



KYUNGSUNG UNIVERSITY



Fall 2025 Admission Guideline for First-Year & Transfer International Students

International Students refer to students with both parents holding foreign nationality.
Undergraduate

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*The above guidelines are translated into English, Chinese, Vietnamese based on the instructions presented in Korean. In the event of any dispute regarding the meaning of the translated English, Chinese, Vietnamese admission guidelines, the meaning of Korean version shall take precedence.



Mid-America College (MAC), Memphis, Tennessee, USA

1. Program Overview

2+2 Double Degree Program between Kyungsung University and Mid-America College (MAC)

※ Detailed information will be provided during the participant selection process after admission

- 1 Target Department: Kyungsung University Global College, Department of Global Studies (Global Business Administration)
- 2 Selection: Students who meet the eligibility criteria will be selected from the incoming students of the Global College, Department of Global Studies (Global Business Administration) in September 2025.
- 3 Format: 2 years (Kyungsung University, Korea) + 2 years (Mid-America College, USA)
 - Students completing the 2+2 double degree program will receive a degree (Bachelor of Business Administration) from both universities upon graduation.
- 4 Curriculum: Kyungsung University 2 years(must complete at least 70 credits, including general education) + MAC 2 years(must complete at least 60 credits, including major courses)
- 5 Program Selection Eligibility:
 - Language: Applicants must have an English proficiency test score of IELTS 7.0 or TOEFL iBT 75 or higher.
 - Credits: Students must complete at least 70 credits from the designated curriculum during the 2-year program at Kyungsung University and have an average GPA of 3.0 or higher.

6 Procedure



※ The program consists of 1 year with 2 semesters, totaling 4 years (8 semesters in total: 2 years at Kyungsung University - 4 semesters / 2 years at MAC - 4 semesters)

7 Tuition Fees

- Kyungsung University (2 years): Tuition fees are paid to Kyungsung University.
- Mid-America College (2 years): Tuition fees are paid to both Kyungsung University and MAC.
 - ※ Mid-America College (MAC) Tuition Fees: Approximately 5,000 USD per year (around 2,500 USD per semester).
 - ※ During the 2 years at Mid-America College (MAC), students are expected to live in the dormitory (separate dormitory fees apply).
 - ※ Please note that during the 2 years spent at MAC in the USA, students must pay tuition fees to both MAC and Kyungsung University in order to maintain eligibility for the double degree program. However, some students who participate in the double degree program and are sent to Mid-America College (MAC) will receive full scholarships for the tuition fees at Kyungsung University during their 3rd and 4th years, and will only pay tuition fees to MAC.

2. Important Notes

- ① The program's implementation and operational details may change depending on the circumstances of both universities.
- ② If a student fails to meet the designated qualifications during the double degree program or is unable to obtain a U.S. visa, they will lose eligibility for the double degree program and will only be able to graduate from the department at Kyungsoong University.
- ③ Conditions for losing eligibility in the double degree program:
 - Failure to complete 70 designated credits during the Kyungsoong University program.
 - Having an average GPA of less than 3.0 for total credits earned at Kyungsoong University.
 - Failure to obtain a U.S. visa.
 - Non-payment of tuition fees.
 - Failure to meet the eligibility criteria set by either of the two universities.

Process	Dates			Location and Other Information
	1 st Round	2 nd Round	3 rd Round	
Online Application and Original Document Submission	17, March, 2025 ~ 21, March, 2025	1, April, 2025 ~ 14, April, 2025	2, June, 2025 ~ 9, June, 2025	<ul style="list-style-type: none"> - Online Application: www.studyinkorea.go.kr ※ Upload required documents (pdf) - Application process is available 24-hours a day. However, on the last application day for each round, the system closes at 17:00 Korean Standard Time. - Must pay the application fee before the deadline - In the case of mail by postal submission, school is not responsible for delivery errors. - The original documents must be received before the deadline and the original documents have to be submitted to International Programs Office, Kyungsoong University - Application and application fee payment must be completed within the specified period. ※ The date deposited into the account of this school shall be within the designated period, and in the case of overseas remittance, the remittance must be made in consideration of the delivery period required (about 7 to 14 days) - In the case of direct submission, the original documents cannot be submitted on weekends (Saturday, Sunday) or on holidays
Interview Session	26, March, 2025 ~ 29, March, 2025	28, April, 2025 ~ 3, May, 2025	23, June, 2025 ~ 28, June, 2025	<ul style="list-style-type: none"> - Check the results On www.studyinkorea.go.kr - According to the individually notified schedule, interview can be face-to face or online (phone call, video call, etc.)
Final Selection Announcement	1, April, 2025	9, May, 2025	4, July, 2025	<ul style="list-style-type: none"> - Result check ㉠ www.studyinkorea.go.kr ㉡ https://kscms.ks.ac.kr/eng/Main.do - Interview result will not be informed individually - Refer to the 'instructions for successful applicants,' and check the detailed tuition payment schedule. - Make payment for the tuition fee within the registration period - Payment of tuition must be completed within 2 weeks after the announcement of successful applicants and the receipt of the invoice.
Semester Begins	1, September, 2025			

Important Application Guidelines

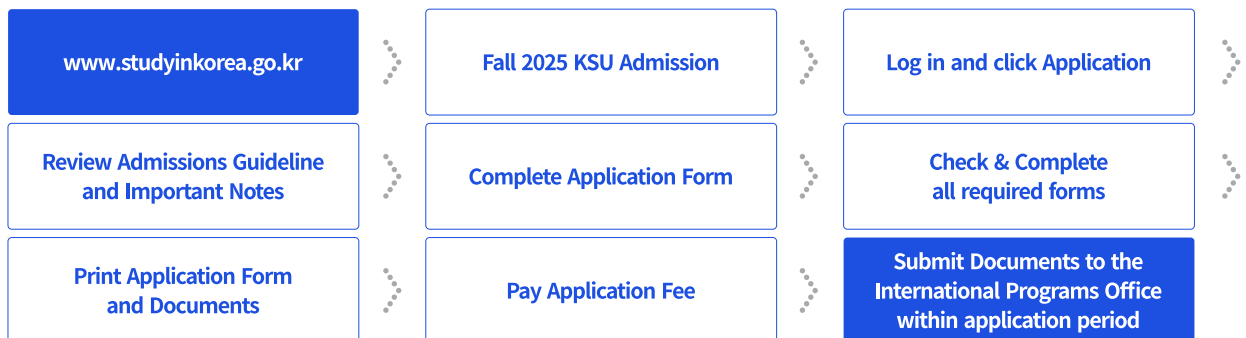
The deadline for online application submission is 5:00 P.M. (Korean Standard Time), and the application will only be recognized upon completion of all required information and payment of the application fee.

A. How to Apply

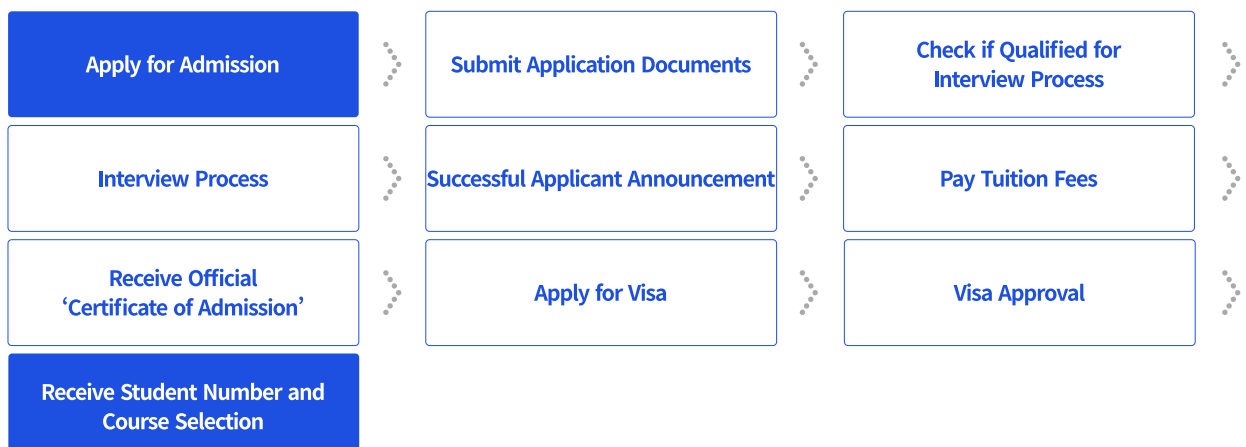
Process	평가항목	배점	비고
Document Screening	Qualification Screening	-	Interview is conducted only for qualified applicants after document screening process
Interview	Learning Ability (Knowledge about the Major)	30	Interview is marked out of 100 points and is evaluated based on the average score of the committee or the interviewer(s)
	Expression of Intention	30	
	Academic Literacy & Attitude	20	
	Language	20	

- | Document Screening: After reviewing all submitted documents, student academic ability, language proficiency, and other qualifications shall be evaluated. (If needed, additional/missing documents may be requested.)
 ※ If the required documents or supplementary documents are not submitted within the specified deadline, the applicants are not eligible for the interview.
- | Interview: Conducted only for the qualified applicants after documents screening process
- | Interview Method: The original method shall be face-to-face (oral) method, but in the case if the face-to-face (oral) method is impossible, the interview shall be completed via phone call or video call.
- | A prospective applicant may be asked to take a practical/performance examination or additional document submission when applying for certain departments, such as the College of Art, Music, and Physical Education.
- | Korean track applicants must take Korean language efficiency test during the admission process (the application fee will be notified separately).

B. Application Process



C. Procedure for Admission



College	Affiliation	Available List		Track				
		School/Department	Major	English track		Korean track		
				First-Year	Transfer	First-Year	Transfer	
College of Liberal Arts	Humanities and Social Science	School of Human Civilization	Korean Language & Literature, Japanese Language & Literature, History and Culture			○	○	
		School of Global Cultural Studies	Cultural Planning, Cultural Contents, Cultural Service			○	○	
		Department of English Language & Literature					○	○
		Department of China Studies					○	○
		Department of Library & Information Science					○	○
College of Social Sciences	Humanities and Social Science	Department of Psychology				○	○	
		Department of Law				○	○	
		Department of Police Administration					○	○
		Department of Media and Communication					○	○
		Department of Advertising & PR(Public Relations)					○	○
College of Commerce & Economics	Humanities and Social Science	Department of Social Welfare				○	○	
		School of Economics, Finance & Logistics	Economics & Finance, Logistics			○	○	
		School of Hospitality & Tourism Management	Hotel & Tourism Management			○	○	
		School of Hospitality & Tourism Management	Food Service Management			○	○	
		Department of Business Administration				○	○	
	Department of International Trade & Commerce				○	○		
College of Engineering	Engineering	Department of Accounting				○	○	
		Department of Big Data and Applied Statistics				○	○	
		Mechanical & Automotive Engineering				○	○	
		Mechatronics Engineering				○	○	
		Department of Environmental Engineering				○	○	
		Department of Civil Engineering				○	○	
		Department of Urban Planning & Engineering				○	○	
		Department of Architecture(5 Years)				○	○	
		Department of Interior Architecture				○	○	
		Department of Industrial and Management Engineering				○	○	
		Department of Advanced Materials Engineering				○	○	
		Department of Electrical Engineering				○	○	
	Department of Electronic Engineering				○	○		
College of Engineering	Engineering	Department of Computer Science & Engineering				○	○	
		Department of Computer Science				○	○	
College of Engineering	Engineering	Department of Information & Communication Engineering				○	○	
		Department of Chemical Engineering				○	○	
College of Arts	Art, Music and Physical Education	School of Music	Piano, Composition, Vocal, Orchestra			○	○	
		Department of Visual Communication Design				○	○	
		Department of Industrial Design				○	○	
		School of Theatre & Film Art	Theatre				○	○
			Film				○	○
			Musical				○	○
		School of Screen Arts	Moving Image, Animation				○	○
		Department of Media Contents				○	○	
		Department of Sport and Health Science				○	○	
		Department of Fine Arts				○	○	
		Department of Craft Design	Metal Craft Design				○	○
			Ceramics				○	○
			Furniture Design				○	○
Textile Design					○	○		
Department of Photography				○	○			
Department of Fashion Design & Merchandising				○	○			
College of Bio & Health	Engineering	Department of Food Science & Biotechnology				○	○	
		Department of Food and Nutrition				○	○	
	Natural Science	Veterinary Technology and Zoology				○	○	
		Department of Cosmetic Sciences				○	○	
		Department of Smart Bio				○	○	
Engineering	Department of Pharmaceutical Science and Technology				○	○		
LINC	Art, Music and Physical Education	Department of AI Media				○	○	
		Department of AI Mathematical Sciences				○	○	
Global College	Humanities and Social Science	Department of Energy Science				○	○	
		School of Global Studies		○		○		
		Global Korean Studies			○		○	
		Global Business Administration			○		○	
	Global Hospitality Management			○		○		
	Engineering	School of Global Engineering Studies		○				
		Global Mechanical Design Engineering			○			
Global IT Engineering				○				

A. Application Fee

- | Fee: 60,000 KRW or 55 USD
- | Payment Method: Kyungsoong University Bank Account
 - ※ Bank account details can be found on school's homepage notice board (www.ks.ac.kr/eng→Admission tab→Undergraduate→Notice)
- | Payment deadline: Same as Application Period
 - ※ Applicants must deposit application fee with the name or application number. Failure to do so, the applicant may not be eligible for interview examination.
- | Once the online application has been completed and submitted, the application cannot be cancelled and the application fee cannot be refunded.
- | Admission fees are exempted for applicants from KSU Overseas Language Education Center and GKS applicants.
- | Cancellation of Application and Refund of Application Fee
 - ① If a cancellation request is made before the application deadline, the application fee will be fully refunded. Cancellations cannot be made after the application deadline, and application fee will not be refunded unless the reasons are recognized by the university.
 - ② Reasons recognized by the university for refund of application fees include natural disasters, the applicant's hospitalization, other accidents, or instances where the applicant is unable to take the examination due to the reasons not attributable to their own fault, as long as it is proven with documentation and does not compromise the fairness of the admissions process.
 - ※ In cases of partial or complete failure to submit documents or failure to meet eligibility requirements, the application will be rejected, and application fee will not be refunded.

B. Tuition Fee(2025)

(Unit: KRW)

College	Affiliation	School/Department	Tuition Fee (First Year)	Tuition Fee (Transfer)	Foreign Student Insurance (Indemnity insurance)
College of Liberal Arts	Humanities and Social Science	School of Human Civilization, School of Global Cultural Studies, Department of English Language & Literature, Department of China Studies, Department of Library & Information Science, Department of Psychology	3,296,000	3,196,000	55,000
		Department of Law, Department of Police Administration	3,296,000	3,196,000	
College of Social Sciences	Humanities and Social Science	Department of Media and Communication, Department of Advertising & PR(Public Relations)	3,346,000	3,246,000	
		Department of Social Welfare	3,311,000	3,211,000	
		School of Hospitality & Tourism Management	3,346,000	3,246,000	
College of Commerce & Economics	Humanities and Social Science	School of Economics, Finance & Logistics, Department of Business Administration, Department of International Trade & Commerce, Department of Accounting	3,296,000	3,196,000	
	Natural Science	Department of Big Data and Applied Statistics	3,826,000	3,726,000	
College of Engineering	Engineering	Mechanical & Automotive Engineering, Mechatronics Engineering, Department of Environmental Engineering, Department of Civil Engineering, Department of Urban Planning & Engineering, Department of Architecture (5 Years), Department of Interior Architecture, Department of Industrial and Management Engineering, Department of Advanced Materials Engineering, Department of Electrical Engineering, Department of Electronic Engineering, Department of Computer Science & Engineering, Department of Computer Science Department of Information & Communication Engineering, Department of Chemical Engineering	4,321,000	4,221,000	
College of Arts	Art, Music and Physical Education	School of Music	4,506,000	4,406,000	
		Visual Communication Design, Industrial Design, School of Theatre & Film Art, School of Screen Arts, Department of Media Contents, Department of Fine Arts, Department of Craft Design, Department of Photography, Department of Fashion Design & Merchandising	4,341,000	4,241,000	
		Department of Sport and Health Science	3,826,000	3,726,000	

College	Affiliation	School/Department	Tuition Fee (First Year)	Tuition Fee (Transfer)	Foreign Student Insurance (Indemnity insurance)
College of Bio & Health	Engineering	Department of Food Science & Biotechnology	4,321,000	4,221,000	55,000
	Natural Science	Veterinary Technology and Zoology	4,066,000	3,966,000	
		Department of Cosmetic Sciences, Department of Smart Bio	3,826,000	3,726,000	
Engineering	Department of Pharmaceutical Science and Technology	4,496,000	4,396,000		
LINC	Art, Music and Physical Education	Department of AI Media	4,341,000	4,241,000	
	Natural Science	Department of AI Mathematical Sciences, Department of Energy Science	3,826,000	3,726,000	
Global College	Humanities and Social Science	School of Global Studies	3,296,000	3,196,000	
	Engineering	School of Global Engineering Studies	4,321,000	4,221,000	

※ The amount tuition paid may vary among the students due to the individual scholarship deducted from the total.

※ 1USD – 1,300KRW

※ International students at Kyungsoong University are required to enroll in both the National Health Insurance (directly paid monthly) to the National Health Insurance Corporation by the student according to the guidelines of the Korean government) and the International Student Insurance (a private insurance paid to the school every six months).

Kyungsoong University Language Education Center - Korean Intensive Program

Program	Eligible Applicants	Semester	Completion Hours	Tuition Fee
Korean Intensive Training Program	Among the successful Korean Track students who has TOPIK Level 2 or below (Including successful applicants for School of Global Studies(Global Korean Studies major))	1 st semester	150 hours	500,000 KRW
		2 nd semesters	150 hours	500,000 KRW
		Total	300 hours	1,000,000 KRW

※ Any student who has TOPIK level 2 or below is required to complete at least 300 hours of the Korean training program for a year upon admission (Ministry of Education).

※ If you achieve TOPIK Level 4 or higher during the course, you will be exempted from completing the remainder of the program. (Please note that tuition fees already paid are non-refundable.)

※ The tuition fee may be subject to change without a prior notice based on the circumstances of the university.

A. Qualification Requirements (Both Tracks)

┆ The applicant and both of his/her parents must hold foreign nationality.

┆ A person who has completed all regular curriculum corresponding to Korean or foreign elementary and secondary education and has a high school graduation (scheduled) or higher education.

B. Qualifications for First-Year and Transfer

First-Year and Transfer International Applicant Qualification

※ Those who completed the "Intermediate 1" course at Sejong Institute / completed Level 3 or higher course at Kyungsoong University's Korean Language Institute / completed the "undergraduate preliminary course" at Kyungsoong University's Overseas Korean Language Center / passed the evaluation of Kyungsoong University.

※ Among the successful Korean Track students who has TOPIK Level 2 or below, is required to complete at least 300 hours of the Korean training program for a year upon admission (Ministry of Education).

※ The policy of graduation requirement for foreign students at Kyungsoong University.

- English Proficiency Test: Graduation is granted if a student has at least one of the following English Proficiency Test scores - TOEFL iBT 71 (PBT 530, CBT 197), IELTS 5.5, CEFR B2, TEPS 601, NEW TEPS 327, TOEIC 700

- Korean Proficiency Test: Graduation is granted if a student has at least Test of Proficiency in Korea (TOPIK) Level 4 certified by the National Institute for International Education. For international students who came with the agreements or programs such as government-invited scholarship recipients, foreign government-supported scholarship recipients, and students entering arts and physical education departments need TOPIK Level 3 or higher. Graduation is also attainable by completing level 4 or higher of the Social Integration Program (KIIP), obtaining a score of 81 or higher in the pre-evaluation, or completing the Intermediate 2 Level or higher of the Sejong Hakdang Korean Language Program.

Eligibility for graduation will be granted upon successful completion of the Korean Language Intensive Program offered by the Kyungsoong University Language Education Center.

First-Year or Transfer	Language Requirement	Academic Requirements
First-Year		A person who has completed all general curriculum corresponding to Korean or foreign elementary and secondary education and has a high school graduation (scheduled) or higher education.
Transfer	<p>1. Korean Track A holder of at least Test of Proficiency in Korean (TOPIK) level 3 or passed the University's Korean language proficiency assessment**</p> <p>2. English Track A holder of at least TOEFL 530 (CBT 197, iBT 71) or IELTS 5.5 or CEFR B2 or TEPS 600 (OR) a person who has the corresponding English ability <one who holds the nationality of a country that uses English as its native language or uses English as a legal official language.></p>	<p>- 2nd Year Transfer: Completed at least the 1st year (2 semesters) at a 4-year university (including 3-year UK system) AND Completed at least 1/4th credits out of the total graduation credits (at least 1/3rd credits for 3-year UK system) needed for a degree OR Graduated from (or) to be graduated from a 2- (or) 3-year college</p> <p>- 3rd Year Transfer: Completed up to 2nd year (4 semesters) at a 4-year university (including 3-year UK system) AND Completed at least 1/2 credits out of the total graduation credits needed for a degree OR Graduated from (or) to be graduated from 2- (or) 3-year college</p> <p>- 4th Year Transfer: Graduation (or expected graduation) from a three-year junior college required</p>

C. Precautions for Admission Qualifications

- ① As a non-Korean prospective international applicant with both parents as foreigners must meet all of the following eligibility criteria:
 - The prospective applicant and his/her both parents are recognized as foreigners only if the applying student and both parents hold foreign citizenship before the beginning of the study in Republic of Korea.
 - If a prospective applicant and his/her both parents have changed (lost /rejected) nationality, the applying student must submit a Certificate of Loss of Nationality.
 - If a parent is the only financial provider due to divorce, death, or other reasons, either the applicant's mother's or father's nationality shall only be applied; however, the reason must be identified/verified by the government-issued document.
 - A prospective applicant with multiple nationalities that include Korean nationality is not recognized as a foreigner.
 - Individuals who have acquired foreigner status retroactively due to a change in nationality are not eligible for admission.
- ② The status of one's nationality standard is in accordance with the application date.
- ③ English track refers to a curriculum in which students can graduate by taking major and liberal arts courses in English, and interview screening is also conducted in English.
- ④ According to the educational laws and regulations of the relevant country, only regular school courses that meet specified academic standards are recognized. Education programs for language study purposes, university preparatory courses, lifelong education courses, adult education courses, correspondence education courses, online education courses, overseas equivalency exams (such as the GED in the United States and Canada, the self-taught exam in China), and homeschooling are not eligible for admission.
- ⑤ The list of the countries that uses English as its first language or uses English as a legal official language is limited to the ones that only specifies the countries information at the homepage of Ministry of Foreign Affairs, Republic of Korea.
- ⑥ At the time of application, a prospective applicant shall submit his/her language proficiency test certification within its validity date.

Notes

Submission Method

Application must be submitted online. (After the admission results are announced, only successful applicants must submit original documents by mail or in person. Submission by email is not accepted.)

Original documents or certified translations with apostille and notarization along with signatures must be submitted, including the admission application.

※ When the verification based solely on the applicant's submitted documents is difficult, additional documents may be requested for confirmation.

Submission Deadline

The date of document submission is based on the arrival date, not the sending date.

Final graduation and academic transcripts for prospective graduates: August 29, 2025 (Friday).

For documents sent via postal mail, arrival within the submission deadline is mandatory. It is recommended to send them in advance before the deadline.

Failure to submit original documents for consular verification/apostille will result in cancellation of admission.

Submission Address

Recipient: KSU International Programs Office ATTN: International Student Admission

Address: 309 Suyeong-ro, #201-2 (Building#30 The Genesis)

Postal Code:48434

Province: Nam-gu

City: Busan

Country: Republic of Korea (South Korea)

Telephone:(+82) 51-663-4064

E-mail: admissions@ks.ac.kr

Bank Balance Certificate: Obtain and submit accordingly after March 4, 2025.

※ Submitted documents will not be returned to applicants for any reason.

First-Year

No.	Required documents	Submission Form
1	Application Form(Mandatory) ※ ※ After completing and submitting application documents, the prospective student must submit the final printed version	Original(1)
2	A Copy of Passport(Mandatory) ※ Print (or copy) on A4-sized paper and submit. ※ Applicants from Uzbekistan should submit only their foreign passports. Submission of domestic passports is prohibited.	Copied(1)
3	A Copy of Korean or English Proficiency Certificate(TOPIK, IELTS, TOEFL iBT) (Optional) ※ Valid transcripts within the validity period (2 years) from the date of the application period (varies for each round's application period).	Original(1)
4	High School Diploma or Certificate of Expected Graduation (mandatory) Korean High School Graduates (or Prospective Graduates) ① Original Certificate of Graduation (or Expected Graduation) ② Copy of School Records with grades for all years ※ Successful applicants who fail to submit final graduation and academic transcripts within the specified deadline will have their acceptance invalid. Chinese General High School Graduates ① Printed CHSI Verification Report (in English) ② Original certified translation of the Diploma ③ Original certified translation of the Academic Transcript Chinese General High School Prospective Graduates ① Original certified translation of the Certificate of Expected Graduation ② Original certified translation of the Academic Transcript ※ Successful applicants must submit the printed CHSI Verification Report (in English), original certified translation of the Diploma, and original certified translation of the Academic Transcript within the specified deadline. Failure to do so will result in the cancellation of acceptance.	Original(1)

No.	Required documents	Submission Form
4	<ul style="list-style-type: none"> Graduates from High Schools outside Korea/China <ul style="list-style-type: none"> ① Notarized or Apostilled Diploma ② Original certified translation of the Academic Transcript Prospective Graduates from High Schools outside Korea/China <ul style="list-style-type: none"> ① Original certified translation of the Certificate of Expected Graduation ② Original certified translation of the Academic Transcript ※ Successful applicants must submit the notarized or apostilled final graduation and academic transcripts, along with the original certified translations, within the specified deadline. Failure to do so will result in the revocation of acceptance. 	Original(1)
5	<ul style="list-style-type: none"> High School Graduation Exam Transcript or College Entrance Exam Score Report (Optional) ※ Submission is optional and will be considered if provided. 	Original(1)
6	<ul style="list-style-type: none"> Language Institute Attendance Certificate and Transcript (applicable individuals) (Optional) ※ Submission of both Attendance Certificate and Transcript is required. 	Original(1)
7	<ul style="list-style-type: none"> Proof of Family Relationship between Applicant and Parents (Mandatory) ※ Additional submission of government-issued documents verifying divorce or death of parents if applicable. ※ Chinese nationals should submit a Kinship Certificate and a Marriage Certificate with notarized translation. ※ In countries where Family Relationship Certificates are not issued, official documents (notarized copies) specifying the nationality of parents, such as Birth Certificates, can be provided as substitutes. 	Original(1)
8	<ul style="list-style-type: none"> Copies of Parents' Passports (mandatory) ※ If parents do not have passports, copies of national identification cards from their respective countries must be submitted. ※ National identification cards issued in languages other than English or Chinese require certified translation. 	Copied(1)
9	Certificate of Confirmation of Payment or Payment/Remittance Receipt	Original(1)
10	<ul style="list-style-type: none"> Applicant from Kyungsoong University Language Education Center <ul style="list-style-type: none"> - One's own Korean account bank balance certificate of at least 8,000,000 KRW Other Applicants <ul style="list-style-type: none"> - One's own or parent's bank account balance certificate of at least 16,000,000KRW ※ Must hold the amount of money in the bank account by the admissions date and the certificate is valid up to 30 days from the issued date ※ Preparation of the documents must be checked with the guidelines provided through the embassies of the resident country to prepare in advance. ※ For domestic residents: submit Korea's Certificate of Balance ※ For Uzbek students: only the submission of KDB Bank (Tashkent) Certificate of Balance is acceptable and required for a deposit of at least a month (Certificate of Balance from other banks are not acceptable) ※ Bank balance certificates cannot be submitted under siblings' names; only accounts under parents' or applicants' own names are accepted. ※ Successful candidates will be required to submit the latest bank balance certificate at a later stage. 	Original(1)
11	<ul style="list-style-type: none"> 'Education Background Checks & Verification' Authorization(Mandatory) ※ Handwritten signature at the bottom is mandatory. 	Original(1)

Transfer

No.	Required documents	Submission Form
1	<ul style="list-style-type: none"> Application Form(Mandatory) ※ After completing and submitting application documents, the prospective student must submit the final printed version 	Original(1)
2	<ul style="list-style-type: none"> A Copy of Passport(Mandatory) ※ Print (or copy) on A4-sized paper and submit. ※ Applicants from Uzbekistan should submit only their foreign passports. Submission of domestic passports is prohibited. 	Copied(1)

No.	Required documents	Submission Form
3	<ul style="list-style-type: none"> Language Institute Attendance Certificate and Transcript (applicable individuals) (Optional) ※ Submission of both Attendance Certificate and Transcript is required. 	Original(1)
4	<ul style="list-style-type: none"> Transcripts from Previous University and High School (Mandatory) Applicants from China <ul style="list-style-type: none"> ① Current Students in Chinese Universities <ul style="list-style-type: none"> - Original certified translation of High School Graduation Certificate, original certified translation of High School Transcript, CHSI report from High School (in English), original certified translation of University Transcript, CHSI report from University (in English), original certified translation of University Enrollment/Completion Certificate ② Graduates from Chinese Universities <ul style="list-style-type: none"> - Original certified translation of High School Graduation Certificate, original certified translation of High School Transcript, original certified translation of University Graduation Certificate, original certified translation of University Transcript, CHSI reports from both High School and University (in English) ③ Prospective Graduates from Chinese Universities <ul style="list-style-type: none"> - Original certified translation of High School Graduation Certificate, original certified translation of High School Transcript, original certified translation of University Graduation Expected Certificate, original certified translation of University Transcript, CHSI reports from both High School and University (in English) ④ Current/Graduate Students from Domestic Universities <ul style="list-style-type: none"> - Original High School Graduation Certificate, original High School Transcript, CHSI report from High School (in English) if graduated from a Chinese high school, original University Enrollment/Graduation Expected Certificate, original University Transcript Applicants from Non-Chinese Schools <ul style="list-style-type: none"> ① University Graduation/Expected Graduation Certificate (Apostilled or Notarized) ② For current university students, High School Graduation Certificate (Apostilled or Notarized) and Transcript must be submitted. 	Original(1)
5	<ul style="list-style-type: none"> Transcript of Completed University Credits (applicable individuals) ※ Submission of document specifying completed graduation credits (in English): Printout from the university's website or issuance confirmation from the previous university is acceptable. ※ Not required if mentioned on the university transcript. 	Original(1)
6	<ul style="list-style-type: none"> Proof of Family Relationship between Applicant and Parents (Mandatory) ※ Additional submission of government-issued documents verifying divorce or death of parents if applicable. ※ Chinese nationals should submit a Kinship Certificate and a Marriage Certificate with notarized translation. ※ In countries where Family Relationship Certificates are not issued, official documents (notarized copies) specifying the nationality of parents, such as Birth Certificates, can be provided as substitutes. 	Original(1)
7	<ul style="list-style-type: none"> Copies of Parents' Passports (mandatory) ※ If parents do not have passports, copies of national identification cards from their respective countries must be submitted. ※ National identification cards issued in languages other than English or Chinese require certified translation. 	Copied(1)
8	<ul style="list-style-type: none"> Applicant from Kyungsoong University Language Education Center <ul style="list-style-type: none"> - One's own Korean account bank balance certificate of at least 8,000,000 KRW Other Applicants <ul style="list-style-type: none"> - One's own or parent's bank account balance certificate of at least 16,000,000KRW ※ Must hold the amount of money in the bank account by the admissions date and the certificate is valid up to 30 days from the issued date ※ Regarding the documents, the guidelines must be checked through the embassies of each country to prepare in advance. ※ For domestic residents: submit Korea's Certificate of Balance ※ For Uzbek students: only the submission of KDB Bank (Tashkent) Certificate of Balance is acceptable and required for a deposit of at least a month (Certificate of Balance from other banks are not acceptable) ※ Bank balance certificates cannot be submitted under siblings' names; only accounts under parents' or applicants' own names are accepted. ※ Successful candidates will be required to submit the latest bank balance certificate at a later stage. 	Original(1)
9	<ul style="list-style-type: none"> 'Education Background Checks & Verification' Authorization(Mandatory) ※ Handwritten signature at the bottom is mandatory. 	Original(1)

A. About Application

- | If needed, additional document(s) shall be requested individually to the prospective applicant.
- | If a prospective applicant's qualifications seem insufficient at a later stage, there is still a possibility of cancellation of admission.
- | Any specific content that are not included in this application guideline shall be determined by Kyungsoong University's relevant committee, and all matters after admission may be re-checked in accordance with the school policy and regulations of Kyungsoong University.
- | If a prospective applicant violates and applies to more than one department, he/she shall be disqualified.
- | If a required language proficiency test certification is not submitted on time, there is a possibility of cancellation of admission.
- | Information about admission is posted on school's homepage notice board (www.ks.ac.kr/eng/Admissions/Undergraduate/Notice).
- | Minister of Justice Notice 21 countries need to submit educational certificate documents (English or Korean) with the three options listed below.
 - ① Apostille ② Consular confirmation of host country ③ Domestic consular confirmation
- | Minister of Justice Notice 21 countries: China, the Philippines, Indonesia, Sri Lanka, India, Myanmar, Bangladesh, Vietnam, Mongolia, Thailand, Pakistan, Nepal, Iran, Uzbekistan, Kazakhstan, Kyrgyzstan, Ukraine, Nigeria, Ghana, Egypt, Peru
- | Applicants who hold dual citizenship (Republic of Korea and foreign) either by birth or naturalization, or who have acquired foreign citizenship after birth, are not eligible to apply. Only applicants who hold foreign citizenship by birth are eligible to apply.

B. About Online Application

- | A prospective applicant shall be held responsible and for any consequences caused by entry errors, omitted entries, and writings with inability to read.
- | Application is strictly completed via online and it is not hand-written, except for applicant's signature(s).
- | Applicant's name, date of birth, and other personal information on application form shall match with the information on own's passport (other submitted documents are also applied in the same way.)
- | Once the online application is completely submitted, a prospective applicant cannot change his/her applying major nor cancel the application.
- | Contact information such as emergency number and address shall be entered accurately in order to reach the applicant's guardian in case of an emergency, and Kyungsoong University shall not be held responsible for any incorrect information.

C. About Application/Document Submission

- | All submitting documents must be presented in their original forms, and if a prospective applicant must submit a photocopies of documents, he/she should check with the relevant office in charge and submit it at a later date.
- | If the submitted documents cannot be properly verified and additional document(s) is requested, and when the applicant fails to comply to submit it within the deadline, there is a cancellation/disqualification even after admission.
- | If the applicant's name is different from other official documents, a verification document shall be submitted additionally as evidence issued by court or other relevant head diplomatic affairs office.
- | If a successful prospective applicant is expected to graduate, he/she must submit the graduation certificate and official transcript before admission, and failure to comply shall result in cancellation of admission.
- | Submitted documents are not returned back to the student, and if any omitted information, forgery of document(s), false information, or other dishonest means is identified during the application process, there is a disqualification/cancellation regardless of the status of admission.

- | If an admission required language proficiency test certification (TOPIK, IELTS, TOEFL iBT) is not submitted with the specified period, there is a possibility of cancellation of admission.
- | For domestic residents, submission of domestic bank balance certificate is required. For applicants from Uzbekistan, only KDB Bank (Tashkent) balance certificate can be submitted. (Submission of balance certificate from other banks is not allowed). Minimum deposit period of one month is required.
- | All documents must be submitted within the document submission period, and no additional documents can be submitted after the document submission period. (Except for cases where the graduation certificate has not been issued yet for applicants who are still in school and submit it before admission)
- | All documents must be submitted in Korean or English. Documents in other languages must be translated and notarized before submission.
- | Original documents must be submitted for documents not specified as copies. If it is impossible to obtain the original document or if only a copy can be submitted, a notarized copy stating that it is identical to the original must be submitted.
- | In case of discrepancy in names on documents, proof of identity must be provided with a document issued by the government of the applicant's home country.
- | Copies of submitted documents must be retained, and all documents and records submitted during the application process are the property of the university and will not be returned to the applicant. (Additional documents necessary for visa application, if any, must be prepared separately)
- | If original high school graduation certificate issuance is only possible once and original submission is impossible, please refer to the table below for document preparation.

Graduation Certificate	Country of Document Issuance (Language)	Apostille/Consular Authentication	Notarization (Original)	Translation into English (Mandatory in English, not Korean)
Original	Korea(Korean)	×	×	×
	English-speaking countries (English)	○	×	×
	Etc.	○	○	○
Copy	Korea(Korean)	All documents issued by Korean schools must be original.		
	English-speaking countries (English)	○	○	×
	Etc.	○	○	○

D. About Successful Applicants

- | Successful applicant shall pay the school fees within the specified period.
- | Cancellation of Admission and Refund Request forms can be found and downloaded from "Admission" section at the website, <http://ks.ac.kr/>
- | The admission schedule is subject to change if there is any spread of natural disasters or infectious diseases (COVID-19 etc.).

| Kyungsoong University Foreign Student Insurance Subscription

- 1) National Health Insurance: As of March 2021, foreign students are strictly scheduled to carry the National Health Insurance as a local subscriber in accordance with the policy of the Ministry of Education, and students must maintain the insurance coverage during his/her study in Korea.(<https://www.nhis.or.kr/english/wbheaa02900m01.do>)
- 2) Foreign Student Insurance (Indemnity Insurance)

※ Detailed information shall be informed to admitted students.

| If a prospective applicant receive a notice of acceptance by another university before the final selection announcement, he/she must immediately notify the unwanted university of the decision or situation.

| The official Certificate of Admission is issued to the students who have successfully paid his/her tuition fees.

| For students admitted to the Korean Language Track or the Global Studies Department (Global Korean Studies Major) who hold a TOPIK Level 2 or lower, or do not have a TOPIK score, a minimum of 300 hours of Korean language training within one year after admission is required (Ministry of Education).

※ Students admitted to the Korean Language Track or the Global Studies Department (Global Korean Studies Major) who submit a TOPIK Level 2 or lower score are required to complete a one-year intensive Korean language training program organized by Kyungsoong University upon admission. (This requirement does not apply to students who have already completed a similar program at a Kyungsoong University Korean Language Center, either domestically or abroad.)

| Kyungsoong University Language Education Center - Korean Intensive Program

Program	Eligible Applicants	Semester	Completion Hours	Tuition Fee
Korean Intensive Training Program	Among the successful Korean Track students who has TOPIK Level 2 or below (Including successful applicants for School of Global Studies(Global Korean Studies major))	1 st semester	150 hours	500,000 KRW
		2 nd semesters	150 hours	500,000 KRW
		Total	300 hours	1,000,000 KRW

※ The tuition fee may be subject to change without a prior notice based on the circumstances of the university.

| Cancellation of Admission (Full refund of tuition fee)

- ① A person who has applied for cancellation of admission before the semester starts
- ※ For those who wish to give up admission, they must apply for cancellation of admission before the opening day (by August 29, 2025) to receive full amount of refund and Admission fee is not negotiable for refund.
- ② A person who is unable to obtain a visa or is unable to enter the country before the designated deadline

E. About Visa Relations

| University does not guarantee the issuance of a visa for the students. Successful applicant who has passed the whole admission process but visa may be disapproved or entry into the country is denied, .

| Visa Application must be made within 7 to 10 days after the issuance (sent from the university) of the Certificate of Admission. Negative results may arise if the proper process is not done accordingly on time.

| Admission will be canceled if you fail to obtain visa before the beginning of the semester or if you fail to enter South Korea within 2 to 3 weeks after the beginning of the semester.

※ Except for situations caused by natural disasters / force majeure situations / local, overseas diplomatic missions / consular affairs of the Republic of Korea

First-Year and Transfer Foreign Students

Type	Student	Scholarship (Tuition Fee Waiver)	Criteria	Remarks
Tuition Fee Waiver	Korean and English Tracks	100% (Special Selected Scholar)	<ul style="list-style-type: none"> - Recommended candidates according to agreements with the government, companies, foundations, and secondary and higher educational institutions. - A special selected scholar based on the highest score of the admission evaluation process among the holder of Test of Proficiency in Korean (TOPIK) Level 5 for Korean Track admission, a holder of TOEFL iBT 79 or at least IELTS 6.0 or holds the nationality of a country that uses English as its mother tongue or uses English as a legal official language for English Track admission 	Among a special selected scholar who qualifies for one of the three criteria shall be finally chosen, and limited number of applicant(s) per semester shall be finally chosen within the current set budget. ※ If there is no qualified student, no one will be selected
		50%	Test of Proficiency in Korean (TOPIK) Level 4 or higher	Admission fee is not included in the 'tuition fee waiver' section
	Korean Track	40%	Test of Proficiency in Korean (TOPIK) Level 3/ KSU TOPIK Level 4 or higher	
		30%	Without any TOPIK or KSU TOPIK, but anyone who falls under the language admission standards set by our university	
		English Track	50%	
	40%		TOEFL iBT 95 or higher/ IELTS 7.0	
	30%		TOEFL iBT 71 or higher/ IELTS 5.5 or higher - A student of English-speaking foreign nationality	

Enrolled Foreign Students

Type	Student	Scholarship (Tuition Fee Waiver)	Criteria	Remarks
Tuition Fee Waiver	Korean and English Tracks	100%	Average of 3.5 or higher from the previous semester	Special Selected Scholar
		90%	Top 1.5% or below	
		80%	Over 1.5% and up to 3%	
		70%	Over 3% and up to 5%	
		60%	Over 5% and up to 7%	
		50%	Over 7% and up to 10%	
		40%	Over 10% and up to 20%	
		30%	Over 20% and up to 30%	

※ The above-mentioned scholarship may be subject to change without a prior notice based on the circumstances of the University.

Dormitory Location

Kyungsung University, Building #28 / Nuri Dormitory #1 / Address: 309 Suyeong-ro, building#28, (Daeyeon-dong)
Province: Nam-gu / City: Busan / Country: Republic of Korea (South Korea) / Postal Code:48434

Dormitory Homepage

<http://ks.ac.kr/nuri>

Facility Introduction

- | Dorm: 2-persons per room
- | Composition: Bed, Shared Bathroom, Shared Refrigerator, Phone, Desk, Closet, Drawer, Shoe Closet, LAN, Chair, Wifi
- | Other Facilities: Laundry Room, Ironing Room, Ping-Pong, Parcel Pick-Up Area, Resting Area, Shared Kitchen, Internet Cafe
- ※ Kitchen is applied on a first-come, first-served basis and cannot be used when it is fully booked.

Cost

Term	Dormitory fee
1 semester(16 weeks)	900,000 KRW
1 semester(16 weeks) + Vacation(8 weeks)	1,410,000 KRW

※ The above-mentioned dormitory cost may be subject to change without a prior notice based on the circumstances of the university.



A. International School Academic Verification Document Submission Guide (Outside China)

For high school graduation and academic (enrollment) verification documents issued by overseas schools, one of the following verifications in "① ~ ③" must be obtained and submitted during the document submission period. In case of unavoidable circumstances causing a delay in submission, it must be submitted within the designated period after the announcement of successful candidates.

- ① Degree (academic) verification documents confirmed with Apostille
- ② Degree (academic) verification documents confirmed by the Korean Embassy/Consulate in the country where the school is located
- ③ Degree (academic) verification documents confirmed by the Korean Consulate in the country of origin

B. Credential verification report on academic background and degree issued by the Ministry of Education in China

(applies to only for those who have obtained academic background in China)

Category	Notes
学位网 A graduate of general 4-year University in China	<ul style="list-style-type: none"> - Guide to Certification/Authentication Institution <ol style="list-style-type: none"> 1) Name of Institution: 教育部学位与研究生教育发展中心 2) Homepage : www.cdgd.edu.cn - If a prospective is trying to get the document authenticated in Korea, please contact Seoul's office named Confucius Institute in Seoul. <ol style="list-style-type: none"> 1) Homepage : http://renew.kongzi.co.kr/ > Confucius Institute in Seoul 2) Phone Number: +82-2-554-2688, Email: ci88@cis.or.kr - What is Verified : www.cdgd.edu.cn/cn/rzxz/284236.shtml - Authentication Process : www.cdgd.edu.cn/cn/rzxz/265554.shtml - How to Apply : www.cdgd.edu.cn/cn/rzxz/265553.shtml
学信网 Only applies to a graduate of high school and college in China	<ul style="list-style-type: none"> - Guide to Certification/Authentication Institution <ol style="list-style-type: none"> 1) Name of Institution : 中国高等教育学生信息网 (学信网) 2) Homepage : www.chsi.com.cn 3) In case of document related inquiries, please contact the appropriate designated representative in charge of surname. Please check at the link: www.chsi.com.cn/xlrz/201202/20120228/284945923.html - Online application and for direct visit : www.chsi.com.cn/xlrz/
A graduate of vocational high school in China	<ul style="list-style-type: none"> - A graduate certificate issued by the relevant school (verified by The Education Office + The Korean Consul of Embassy of People's Republic of China) - A graduate certificate issued by The Education Office (verified by The Korean Consul of Embassy of People's Republic of China)

C. Members of Apostille Convention Country List

(based on 5th June, 2024, Ministry of Foreign Affairs)

Regions	Countries
Asia, Oceania (22 Countries)	Australia, China (Macao, Hong Kong), Japan, Republic of Korea, New Zealand, Brunei, Mongol, Cook Islands, Fiji, India, Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue, Tajikistan, Palau, Philippines, Singapore, Indonesia, Pakistan

Regions	Countries
Europe (52 Countries)	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italia, Latvia, Lithuania, Luxemburg, Monaco, Montenegro, Netherlands, Norway, Poland, Portugal, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, North Macedonia, Ukraine, England, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan, Kosovo
North America (2 Countries)	America, Canada
Central and South America (31 Countries)	Argentina, Mexico, Panama, Republic of Suriname, Venezuela, Antigua and Barbuda, Bahamas, Barbados, Belize, Colombia, Commonwealth of Dominica, Ecuador, El Salvador, Granada, Honduras, St. Vincent, Peru, Trinidad and Tobago, Saint Lucia, Saint Kitts and Nevis, Costa Rica, Uruguay, Nicaragua, Paraguay, Brazil, Chile, Guatemala, Bolivia, Guyana, Jamaica
Africa (14 Countries)	South Africa, Botswana, Brundidge, Lesotho, Liberia, Namibia, Sao Tome and Principe, Eswatini, Malawi, Cape Verde, Seychelles, Tunisia, Senegal, Rwanda
Middle East (5 Countries)	Oman, Israel, Bahrain, Morocco, Saudi Arabia
Total	126 Countries

※ Documents confirmed with Apostille from countries that are signatories to the agreement have the same effect as documents confirmed by overseas consulates.

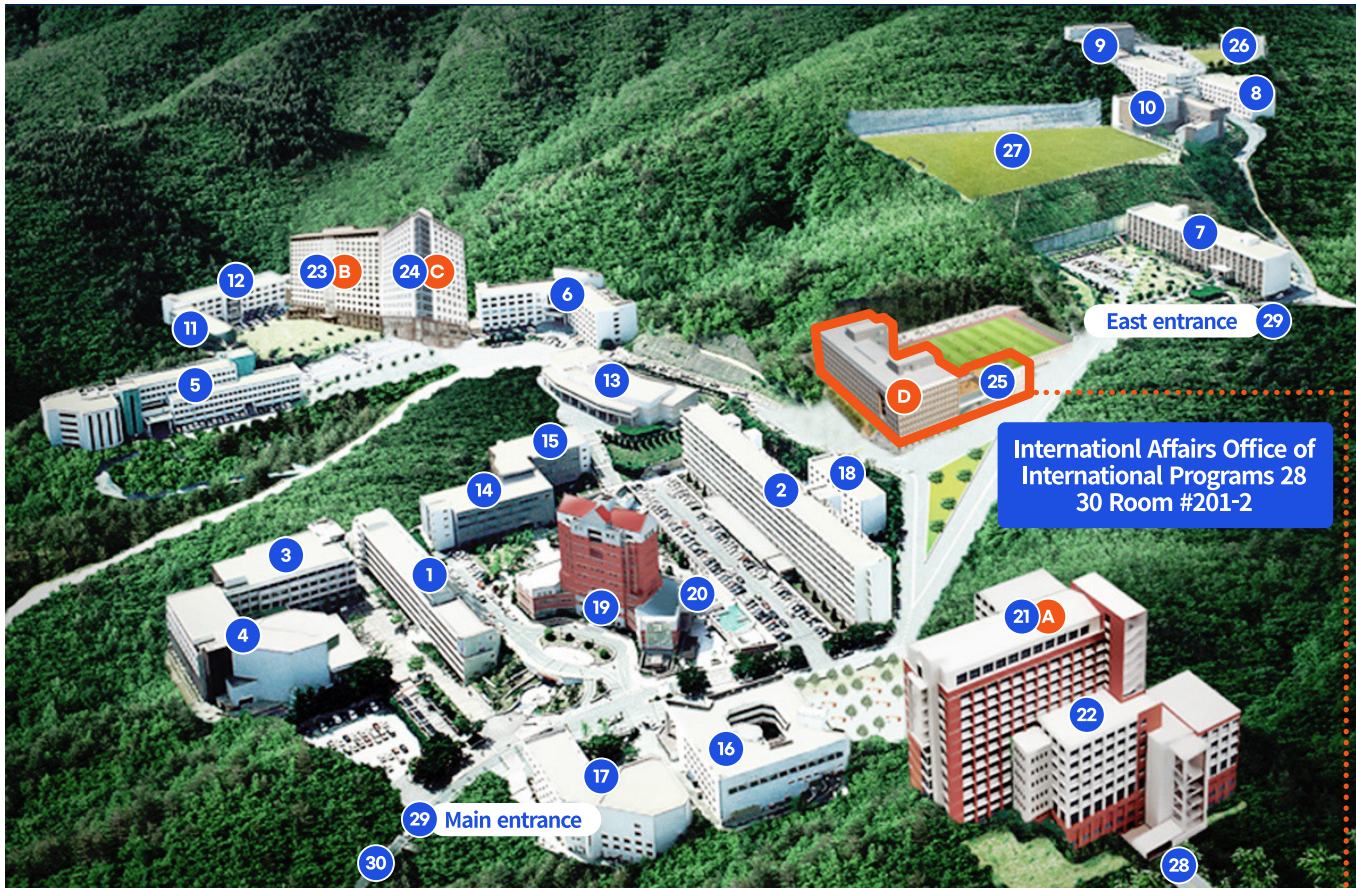
※ Process for issuing school-issued documents: Request documents from the issuing institution → Visit the Apostille issuing institution → Submit application → Review by the issuing institution → Issuance of Apostille.

D. English-speaking countries

Region	Count	Countries
Africa	24	Botswana, Cameroon, Ethiopia, The Gambia, Ghana, Kenya, Lesotho, Liberia, Malawi, Mauritius, Namibia, Nigeria, Rwanda, Sierra Leone, South Africa, South Sudan, Sudan, Swaziland, Tanzania, Uganda, Zambia, Zimbabwe
Asia	7	Brunei, Hong Kong, India, Malaysia, Pakistan, Philippines, Singapore
Australia /Oceania	14	Australia, Fiji, Kiribati, Marshall Islands, Federated States of Micronesia, Nauru, New Zealand, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu
Europe	3	Ireland, Malta, United Kingdom
Europe	14	Antigua and Barbuda, The Bahamas, Belize, Canada, Dominica, Grenada, Guyana, Jamaica, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago, United States

※ The list of countries where English is the native or official language or English legal official language is limited to those countries listed on the website of the Ministry of Foreign Affairs of the Republic of Korea,

Campus Map



1 Bldg No.1 (Hansung Building)	11 Bldg No.10 (Industry-University Cooperation Building)	21 Bldg No.27 Central Library Building
2 Bldg No.2 (Natural Sciences)	12 Bldg No.11 (Nightingale Building)	22 Bldg No. 27 Gymnasium
3 Bldg No 3 (Arts Building)	13 Bldg No.12 (Multimedia Building)	23 Bldg No 28 (Nuri international Dormitory I)
4 Bldg No.3 (Concer Hall)	14 Bldg No 22 (Museum)	24 Bldg No.29 (Nuri Interational Dormitory II)
5 Bldg No.4 commerce Building)	15 Bldg No 22 (Culture Building)	25 Bldg NO.30
6 Bldg No.5 (Social Sciences)	16 Bldg No. 23 (Student Union Building I)	26 Tennis court
7 Bldg No 6 (Humanities)	17 Bldg No 24 (Student Union Building II)	27 Grand stadium
8 Bldg No.7 Engineering Building I	18 Bldg No 25 ROTC Building	28 Entrance of the Building 27
9 Bldg No.8 Engineering Building II	19 Bldg No.26 Multimedia Building	29 Main - East entrance of Kyungsoo Uni.
10 Bldg No 9 (Pharmacy and Scionce Building)	20 Bldg No.26 Multimedia and Yeno Art Theatre	30 Kyungsoo Subway Station

- A President's Hall
- B Digital Image Hall
- C Vision Hall
- D Multipurpose Hall