



Fall Semester, 2025 Graduate Admission Guide For International Students

2025. 4.



**Sunchon National Univeristy
(Graduate School)**

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I. Special Admission Pre-requisite (Korean expatriate and Foreigner)

1 Department / Major

○ Special Admission Pre-requisite

※ Graduate Course (M Master / D Doctorate / C Combined Masters and Doctorate)

| Field | Department/Major | M | D | C |
|-----------------------------------|---|---|---|---|
| Humanities & Social Science | Law | ○ | ○ | ○ |
| | Public Administration | ○ | ○ | ○ |
| | Business Administration | × | | |
| | Accounting | ○ | | |
| | International Trade | ○ | | |
| | Logistics | ○ | | |
| | Division of Business Administration, International Trade and Commerce | | | |
| | Business Administration | | × | × |
| | Accounting | | ○ | ○ |
| | International Trade | | ○ | ○ |
| | Logistics | | ○ | ○ |
| | English Language and Literature | ○ | | |
| | Korean Language & Literature | ○ | ○ | ○ |
| | History | ○ | | |
| | Japanese | ○ | | |
| | Philosophy | ○ | | |
| | Education | ○ | | × |
| | Agricultural Economics | ○ | | |
| | Economics | ○ | ○ | ○ |
| | Consumer and Family-Child Studies | × | | |
| | Social Welfare | × | | |
| | School of Education | | | |
| | English Education | | ○ | ○ |
| | Social Studies Education | | ○ | |
| | Mathematics Education | | ○ | ○ |
| | Education | | ○ | × |
| Natural Science | Food Science and Technology | ○ | ○ | ○ |
| | Biology | ○ | ○ | ○ |
| | Chemistry | ○ | ○ | ○ |
| | Food and Nutrition | ○ | ○ | ○ |
| | Food and Cooking Science | ○ | ○ | ○ |
| | Life Resources | ○ | | |
| | Development on Plant Resources | ○ | | |
| | Division of Plant Science | | | |
| | Life Resources | | ○ | ○ |
| | Development in Plant Resources | | ○ | ○ |
| | Animal Science and Technology | ○ | ○ | ○ |
| | Division of Horticulture and Plant Medicine | | | |
| | Plant Medicine | ○ | ○ | ○ |
| | Horticulture | ○ | ○ | ○ |
| | Forest Resources | ○ | | |
| | Landscape Architecture | ○ | | |
| | Division of Forest Resources and Landscape Architecture | | | |
| | Forest Resources | | ○ | ○ |
| | Landscape Architecture | | ○ | ○ |
| | Agricultural Chemistry | ○ | ○ | ○ |

| Field | Department/Major | M | D | C |
|-----------------------------|---|---|---|---|
| Natural Science | Agricultural Education | ○ | | |
| | Mathematics Education | ○ | | |
| | Science Education | ○ | | |
| | Physics | ○ | | |
| | Oriental Medicine Resources | ○ | | |
| | Environmental Education and Science | ○ | | |
| | Computer Education and Information | ○ | | |
| | Pharmacy | ○ | ○ | ○ |
| | Clothing and Textiles | ○ | | |
| | Nursing | × | × | |
| Art | Piano | ○ | | |
| | Creative Writing | ○ | | |
| | Cartoon and Animation Art | ○ | | |
| | Sport and Leisure Science | ○ | | |
| Engineering | Electrical Engineering | ○ | | |
| | Electronic Engineering | ○ | | |
| | Division of Electrical Engineering and Electronic Engineering | | | |
| | Electrical Engineering | | ○ | ○ |
| | Electronic Engineering | | ○ | ○ |
| | Materials Science and Metallurgical Engineering | ○ | ○ | ○ |
| | Chemical Engineering | ○ | ○ | ○ |
| | Mechanical Engineering | ○ | | |
| | Aerospace Engineering | ○ | | |
| | Mechanical & Aerospace Engineering | | ○ | ○ |
| | Civil Engineering | ○ | | |
| | Architentural Engineering | ○ | | |
| | Environmental Engineering | ○ | | |
| | Division of Civil, Architecture and Environmental Engineering | | | |
| | Civil Engineering | | ○ | ○ |
| | Architectural Engineering | | ○ | ○ |
| | Environmental Engineering | | ○ | ○ |
| | Computer Engineering | ○ | ○ | ○ |
| | Division of Smart Convergence Technology | | | |
| | Computer and Communication Engineering | ○ | ○ | ○ |
| | Multimedia Engineering | ○ | ○ | ○ |
| | Smart Agriculture | × | × | |
| | Smart Agricultural Engineering | ○ | ○ | ○ |
| Inter-Disciplinary Programs | Human Harmonized Robotics | ○ | ○ | ○ |
| | Engineering for Smart Clothing | ○ | | |
| | Convergence Arts | ○ | × | × |
| | Science and Information Convergence | | ○ | |
| | Agricultural Industry Economy and Education | | ○ | |
| | Classical Studies and Humanities | | ○ | |
| | Natural Cosmetic Science | ○ | ○ | ○ |
| | Global Society and Policy Development | ○ | ○ | ○ |
| | Global Communication Arts | | ○ | |
| | Yeosu & Suncheon Local Studies | ○ | ○ | ○ |
| | Sports Convergence | | ○ | |
| | Korea-China Interpretation and Translation | ○ | | |
| | Artificial Intelligence in (Teacher) Education | × | | |
| Engineering (BK21) | Advanced Components and Materials Engineering | ○ | ○ | ○ |
| | IT-Bio Convergence System** | ○ | ○ | ○ |
| Total Quotas | | - | | |

* Global Communication Arts : Animation, Photography, Video Design, **Music**, and Culturology majors

** IT-Bio Convergence System : Animal Science and Technology, Smart Agricultural Engineering, Agricultural Chemistry, Division of Horticulture and Plant Medicine, Division of Smart Convergence Technology, Human Harmonized Robotics

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Admission Timeline

| Steps | Schedule | Place | Remarks |
|-----------------------------|----------------------------------|---|---|
| Application Submission | 2025.5.12.(Mon)~5.30.(Fri) | Office of International Affairs and Education | - Submission in person ☎ +82-61-750-3148 (e-mail: int_admission@scnu.ac.kr) |
| Special Admission Screening | 2025.6.9.(Mon)~6.11.(Wed) | Department/Major | |
| Admission Announcement | 2025.6.20.(Fri) TBD | University Website | https://www.scnu.ac.kr |
| Payment of Tuition Fee | 2025.7.1.(Tues)~7.3.(Thur) 16:00 | | https://www.scnu.ac.kr |
| Course Registration | 2025.8.8.(Fri)~8.14.(Thur) | | |

※ Recruitment schedule, submission method, and entrance quota may be changed depending on the circumstances of related departments.

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Eligibility

- Applicants can apply regardless of their original major. However, some subjects designated by the department must be completed after admission.
- Master's and doctoral degree programs in the Department of Pharmacy do not provide qualifications for taking the National Pharmacist Examination.
- Only those who have TOPIK (Test of Proficiency in Korean) level 4 or higher can apply for the Department of Education (Master's) and Education (Doctor, Combined Masters and Doctorate)

| Section | Details |
|---|--|
| Common | Applicants should meet at least one of eligibility requirements and provide proof of eligibility - 1) Applicant and both of applicant's parents must be foreigners ※ Applicant and his or her parents should not have Korean citizenship - 2) Foreigner who has completed all levels of education equivalent to elementary, middle school, high school and undergraduate school outside of Korea. |
| Academic | - Master Program, Combined Masters and Doctorate : must hold a Bachelor's degree or a diploma equivalent to or higher than a Bachelor's degree - Doctoral Program: must hold a Master's degree or a diploma equivalent to or higher than a Master's degree ※ For prospective graduates, those who can graduate by August 2025 and the graduation date of the diploma or diploma must be before August 29, 2025 . Admission will be canceled if the degree is not obtained. |
| Industry-University Cooperation Program | Applicants who has satisfied all eligibilities(Common, Language Proficiency etc.) and academic qualifications and meet requirements below. - A person who has been recommended by the head of the contracting institution - A person who consulted with related department office and submitted application ※ If the contract with the affiliated institution is terminated or revoked after admission, the program may be suspended. |

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Required Documents

- Application and required document forms can be downloaded from the homepage of Suncheon National University Graduate School.
> Suncheon National University Website (English) > Undergraduate/Graduate > Graduate School > Admission(For International Applicants)
- All application documents must be submitted in **original copy**. However, if the original is not available, submit **notarized document** in original if it is difficult to reissue original documents.

(Never accept any original or notarized documents without official government verification.)

C. All required documents must be in either English or Korean. Certificate in other languages than English or Korean require a notarized certificate translated in English or Korean.

D. Candidates(graduation) must submit the original graduation certificate, transcript, and degree certificate by **August 2025**.

| Required Documents | Form | Details |
|--|----------|--|
| 1. Application form | 1 | Must be written accurately in English or Korean, and must be signed by the person |
| 2. Bachelor's Degree Certificate (Applicable to master's, combined Masters and Doctorate, and doctoral applicants) | | <p>< Graduates ></p> <p>* A original document of the official notarization of the degree certificate</p> <p>< Candidates ></p> <p>* A original copy of a certificate of expected graduation or a certificate of expected degree.</p> <p>* A original document of graduation or degree certificate and official confirmation letter of public institution before admission.</p> <p>- Confirmation Letter of public institution: Apostille confirmation letter, accreditation ex) academic background, degree, etc., consul confirmation letter</p> <p><Common Requirements></p> <p>* Certificates in other languages than English or Korean (including prospective certificate) and confirmation letter of public institution requires a notarized certificate translated in English or Korean. Korean university graduates must submit the original graduation certificate.</p> <p>- Official Notarization: Apostille¹⁾, Recognition report for academic background, degree, etc.²⁾, Consul's confirmation³⁾</p> |
| 3. Master's Degree Certificate (Applicable to doctoral degree applicants) | | <p>< Graduates ></p> <p>* A original document of the official notarization of the degree certificate</p> <p>< Candidates ></p> <p>* A original copy of a certificate of expected graduation or a certificate of expected degree.</p> <p>* A original document of graduation or degree certificate and official confirmation letter of public institution before admission.</p> <p>- Confirmation Letter of public institution: Apostille confirmation letter, accreditation ex) academic background, degree, etc., consul confirmation letter</p> <p><Common Requirements></p> <p>* Certificates in other languages than English or Korean (including prospective certificate) and confirmation letter of public institution requires a notarized certificate translated in English or Korean. Korean university graduates must submit the original graduation certificate.</p> <p>- Official Notarization: Apostille¹⁾, Recognition report for academic background, degree, etc.²⁾, Consul's confirmation³⁾</p> |
| 4. Transcripts | | <p>* Master's program and Combined: Submit transcripts for all undergraduate courses</p> <p>* Doctoral program: Submit transcripts for all undergraduate and master's programs</p> <p><Common Requirements></p> <p>* Certificates in other languages than English or Korean and confirmation letter of public institution requires a notarized certificate translated in English or Korean. Korean university graduates must submit the original graduation certificate.</p> |
| 5. Personal Statement & Statement of Purpose | 2 | * The address of the schools you graduated from and the address which you will receive mail should be stated accurately. |
| 6. Passport photocopy | | * Submit a copy of your passport with at least 6 months left before the expiration date (For those residing in Korea, additional copies of the front and back sides of a valid alien registration card must be submitted) |

| Required Documents | Form | Details |
|--|------|--|
| 7. Statement of financial resources | 3 | <ul style="list-style-type: none"> * Financial guarantee can be provided by the person, parent, or advisor professor * Original bank statement(English) or Additional submission of notarized original copy (original notarized copy in Korean or English) <ul style="list-style-type: none"> - Certificate of deposit balance of 16,000,000 KRW or more for the applicants or one of his/her parents - Only documents issued after 2025.5.12. are accepted (However, documents with an expiration date on the certificate are recognized as valid until the expiration date) * If the financial sponsor is an advisor professor, the certificate of deposit balance can be omitted. <ul style="list-style-type: none"> - If your advisor professor supports a part of the amount of financial support, you must submit a certificate of deposit balance (either yours or one of your parents') and when you applying for VISA after acceptance you must prepare documents if requested by the embassy. |
| 8. Certificate of Family Relations | | <ul style="list-style-type: none"> * The name, nationality, and relationship of the applicant and his/her parents must all be marked. <ul style="list-style-type: none"> - If there are special matters such as divorce, death, acquisition of Korean nationality, etc. of parents, additional documents must be submitted * China: Census Registration (original notarized Korean or English translation) <ul style="list-style-type: none"> <Common> <ul style="list-style-type: none"> - Original documents issued within 3 months from the date of application (If it is issued in a language other than Korean or English, submit the original notarized translation) |
| 9. Copy of applicant's parent's passport or ID | | <ul style="list-style-type: none"> * A copy of both applicant's parents' passports or original notarized Korean or English translation of ID <ul style="list-style-type: none"> (The name on the notarized document must be written in English) |
| 10. Authorization and Consent to Release Educational Records | 4 | |

< Details of documents authenticated by public institutions >

- 1) **Apostille Certificate:** Only for **Apostille member countries**, public documents issued by foreign government offices or any notarized documents such as a diploma and a transcript issued by public universities.
※ Please refer to Attached 1) to identify that your country is an Apostille member country.
 - Relevant institution: The Ministry of Foreign Affairs and Trade, 'Safe Foreign Trip' homepage (www.0404.go.kr), Consultation call : 02-2100-7500, Consul call center : 02-3210-0404
- 2) **The Education Verification** can be issued from **CHSI(学信网)**
발급기관 : China Higher Education Student Information and Career Center
学信网 : <https://www.chsi.com.cn>
- 3) **Documents authorized by a consul** : The document is authorized by **the government or verified by the Korean Consulate in each country.** * Only applies to those who are not members of an apostille agreement country

E. The following shall be submitted only by relevant people.

| Submittal documents | Form | Details |
|---|------|--|
| Employment certificate | | * Only for relevant people |
| Language Proficiency Certificate | | * Only for applicants with TOPIK, TOPIK IBT, TOEIC, TOEFL, IELTS scores * Applicants for the Department of Education (Master) and Education Major (Doctoral degree, combined) must submit TOPIK (Test of Proficiency in Korean) level 4 or higher |
| Certificate of Completion Korean language training course | | * Only applicants who have taken Korean Language training from Regular Korean Language training institutions in Korea (must include their grades and attendance rates for each semester) |
| Letter of recommendation for Doctorate | 5 | * Only applicants for Doctoral Courses and Combined Masters and Doctoral Courses - Substitute the signature of the prospective professor on the application form |
| Letter of recommendation for Combined Masters and Doctorate | 6 | |
| Master's Thesis (only Department of Pharmacy) | | * Only applicants for Doctoral Program |

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Screening Process

- A. Applications are screened by document examining.
B. If needed, each department may conduct extra written test and interview.

6

Selection Criteria and Admission Decision

- A. Selection Criteria: An average score of 70 or higher as a result of the comprehensive examination and evaluation conducted by the relevant department/major
B. Decision Notification: From among qualified candidates who meets selection criteria will be reviewed by Graduate Steering Committee and the dean of graduate school will determine and announce admission decision after examination

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Application fee : Free

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Scholarships and Benefits

- A. Academic activity support scholarship(research support scholarship, academic conference presentation scholarship)
B. Research Assistant Scholarship(RA): Those who are selected as assistants for education and research
C. Special living expenses scholarship for SCNU Advanced Components and Engineering students
- Eligibility : Enrolled students who are studying in Advanced Components and Engineering(Master, Doctorate, Combined Master and Doctorate)
- Scholarship amount : 1.5million ~ 2million won/month
※ For further details, contact the Advanced Components and Materials Engineering Department office (☎061-750-5260)

- A. Even if a candidate who submitted a certificate of expected graduation in February 2025 has received final acceptance and admission, if he/she does not submit the original official confirmation of the graduation certificate (one of the Consular Confirmation, Apostille, or CHSI Certificate of Education) before the date of admission, the admission will be cancelled or revoked.
- B. Those who are expected to graduate and are eligible for a student visa (D-2) must submit their final graduation certificate and academic background certificate in accordance with the 「Guidelines for Visa Issuance and Residence Management for International Students」 of the Ministry of Justice to receive a certificate of admission. Applicants must submit their application by the deadline for tuition payment condiering the visa grant review.
- C. Admission will be cancelled in the following cases.
- If it is revealed that any documents were altered, forged or falsified
 - If the education background check suggests that the applicant is disqualified
 - If the applicant has enrolled by any other illegal methods
- D. Enrolled students for Master's and Doctoral Program different from previous major
- Those who are admitted to programs different from their previous major should obtain 9 credits in the pre-requisite subjects designated by the relevant department in addition to the credits that they should obtain in their chosen courses.
- E. Submitted documents cannot be returned.
- F. If candidate does not obtain a visa by August 29(Fri), 2025, it will be considered that candidate have withdrawn from registration, and the admission will be canceled.
- G. For further information, please contact SCNU Office of International Affairs and Education (☎ +82-61-750-3148)

A. Announcement of the successful applicants

- 1) Date : 2025. 6. 20.(Fri) 14:00 <TBD>
- 2) Place : Homepage of the Suncheon University (<http://www.scnu.ac.kr>)

B. Tuition payment

- 1) How to print tuition bill: Download from the homepage (<http://www.scnu.ac.kr>)
- 2) Period for printing tuition bill and tuition Payment : 2025.7.1.(Tues) 09:00 ~ 7.3.(Thur) 16:00
- 3) Bank for transfer: Nong-Hyup Bank

C. Registration Cancellation and Tuition Refund

- 1) The period of registration cancellation and tuition refund: Before the start date of the semester
- 2) Location of the reception office of tuition cancellation: Graduate school administration office via relevant department
- 3) Required documents: Registration cancellation and application form for tuition refund (homepage of graduate school at Suncheon University → Forms → download), receipt of tuition payment, a copy of bankbook, a copy of ID card

D. Information for Tuition (based on 2025)

(Unit : Won)

| Field | Admission fee | Tuition fee | Total | Remarks |
|-----------------------------|---------------|-------------|-----------|--|
| Humanities & Social Science | 180,000 | 2,003,000 | 2,183,000 | Agricultural Industry Economy and Education, Classical Studies and Humanities, Global Society and Policy Development, Yeosu & Suncheon Local Studies, Korea-China Interpretation and Translation |
| Natural Science | 180,000 | 2,429,000 | 2,609,000 | |
| | 180,000 | 2,466,000 | 2,646,000 | Nursing, Science and Information Convergence, Natural Cosmetic Science |
| Engineering | 180,000 | 2,631,000 | 2,811,000 | Human Harmonized Robotics, Engineering for Smart Clothing, Artificial Intelligence in (Teacher) Education |
| Arts and Sports Science | 180,000 | 2,003,000 | 2,183,000 | Creative Writing |
| | 180,000 | 2,745,000 | 2,925,000 | Piano, Cartoon and Animation Art, Convergence Arts, Global Communication Art |
| | 180,000 | 2,429,000 | 2,609,000 | Sport and Leisure, Sports Convergence |
| Pharmacy | 180,000 | 3,024,000 | 3,204,000 | |

11**Information for Visa Application & Issuance****I. Those outside of Korea without a Visa****A. Visa Application Procedure**

- ① After confirming the payment of tuition, the certificate of admission and the scan file of the school's business registration will be sent to the e-mail on the admission application form.
- ② All the successful applicants who have received Certificate of Admission should apply for a visa at the Korean embassy or Korean consulate in the applicant's own country.
 ※ The successful candidate must apply for VISA in person at the Embassy of the Republic of Korea in their own country.

B. Required documents: It varies from country to country. Applicants should ask individually at the Korean Embassy (or the Korean Consulate) in applicant's own country.

※ Documents are different according to the rules of the Korean Embassy.

C. Others: Required documents can be changed in the case of a policy change and the institutions request.

D. The successful candidate must inform OIAE (Office of International Affairs and Education) of the result of VISA issuance by 2025. 8. 29.(Fri).

II. Those already in Korea with a Visa**A. Visa Change or Extension Procedure**

- ① After confirming the payment of tuition, the certificate of admission will be sent to the e-mail on the admission application form.
- ② Refer to the list of documents to be submitted below and apply directly to the competent immigration office.

- ③ Even if the period of stay remains, the change of status of residence, change of course, and change of affiliated university must be completed before the start of classes.

B. Questions: Office of International Affairs and Education (☎ **+82-61-750-3148**) / int_admission@scnu.ac.kr

| Change of Visa Status | Visa Extension |
|---|--|
| <p>① Visa application form</p> <p>② A photo with white background (3cmX4cm)</p> <p>③ Receipt of tuition fee payment</p> <p>④ Passport</p> <p>⑤ Alien Registration Card</p> <p>⑥ Original diploma and certificate of graduation or proof of pending diploma</p> <p>※ Submit one of the following forms</p> <ul style="list-style-type: none"> - Official certificates submitted with the attachment of "Apostille". - Official certificates with the attachment of an authentication issued by the Korean Embassy or consulate, or the candidate's home country Embassy in Korea - (Chinese students only) Official certificates registered(in English) with Center for Student Services and Development, Ministry of Education (www.chsi.com.cn) <p>⑦ Financial related documents(necessary only for the students from the countries announced by the Minister of Justice)</p> <ul style="list-style-type: none"> - Only bank account opened under your name in Korean(Domestic) bank will be accepted. - Deposit balance certificate of bank balance equivalent to 16,000,000 KRW or more in your bank account <p>※ Certificate of bank balance must be within 30 days of application</p> <p>⑧ An original copy of Korean Language Course Certificate (only for relevant applicant)</p> <p>⑨ An original copy of Korean Language Course Transcripts including attendance (only for relevant applicant)</p> <p>⑩ Proof of residence (receipt of payment for the dormitory, proof of residence, etc.)</p> <p>※ Visa change and alien registration card issuance fee : 130,000 won (When Visa is changed, ARC needs to be issued.)</p> | <p>① Visa application form</p> <p>② Receipt of tuition fee payment</p> <p>③ Passport</p> <p>④ Alien Registration Card</p> <p>⑤ Original diploma and certificate of graduation or proof of pending diploma</p> <p>⑥ Proof of residence (receipt of payment for the dormitory, proof of residence, etc.)</p> <p>⑦ Financial related documents(necessary only for the students from the countries announced or critical management countries by the Minister of Justice)</p> <ul style="list-style-type: none"> - Only bank account opened under your name in Korean (Domestic) bank will be accepted. - Proof of bank balance equivalent to 16,000,000 KRW or more in the bank account <p>※ Certificate of bank balance must be within 30 days of application</p> <p>Visa Extension Fee: 60,000 won</p> <p>※ Countries announced by the Minister of Justice : Ghana, Nigeria, Nepal, Myanmar, Bangladesh, Vietnam, Mongolia, Sri Lanka, Uzbekistan, Ukraine, Iran, Egypt, India, Indonesia, China, Kazakhstan, Thailand, Pakistan, Peru, Philippines</p> <p>※ Critical management countries: Guinea, Mali, Ethiopia, Uganda, Cameroon</p> |

※ Required Documents for submission may be changed when there is a revision of the relevant laws and the request of the institution.

Reference materials for Apostille

■ **Apostille:** Treaty which is a document issued in one of the contracting states or country can be certified for legal purposes in all the other contracting country (Took effect after 14th July 2007)

- ▶ Apostille documents have the **same value** as **confirmation letter from relevant embassies**

■ **The List of Contracting Countries for Apostille Certificates** (based on **2024. 6. 5. record**)

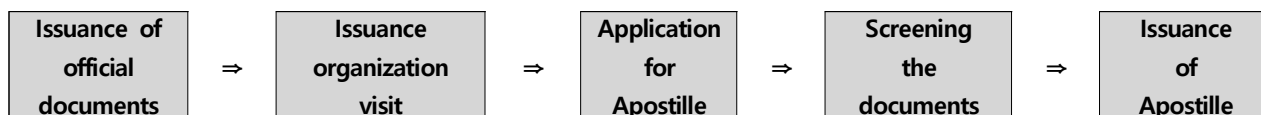
- ▶ For information regarding how to get an Apostille, please refer to the website:

<https://www.hcch.net/en/instruments/specialised-sections/apostille>

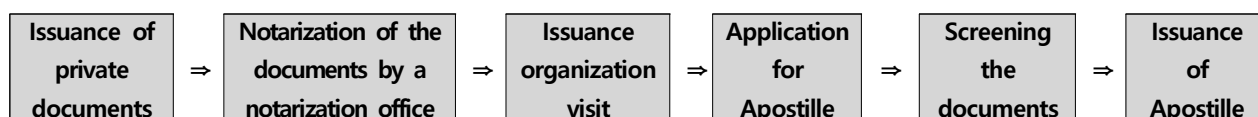
| Continent | Member nations |
|---------------|--|
| Asia, Oceania | New Zealand, Niue, Marshall Islands, Mauritius, Mongolia, Vanuatu, Brunei, Samoa, Singapore, Australia, India, Indonesia, Japan, China(Macau, Hong Kong), Cook Islands, Tajikistan, Tonga, Pakistan, Palau, Fiji, Philippines, Republic of Korea |
| Europe | Greece, Netherlands, Norway, Denmark, Germany, Latvia, Russia, Romania, Luxembourg, Lithuania, Liechtenstein, Macedonia, Monaco, Montenegro, Moldova, Malta, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, Cyprus, San Marino, Serbia, Sweden, Switzerland, Spain, Slovakia, Slovenia, Armenia, Iceland, Ireland, Azerbaijan, Andorra, Albania, Estonia, United Kingdom, Austria, Uzbekistan, Ukraine, Italy, Czech Republic, Kazakhstan, Kosovo, Croatia, Kyrgyzstan, Türkiye, Portugal, Poland, France, Finland, Hungary |
| North America | USA, Canada |
| Latin America | Guyana, Guatemala, Granada, Nicaragua, Dominican Republic, The Commonwealth of Dominica, Mexico, Barbados, Bahamas, Venezuela, Belize, Bolivia, 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, Peru, Paraguay, Jamaica |
| Africa | Namibia, South Africa, Liberia, Lesotho, Malawi, Botswana, Sao Tome and Principe, Senegal, Seychelles, Kingdom of Eswatini, Cape Verde, Burundi, Tunisia, Rwanda |
| Middle East | Morocco, Bahrain, Saudi Arabia, Oman, Israel |

■ **Procedure for Apostille (This is an example and may vary by country)**

A. Official documents (National and public universities etc.)



B. Private documents* (Private universities etc.)



* In the case of private documents, there may be differences depending on the notary public law and the attorney-at-law law of the relevant country, but usually, the apostille can be confirmed if submitted after being notarized in the relevant country.

서식 1)

입 학 지 원 서

(Application for Admission)

사 진(Photo)
(3×4cm)

| | |
|------|--|
| 수험번호 | |
|------|--|

※ MS WORD로 한국어 또는 영어로 작성하시오. (Please write in MS WORD in Korean or English.)

| | | | |
|--|--|--|--|
| I. 인적사항(Personal Information) 1. 이름(Name) : _____ (한글) _____ (한자) _____ 2. 국적(Citizenship) : _____ 3. 성별(Sex) : () 남(Male) () 여(Female) 4. 생년월일(Date of Birth) : ____/____/____/ 월(Month) 일(Day) 년(Year) 5. 주소(Mailing Address) : _____ _____ 전화(Tel) : _____ Fax : _____ E-mail Address : _____ 6. 여권번호(Passport No.) : _____ | | 7. 외국인 등록번호(Alien Registration No.) : _____ ※국내체류자만 작성 (For the applicant residing in Korea Only.) 8. 비상연락처(Guardians) : 국내(In Korea) 이름(Name) : _____ 전화번호(Tel) : _____ 관계(Relationship) : _____ 본국(Home Country) 이름(Name) : _____ 전화번호(Tel) : _____ 관계(Relationship) : _____ | |
| II. 학력 : 고등학교부터 기록(Educational Background : Since High School) 기간(Dates) 학교명(Institution) 전공(Major) 학위(Degree) _____ _____ _____ | | | |
| III. 지원계획(Degree Plan) 1. 지원학위과정(Type of Degree) : () 석사(Master) () 박사(Doctorate) () 석.박사통합(Combined Masters and Doctorate) 2. 지원학과(Department) : _____ 3. 전공(Major) : _____ | | V. 기타사항(Other Information) 1. 생활관 지원 여부 (Dormitory Application) : 지원(Yes) () / 지원안함(No) () ※ 반드시 체크하여야 함. (Do NOT FORGET to check Yes or No.) 2. 국내 체류 여부 (Current Residence) 한국 (Korea) () 체류자격(Visa Status): _____ 해외 (Overseas) () 체류국(Country): _____ ※ 지도 예정교수(Prospective Faculty Advisor) 소속(College and department) : 성명(Name) : 확인 날인(Signature or Stamp) : | |
| IV. 외국어실력(Language Proficiency) 언어 우수 양호 괜찮음 빈약 Language Excellent Good Fair Poor Korean _____ English _____ _____ | | | |

상기 내용은 사실과 다름이 없으며 만약 허위로 판명되었을 때는 입학 허가가 취소되는 것에 대하여
의의가 없음을 확인합니다.

I certify that the information provided in this application is true and complete to the best of
my knowledge, and I understand that any inaccuracy and falsification may affect my admission
including its cancellation after enrollment.

접수일(Application Date): _____ 지원자 서명(Applicant's Signature): _____

자기소개 및 학업계획서 (Personal Statement & Academic Objectives)

※ 평가요소로서 중요한 자료이므로 A4 용지 2장 이상 분량으로 반드시 사실에 입각하여 상세하게 본인이 작성

(This document is crucial to the applicant's admission, thus must be written carefully and accurately on at least two sheets of A4 sized paper.)

※ MS WORD로 한국어 또는 영어로 작성하십시오. (Please write in MS WORD in Korean or English.)

- 성명(Name):
 한글(In Korean) :
 한자(In Chinese) :
 영문(In English) :
- 생년월일 (Date of Birth) :
- 주소(우편물 수령이 가능한 주소를 영어로 기입) (Write Postal address in English)
 - Address (Write in English or Chinese):
 - E-mail Address:
 - Contact Telephone Number :
- 지원과정(석사, 박사, 석.박사통합) Course Applied for (Master's, Doctorate, Combined Masters and Doctorate) :
- 직장명(해당시만 기재) Occupation (If applicable) :
- 국 적(Nationality) :
- 학력사항(초등학교부터 상세히 기재) Educational Background(In detail from elementary education)
 - * 학위명은 영문으로 기재한다. (Please write in English.)

| 기 간 (Period) | | 학력사항 (Educational Background) | 출신학교명 및 주소(School Name And Address) ※ 최종 졸업학교는 영어로 정확히 기재, 중국 주소는 중국어로도 기재. 난이 부족할 경우 별지에 작성 가능 (The address of the last school attended should be written in English or in Chinese) |
|-----------------|--------|----------------------------------|--|
| 부터(from) | 까지(to) | | |
| 부터(from) | 까지(to) | | |
| 부터(from) | 까지(to) | | |
| 부터(from) | 까지(to) | | |
| 부터(from) | 까지(to) | | |

* 위에 기재한 출신학교 주소에 의거 학력조회를 의뢰한다.

(Verification of authenticity of academic records and credentials will be conducted by contacting the above schools.)

* 주소 불명확 등으로 사증발급인정서, 합격통지서, 학력조회 의뢰서 등이 미도달 또는 반송될 경우에는 지원자의 책임으로 한다.

(The applicant will bear responsibility for any mails which may go astray such as notification of admission, and requests for verification of academic records and credentials as a result of an incorrect address given by the applicant.)

※ MS WORD로 한국어 또는 영어로 작성하시오. (Please write in MS WORD in Korean or English.)

○ 경력사항(해당자만 기재) Professional Experience (if applicable)

| 기 간(Period) | | 경 력 사 항(Experience) | 비 고(Remarks) |
|-------------|--------|---------------------|--------------|
| 부터(from) | 까지(to) | | |
| 부터(from) | 까지(to) | | |

○ 진학 후의 학업에 대한 계획을 기술, (항목 예시: 진학동기, 미래의 학업 및 연구 계획 등)

(Please discuss your academic objectives with respect to the following: reason for participating, research interest, etc.)

| | |
|--|--|
| 지원 동기 (Reasons for Application) | |
| 학업 및 연구계획 (Study Plan) | |
| 기타 (Other Information) | |

※ 부족할 경우 별지 사용(You can use additional paper if necessary.)

위 사항은 틀림없음을 확인합니다.

This is to certify that the above statements are true to the best of my knowledge.

2025 . . .

지원자 서명(Applicant's Signature): _____

서식 3)

재 정 보 증 서

(Statement of financial resources)

■지원자 (재정보증 대상자) 인적사항(Applicant's Personal Data)

지원자 성명(Applicant's Name) :

생년월일(Date of Birth) :

| 지원 학과(Department Applied for) | | 최종 출신대학(원)(Last School Attended) | | |
|---|---------------------|----------------------------------|---------------------|----------------|
| 과 정 (석사, 박사, 석.박사통합) Program (Master's, Doctorate, Combined Masters and Doctorate) | 학 과 (Department) | 대 학 (College) | 학 과 (Department) | 전 공 (Major) |
| | | | | |

상기 학생(지원자)이 재학기간 중에 필요한 생활비 및 체재비 등 일체를 다음 방법에 의하여 부담할 것을 보증합니다.

I hereby guarantee to sponsor the applicant for his/her study and stay during the school years as set out hereunder.

■ 생활비 및 체제비 소요 예정액(1년)

(Estimated Tuition and Living Expenses)

| 항 목 (Item) | 소요예정액(A) (Estimated Amount) | 재정보증자 부담금(Sponsor's Share) | | 비 고 (Remarks) |
|--|--------------------------------|--|----------------------|------------------|
| | | 조달재원(구체적으로) Source of Support (in detail) | 지급예정액(B) (Amount) | |
| 수업료(Tuition) | ₩ 4,000,000원 | | ₩ 4,000,000원 | |
| 생활비(기숙사비 포함) Living Expenses (including housing) | ₩ 10,000,000원 | | ₩ 10,000,000원 | |
| 기타(Others) | ₩ 2,000,000원 | | ₩ 2,000,000원 | |
| 계 | ₩ 16,000,000원 | | ₩ 16,000,000원 | |

* 비고란에는 본인부담, 보호자부담, ○○○연구보조비, 교류기금 등으로 기재한다.

Fill out "Remarks" section with "self-support," "guardian-support," "research fund," "international exchange fund," etc.

2025. . .

위 재정 보증자 (Sponsor)

- 지원자와의 관계(Relationship to the Applicant) :

- 주 소(Address) :

- 성 명(Name) :

- 전화(Telephone Number) :

- 서명 또는 날인(Signature or Stamp) :

TRANSCRIPT RELEASE
permission to release
student records

I have applied for admission to Sunchon National University Graduate School and give my permission for the release of my school transcripts. This includes courses taken, grades received, and credits awarded.

I hereby authorize you to provide full assistance to Sunchon National University Graduate School when Sunchon National University Graduate School requests to verify my records.

University Name : _____

Enrolled Name : _____

Date of Birth : (y) _____ (m) _____ (d) _____

Degree Conferred : _____

Degree Registration No.: _____

Date of Degree Conferment : (y) _____ (m) _____ (d) _____

Dates of Attendance : From (y) _____ (m) _____ (d) _____ To (y) _____ (m) _____ (d) _____

Applicant's Name

Applicant's Signature

(y) _____ (m) _____ (d) _____
Date

(박사학위과정) 추천서

Letter of Recommendation(for Doctoral Courses)

| 성명 (Name) | 생년월일 (Date of Birth) | 지원학과 (Department Applied For) | 석사학위과정 (Master's Course) | |
|--------------|-------------------------|----------------------------------|--------------------------|---------------------|
| | | | 대학명 (University) | 학과명 (Department) |
| | | | | |

위 지원자의 석사학위과정 이수과목 등을 검토한 결과 우리대학교 대학원 ()
학과 박사학위과정에서 수학할 능력이 있다고 판단되어 추천합니다.

After reviewing the Master's courses the applicant has taken, I am convinced that he/she is academically competent enough to complete a Doctoral course. I hereby recommend him/her for the Doctoral course in _____.

2025. . .

()학과 주임교수 ()Department Chair

성명(Name) : 서명 또는 날인(Signature or Stamp) :

국립순천대학교 대학원장 귀하

* 서식 1) 입학지원서의 지도예정교수 성명과 날인을 받은 경우 생략 가능

서식 6)

(석·박사학위 통합과정) 추천서

Letter of Recommendation(for Combined Masters and Doctoral Courses)

| 성명 (Name) | 생년월일 (Date of Birth) | 지원학과 (Department Applied For) | 석사학위과정(Master's Course) | |
|--------------|-------------------------|----------------------------------|-------------------------|---------------------|
| | | | 대학명 (University) | 학과명 (Department) |
| | | | | |

위 지원자의 학사학위과정 이수과목 등을 검토한 결과 우리대학교 대학원 ()
학과 석·박사학위 통합과정에서 수학할 능력이 있다고 판단되어 추천합니다.

After reviewing the Bachelor's courses the applicant has taken, I am convinced that he/she is academically competent enough to complete a Combined Masters and Doctoral course. I hereby recommend him/her for the Combined Masters and Doctoral course in _____.

2025. . .

()학과 주임교수 (_____)Department Chair

성명(Name) :

서명 또는 날인(Signature or Stamp) :

국립순천대학교 대학원장 귀하

* 서식 1) 입학지원서의 지도예정교수 성명과 날인을 받은 경우 생략 가능

II. Contact Information of Department Offices

| 계 열 | 학과/전공명 | 전화번호 | 학과/전공명 | 전화번호 | 비 고 |
|--------------------------------------|--|----------|---|-------------------------|----------|
| Humanities & Social Science | Law | 750-3430 | Consumer & Family-Children | 750-3670 | |
| | Public Administration | 750-3710 | Social Welfare | 750-3670 | |
| | Business Administration | 750-3410 | Mathematic Education | 750-3360 | |
| | International Trade | 750-3720 | History | 750-3470 | |
| | Accounting | 750-3420 | Japanese | 750-3450 | |
| | Logistics | 750-5110 | Agricultural Industry | Agricultural Economics | 750-3270 |
| | | | Economy and Education | Agricultural Education | 750-3350 |
| | English Language and Literature | 750-3320 | Korea-China Interpretation & Translation | 750-3440 | |
| | Education | 750-3370 | Economics | 750-3460 | |
| | Philosophy | 750-3480 | Global Society and Policy Development | 750-5270 | |
| | Korean Language and Literature | 750-3310 | Classical Studies and Humanities | 750-3470 | |
| | Social Studies Education | 750-3330 | Yeosu & Suncheon Local Studies | 750-3470 | |
| Natural Science | Life Resources | 750-3210 | Biology | 750-3610 | |
| | Forest Resources | 750-3220 | Chemistry | 750-3630 | |
| | Animal Science and Technology | 750-3230 | Physics | 750-3640 | |
| | | | Science Education | 750-3390 | |
| | Horticulture | 750-3240 | Oriental Medicine Resources | 750-3660 | |
| | Plant Medicine | 750-3860 | Food and Nutrition | 750-3650 | |
| | Development in Plant Resources | 750-3280 | Food and Cooking Science | 750-3690 | |
| | Agricultural Chemistry | 750-5180 | Environmental Education & Science | 750-3380 | |
| | Agricultural Education | 750-3350 | Computer Education and Information | 750-3340 | |
| | Mathematic Education | 750-3360 | Clothing and Textiles | 750-3680 | |
| | Landscape Architecture | 750-3870 | Science Information Convergence | Environmental Education | 750-3380 |
| | | | | Computer Education | 750-3340 |
| | Food Science and Technology | 750-3250 | Pharmacy | 750-3705 | |
| | Nursing | 750-3880 | Natural Cosmetic Science | 750-3705 | |
| Engineering | Civil Engineering | 750-3510 | Information Communication Engineering | 750-3590 | |
| | Mechanical Engineering | 750-3530 | Smart Agriculture | 750-5462 | |
| | Electrical Engineering | 750-3540 | Architectural Engineering | 750-3520 | |
| | Materials Science & Metallurgical Engineering | 750-3550 | Polymer Science and Engineering | 750-3560 | |
| | Electronic Engineering | 750-3570 | Environmental Engineering | 750-3810 | |
| | Chemical Engineering | 750-3580 | Aerospace Engineering | 750-3820 | |
| | Advanced Components and Materials Engineering | 750-5260 | Multimedia Engineering | 750-3830 | |
| | Engineering for smart clothing | 750-3680 | Computer Science | 750-3620 | |
| | Artificial Intelligence in (Teacher) Education | 750-3340 | Human Harmonized Robotic | 750-3340 | |
| | Smart Agricultural Engineering | 750-3260 | | | |
| Arts | Piano | 750-5220 | Sport and Leisure Science /Sports Convergence | 750-5210 | |
| | Cartoon & Animation art | 750-5230 | Convergence and Arts | 750-3830 | |
| | Creative Writing | 750-3730 | Global Communication Art | 750-5270 | |

□ Address : 255 Jungangno, Suncheon-si, Jeonnam (Postal Code) 57922

□ Tel : (061) +82-61-750-3148

□ Homepage : <https://www.scnu.ac.kr/web/ggs/home>