

Admission of Foreign Students

Graduate School of Ajou University

1. Recruiting Schedule

Classification	Period
Reception of application	May 7th(Tue) ~ July 3rd(Wed), 2013
Interview	May 7th(Tue) ~ July 16th(Tue), 2013
Announcement of successful applicants	Early admission
Registration	Post-arrangement

2. Application Procedure

- 1) Going through counsel with a desired academic advisor or a head professor of the department the applicant wishes to major in by e-mailing before applying.
- 2) Making on-line application form through the application banner in the homepage.
- 3) Submitting the required documents for application specified in the said list to the Graduate School Office before the deadline.
 - Every applicants have to register on-line application through the website also. Detailed information will be noticed in the application period. (<http://grad-e.ajou.ac.kr>)
- 4) Inquiries on admission procedure and administration : klove@ajou.ac.kr
Inquiries on educational courses by departments and majors :
e-mail to the Chief of Department or Head Professor (Refer to recruiting departments under the e-mail address)

3. Submission

- 1) **Submission Method** : In person or mail
 - Applications sent by mail must be received before the deadline **<July 3(Wed), 2013>**
(443-749 Ajou Graduate School, Yulgok Hall 3th floor No. 305, SAN 5 Woncheon-dong, Yeongtong-gu, SUWON)
- 2) **Application fee** : Exempt

4. Course and Department

- 1) **Program** : Master's Programs, Doctoral Programs, Master's / Doctoral Integrated Programs
- 2) **Recruiting department** : Recruitment of foreign students can be varied on educational conditions by departments. Therefore before applying you need to receive consultation from the Chief of Department or Head Professor.



School	Department	Chief of Department's e-mail
College of Engineering	Mechanical Engineering	mshong@ajou.ac.kr
	Industrial Engineering *	choijy@ajou.ac.kr
	Chemical Engineering *	changkoo@ajou.ac.kr
	Materials Science Engineering	khko@ajou.ac.kr
	Environmental Engineering	kunlee@ajou.ac.kr
	Civil & Transportation Engineering (Construction Engineering)	jangho@ajou.ac.kr
	Architecture Engineering / Architecture	dshin@ajou.ac.kr
	Systems Engineering	gnwang@ajou.ac.kr
	Urban Development	jeekim@ajou.ac.kr
College of Information Technology	Electrical and Computer Engineering *	khchung@ajou.ac.kr
	Computer Engineering *	hjyeh@ajou.ac.kr
	Digital Media	hkimsil@ajou.ac.kr
College of Natural Sciences	Mathematics *	yjeon@ajou.ac.kr
	Physics	jyong@ajou.ac.kr
	Chemistry	sjookim@ajou.ac.kr
	Biological Sciences *	sangdunchoi@ajou.ac.kr
School of Business Administration	Business Administration *	sungmj@ajou.ac.kr
	Management Information System	leejsk@ajou.ac.kr
	Global Management *	sungmj@ajou.ac.kr
College of Humanities	Korean Language and Literature	kuzuburi@ajou.ac.kr
	English Language and Literature	hkleee@ajou.ac.kr
	History	kbpark@ajou.ac.kr
College of Social Sciences	Economics	leekh@ajou.ac.kr
	Psychology	khs9933@ajou.ac.kr
	Applied Social Sciences	ysgong@ajou.ac.kr
	Political Science & Diplomacy	mchin@ajou.ac.kr
	Public Administration	ssb9018@ajou.ac.kr
College of Law	Law	whlee@ajou.ac.kr
School of Medicine	Medical Sciences	jouilo@ajou.ac.kr
	Biomedical Sciences *	
College of Nursing	Nursing Sciences	msyu@ajou.ac.kr
College of Pharmacy	Pharmacy *	yisjung@ajou.ac.kr
	Energy Systems Research *	htkim@ajou.ac.kr
	Molecular Science and Technology *	bunyeoul@ajou.ac.kr
	Education	my5329@ajou.ac.kr
	Financial Engineering *	gshim@ajou.ac.kr
Interdisciplinary Programs	Biomedical Engineering	kdp@ajou.ac.kr
	Space Electronics and Information Engineering	jkim@ajou.ac.kr
	Applied Bio Technology *	sybyun@ajou.ac.kr

* Marked departments have English classes.

In the department of business administration there are OB-HRM, MS/OM, Business administration majors and there are english classes only in the Business administration major.

5. Qualifications for Application

For foreigners with foreign parents or those who completed an entire curriculum of 16 years or more in a foreign country equivalent to elementary, junior and high school as well as a university in Korea, those possessing linguistic(Korean or English) proficiency at a certain level will be able to attend lectures of the relevant department.

A. Language Ability Requirement :

- 1) Certificate of level 3 or above in the Test of Proficiency in Korean(TOPIK)
(However, those who entered the school with level 3 are required to obtain level 4 or above before the graduation.)
 - 2) Above 550 in TOEFL PBT, 210 in TOEFL CBT, 80 in TOEFL IBT, 5.5 in IELTS, 550 in TEPS or other state-authorized English proficiency test scores commensurate with the requirement.
- ※ The Korean or English language ability requirement can be eased for KGSP(Korean Government Scholarship Program) students, Foreign Government Scholarship students, applicants for natural sciences and engineering departments, students from foreign universities which concluded the exchange agreement with Ajou University and students who are granted the special admission into Ajou university through the deliberation of the Graduate School Committee.

B. Master's Programs : Those graduated or expect to graduate from a 4-year college(University) in Korea or abroad

C. Doctoral Programs : Those who obtained or expect to obtain a master's degree from a graduate school in Korea or abroad

D. Master's / Doctoral Integrated Programs :

Those who graduated or expect to graduate from a 4-year college(University) in Korea or abroad

E. Applicants to the Global Management Program should meet the requirements below, in addition to the requirement specified above.

- a. Minimum English language proficiency test scores for admission
- Above 560 in TOEFL PBT, 230 in TOEFL CBT, 85 in TOEFL IBT, 6 in IELTS, 780 in TOEIC, 650 in TEPS or 4 in TOPIK Level 4
- b. Additional English language requirement for applicants to Global Management Department may be waived if the applicant has completed an degree program in which English was the official language.
- c. Additional Korean language requirement for applicants to Global Management may be waived if the applicant has completed an degree program in which Korean was the official language.

6. Required Documents

1) Application Form for Admission

- Every applicants have to register on-line application through the website.
Detailed information will be noticed in the application period. (<http://grad-e.ajou.ac.kr>)
- A written pledge of guarantee for overseas study expenses by a financial supporter
(It may be replaced with an application form for admission and the signature of a guarantor is necessary)

2) Official Transcript (Applicants to Master's Programs : Undergraduate transcripts /
Applicants to Doctoral Programs : Undergraduate and Graduate transcripts)

3) Original Diploma (Applicants to Master's Programs : Undergraduate diploma /
Applicants to Doctoral Programs : Undergraduate and Graduate diplomas)

4) Self-Introduction

5) Study Plan (Download available at <http://grad-e.ajou.ac.kr>)

6) Letter of Recommendation from the research advisor of Ajou University to be attended (Download available at <http://grad-e.ajou.ac.kr>) (Only for applicants for the departments of medical sciences and Biomedical sciences)

7) Letter of Recommendation from the academic advisor(or Chief of department or dean of college) of the university graduated

8) Financial Certifications (Required Documents determined by the Ministry of Justice and Ministry of Education and Human Resources Development)

a. Regular Students

- A Financial guarantor's bank statement (from the applicant's own country or a resident of Korea with a record of continuous deposits for 1 month or more) worth US\$10,000 or more, or a certificate of remittance or foreign exchange worth US\$10,000 or more
 - Financial supporter's ① certificate of employment or business registration certificate, ② certificate of property tax payment, ③ written pledge to bear overseas study expenses (An application form for admission should be signed and sealed by the financial guarantor)
- ※ If the financial guarantor is a faculty member of the said university, a bank statement, certificate of employment and a certificate of property tax payment are exempted.

b. Students on Scholarships

- Certificate of a scholarship payment schedule (Download available at <http://grad-e.ajou.ac.kr>)

c. Exchange Students Between Universities

- University president's letter of invitation and written confirmation of exemption from educational expenses

9) Photocopy of Applicant's Passport**10) Photocopy of Certificate of Alien Registration** (Confined to foreign residents in Korea)**11) Linguistic(English or Korean) proficiency rating report card - TOPIK or TOEFL, IELTS, TEPS****12) Certificate for foreign nationality****a. Foreigners with Foreign Parents**

- Each parent's certificate of foreign nationality (Certificate of naturalization or passport)
- Photocopy of certificate of alien registration

b. Overseas Koreans and foreigners who completed an entire curriculum for a period of 16 years or more in foreign countries

- Diplomas from elementary, junior high and high schools and official transcripts of all grades
- * Not applicable to foreigners with foreign parents.

13) Certificate of completion of 4 semesters' Korean Language Study

(Only for the applicants who completed 4 semesters of Korean Language study in Language Institute of Ajou University)

14) Other documents to be submitted by the applicants for Global Management Department**a. Three recommendation letters** (Download available at <http://grad-e.ajou.ac.kr>)

- Two letters from different individuals related to your educational background. (Professors)
- One letter from an individual related to your educational background or individual able to objectively assess your capacity for graduate study in the chosen field. (e.g., professors)

b. An essay (Download available at <http://grad-e.ajou.ac.kr>)**15) Additional documents to the applicants graduated from overseas university**

- a. Chinese Students : English degree certification issued by China Academic Degree & Graduate Education Development Center(<http://www.cdgc.edu.cn>) which is necessary for applying to the relevant degree programs.
- b. Foreigners, except Chinese, must submit the transcripts / diplomas accredited by Apostille or approved by the Korean embassy

7. Screening Method

Students are selected by evaluation of their documents and interviews; the examination of applicants' documents includes their financial ability. For overseas applicants, the interview screening committee of a departmental may conduct the evaluation based on a phone interview and the submitted documents in place of a personal interview.

1) Examination of Documents :

The evaluation is conducted by the department based on undergraduate or graduate level grades.

2) Interview :

The evaluation is conducted on ability in a major, linguistic proficiency, aptitude, and personality.

Language proficiency(Korean or English) is evaluated to confirm whether or not it is at an appropriate level to take classes in the respective languages.

8. Scholarships

* Scholarship A, B do not waive admission fee.

1) Scholarship A for Foreigners : 100% of the tuition fee (Excluding admission fee)

A. Qualification : Selected by the University's scholarship assessment committee upon departmental recommendation

B. Requirements to be recommended for Scholarship A :

Beneficiary should satisfy any one of the following requirements

- ① Those who received a scholarship from an external scholarship foundation at the time of admission to a university (In addition, those receiving scholarships from an external scholarship foundation after entering a university shall be entitled to receive scholarship A from the semester of receiving the external scholarship.)
- ② Advanced Standing in English or Korean Proficiency Test (TOPIK, TOEFL, IELTS, TEPS)

Department	Regions (Countries)	TOEFL (PBT)	TOEFL (CBT)	TOEFL (iBT)	TEPS	IELTS	TOPIK
Humanities, Social Sciences	English Speaking	600	250	100	819	7.5	Level 5
	Non-English	580	230	88	747	7.0	
Engineering, Natural Sciences	English Speaking	570	230	88	715	6.5	
	Non-English	560	220	85	640	6.5	

2) Scholarship B for Foreigners : 80% of the tuition fee (Excluding the admission fee)

A. Qualification : Selected by the University's scholarship assessment committee upon departmental recommendation

B. Requirement to be recommended for Scholarship B : Beneficiary should satisfy the following requirement

- Advanced Standing in English or Korean Proficiency Test (TOPIK, TOEFL, IELTS, TEPS)

Department	Regions (Countries)	TOEFL (PBT)	TOEFL (CBT)	TOEFL (iBT)	TEPS	IELTS	TOPIK
Humanities, Social Sciences	English Speaking	560	220	85	640	6.0	Level 4
	Non-English	550	210	80	550	5.5	
Engineering, Natural Sciences	English Speaking	560	220	85	640	6.0	
	Non-English	550	210	80	550	5.5	

3) Scholarship of admission fee for foreigners : 75% ~ 100% of the admission fee

A. Qualification

① Selected by the University's scholarship assessment committee upon departmental recommendation

② Applicants who have completed over 4 semesters of Korean Language Institute in Ajou university

③ Applicants who have over 4 level of TOPIK

B. Benefit : ① Level 5, 6 of TOPIK : 100% waiver of admission fee ② Level 4 of TOPIK : 75% waiver of admission fee

4) To be granted Scholarship continuously, students should qualify all conditions below in each semester.

① Maintaining a GPA of 3.5 or higher ② Earning 4 or more credits ③ Not failing any classes.

- Scholarship Period : Masters - up to 4 semesters / Doctoral - up to 6 semesters

- Students who take a general leave of absence will lose the status of a scholarship student

5) Students that are granted a scholarship in integrated programs are treated as being on a special scholarship for the master's program for 1~4 semesters and as being on a research scholarship for the doctoral program for 5~8 semesters.

6) Students of Medical Sciences and Nursing Sciences are excluded from the above scholarship.

(These students follow the scholarship system of the respective departments.)

* Application for Issuance of Visa

1) Qualification for Stay : D-2 Study Visa

2) Agency of Application : Korean missions abroad

※ A certificate for recognition of visa issuance should be applied to the director general of the district immigration bureau in Korea

3) Application : Applicant himself / herself or his / her representative

4) Required Documents for Application

a. Certificate from last school attended (Diploma)

b. Certificate of Admission : Issued only to those among passing applicants who completed registration by the graduate school (Includes financial certifications)

* Matters to be Noted

1) All documents necessary for application for admission must be submitted with the original and documents in Korean or in languages other than English must be submitted after being notarized in Korea and being translated into English.

2) Admission will be denied when the information on the required documents is proven to be false or other facts concerning admission though dishonest methods are revealed.

3) When foreigners enter and stay in Korea for more than 90 days for the purpose of study, they must get their alien registration card at a district immigration bureau within 90 days after entry.

4) Various matters after admission should be complied with the regulations and by laws of the said university's graduate school.

* Education Fee(2013)

(KRW)

Major	Engineering	Natural Science	Humanity & Social Science	Medical Science	Pharmacy	Financial Engineering (Tri-Semester)
Tuition Fee	5,647,000	4,879,000	4,245,000	6,579,000	6,112,000	3,804,000
Admission Fee	900,000	900,000	900,000	900,000	900,000	900,000
Sum	6,547,000	5,779,000	5,145,000	7,479,000	7,012,000	4,704,000