental Sciences	S1-6 #614	261-3136	Geography Education	E1-2 #425	261-2693		
	Systhetic Biology	S1-5 #313	261-2299	Social Studies Education	N18 #322	261-2700		
Business Administration (261-2324) <b>N13</b>	Business Administration	#116	261-2330	Ethics Education	E1-2 #339	261-2706		
	International Business	#117	261-2339	Physics Education	E1-1 #314	261-2777		
	Accounting	#116	261-2347	Chemistry Education	E1-1 #206	261-2723		
	Management Information Systems	#217	261-2355	Biology Education	E1-1 #317	261-3360		
	Global Studies on Management and Information Science	#217	261-2355	Earth Science Education	E1-1 #410	261-2782		
	Government Finance Accounting	#116	261-2347	Mathematics Education	E1-1 #103	261-2715		
	Management of Technology	#116	249-1289	Physical Education	E1-2 #219	261-2636		
	Big Data	#217	261-2355	Child Welfare	#106	261-2793		
	Convergence Security	#217	261-2355	Consumer Studies	#210	261-2744		
Engineering (261-3514) <b>E8</b>	Civil Engineering	E8-6 #105	261-2380	Food and Nutrition	#309	261-2742		
	Architectural Engineering	E8-3 #420	261-2427	Clothing & Textiles	#408	261-2792		
	Mechanical Engineering	E8-7 #124/201	261-2441	Housing & Interior Design	#206	261-2749		
	Safety Engineering	E8-3 #155	261-2457	Veterinary Medicine	#109	261-3329		
	Engineering Chemistry	E8-10 #512	261-2487		Pharmacy	#108	261-3264	
	Mechanical and Precision Engineering	E8-7 #124/201	261-2441			Applied pharmacy	#108	261-3264
	Architecture	E8-3 #320	261-3247	Medicine (261-2835) <b>E7</b>	Medicine	E7-1 #206	261-2835	
	School of Urban, Energy and Environmental Engineering				Biomedical Convergence	S4-2 #204	261-2858	
	(Environmental Engineering)	E8-10 #914	261-2465		Interdisciplinary Program of Biomedical Engineering	E7-3 #411	261-2841	
	(Urban Engineering)	E8-3 #255	261-2493		Fine Art	#201	261-2750	
	(Chemical Engineering)	E8-10 #713	261-2370		Design	#501	249-1733	
	(Material Engineering)	E8-1 #102	261-2411	Convergence Dept. (261-2085) <b>N16-2</b>	Law	#505	261-2620	
	Green Energy Engineering	E8-7 #201	261-2441					Law school (261-2614) <b>N2</b>
	Disaster Prevention Engineering	E8-6 #105	261-2380					
	Eco-Industrial Convergence	E8-10 #202	277-7448					
Urban Regeneration	E8-3 #255	261-2493						
Electrical & Computer Engineering (261-3210)	School of Electrical and Computer Engineering							
	Electrical Engineering	E8-3 #354	261-2419					
	Electronics Engineering	E10 #107	261-2473					
	Information and Communication Engineering	E8-7 #401	261-2480					
	Radio Communications Engineering	E8-7 #401	261-3143					

## ■ Directions

- Individual pick-up services is NOT provided
- All students MUST arrive in Korea and be present before the semester begins. If not, your late arrival will affect your academic status and grade.



### 1. How to come to CBNU

Transportation	Departure		Arrival	Notes
Flight	▶ Incheon Int'l Airport 	Airport express subway+KTX	• Osong station	• Airport express subway at Seoul Station → Transfer to KTX • Distance: About 14.3km • Local bus runs 50times a day in front of the station
		Limousine bus	• Cheongju Terminal	• Distance: About 4km • Taxi fare: About 4,000~5,000won • Local bus: minimum fare
	▶ Cheongju Airport 	Local Bus	• Bust stop at Sachang junction	• Leaves every 90mins at 'Stop 747' in front of the airport
		Taxi	• CBNU	• Distance: About 13.1km • Taxi fare: About 15,000~18,000won
Express Bus	Seoul, Eastseoul, Sangbong, Daegu, Busan, Gwangju Express Bus Station		Cheongju Express Bus Station	• 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)
Local Bus	Buses depart from every city		Cheongju Local Service Bus Station	
Train 	KTX	Gyeongbu Line, Honam Line	Osong Station	• Distance : About 14.3km • Coaches leave 50times from the front of each station everyday
	Basic	Gyeongbu Line, Honam Line	Jochiwon Station	• Distance : About 16km • Coaches leave from the front of each station every 10 minutes
		Chungbuk Line	Cheongju Station (Jeongbong-Dong)	• Distance : About 6.8km • Coaches leave from the front of each station





## 2. (Incheon Int'l Airport → Cheongju) Bus schedule and Bus stop

Incheon Int'l Airport Terminal 1 	07:00	07:50	08:40	09:00	10:00	12:00
	13:00	14:00	15:00	16:00	17:00	18:00
	19:30	20:00	21:00	21:30	22:00	23:25
	23:55					
■ Bus stop at Terminal 1: #11 1 <sup>st</sup> floor						
Incheon Int'l Airport Terminal 2 	06:35	07:25	08:15	08:35	09:35	11:35
	12:35	13:35	14:35	15:35	16:35	17:35
	19:05	19:35	20:45	21:05	21:35	23:00
	23:30					
■ Bus stop at Terminal 2: #7 B1 <sup>st</sup> floor(Traffic Center)						

※ The above schedule can vary depending on the terminal's situations



### 3. Campus Map



Campus View



Campus Guide



How to get here



국제교류본부(#156, N10)  
Office of International Affairs







■ 수험번호(Application No.): \_\_\_\_\_

# 대학원 제출서류 체크리스트

## GRAD. Application Checklist



- 지원과정(Program): ☐ 석사(M.s) ☐ 박사(Ph.D) ☐ 석박통합(M.s/Ph.D Combined) ☐ 법학박사(Law school Ph.D)
- 지원학기(Semester): ☐ 전기(Spring) ☐ 후기(Fall) • 학년도(Academic Year): \_\_\_\_\_
- 영문성명(Full Name In ENG): \_\_\_\_\_ ※ 여권상 성명 대문자 기재/In capitals on your passport
- 생년월일(Date of Birth): \_\_\_\_\_(YYYY)/ \_\_\_\_\_(MM)/ \_\_\_\_\_(DD)
- 성 별(Sex): ☐ 남(Male) ☐ 여(Female) • 국 적(Nationality): \_\_\_\_\_

★ 모든 서류는 접수기간 내 원본 또는 공증원본 제출(All original docs or original attested copy must be submitted by the deadline)

★ 입학 전까지 최종서류 원본 미제출 시, 합격·등록 취소(Admission revoked without submission of original documents)

Required documents 제출서류	MA Msc 석사	Com bined 통합	Doc Ph.D 박사	Notes 참고사항	Check 제출
① [Online] Application Form [온라인] 입학신청서	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Apply online here at <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> Check the attached <b>[Application Guide]</b> 온라인 접수 <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> 첨부파일 참고 <b>[Application Guide]</b>	
② [Form 1] GRAD. Application Checklist [서식 1] 대학원 제출서류 체크리스트	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		✓
③ [Form 1-1] Statement of Purpose [서식 1-1] 자기소개 및 학업계획서	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
④ [Form 2] Letter of Consent [서식 2] 학력조회 동의서	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
⑤ [Form 3], [Form 3-2] or [Form 3-3] & Financial Proof(Cert. of Bank Deposit balance) [서식 3], [서식 3-2] 또는 [서식 3-3] & 재정능력 입증서류(은행 잔고증명서)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Check #7 <b>[Financial Proof]</b> at page 10 ★ Deadline for submission: Refer to page 10 10쪽 7번 <b>[7. 재정입증서류]</b> 참고 ★ 제출기한: 10쪽 참조	
⑥ Recommendation by previous university's academic advisor 출신대학교 지도교수 추천서	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	If your advisors passed away or are not employed anymore, it can be issued by the current dept.'s dean or director of the Int'l office 사정상 발급이 불가한 경우, 학과장 또는 국제교류처장에게 발급받아 제출	
⑦ [Form 3-1] Recommendation by CBNU prospective academic advisor [서식 3-1] 충북대 지원학과 지도교수 (또는 주임교수) 의견서	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Must upload [Form 3-1] at <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> Check the attached <b>[How to get Recommendation by CBNU professor?]</b> [서식 3-1] 작성 후 <a href="http://www.jinhakapply.com">www.jinhakapply.com</a> 에 업로드 해야 함. 첨부파일 참고	
⑧ Cert. of (Expected) Graduation/Bachelor's degree 학사학위증명서, 졸업(예정)증명서	<input type="radio"/>	<input type="radio"/>	-	Check #5 <b>[Academic Verification]</b> at page 9 ★ In terms of VISA issuance/change, you must prepare 2 pieces of original document(One for submission to school, the other for VISA at Embassy) If you expect to graduate CBNU, submit the cert. of expected completion 9쪽 5번 <b>[5. 학력입증서류]</b> 참조 ★ VISA 발급/변경대상자는 학력입증서류 원본 2부 준비(대학제출용, 대사관VISA용) 충북대 석사 졸업예정자는, 석사과정수료(예정)증명서 제출(재학증명서 불가)	
⑨ Transcript of Bachelor's course 학사과정 전 학년 성적증명서	<input type="radio"/>	<input type="radio"/>	-		
⑩ Cert. of (Expected) Graduation/Master's degree 석사학위증명서, 졸업(예정)증명서	-	-	<input type="radio"/>		
⑪ Transcript of Master's course 석사과정 전 학년 성적증명서	-	-	<input type="radio"/>		
⑫ Proof of Familiar Relationship 부모국적 및 가족관계 입증 서류	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Check #6 <b>[Proof of Familiar Relationship]</b> at page 9	
⑬ Copy of Residence Card(Front · Back sides) 외국인등록증 사본(앞·뒷면)	▲	▲	▲	Only domestic applicants in Korea 국내 체류 지원자만 제출	
⑭ Copy of Passport 여권 사본	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	[Uzbek] Only Int'l passport allowed 우즈베키스탄 지원자는 국제여권 제출	
⑮ Cert. of Language Proficiency 공인어학능력 성적증명서	▲	▲	▲	Must be valid until the 1st semester begins Check #3 <b>[Eligibility for Language Proficiency]</b> at page 7 첫 학기시작일 기준 유효한 것만 제출 7쪽 3번 참조 <b>[3. 어학능력자격]</b>	

※ 그 외 국제교류본부에서 추가검증을 위하여 요구하는 서류 일체 제출해야함

(You must submit the additional documents required by Office of International Affairs for further screening.)

※ '○'는 '필수'제출, '▲'는 '선택'제출('○': Necessarily required, '▲': Optionally required)



# 자기소개 및 학업계획서

## (Statement of Purpose; SOP)

- 자기소개, 지원동기 및 학업계획 내용을 포함하여, 필요시 별도의 이력서 등의 추가서류 첨부 가능
- Introduce yourself and write a brief statement of purpose describing reasons(s) for pursuing undergraduate studies at Chungbuk National University. Include any additional information concerning your preparation that is pertinent to the objective specified. Attach an additional sheet if necessary. You may attach a curriculum vitae if required by the department that you apply to.

### 1. 자기소개(Introduce yourself)

### 2. 지원동기 (Reasons for pursuing Graduate studies)

### 3. 학업계획(Study/research plan)



# 학력 조회 동의서

## (Consent to Access Academic Records)

교육과정 Level of Education	학교명 Name of School	학교주소 School Address	전화번호/Phone 팩스번호/Fax	학위번호 Degree Number
대학 (College or University) (Bachelor)	(English)			
	(First Language)			
대학 (College or University) (Master)	(English)			
	(First Language)			
대학 (College or University)	(English)			
	(First 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 for the university to access their educational records.

상기의 자료는 귀교에서 공식적으로 본인의 학력 자료를 조회하는데 이의가 없음에 동의합니다.  
I hereby authorize Chungbuk National University to officially request academic and personal information from each academic institution I have attended.

20   년(YYYY)       월(MM)       일(DD)

지원자 성명(Applicant's Name): \_\_\_\_\_

지원자 서명(Applicant's Signature): \_\_\_\_\_



# A. [본인/부모] 유학경비 부담 서약서

## (A. [Applicant/Parents] Affidavit of Financial Support)

※ 지원자 인적사항 (Applicant's Personal Particulars)

성명 (Name)			
학위과정 (Degree Program)		생년월일 (Date of Birth)	
지원학과 (Desired Department)		성별 (Gender)	
지원전공 (Desired Major)		국적 (Nationality)	

※ 귀하의 유학경비를 부담할 개인이나 기관명을 쓰시오.

(Please provide the name of the sponsor who will provide all funds for the applicant's studies.)

개인 또는 기관명 (Name of Sponsor)		
관계 (Relationship with the Applicant)	<input type="checkbox"/> 본인	<input type="checkbox"/> 부모
직업 (Occupation)		
주소 (Address)		
전화번호 (Phone Number)		

본인은 상기 지원자의 유학기간 중 일체의 경비 부담을 입증합니다.

(I agree to bear all costs for the applicant's studies at Chungbuk National University.)

20    년(YYYY)                  월(MM)                  일(DD)

재정보증인 성명(Financial Guarantor's Name): \_\_\_\_\_

재정보증인 서명((Financial Guarantor's Signature): \_\_\_\_\_





**(Recommendation by CBNU prospective academic advisor)**

학위 (Degree)	지원연도 (Year)	학기 (Semester)	학과 (Department)	전공 (Major)
<input type="checkbox"/> 석사(Master's) <input type="checkbox"/> 박사(Doctoral) <input type="checkbox"/> 석·박통합(Combined M.sc./Doctoral)		<input type="checkbox"/> 전기(Spring)  <input type="checkbox"/> 후기(Fall)		
성명 (Name)	국적 (Nationality)	수업 언어 (Medium of instruction)	취득 어학 자격증 (Linguistic Proficiency)	등급 / 점수 (Level / Score)
		<input type="checkbox"/> 한국어(Korean) <input type="checkbox"/> 영어(English) <input type="checkbox"/> 기타(Others;            )	<input type="checkbox"/> 토픽(TOPIK):  <input type="checkbox"/> 영어(English):	/
<div>• 학업 및 연구계획서 검토의견(Opinion of applicant's statement of purpose)</div> <div>• 수학능력 의견(Opinion of applicant's academic ability)</div> <div>• 언어능력 의견(Opinion of applicant's linguistic proficiency)<div>※ 지원자가 별도의 공인어학능력자격을 소지하지 않은 경우, 보다 상세하게 작성 요망 (Provide details if applicant does not have any certificate of linguistic proficiency)</div>※ 본 의견을 받아 제출하는 지원자는, 별도의 공인어학성적이 없어도 입학(어학)자격 충족 가능 (Applicant may be admitted without a certificate of linguistic proficiency if deemed qualified in this recommendation)</div> <div>• 종합의견(General evaluation)</div>				
<div>충북대</div> <div>지도(예정)교수 확인</div> <div>(Academic Advisor or Senior Professor)</div>	소속학과(Dept.)			
	성명(Name)			
	서명(Signature)			
	확인일자(Date)			



## B. [지도(예정)교수] 유학경비(장학금) 지급(예정) 확인서

### (B. [CBNU Prospective Advisor] Confirmation Letter For Prearranged Scholarship Grant)

#### ※ 지원자 인적사항(Applicant's Personal Particulars)

성명(Name)			
학위과정(Degree Program)		생년월일(Date of Birth)	
지원학과(Desired Department)		성별(Gender)	
지원전공(Desired Major)		국적(Nationality)	

#### ※ 장학금 내역(Scholarship Info.)

과제 명(Title of project)	
연구책임자 (Principal investigator)	
연구비 (Amount of research Fund)	
지원예정액(Amount of prearranged research grant)	작성예시; 1,600만원/연간      * 연간 지원자에게 지원 예정인 금액 작성
연구기간(Period of research)	
지원예정기간(Period of support)	

※ 본인은 상기 지원자가 연구과제에 적극적으로 참여하는 전제 하 연구 자세, 성실도 및 기여도 등을 토대로 유학경비 일부를 장학금(연구 수행 경비) 등의 형태로 일정 금액의 지원 및 지급할 것을 확인합니다.

(I hereby agree to sponsor the above applicant by providing a scholarship grant based on the applicant's attitude, demeanor and research performance, provided that the applicant participates actively in the given project.)

※ 장학금 지원예정 기간 및 금액에 대한 제한은 없으며, 상기 지원자의 연구과제 태도, 성실도 및 기여도 등이 불성실하다고 판단될 경우, 장학금 지원을 중단할 수 있음.

(The amount and period of scholarship do not have any limitations. However, the scholarship may be terminated if the applicant's performance, attitude and demeanor are considered inappropriate.)

20    년(YY)            월(MM)            일(DD)

지도(예정)교수 성명(Name of Academic Advisor): \_\_\_\_\_ **[서명 필수/Signature required]**

지도(예정)교수 소속학과(Department): \_\_\_\_\_



# CBNU 외국인 유학생 재정증명 확인서

(CBNU Certificate of Financial Support)

## ■ 지원자 인적사항(Applicant's Personal Particulars)

수험번호 (Application No.)		성명 (Name)		생년월일 (Date of Birth)	
지원학과/전공 (Dept./Major)		학위과정 (Degree)		국적 (Nationality)	

## ■ 재정증빙 내역(Financial Proof Particulars)

입증주체 (Guarantor)	대학본부(University Headquarter)			→ 합계** (Sum total)
	C. 연구과제 (BK21, 개인과제 등) (By Research project BK21, etc.)	D. 대학원 장학 (토픽장학 등) (Grad. Scholarship; TOPIK etc.)	E. 국제교류 장학 (지쿠르트 등) (International Scholarship; G-Cruit, etc.)	
연간금액 (Amount /Year)				

\*\* 합계금액이 한화 1,600만원 미달 시, 차액만큼 추가 증빙 필요 → 본인/부모명의 통장 잔고증명서를 국제교류본부로 제출  
(If the sum total is less than 16,000,000won, you must submit a bank balance certificate of the rest amount under either you or your parents to Office of International Affairs.)

## ■ 지도(예정)교수 인적사항(Prospective Academic Advisor)

재직기관(Institution)	충북대학교(Chungbuk National Univ.)	소속학과(Dept.)	
성명(Name)		서명(Signature)	

\* 본인(지도교수)은 상기 지원자가 충북대학교 입학 시 위 재정증빙 내역에 의거하여 재정 증명 대상임을 확인합니다.  
(I, The academic advisor confirm that the above applicant, once they are accepted, is expected to be awarded financial aid.)  
\* 단, 지원자의 연구·학업태도, 성실·기여도 등이 불성실하다고 판단될 경우, 재정 지원 여부 재검토  
(The financial aid above may be terminated if the applicant's performance or demeanor's considered inappropriate.)

## ■ 재정 증명 부서장 확인(Confirmed By)

재정지원 항목 (Title of Financial Aid)	C. 연구과제		D. 대학원 장학	
확인 부서 (Office/Dept. In charge)	산학협력단		대학원정책실	
성명/서명 또는 날인 (Name/Signature)	○○○	[서명 또는 날인]	○○○	[서명 또는 날인]

20 년(YY) 월(MM) 일(DD)

**충 북 대 학 교 총 장**  
President of Chungbuk National University



## 포트폴리오 서약서 (Statement of Authenticity)

▶ 디자인학과 및 조형예술학과 지원자만 작성(Only for applicants of the Department of Design and Fineart)

포트폴리오 작품을 나열하고, 각 작품에 대한 제목, 제작연도, 종류(예: 유화), 기법(예: 캔버스에 유채) 등에 대하여 서술하십시오.  
List all the work in your portfolio with a brief description of its title, year of creation, medium (i.e. artist quality oil paint), and technique (i.e. oil on canvas). State whether it is an original or reproduction.

충북대학교 외국인 특별전형에 입학 지원을 위하여 서류평가 요소로 제출한 포트폴리오는 본인의 작품을 사용하였으며, 타인의 작품을 인용하여 부정행위를 하였을 경우 모든 책임을 감수할 것임을 서약합니다.

I verify that all of the work in my portfolio submitted to the department for the purpose of admission is my own. I understand agree to bear all responsibilities that may arise from unauthorized copying of work belonging to others.

20    년(YYYY)    월(MM)    일(DD)

지원자 성명(Applicant's Name): \_\_\_\_\_

지원자 서명(Applicant's Signature): \_\_\_\_\_