

# Application for Undergraduate Admission

## International Student / Fall 2008



**Kyung Hee University - Global Campus**

### **1. Undergraduate Academic Departments and Majors**

College	School or Department	Major
College of Electronics and Information	School of Electronics and Information	- **Electronic and Radio Engineering - **Computer Engineering - Electronic Information Engineering
	School of Astronomy and Space Science / Applied Science	- Mathematics and Applied Mathematics - Physics and Applied Physics - Astronomy and Space Science
	Dep't. of Biomedical Engineering	-
College of Advanced Technology	School of Mechanical and Industrial Systems Engineering	- **Mechanical Engineering - **Industrial Engineering
	Dep't. of Nuclear Engineering	- **Nuclear Engineering
College of Environment and Applied Chemistry	School of Environment and Applied Chemistry	- **Chemical Engineering - Chemistry and Advanced Materials Science - Environmental Science - **Environmental Engineering - Advanced Polymer and Fiber Materials - Display Materials Engineering
College of Life Sciences	School of Life Sciences	- Genetic Engineering - Food Science & Technology - Oriental Medicinal Materials and Processing - Ecosystem Engineering - Horticultural Biotechnology
College of Architecture and Civil Engineering	School of Construction (four-year-course)	- **Architectural Engineering - **Civil Engineering
	Dep't. of Architecture (five-year-course)	
College of Management and International Relations	School of International Studies * All courses are conducted in English	- International Studies
College of Foreign Languages and Literature	School of European Languages	- French - Spanish - Russian
	School of East Asian Languages	- Korean - Japanese - Chinese
	School of English and American Language	- English and American Language - English and American Culture
College of Physical Education	School of Physical Education	- Physical Education - Sports Medicine - Golf Management
	Dep't of Taekwondo	-
College of Art and Design	School of Design	- Industrial Design - Visual Information Design - Landscape Architecture - Textile and Clothing Design

		- Digital Contents
	School of Art	- Postmodern Music - Theater & Film - Ceramic Arts

※ School, department or major is subject to change depending on the reorganization of the school system.

※ Majors double asterisk (\*\*) are conducted in accordance with the standard of ABEEK (Accreditation Board for Engineering Education of Korea). For further information, please refer to the website <http://abeek.khu.ac.kr>.

## 2. Admission Timeline

Procedure	Timeline		Remark
	Application Procedure in China	International Students	
Opening of Application	May 27 – June 16	- May 30	
Deadline for Application	June 17	May 30	
Interview	June 18 - 19	June 11 - 12	
Admission Confirmation	June 27		
Notification of Admission	June 27 – July 4		
Payment of Tuition	June 30 – July 4		
Issuance of Certificate of Admission	July 7 - 11		
Orientation for New-Comers	August 27		

- Two campuses of Kyung Hee University, Seoul and Global, will jointly hold ‘Application Procedure in China’ for Chinese applicants living in China. Further information regarding this procedure will shortly be available on the website of Kyung Hee University.
- The schedule of admission procedure is subject to change without prior notice.
- Renunciation of admission on the part of applicant is possible before August 29, 2008. Afterwards, refund of entire amount of tuition is not possible.
- Information regarding application procedure and application forms will be available on the website of Kyung Hee University (<http://khu.ac.kr> in Korean and <http://kyunghee.edu> in English).
- Application timeline for Spring 2009 (freshman/transfer) will be available shortly.

## 3. Eligibility

- Applicant and both of the parents of applicant should have nationality other than Korean.
- Applicant will have completed or are expected to complete regular school education of 12 years or more from elementary to high school at the time of application.

## 4. Conditional Admission

If the Admission Committee of Kyung Hee University decides that an applicant meets all the qualification criteria for admission except for the proficiency in the Korean language, this applicant may be admitted with certain conditions. Conditional admission can be given only when a) qualification of applicant meets all the criteria for admission to Kyung Hee University with the only exception of the proficiency in the Korean language and b) when the Admission Committee decides that the applicant can meet one of the two qualification criteria listed below within 2 years from the

time of admission.

- a. pass in the Standard Test of Proficiency in Korean(S-TOPIK) at 4<sup>th</sup> or higher grade(For the S-TOPIK, please go to <http://www.topik.or.kr/>).
- b. score 'B-' or better grade in the Korean Language Test administered by Kyung Hee University.

#### **4-1. Types of Conditional Admission**

##### **1. Type A**

- During their first semester, students should take a) Korean classes(400 class hours) at Center for Continuing Education located in Kyung Hee University – Global Campus, and b) two elective courses designated by university.
- Student can acquire 9 credits if he or she finishes Korean classes without failure, and can acquire 3 credits per each elective course successfully completed(Maximum number of credit for first semester is 15).

##### **2. Type B**

- During their first semester, students should take a) Korean classes(400 class hours) at Center for Continuing Education located in Kyung Hee University – Global Campus, and b) two elective or major courses they choose (Maximum number of credit for first semester is 15).

#### **4-2. Fulfillment of Conditions and Status Change**

- If student admitted through Conditional Admission procedure fulfills required conditions at the end of the first semester, he or she can enroll as a regular student from second semester.
- If student fails to meet the proficiency criteria in the Korean language at the end of his or her first semester, same rule described in the section 4-1 applies into the second semester.
- The Korean Language Test administered by Kyung Hee University is offered once per semester at the end of each semester, and information regarding the Test will be available prior to the Test date.
- If student fails to meet the proficiency criteria in the Korean language at the end of his or her second semester, he or she should take leave of absence and the maximum period of leave of absence is one academic year or 2 successive semesters.
- Taking leave of absence is not allowed before the student finishes first two successive semesters.

#### **5. Interview**

- Applicants living in Korea at the time of application are supposed to have interview for admission at campus. Those applicants staying outside South Korea at the time of application will have interview via phone or internet.
- Chinese students who wish to participate at Application Procedure in China can handle the entire procedure from the submission of the application to interview in China.

#### **6. Payment of Tuition / Enrollment**

- If admitted applicant does not pay the tuition during the period specified above in the section '2. Admission Timeline', the admission will be automatically revoked.
- If the applicant gets admitted to two different universities for same academic year, he or she should choose one university for registration. Simultaneous registration at two different universities may result in revocation of admission.

## 7. Scholarship

### a. Scholarship Type A-1

Applicant with excellent academic record from high school: 100% tuition waiver for 1 year (except for admission fee).

### b. Scholarship Type A-2

Applicant with 97 or higher percentile rank based on the evaluation of application form and interview: 100% tuition waiver for 1 year (except for admission fee).

### c. Scholarship Type B

Applicant with percentile rank between 95 and 96.9 based on the evaluation of application form and interview: 50% tuition waiver for 1 year (except for admission fee).

### d. Scholarship Type C

Applicant with percentile rank between 90 and 94.9: Admission fee waiver

#### \* Remarks

- Applicant who receives other forms of scholarship from Kyung Hee University or other sources outside Kyung Hee University is not eligible for the scholarship listed above.
- Other types of scholarship (scholarship reserved for international students with GPA higher than 3.0 and scholarship for international students living in dormitory) are also available until graduation.

## 8. Documents to be submitted

1. Completed application form (prescribed forms of two pages)
2. Two photos (3cm × 4cm) including one attached on the application form
3. Official authorization for inquiry into enrollment and academic credit (prescribed form)
4. Certificate of high school completion or graduation (or expected)
5. Official transcript from high school
6. Certificate of family registry or nationality (Birth Certificate / Certificate of Nationality)
  - \* **호구부(Hu Kou Ben)** is required for Chinese applicant
  - \* It must be legal document that verifies applicant's family relationship
7. Affidavit (prescribed form)
8. Applicant's or sponsor's bank certificate indicating that more than \$10,000 has been deposited in the bank account for more than one month
9. Statement of Purpose (prescribed form)
10. Copy of passport
11. Korean Language Proficiency Test score (if available)
12. TOEFL Score Report (Applicants for School of International Studies only. Native English Speakers are exempted)
13. Taekwondo Certificate above 2 dan (Applicants for Department of Taekwondo only)
14. Copy of Alien Registration Card if applicable (if available)

#### \* Notes

- a. Applicant is responsible for submission of complete application package.
- b. Applicant can apply to only one School or Department at Kyung Hee University (Multiple application is not allowed).
- c. Once admitted, applicant can not apply to other university. Admission to Kyung Hee University is revoked if violation of this term is reported.
- d. Precise dates (day, month, and year) regarding applicant's academic history from elementary to higher education are needed on the application form.

- e. It is applicant's responsibility to confirm whether his or her contact information (email, telephone number, mailing address, etc.) is correct. Any consequences resulting from incorrect contact information are applicant's responsibility.
- f. Be sure to use your full legal name on forms, letters, and email correspondence for easy identification.
- g. All application process is done separately at each campus, Seoul and Global, and entire process is done under complete confidentiality.
- h. Incomplete application will not be processed.
- i. All of the aforementioned documents must be written and submitted in Korean or English. Documents in languages other than Korean or English must be translated and notarized before submission.
- j. If the applicant is expected to graduate from high school after the application procedure, 1 copy of graduation certificate from high school should be submitted before enrollment at Kyung Hee University.
- k. Any application including false/forged documents will be immediately rejected.
- l. The submitted documents will not be returned to the applicant.
- m. Admitted student can apply for visa once the Certificate of Admission is issued, and the process regarding issue of visa is applicant's responsibility.

## 9. Submission of Application

After completing your application form, please send the required documents via registered mail. Other than the online application, you may download and complete the prescribed forms and send them along with the other required documents. Please submit the application packet to the following address:

- Address: Office of International Affairs  
Kyung Hee University, Global Campus  
1 Seocheon-dong, Giheung-gu, Yongin-si, Gyeonggi-do 446-701  
Republic of Korea
- Phone: +82-31-201-3177~8
- Fax: +82-31-201-3179
- E-mail: [intlctr@khu.ac.kr](mailto:intlctr@khu.ac.kr)
- Web site: <http://intl.khu.ac.kr>

※ Successful candidates must register during the designated period and detailed information will be provided after admission confirmation.

## 10. Application Fee

An application fee of 100,000 Won or USD 100 must be paid upon submission of the application form. The application process begins when the payment of application fee is verified. The fee must be paid to the bank account below:

- Bank Account: Hana Bank – Youngtong branch (Swift Code: HNBKRN33)
- Address: 1 Seocheon-dong, Giheung-gu, Yongin-si, Gyeonggi-do  
446-701, Korea
- US Dollar Account: 428-141962-00232
- Korean Won Account: 428-141962-17504
- Name of Account Holder: Kyung Hee University (경희대학교수원캠퍼스)

※ Students must send payment details indicating sender's name / name of bank / date of sending

or Transfer Remittance to the Office of International Affairs via email or fax at the time of submission of application fee.