

Admission Handbook for International Students [Undergraduate]

(Spring, 2025)



November 2024

Catholic Kwandong University

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I. Admission Units [College & Majors] (New Admission to the Academic Year of 2025)

College	Field	Major	Quota	
Trinity College of Interdisciplinary Studies	Wide area	School of Undeclared Major	Unlimited	
		Major in Business Administration		
	Humanities and Social Sciences	Major in Public Administration		
		School of Police Studies		
		-Major in Police Administration		
		-Major in Maritime Police		
		Major in Social Welfare		
		Major in Advertising and Public Relations		
		Major in Hotel and Tourism Management		
		Major in Culinary and Food Service Management		
		Major in Medical Management		
		Major in Aviation Transportation and Logistics		
		Major in Content Creation		
		Natural science		Major in Medical Life Sciences
		Engineering		Major in Architectural Engineering
	Major in Architecture (5-year)			
	Major in Digital Healthcare			
	Major in Aviation Operations			
	Major in Aviation Maintenance			
	Major in Smart Port Engineering			
Arts and Sports	Major in Sports and Leisure Studies			
	Major in Sports Rehabilitation Medicine			
	Major in Coaching			
	Major in Practical Music			
	Major in Computer Graphic Design			

- Students admitted to School of Undeclared Major can select a desired major within Trinity College of Interdisciplinary Studies or select a self-designed curriculum in the second semester of the first year or upon entering the second year.

II. Application Schedule & How to Apply

1. Application Schedule

Categories	Schedule
Acceptance of application & Submission of documents	From 2024, December 5 (Thursday) ~ By December 23 (Monday) 17:00
Interview examination	December 30, 2024 (Monday)
Announcement of successful candidates	January 8, 2025 (Wednesday) 10:00
Tuition Payment	From 2025, January 13 (Monday) ~ By January 15 (Wednesday) 14:00

※ The above schedule is subject to change depending on the circumstances of the university. If there are any changes, they will be announced on the admissions website, so you should check them from time to time during the application period.

2. How to apply : Offline and mail-in application



- Payment of application fee : KRW 70,000won (Korean Currency)
- Payment Method : Bank Transfer

Categories	Contents	Remark
Bank Name	Name of Bank : WOORI	
Account Name	Account Number : 1005-603-414639	
Holder	Account Holder Name : CKU International Relations & Education Institute	(학)인천가톨릭학원
Swift Code (When remitting money overseas)	Swift Code: HVBKCRSEXXX	
Bank Address	Bank Address : Joseph Hall 101, 24, Beomil-ro 579 Beon-gil, Catholic Kwandong University, Woori Bank, Gangneung-si, Gangwon-do 25601, Republic of Korea	

3. Where to submit documents

□ Address

[Korean] (25601) 강원특별자치도 강릉시 범일로 579 번길 24 (내곡동)

가톨릭관동대학교 요한보스코관 1층 101호 국제교류처

[English] John Bosco Hall 101, 24, Beomil-ro 579 beon-gil, Catholic Kwandong University,

Office of International Affairs

Gangneung-si, Gangwon-do 25601 Republic of Korea

□ Telephone : +82-33-649-7085, 7970

□ FAX : +82-33-649-7969

□ E-mail : irc@cku.ac.kr

4. Notes on application

- After the application is completed, changes in the contents (selection and recruitment units, etc.), cancellation of application, and refunds are not possible.
- Disadvantages due to mistakes, omissions, or errors in the input at the time of application are the responsibility of the applicant.
- Please note that any errors in the application due to the applicant's own intentionality or negligence are the responsibility of the applicant.
- Applicants' addresses, phone numbers, and additional contact information must be accurately entered as they will be used during the application period, and any information that has changed after the application has been submitted must be notified to the Office of International Affairs (+82-33-649-7970) of the Office of International Affairs.
- If a candidate does not submit the documents within the submission period, he or she may not be eligible for admission.
- Documents submitted by registered mail will be accepted by the deadline of the application schedule, postmarked by the post office, and the date of delivery, and the mail must be received within one week of the deadline. (However, if it is not possible to arrive on time, a copy must be submitted by e-mail first.)

III. Required Documents

Categories	Required document		
1	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Application fee Remittance receipt [Application fee: KRW 70,000won]		
2	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ All documents must be completed, and be printed from the online (※Download from the Office of International Affairs homepage) (ipsi.cku.ac.kr/)		
3	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Copy</div> ■ Copy of applicant's passport		
4	<div style="border: 1px solid black; display: inline-block; padding: 2px; background-color: #f8d7da;">Appropriate applicant</div> <div style="border: 1px solid black; display: inline-block; padding: 2px; margin-left: 10px;">Copy</div> ■ Copy of the front/back of the Alien Registration Card (self)		
5	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Copy</div> ■ Copy of your parent's passport or local ID (father & mother)		
6	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Family Register or Birth Certificate ※ In case of divorce or death of a parent, attaching the official documents (certificate of divorce or judgment, death certificate) ※ Chinese Applicants: Translated and notarized Hukoubu (户口簿) issued by 2021 and a certificate of family relationship (亲属关系证明) ※ Applicants other than Chinese: Birth certificate of the applicant, family register, resident registration or certificate of family relations to confirm the relationship between the applicant and parent(s)		
7	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ High school Graduation Certificate <div style="border: 1px solid black; display: inline-block; padding: 2px; margin-top: 5px;">Original</div> ■ High school transcript		
8	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> (Korean Track) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Authorized language proficiency test score of Korean (TOPIK, TOPIK iBT) within the validity period (within 2 years) ■ King Sejong Institute or Sejong Korean Language Assessment (SKA) certificate of completion of intermediate level within the validity period (within 2 years) from the date of application submission (‘24.12.5) ■ Proof Documents for completion of Social Integration Program within the validity period (within 2 years) from the date of application submission (‘24.12.5) </td> <td style="width: 50%; text-align: center; vertical-align: top;"> (English Track) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Authorized language proficiency test score of English [TOEFL(CBT, iBT), IELTS, CEFR, TEPS(NEW TEPS)] within the validity period (within 2 years) </td> </tr> </table>	(Korean Track) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Authorized language proficiency test score of Korean (TOPIK, TOPIK iBT) within the validity period (within 2 years) ■ King Sejong Institute or Sejong Korean Language Assessment (SKA) certificate of completion of intermediate level within the validity period (within 2 years) from the date of application submission (‘24.12.5) ■ Proof Documents for completion of Social Integration Program within the validity period (within 2 years) from the date of application submission (‘24.12.5)	(English Track) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Original</div> ■ Authorized language proficiency test score of English [TOEFL(CBT, iBT), IELTS, CEFR, TEPS(NEW TEPS)] within the validity period (within 2 years)
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※ Documents issued and submitted from abroad require a consular confirmation or apostille certification from the country concerned. However, documents issued by the Ministry of Education-approved overseas Korean schools are excluded.

- When submitting a graduation certificate(including certificate of appointment) or transcript issued by a school located in a foreign country, you must submit an "Apostille Confirmation" It must be issued and submitted by a designated institution (designated by the country where the school is located). Applicants from non-participating countries must submit a 'Consular Confirmation' from the Korean Consulate in the country where the school is located.
- Students who have obtained a diploma in China must submit a "Certificate of Academic Ability" issued by the Academic Qualification Verification Center operated by the Ministry of Education of China..

- ※ All documents that are not written in Korean or English must be accompanied by a notarized Korean translation.
- ※ After the announcement of the final successful applicants, if the documents submitted are different from the documents submitted at the time of application, or if they are not submitted, the admission may be canceled even after the applicant has been accepted.
- ※ If the names on the submitted documents are different, you must attach proof that you are the same person.
- ※ If there are other unusual matters such as early graduation or skipping the curriculum, you must obtain a letter of reasons from the relevant institution and submit it.

IV. Eligibility

1. Eligibility

Categories	Eligibility
Nationality	Foreign students whose parents are foreigners (excluding those with dual Korean citizenship) ※ Recognized if both parents and students have acquired foreign nationality before the student starts the curriculum corresponding to the high school curriculum in Korea.
Educational Background	Foreigners who have completed the entire curriculum equivalent to elementary and secondary education in Korea or abroad
Language Proficiency	<p>(Korean Track) ❶ TOPIK level 4 or higher (however, applicants who have completed the Korean Language Education Center at Catholic Kwandong University or applicants for Arts and Sports field can apply with TOPIK level 3 or higher) ❷ Completion of 2 intermediate Korean language courses at King Sejong Institute ❸ Completion of Social Integration Program at least Level-4 or acquisition of 81 points in pre-evaluation</p> <p>※❶ ~ ❸ A person who meets at least one requirement for language proficiency ※ Applicants to the Arts and Sports field (Major in Sports and Leisure Studies, Major in Sports Rehabilitation Medicine, Major in Coaching, Major in Practical Music, Major in Computer Graphic Design) can apply with TOPIK level 3 or higher</p> <p>(English Track)</p> <p>❶ TOEFL 530(CBT 197, iBT 71) or higher ❷ IELTS 5.5 or higher ❸ CEFR B2 or higher ❹ TEPS score of 601(NEW TEPS score of 327) or higher</p> <p>※ ❶ ~ ❹ Those who meet at least 1 language proficiency</p>

※ Language test scores must be within 2 years from the date of application, and only certificates of completion of the Sejong Institute and proof of social integration program are accepted within 2 years from the date of application.

※ TOPIK scores count as PBT and IBT scores as equal.

V. Screening Process

1. Evaluation

Recruiting Units	Recruiting Process	Evaluation Criteria	Remark
All Recruiting Units	Interview (100%)	Rated on A ~ F grade	The final result will be judged only as a pass or failure

※ After submitting the documents, only those who confirm the receipt of the documents will be interviewed, and if they fail the interview, they will be disqualified.

※ If the number of people who pass the interview exceeds the appropriate number of people in the department (faculty, major), they will be selected in the order of interview evaluation grade (A~E)

2. Interview Evaluation

Rating	Evaluation Criteria (Interview in Korean or English)	Acceptance
A	Enables natural communication at the level of native speakers	PASS
B	Able to grasp and use various expressions in general situations without much difficulty, and can generally understand content at a professional level, allowing students to study in specific academic fields and expressing their opinions in discussions and debates.	
C	Able to cope with a variety of situations independently and be able to understand and use most of the language that is commonly used in everyday life. A simple article in a newspaper or magazine can give you an overview of the content	
D	They are able to communicate basic in daily life and interpersonal relationships, but it is difficult to quickly use various materials and expressions in various situations.	
E	It is possible to express simple and fixed responses only in familiar situations that are often used in daily life, but the accuracy and completeness of the language are lacking.	
F	Doesn't speak Korean or English at all	FAIL

VI. Important Information to Applicants

1. If the applicant who passes the pure foreigner(Both parents **MUST** be foreigners) screening is denied the visa and visa application by the immigration agency, his or her admission will be cancelled. The application fee will not be refunded and the full amount of tuition paid will be refunded.
2. If a successful applicant does not enter the country before the start date of the semester, his or her admission will be canceled.
3. Those who have been denied admission to our university or other universities due to fraudulent application are not allowed to apply to our university for a certain period of time.
4. If you apply for university admissions in an unfair manner or cooperate with it, you may be subject to invalidation of admission and separate penalties.
5. Successful foreign students are required to enroll in the National Health Insurance before the start of the semester. (You will have to pay your own premiums)
6. Examinees are obliged to check whether they have passed through the website.
7. To verify your eligibility, we may ask you for additional documentation of verification depending on the circumstances.
8. Those who do not register within the period of registration (document registration, tuition payment, etc.) will be considered to have abandoned their registration.
9. Even if there is no limit on the number of applicants, if the admissions committee of our university determines that the applicant's academic ability is significantly insufficient, the applicant may not be admitted.
10. Admission screening materials and submitted documents will not be disclosed or returned.
11. Admission to the English track may be denied depending on course availability.
12. Matters not specified in the application guidelines are determined by our university's admissions committee.

Ⅶ. Application Fee

1. Application Fee

Recruiting Units	Application Fee
Trinity College of Interdisciplinary Studies	KRW 70,000won (Korean Currency)

2. Application Fee Refund

가. Full refund

- 1) If the applicant is unable to take the examination due to reasons not attributable to the applicant (natural disasters, reasons attributable to the university, etc.)
- 2) If you are admitted to a medical institution due to illness or accident, or if you are unable to take the screening test due to the death of the person (supporting documents are required)

나. Refund Notice : If you do not take the screening due to overlapping application dates with other universities or simple change of mind, the application fee will not be refunded.

VIII. Scholarships for International Students [Undergraduate]

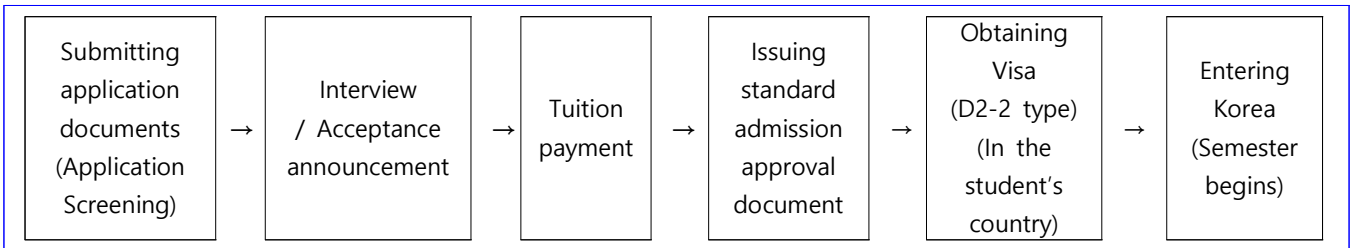
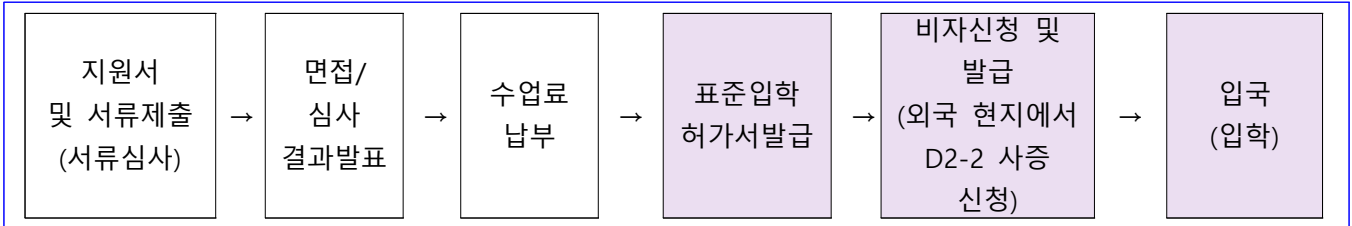
Categories	Criteria for Scholarship	Scholarship
International Student Scholarships for Undergraduate Student	① An international student with Test of Proficiency in Korean-(TOPIK)-Level 3	(40% of Tuition waiver)
	② An international student with Test of Proficiency in Korean-(TOPIK)-Level 4	(60% of Tuition waiver)
	③ An international student with Test of Proficiency in Korean-(TOPIK)-Level 5	(80% of Tuition waiver)
	④ An international student with Test of Proficiency in Korean-(TOPIK)-Level 6	(100% of Tuition waiver)
	⑤ Special Scholarship for International Students This applies to the international student of Korean Language Education Center(KLEC) at Catholic Kwandong University(CKU) who have completed the curriculum and acquired Level 3 or higher on the Test of Proficiency in Korean (TOPIK) and are admitted to CKU's undergraduate program.	100% scholarship benefits for the first semester's tuition
<p><Scholarship Criteria> Only for students who fall under ①~④.</p> <ul style="list-style-type: none"> - 12 credits or more earned in the previous semester - Scholarship for GPA 2.0 or higher in the previous semester 		

※Scholarships for international student are in accordance with the Catholic Kwandong University's "Regulations on Scholarship Payment" (Appendix 1)

IX. Admission Procedure (Visa Issuance, etc.)

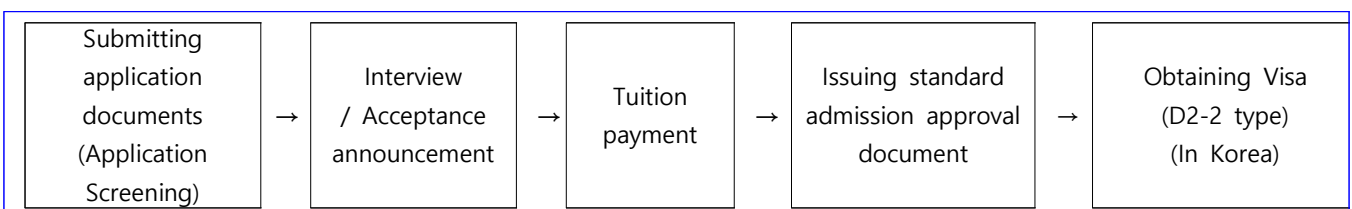
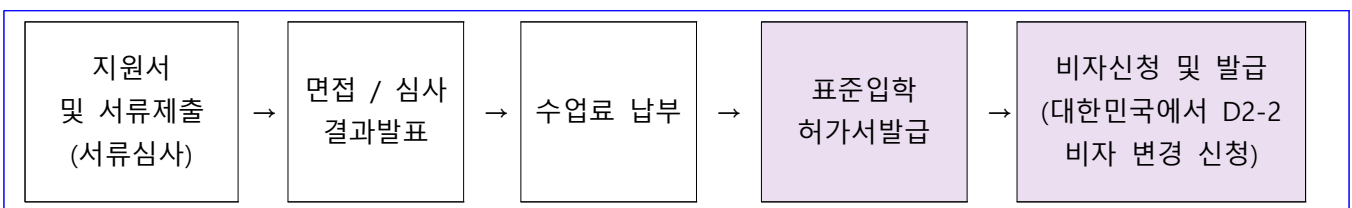
International Student (Applying From Foreign Countries)

□ 등록 절차 (Application Process)



International Student (Applying in the Republic of Korea)

□ 등록 절차 (Application Process)



【Form No. 1】 Application form for admission to international student

		Spring Semester 2025 (March Admission) Application Form for International Student (English Track Only)			사진 (Photo) (3.5cm*4.5cm)
Applicant information					
Name (Korean)		Examination number <small>※Don't write it.</small>	학교기입 내용		
Name (English)					
Nationality		Date of Birth			
Passport number		Alien Registration Number			
Telephone number		E-mail			
Current address					
Application Major					
Bank Account Information <small>(In Case of Refund)</small>	(Bank Name)	(Account Number)			
Education background					
Level of Education	Name of School	Country	Period of enrollment	Period of Accreditation	
Elementary school					
Middle school					
High school					
College or University					
Parent					
Name (Korean)		Name (English)			
Nationality		Relationship			
Telephone number		E-mail			
Home Country Address					
1. 본인은 원서에 기재한 내용이 사실임을 확인하오며 입학전형을 위한 개인정보 제공에 동의합니다. 2. 본인은 유학기간 중 일체의 경비를 부담할 것을 서약합니다. I hereby declare that all information contained in this application is accurate and true, and authorize all institutions to release my information to Catholic Kwandong University upon request. I agree to take full financial responsibility for the education and living expenses during my studies.					
/ / / (yyyy/mm/dd)					
지원자(Applicant Name) :				인 (Signature)	
가톨릭관동대학교 총장 귀하					



Academic planning and Language skills

1. Describe your motivation for applying, your post-enrollment plans, and your future career plans.
(Only English)

2. Language Proficiency Score	Type of Test	
	Enforcement Agency	
	Score / Level	
	Date of Test	

【Form No. 3】 Consent Form (to Collection, Use, and Provision of Personal Information to Third Parties)

Consent Form

(to Collection, Use, and Provision of Personal Information to Third Parties (for international students))

The Catholic Kwandong University collects and uses your personal information as follows for the application and selection of foreign students and third parties. Please read the following thoroughly and check and sign your agreement.

▶ Consent to Collection and Use of Personal Information ["Essential"]

Items of personal information to be collected and used	Purpose of collection and use of personal information	Period of Use and Retention of Personal Information
Name, nationality, date of birth, gender, address, e-mail, contact information, mobile phone number, high school record, certificate of family relationship, certificate of bank balance, certificate of last educational background, transcript, certificate of Korean proficiency (only for holders), certificate of employment (parents), proof of income, photograph	International Admissions & Management	Semi-permanent

※ You have the right to object to the provision and use of your personal information.

○ Disadvantages due to rejection: Since the above items are essential for the admission of foreigners, the application will be restricted in case of refusal.

Agree Disagree Name : (signature)

▶ Consent to Collection and Use of Personal Information (Unique Identification Information) ["Essential"]

Items of personal information to be collected and used	Purpose of collection and use of personal information	Period of Use and Retention of Personal Information
Passport number, alien registration number	International Admissions & Management	Semi-permanent

※ You have the right to object to the provision and use of your personal information.

○ Disadvantages due to rejection: Since the above items are essential for the admission of foreigners, the application will be restricted in case of refusal.

Agree Disagree Name : (signature)

▶ Consent to Provision of Personal Information to Third Parties ["Essential"]

Recipient of Personal Information	Items of personal information to be provided	Recipient of personal information Purpose of Use of Personal Information	Period of use and retention of personal information by the person providing personal information
Ministry of Justice, Insurance Companies, Travel Agencies	Name, nationality, date of birth, gender, address, contact information, mobile phone number, passport number, alien registration number, e-mail, photograph	Visa Services & International Student Management	Semi-permanent

※ You have the right to object to the provision and use of your personal information.

○ Disadvantages due to rejection: Since the above items are essential for the admission of foreigners, the application will be restricted in case of refusal.

Agree Disagree Name : (signature)

I have read, clearly understood, and agree to the contents of this "Agreement on Collection and Use of Personal Information and Provision to Third Parties".

/ / / (yyyy/mm/dd)

Name : (signature)

【Form No. 4】 Pledge



Pledge

Name (Korean)		Name (English)	
Contact	(Telephone number)	Passport number or Alien Registration Number	
	(E-mail)		

1. I agree and pledge that if false academic qualifications are found during the academic background check, I will not be able to cancel my admission and receive a refund of the full admission fee and tuition fee, and I and related intermediaries will be severely punished in accordance with the civil and criminal laws of the Republic of Korea and my home country.
In the event of a false educational background, the government, the Ministry of Education, the embassy, and the judicial authorities of not only Korea but also your own country (China, Mongolia, etc.) will be allowed to be notified of the submission of false educational background and personal information, and will be subject to legal action.
2. I understand and agree that if I am found to have dual academic credentials, my admission will be revoked, and I will only be entitled to a partial refund of my tuition in accordance with the regulations.
3. As a foreign student admitted to the Catholic Kwandong University, I am obliged to enroll in the National Health Insurance (qualification as a local member) during my enrollment, and I understand and agree that if I do not pay the insurance premium, I may be at a disadvantage when applying for a residence permit such as visa extension from the Ministry of Justice.
4. I understand and agree that if I do not pay the tuition fee, I will be expelled from the registration and if I withdraw from the school, I will only be able to receive a partial refund of the tuition fee according to the regulations, and I will have to return to my home country within 2 weeks thereafter, otherwise I will be in the country illegally.
5. I understand and agree that if I apply for a leave of absence, I must return to my home country within 2 weeks, and if I do not return to my country, I will be in the country illegally.

/ / / (yyyy/mm/dd)

Name : (signature)

가톨릭관동대학교 총장 귀하

【Form No. 5】 Admission ticket

<p>2025학년도 3월 입학 순수외국인 모집전형 가톨릭관동대학교 수험표 APPLICATION SLIP FOR ADMISSION OF SPRING, 2025 (FRESHMEN) CATHOLIC KWANDONG UNIVERSITY</p>	
<div style="border: 1px solid black; width: 150px; height: 150px; margin: 0 auto; display: flex; flex-direction: column; justify-content: center; align-items: center;"> <p><사진부착></p> <p>PHOTO</p> <p>3.5cmX4.5cm</p> </div>	
수험번호 (APPLICATION No.)	
성명 (NAME)	
지원전공 (MAJOR)	
<p>----- 절 취 선 -----</p>	
<p>전형 일정 ADMISSION PROCESS SCHEDULE</p>	
면접고사 INTERVIEW DATE	<p>24. 12. 30.(월) [면접장소 및 시간은 별도안내 예정] The location and time of the interview will be announced separately</p>
<p>면접고사 참가 시 수험표 필히 지참 ※ 수험표를 지참하지 않은 수험생은 전형고사에 응시할 수 없음 Applicants without application slips will not be allowed for the interview.</p>	
합격자 발표 (NOTIFICATION OF ADMISSION)	<p>25. 01. 08.(수)</p>
등록금 납부 (TUITION PAYMENT)	<p>25. 01. 13.(월) ~ 25. 01. 15.(수) 우리은행 지정 계좌 WOORI BANK</p>