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# 2025 Spring Semester Undergraduate Admission Guideline for International Students

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## [ CONTENTS ]

1. College & Department	.....	3~7
2. Application Schedule	.....	8
3. Eligibility	.....	9
4. Required Documents	.....	10~11
5. Application Fee	.....	12
6. Evaluation	.....	12
7. Enrollment	.....	12
8. Scholarship	.....	13~14
9. Important Notice	.....	15~16
10. Contact Information	.....	17
A1. Dormitory Information	.....	18
A2. Location	.....	18

1. College & Department ※ Number of students to be admitted can be limited due to each department's condition

[Freshman]

1) Global Campus(Seongnam)

College	Department	Note
International Studies	International(International liberal studies <sup>(*)</sup> ) / Koreanology	
	Business administration	
	<b>Business administration(**)</b>	<b>English Track</b>
	Media communication	
	Tourism management	
	Psychology	
	Korean Education	
	Computer engineering	
	<b>Computer engineering(**)</b>	<b>English Track</b>
Business Administration	Business administration	TOPIK/TOPIK IBT Level 4 ↑
	Accounting & Taxation	
	Tourism management	TOPIK/TOPIK IBT Level 4 ↑
	Healthcare industrial management	
	Finance & Big data(Financial Mathematics)	
Social Science	Media communication	TOPIK/TOPIK IBT Level 4 ↑
	Economics	
	Applied statistics	
	Psychology	
	Fashion industry	
Law	Law	
	Public administration	
AI Humanity	Korean language & literature	
	English language & literature	
	Chinese language & literature	
	Japanese language & literature	
	European language & literature	

College	Department	Note
Engineering	Urban planning & landscape(Urban planning / Landscape)	
	Architecture(Architecture(5years) / Internal architecture / Architecture engineering)	
	Building equipment system & fire protection engineering	
	Chemical & biological engineering(Chemical & biological engineering)	
	Civil environment engineering	
	New material engineering	
	Mechanical Engineering(Mechanical Engineering / Industrial Engineering / Building equipment system & fire protection engineering)	
Bio-nano	Bio-nano	
	Food & Life Engineering	
	Food & nutrition	
	Life science	
	Semiconductor Physics	
	Chemistry	
IT Convergence	Computer engineering	TOPIK/TOPIK IBT Level 4 ↑
	Electrical engineering	
Semiconductor	Electronic Engineering	
Art & Physical Education	Arts & Design(Fine arts / Sculpture / Visual design / Industrial design)	
	Music(Voice / Pipe & String music / Piano / Composition) * Violin, Viola, V.Cello, C.Bass, Classic Guitar, Flute, oboe, Clarinet, Bassoon, Horn, Trumpet, Tenor Trombone, Percussion instrument	
	Physical education(Physical education / Taekwondo)	
	Acting Arts	

## 2) Medical Campus(Incheon)

College	Department	Note
Medical Science	Dental hygienic	TOPIK/TOPIK IBT Level 4 ↑
	Radiology	TOPIK/TOPIK IBT Level 4 ↑
	Physical therapy	TOPIK/TOPIK IBT Level 4 ↑
	Emergency medical technology	TOPIK/TOPIK IBT Level 4 ↑

\* International liberal studies

Student who enrolls in this major is required to take the Korean intensive subjects for the first year(two semesters) in order to learn how to get used to Korean culture, life and improve the ability to learn the specific liberal arts and majors.

After one year, students who want to choose the another major, they need to achieve the Korean Proficiency Test(TOPIK) over level 3 or take a pass result of Gachon Korean Language Test. Otherwise, students have to be belonged into the major, International(Koreanology).

and when students choose the another major, preliminary education, nursing, dental hygienic, emergency medical technology, radiology, physical therapy, pharmacy, medical science, art & physical education, smart factory, smart security, smart city, biologics, finance & big data is not applicable based on the principal of Gachon University.

**\*\* English track(Global business administration & Computer engineering)**

**Students who enroll into English track should take the classes up to 17 credits related to Korean language and culture for the first semester, so students can take the major and other classes since the second semester.**

[Transfer(\*)]

1) Global Campus(Seongnam)

College	Department	Note
Gachon Liberal Arts	Liberal studies(Koreanology major)	
Business Administration	Business Administration(Business administration / Accounting & Taxation)	
	Financial Mathematics	
Social Science	Media communication	
	Tourism management	
	Economics	
	Healthcare management	
	Applied statistics	
	Psychology	
Law	Law	
	Public administration	
Humanity	Korean language & literature	
	English language & literature(foreign language)	
	Oriental language & literature(foreign language)	
	European language & literature(foreign language)	
Engineering	Urban planning & landscape(Urban planning / Landscape)	
	Architecture(Interior architecture / Architecture engineering)	
	Building equipment system & fire protection engineering	
	Chemical & biological engineering(Chemical & biological engineering)	
	Mechanic-Smart-Industrial Engineering(Mechanical Engineering / Industrial Engineering)	
	Civil environment engineering	
	New material engineering	

College	Department	Note
Bio-nano	Food & Life engineering	
	Food & nutrition	
	Bio-nano	
	Life science	
	Physics	
	Chemistry	
IT Convergence	Computer engineering(Computer engineering)	
	Electronic engineering(Electronic engineering)	
	Electrical engineering	
Art & Physical Education	Arts & Design(Fine arts & sculpture(Fine arts) / Fine arts & sculpture(Sculpture) / Design(Visual design) / Design(Industrial design) / Fashion design)	
	Music(Voice / Pipe music / String music / Piano / Composition), * Violin, Viola, V.Cello, C.Bass, Classic Guitar, Flute, oboe, Clarinet, Bassoon, Horn, Trumpet, Tenor Trombone, Percussion instrument	
	Physical education(Physical education / Taekwondo)	

## 2) Medical Campus(Incheon)

College	Department	Note
Medical Science	Dental hygienic	TOPIK/TOPIK IBT Level 4 ↑
	Radiology	TOPIK/TOPIK IBT Level 4 ↑
	Physical therapy	TOPIK/TOPIK IBT Level 4 ↑
	Emergency medical technology	TOPIK/TOPIK IBT Level 4 ↑

\* All the transfer students keep them in mind if the below cases take place, student might not be able to graduate within 6 semesters for 2<sup>nd</sup> year transfer, 4 semesters for 3<sup>rd</sup> year transfer

1) Major in the previous school is different from the one in Gachon University that students enrol

2) Subjects that students took in the previous school do not have the similarity with the ones in Gachon University, so the credits are not acceptable

3) After reviewing the credit acceptance, students are required to take the additional mandatory classes in Gachon University

## 2. Application Schedule ※ The schedule can be subject to change.

Category	Schedule		
	1 <sup>st</sup> Intake	2 <sup>nd</sup> Intake	3 <sup>rd</sup> Intake
Online application ( <a href="http://www.jinhakapply.com/">http://www.jinhakapply.com/</a> )	Oct 7 <sup>th</sup> (Mon), 10:00 ~ Oct 18 <sup>th</sup> (Fri), 16:00	Nov 18 <sup>th</sup> (Mon), 10:00 ~ Nov 29 <sup>th</sup> (Fri), 16:00	Dec 30 <sup>rd</sup> (Mon), 10:00 ~ 2025. Jan 5 <sup>th</sup> (Sun), 16:00
Required document submission(*)	Oct 7 <sup>th</sup> (Mon), 10:00 ~ Oct 23 <sup>rd</sup> (Wed), 16:00	Nov 18 <sup>th</sup> (Mon), 10:00 ~ Dec 4 <sup>th</sup> (Wed), 16:00	Dec 30 <sup>rd</sup> (Mon), 10:00 ~ 2025. Jan 8 <sup>th</sup> (Wed), 16:00
Announcement(**)	Nov 15 <sup>th</sup> (Fri)	Dec 27 <sup>th</sup> (Fri)	Jan 24 <sup>th</sup> (Fri)
Tuition Payment(***)	Nov 16 <sup>th</sup> (Sat) ~ Nov 22 <sup>nd</sup> (Fri)	Dec 28 <sup>th</sup> (Sat) ~ 2025. Jan 3 <sup>rd</sup> (Fri)	Jan 25 <sup>th</sup> (Sat) ~ Feb 3 <sup>rd</sup> (Mon)

\* All the required documents have to arrive within the deadline as a Korean Standard Time. If delayed, the documents are not acceptable.

\*\* Announcement will be noticed in the website of Office of international Affairs([www.oia.gachon.ac.kr](http://www.oia.gachon.ac.kr)), the applicant has to confirm the result by himself/herself.

\*\*\* Tuition payment has to be done within the deadline as a Korean Standard Time. If not, the enrollment has not be completed and the pass result will be cancelled.

### 3. Eligibility

Category	Freshmen	Transfer
Nationality	Students and Students' both parents must be non-Korean citizenship (Multiple citizenship(Korean citizenship+foreign citizenship) is not allowed to apply)	
Academic	High/Secondary School Certificate	[2nd Year Transfer] - Received college degree and more than thirty-two(32) credits from 2~3 year - Completed more than two(2) semesters and thirty-two(32) credits at four(4) year university [3rd Year Transfer] - Received college degree and more than sixty-five(65) credits from 2~3 year - Completed more than four(4) semesters and sixty-five(65) credits at four(4) year university
Language Proficiency	[Korean Track]	
	Official TOPIK Level 3 or higher achieved(*)	choose one
	Korean Language Center Level 3 or higher achieved in one of Korean universities	
	Gachon University Korean Language Test Pass Result achieved	
	King Sejong Institute Middle Level 1 or higher(Online course is not available)	
	Social Integration Program of Ministry of Justice Level 3 or higher or pre-evaluation 61 point or higher	
	Non-Korean proficiency result(**)	
	* Students who apply to College of Medical Science, the students have to submit over TOPIK Level 4 ** Students are recommended to apply to International liberal studies for freshman, or Koreanology for transfer	
	[English Track]	
	IELTS 5.5 or higher achieved	choose one
TOEFL PBT 530(CBT 197, iBT 71) or higher achieved		
TEPS 601(New TEPS 327) or higher achieved		
Students who have a nationality (USA, Canada, UK, Ireland, Australia, Newzeland)		

#### 4. Required Documents

Documents	EA	Remarks
Application form	1	<ul style="list-style-type: none"> <li>- Print all the documents after completing the online application</li> <li>- Sign on the printed documents before submitting</li> </ul>
Statement of purpose	1	
Letter of Consent	1	
Copy of passport (applicant and applicant's parents)	1	<ul style="list-style-type: none"> <li>- Copy of passport of both parents can be replaced as a copy of ID card, but it has to be translated in Korean or English and notarized</li> </ul>
Birth certificate or legal document indicating the applicant's relationship with his/her parents	1	<ul style="list-style-type: none"> <li>- Documents issued by government have to be submitted</li> <li>- Documents must be translated in Korean or English and notarization is required</li> <li>- If parents got divorced, the certificate of divorce is additionally required</li> <li>- If one or both parents passed away, the certificate of death is additionally required</li> <li>- If the applicant has a single parent family, the certificate or confirmation letter approved by a government and notarized in English has to be submitted</li> </ul>
Artwork(USB)	1	<ul style="list-style-type: none"> <li>- Only applicable to the students who apply to College of Arts &amp; Design(Fine arts, Sculpture, Visual design, Industrial design), Art &amp; Physical Education(Music(All))</li> <li>- Refer to the following detailed information</li> </ul>
Certificate of Bank balance (successful applicant can only submit)	1	<ul style="list-style-type: none"> <li>- KRW 20,000,000(USD 16,000) or higher</li> <li>* Issued within 30 days of submitting the document</li> <li>* The certificate with an expiration date specified is only accepted for 6 months from the issuance date, and the validity period must expire after the admission date(planned March 4<sup>th</sup>, 2025)</li> <li>* Student residing in Korea(with a residence card) must submit the certificate of bank balance with the applicant's name from a bank located in Korea.</li> </ul>
Certificate of language proficiency test result	1	<ul style="list-style-type: none"> <li>- It can be the copy one</li> </ul>

Documents		EA	Remarks
Freshman	Official high/secondary school certificate of (expected) Graduation	2 (1 original & 1 copy)	<ul style="list-style-type: none"> <li>- Documents must be translated in Korean or English and notarization is required</li> <li>- Students should submit the documents either an original copy of consular representative check from Embassy of Korea in their countries or a notarized Apostille (※ Refer to the appendix #1)</li> </ul> <p>*Documents are only available within 6 months before applying</p>
	Official high/secondary school's transcript	2 (1 original & 1 copy)	
Transfer	Official college/university certificate of (expected) Graduation	2 (1 original & 1 copy)	<ul style="list-style-type: none"> <li>- Documents must be translated in Korean or English and notarization is required</li> <li>- Transcript is consisted of each course's credit, grade, and total credits</li> <li>- Students should submit the documents either an original document of consular representative check from Embassy of Korean in their countries or a notarized Apostille (※ Refer to the appendix #1)</li> </ul> <p>*Documents are only available within 6 months before applying</p> <p>* Students who is currently attending four-year university have to submit his/her official high/secondary school certificate of graduation as well.</p>
	Official college/university's transcript	2 (1 original & 1 copy)	

※ All the documents submitted will NOT be returned.

● **Guideline to submit Artwork(USB)**

Department	Content
Arts & Design (Fine arts, Sculpture, Visual design, Industrial design)	Students produce his/her own videoclip that present his/her ability such as painting or making from the beginning to the end within 2 minutes related to the department that students apply
Music(Voice)	Students produce his/her own videoclip that includes two songs(one song either Italian art song or Aria and the other song either Deutsch art song or Aria)
Music(All except for Voice)	Students produce his/her own videoclip that present his/her ability such as singing or playing a musical instrument from the beginning to the end within 2 minutes related to the department that students apply

※ All the artwork have to be installed into USB and submit it with the other required documents in the deadline

**5. Application Fee : 150,000 KRW** \* Your application will not be accepted unless you complete to pay for the application fee.

- Cancellation of Application and Refund of Application Fee

1) If the applicant requests to cancel his/her application before the end of application period, the application fee is all refundable.

But, it is not refundable after the end of online application period. The criteria for refunding of application fee shall be in accordance with Article 42-3 of the Enforcement Decree of the Higher Education Act, Korea.

**6. Evaluation**

1) Korean Track \* applied equally to both freshman and transfer student

Department	Way of Evaluation
All	Document Screening
Arts & Design(Fine arts, Sculpture, Visual design, Industrial design), Music(All)	Document Screening + Portfolio
Medical science	Document Screening + Interview

※ The detailed information on an evaluation does not open such as the process of evaluation, etc.

2) **English Track** \* only for freshman student(English track is not available for transfer student)

Department	Way of Evaluation
Global Business administration, Computer engineering	<b>Document Screening</b>

※ The detailed information on an evaluation does not open such as the process of evaluation, etc.

**7. Enrollment**

Department	Fees (2025 Spring Semester)
	Tuition Fee(KRW) per semester
International(International studies, Koreanology) / Liberal studies(Koreanology major) / Business administration / Global business administration / Accounting & Taxation / Media communication / Tourism management / Economics / Psychology / Law / Public administration / Korean language & literature / English language & literature / Oriental language & literature / European language & literature / Physical education(Physical education, Taekwondo)	3,965,800
Finance & Big data(Financial Mathematics) / Financial Mathematics / Healthcare (industrial) management / Applied statistics / Fashion industry / Arts & Design(Fashion design) / Food & nutrition / Life science / Physics / Chemistry / Dental hygienic / Radiology / Physical therapy / Emergency medical technology	4,639,800
Urban planning & landscape(Urban planning / Landscape) / Architecture(Architecture(5 years), Internal architecture, Architecture engineering) / Building equipment system & fire protection engineering / Chemical & biological engineering(Chemical & biological engineering) / Civil environment engineering / New material engineering / Mechanic-Smart-Industrial Engineering(Mechanical Engineering, Industrial Engineering) / Food & Life Engineering / Bio-nano science / Computer engineering(Computer Engineering) / Electrical engineering / Semiconductor-Electronic engineering(Electronic Engineering)	5,179,800
Arts & Design(Fine arts & sculpture(Fine arts, Sculpture), Design(Visual design, Industrial design)) / Music(Voice, Instrumental music(Pipe & String music), Instrumental music(Piano), Composition) / Acting Arts	5,379,800

※ The fees listed above are for 2024 Fall Semester and can be subject to change, then have to pay for the difference.

## 8. Scholarship

### 1) For newly admitted students

Name of Scholarship	Standard	Benefit
<b>Foreigner Scholarship (Korean Track)</b>	TOPIK Level 6	90% reduction in tuition
	TOPIK Level 5	80% reduction in tuition
	TOPIK Level 4(*)	60% reduction in tuition
	TOPIK Level 3(**)	40% reduction in tuition
	None	30% reduction in tuition
<b>Foreigner Scholarship (English Track)</b>	IELTS 8 or TOEFL iBT 112 or NEW TEPS 498	70% reduction in tuition
	IELTS 6.5 or TOEFL iBT 100 or NEW TEPS 398	40% reduction in tuition
	IELTS 5.5 or TOEFL iBT 71 or NEW TEPS 327 or using English as a native language	30% reduction in tuition
<b>Recommendation Scholarship</b>	Partner institution(school, agent, etc)	10% additional reduction in tuition(select one)
	Gachon Korean Language Education Center	
<p>* King Sejong Institute Middle Level 2 or higher or Social Integration Program of Ministry of Justice Level 4 or higher or pre-evaluation 81 point or higher</p> <p>** King Sejong Institute Middle Level 1 or higher or Social Integration Program of Ministry of Justice Level 3 or higher or pre-evaluation 61 point or higher</p> <p>1. The above scholarship only applies to the first semester upon enrollment</p> <p>2. Other matters not specified above shall be subject to Gachon University's Scholarship Policy and Standards and the amount of scholarship are subject to change according to the changes in Gachon University's Scholarship Policy.</p>		

## 2) For registered students

Classification	TOPIK	GPA			
		4.0 higher	3.5 higher	3.0 higher	2.5 higher
Korean Track	Level 6	100% reduction in tuition	60% reduction in tuition	50% reduction in tuition	30% reduction in tuition
	Level 5	70% reduction in tuition			
	Level 4(*)				
	Level 3(**)	40% reduction in tuition	40% reduction in tuition	30% reduction in tuition	10% reduction in tuition
	None	10% reduction in tuition			
English Track	GPA				
	4.3 higher	4.0 higher	3.5 higher	3.0 higher	2.5 higher
	100% reduction in tuition	60% reduction in tuition	50% reduction in tuition	40% reduction in tuition	30% reduction in tuition
<p>* King Sejong Institute Middle Level 2 or higher or Social Integration Program of Ministry of Justice Level 4 or higher or pre-evaluation 81 point or higher</p> <p>** King Sejong Institute Middle Level 1 or higher or Social Integration Program of Ministry of Justice Level 3 or higher or pre-evaluation 61 point or higher</p> <p>1. All the scholarships apply from the second semester</p> <p>2. All the scholarships are only applicable for students who complete courses of over 12 credits in the previous semester(4th year : over 9 credits)</p> <p>3. All the scholarships are awarded to the students as below</p> <p>- Freshman : up to 8 semesters / Transfer(2nd year) : up to 6 semesters / Transfer(3rd year) : up to 4 semesters</p> <p>4. If a students drops out of Gachon University or transfer to the another university, he/she has to refund the scholarship in that semester.</p> <p>5. Other matters not specified above shall be subject to Gachon University's Scholarship Policy and Standards and the amount of scholarship are subject to change according to the changes in Gachon University's Scholarship Policy.</p>					
TOPIK Encouragement (KRW 300,000) *It is subject to change	<p>- If a student acquires TOPIK Level 4 or higher within a year(2 semesters) after the entrance, he/she can be awarded. (Student has to submit the TOPIK test result to the Office of International Affairs)</p> <p>- It only provides the one time before graduation</p>				
Excellent Scholarship	Students who have excellent grade will be awarded the scholarship per department or college				

## 9. Important Notice

### 1) Online application and Submission of required documents

- A. Online application is through [www.jinhakapply.com](http://www.jinhakapply.com)
- B. It does not allow to change the details after the payment of an admission fee. After the application period is over, it is not acceptable for the student to cancel his/her application and the admission fee is not refundable.
- C. When filling in an application form, the applicant's contact information and address must be accurately stated, and the applicant himself/herself is responsible for the disadvantages caused by unclear information entry and omission.
- D. All the documents submitted cannot be returned regardless of whether or not the applicant is accepted.

### 2) Acceptance & Cancellation of Admission

- A. The applicant can choose the first and second departments. All the evaluation will be covered the first and second departments, if the applicant is unsatisfied by the evaluation, he/she will not be accepted.
- B. Successful applicants(admissions) must be informed of the NOTE notified when announcing successful applicants, and the applicant himself/herself is responsible for the disadvantaged caused by not paying attention to the NOTE.
- C. Those who do not have less than TOPIK Level 4 or do not have TOPIK result have to follow the below condition
  - ① Freshman : Korean language courses 34 credits for the first year(17 credits per semester) \* English track 17 credits for the first semester
  - ② Transfer : Korean language course 12 credits for the first semester
  - ③ Freshman & Transfer in common \* English track is not applicable
    - Student must achieve TOPIK Level 4 or higher before graduation in order to graduate
    - If student does not achieve TOPIK Level 4 or higher before the graduation, he/she has to take the additional program conducted by Gachon University before graduation in order to graduate. Student takes a responsibility for the program fee.
- D. In the case of transfer students, the graduation period may be extended if they need to complete additional courses required for graduation according to the credit recognition review.
- E. If the submitted documents are different from the facts, or if it is found that acceptance or admission has been made through

- other illegal methods, acceptance and admission will be canceled even after admission, and tuition fee is not refundable.
- F. Students cannot double-enroll in two or more colleges, universities, industrial colleges, or colleges of education with the same semester of admission. Acceptance(admission) will be canceled in case of violation of double registration prohibition, and tuition fee is not refundable.
  - G. Those who are expected to graduate or complete from the previous school should submit the certificate of graduation or completion to Office of International Affairs before the beginning of a semester. Otherwise, the acceptance and admission will be cancelled.
  - H. Even if acceptance(admission) is granted, if it is confirmed that the applicant does not meet the qualifications according to the review of financial documents and academic background documents, the admission will be cancelled.
  - I. If the student want to give up enrolling in Gachon University, students have to submit the tuition fee refund documents within the deadline that we noticed, after the beginning of a semester, students can get the refund based on the principle of Gachon University.

### **3) Others**

- A. The applicant must read carefully the admission guideline, and applicant is responsible for any disadvantages caused by not reading
- B. Regarding the selection process, the evaluation contents and grades cannot be disclosed regardless of whether or not they have passed.
- C. Notices related to the selection process or announcement of successful applicants will be announced through the website of the Office of International Affairs of the University, and will not be notified individually.  
Applicants are responsible for any disadvantages caused by not checking the website.
- D. Matters not specified in this admission guideline are subject to the relevant laws and guidelines, the university regulations, and the decision of the International Student Admissions Committee.
- E. This admission guideline was written in Korean and then translated into English and Chinese. The interpretation of the contents is based on the Korean admission guideline.

## 10. Contact Information

Office of International Affairs, International Admission Team			
Website	<a href="https://oia.gachon.ac.kr/international/a/m/graduateInfo.do">https://oia.gachon.ac.kr/international/a/m/graduateInfo.do</a>		
Information	Email	Phone	Time
	undergrad_admin@gachon.ac.kr	82-31-750-5823 (Korean/Chinese)	9:00 ~ 16:00 (Weekdays only)
		82-31-750-5672 (Korean/English)	
		82-31-750-8889 (Korean/Chinese)	
Address	Undergraduate Course / International Admission Team / Office of International Affairs Global Center 7 <sup>th</sup> Floor #731, Gachon University, 1342 Seongnamdaero, Sujeonggu, Seongnamsi, Gyeonggido, Republic of Korea(Postal code : 13120)		

### [Appendix]

A1. Dormitory Information

A2. Location

## A1. Dormitory Information



\* It is scheduled to open later

\*\* Application website : <https://www.gachon.ac.kr/sites/dormitory/index.do>

## A2. Location

- Office of International Affairs, International Admission Team



Global Center #731