



Academic year 2022

Chungwoon University Admission Guide for International Students in Undergraduate/Graduate Programs

IEC.CHUNGWOON.AC.KR



SELECTION CRITERIA

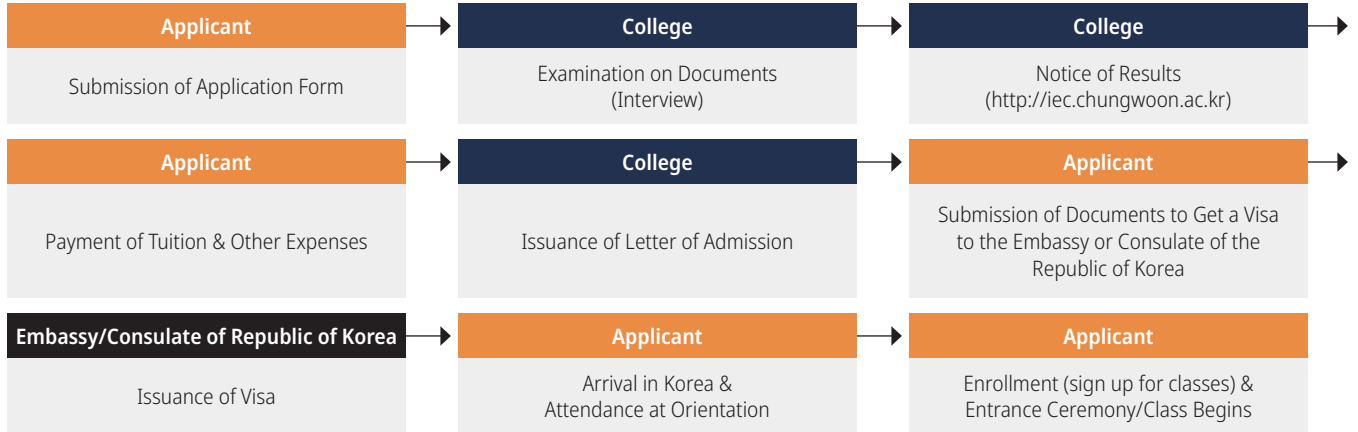
Same Criteria for Undergraduate / Graduate

Examination of documents **100%**

※ Scholastic ability and financial ability will be examined via a personal or online interview. The interview schedule will be notified to each applicant.

APPLICATION PROCEDURE

※ Applicants from countries requiring visa from Korean diplomatic missions for entry to Korea (countries except China)



REQUIREMENTS

General Requirements

Div.	General Requirements	
Undergraduate	New Admission (Freshman)	<ul style="list-style-type: none"> International students whose parents have foreign citizenship and who have acquired TOPIK (Test of Proficiency in Korean) Level 2. Foreigners who have completed all curricula corresponding to primary and secondary education (from the first year of elementary school to high school graduation) in Korea in foreign countries who acquired TOPIK Level 2. An international marriage migrant who is naturalized as a Korean and undertook all of his/her entire education (both primary and secondary; from the first year of elementary school to high school graduation) outside of Korea; acquired TOPIK Level 2.
	Transfer (Junior)	
	Transfer (Senior)	
Graduate School		

※ TOPIK Level 2 holders are required to complete at least 300 hours of Korean language training for one year after admission.

※ After admission, students must obtain Level 4 or higher in the Korean Language Proficiency Test (TOPIK) until graduation (International students can graduate only after acquiring TOPIK Level 4 or higher).

Individual Qualification

Application Types	Qualification
Undergraduate	New Students (Freshman) The applicants have graduated or will graduate from a high school in Korea or abroad and have completed or will complete the entire curriculum equivalent to the curriculum in the elementary, middle and high school in Korea.
	Transfer (Junior) The applicants have completed or will complete two years (4 semesters) in a 4-year college in Korea or abroad and have acquired or will acquire over 65 credits in a relevant college.
	Transfer (Senior) The applicants have graduated or will graduate from a 3-year or a 4-year college in Korea or abroad and have acquired or will acquire over 98 credits in a relevant college. The applicants can apply for the department in the same course as their major in the previous college.
Graduate	New Students (Freshman) The applicants have graduated (bachelor) or will graduate (bachelor-to-be) from a 4-year college in Korea or abroad.
	Transfer (Junior) The applicants have completed more than one semester in the same or similar master course to the departments they are applying for in a graduate school in Korea and have acquired more than 6 credits in the previous college.
	Transfer (Senior) The applicants have completed more than two semesters in the same or similar master course to the departments they have applied for in a graduate school in Korea and have acquired more than 12 credits in the previous college.

ADMISSION SCHEDULE

Div.	Spring semester, 2022		Fall semester, 2022		Places/Notices
	1 ST recruitment	2 ND recruitment	1 ST recruitment	2 ND recruitment	
Submission of Documents	2021.11.01(MON) ~ 11.12(FRI)	2021.12.30(THU) ~ 2022.01.03(MON)	2022.05.02(MON) ~ 05.13(FRI)	2022.06.27(MON) ~ 07.08(FRI)	<ul style="list-style-type: none"> • How to submit : Submission by a visit in person or by registered mail (Institute of International Affairs & Education) • Where to submit : Institute of International Affairs & Education Hongseong Campus, Incheon Campus *Check the detailed address at last page.
Interview	Will be notified individually				-
Announcement of Admission Decision	2021.12.03(FRI)	2022.01.27(THU)	2022.06.03(FRI)	2022.07.22(FRI)	<ul style="list-style-type: none"> • To be posted on the Institute of International Affairs & Education website (http://iec.chungwoon.ac.kr)
Payment of Tuition	2021.12.09(THU) ~ 12.10(FRI)	2022.02.09(WED) ~ 02.11(FRI)	2022.06.09(THU) ~ 06.10(FRI)	2022.07.28(THU) ~ 07.29(FRI)	<ul style="list-style-type: none"> • Detailed schedules will be announced later. • Admission for those who have not paid tuition by the deadline will be revoked.

※ The admission schedule is subject to change under any circumstances of the University.

DOCUMENTS TO BE SUBMITTED

Applicants other than Chinese nationality

- 01 Application Form (Chungwoon University Application Form), 1 copy
- 02 Personal statement
- 03 Statement of Purpose
- 04 **Proof of academic degree** (academic background) : Choose between the following ① and ②
 - ① Apostille proof of academic degree (academic background)
 - ② Documents approved by the Korean consul in the home country or the home country's consul or embassy located in Korea
- 05 Original Copy of an official Academic Transcript for the highest level of education received
- 06 A copy of passport
- 07 A copy of identification (student and both parents)
- 08 **A certified copy of family register** (including family members)
 - All contents (education, date of birth, occupation, etc.) must be updated before submission
 - In the event of a parent's divorce : a copy of the divorce decision (statement of the parent's name and date of birth)
 - In the event of a parent's death : a copy of the death certificate (statement of the parent's name and date of birth)
- 09 Proof of kinship (where the applicant's family and parents' family are separated) 1 copy notary
- 10 Color photo 1 (3.5cm×4.5cm) (taken in three months)
- 11 A certificate of the bank balances from the applicant or financial guarantor with more than 20,000 US dollars in balance (You must keep the bank balance before admission)
- 12 A copy of proof of employment from the financial guarantor (income, work phone number and address included)
 - Business license and a proof of property for individual businesses
- 13 Original Copy of an official TOPIK (Test of Proficiency in Korean) Certificate (will be returned after verification)
- 14 (Those who studied Korean language in other colleges) Certificate of Program Completion including attendance and academic records from the relevant language school in the other college
- 15 The documents that present the career experience after graduation (for those who graduated before March, 2019)
- 16 Consent on academic background check (Chungwoon University Consent Form), 1 copy
- 17 Consent for Use of Personal Information, 1 copy

※ Documents issued abroad must be submitted in the original form with Korean or English translation and notarization documents.

(Exception : A photocopy of passport and ID can be submitted without the translation and notarization documents.)

※ Residents in Korea with F-1, F-2, F-4, E-2 and D-8 Visas need to contact the application office.

※ Additional documents may be requested for qualification examination.

COLLEGES & QUOTAS

Hongseong Campus

Colleges	Departments
	Dept. of Theater and Arts (Major of Acting, Major of Stage art), Dept. of Musical, Dept. of Applied Music (Major of Instrumental, Major of Vocal, Computer music (MIDI)), Dept. of Performing Arts Planning & Management, Dept. of Broadcasting & Film, Dept. of Media Communication
Undergraduates	Dept. of Hotel Tourism Management(Major of Hotel Management, Major of Tourism management), Dept. of Hotel Culinary & Catering Management, Dept. of Airline Service Management
	Dept. of Space Design, Dept. of Fashion Design, Dept. of Artificial Intelligence Operation, Dept. of Liberal studies
	Dept. of Human Nutrition & Food Science, Dept. of Social Welfare
Transfer to Undergraduate Schools	Dept. of Acting, Dept. of Musical, Dept. of Applied Music, Dept. of Performing Arts Planning & Management, Dept. of Broadcasting & Film, Dept. of Media Communication
	Dept. of Hotel Management, Dept. of Tourism Management, Dept. of Hotel Culinary & Catering Management, Dept. of Airline Service Management
	School of Integrated Entrepreneurship, Dept. of Space Design, Dept. of Design, Major of Stage Video Design, Dept. of Fashion Design
	Dept. of Human Nutrition & Food Science, Dept. of Social Welfare
	Dept. of English, Dept. of Chinese Studies, Dept. of Vietnamese Studies
	Dept. of start-up consulting
New Entrance/ Transfer to Graduate Schools	Dept. of Performing Arts, Dept. of Broadcasting & Film, Dept. of Media Communication, Dept. of Applied Music, Dept. of Fashion Design, Dept. of Regional Development Space Design, Dept. of Culture & Arts Management-MICE
	Dept. of Hotel Management, Dept. of Tourism Management, Dept. of Airline Service Management, Dept. of Hotel Food Service Management
	Dept. of Human Nutrition & Food Science, Dept. of Social Welfare, Dept. of Social Welfare Counseling
	Dept. of English Language and Culture, Dept. of Chinese Regional Studies, Dept. of Vietnamese Studies

Incheon Campus

Colleges	Departments
New Entrance to Undergraduate Schools	Dept. of Architectural Engineering, Dept. of Building Services Engineering & Fire Protection Systems, Dept. of Civil & Environmental Engineering, Dept. of Electronics Engineering, Dept. of Computer Engineering, Dept. of Multimedia Science, Dept. of Chemical Engineering
	Dept. of Business Administration, Dept. of International Trade, Dept. of Advertising & Public Relations
Transfer to Undergraduate Schools	Dept. of Architectural Engineering, Dept. of Building Services Engineering & Fire Protection Systems, Dept. of Civil & Environmental Engineering, Dept. of Electronics Engineering, Dept. of Computer Engineering, Dept. of Multimedia Science, Dept. of Chemical Engineering
	Dept. of Global Business Administration (Major of Business Administration, Major of International Trade), Dept. of Advertising & Public Relations
Transfer/New Entrance to Graduate Schools	Dept. of Architectural Engineering, Dept. of Civil & Environmental Engineering, Dept. of Electronics Engineering, Dept. of Computer Engineering, Dept. of Chemical Engineering, Dept. of Multimedia Science, Department of Urban Architecture and Real Estate
	Dept. of Business Administration, Dept. of International Trade, Dept. of Advertising & Public Relations

※ The above department is the 2021 school year recruitment department, which may vary depending on the situation.

※ International students are admitted to the extent that the University can accept without respect to the entrance quota of domestic students per department.

TUITION

Undergraduate Course (per semester)

Departments	Tuitions
College of Hotel Tourism (Dept. of Hotel Tourism Management), College of Health and Welfare Nursing (Dept. of Social Welfare), College of Business Administration (Dept. of Business, Dept. of Trade, College of Creative Convergence (Dept. of Artificial Intelligence Operation, Dept. of Liberal studies)	₩ 3,142,000
College of Broadcasting & Arts (Dept. of Performing Arts, Dept. of Broadcasting & Film, Dept. of Media Communication), College of Hotels & Tourism (Dept. of Hotel Culinary & Catering Management, Dept. of Airline Service Management), College of Health & Welfare and Nursing (Dept. of Human Nutrition & Food Science), College of Creative Technology (Dept. of Space Design, Dept. of Fashion Design, Dept. of Artificial Intelligence Operation), College of Engineering (Dept. of Architectural Engineering, Dept. of Building Services Engineering & Fire Protection Systems, Dept. of Civil & Environmental Engineering, Dept. of Electronics Engineering, Dept. of Computer Engineering, Dept. of Multimedia Science, Dept. of Chemical Engineering), College of Business Administration (Dept. of Public Relations)	₩ 3,794,000
Dept. of Theater and Arts, Dept. of Fashion Design (Major of Stage Art & Design)	₩ 3,840,000
Dept. of Musical, Dept. of Applied Music	₩ 4,133,000

※ The tuitions above are based on the new students enrolled in 2021 and will change to some extent every year.

※ International students of Undergraduate Freshman will receive a scholarship equivalent to 100% of tuition for the first semester and will receive scholarship based on their academic achievement from the second semester until graduation (For more details, please see "Scholarship").

Graduate Schools

Graduate Schools	Admission Fees	Tuition per Credit	Tuition per Year (based on 15 credits)	Reduction of Tuition(30%)	Actual Payment per Year
College of Engineering (All) College of Broadcasting & Arts (All) College of Health & Welfare and Nursing (Dept. of Human Nutrition & Food Science)	₩ 650,000	₩ 385,000	₩ 5,775,000	₩ 1,732,500	₩ 4,042,500
College of Business Administration (Dept. of Business Administration, Dept. of International Trade) (All) College of Hotels & Tourism (Dept. of Hotel Management, Dept. of Tourism Management) (All) College of Health & Welfare and Nursing (Dept. of Social Welfare) College of Global Communication (All)	₩ 650,000	₩ 346,000	₩ 5,190,000	₩ 1,557,000	₩ 3,633,000

※ The tuitions above are based on the 2021 academic year and will increase to some extent every year.

※ The admission fee is paid just once at the time of enrollment.

TUITION REFUND POLICY

	Period when the applicant needs the return of tuition	Return Ratio
If an applicant needs a return of tuition due to any of the following reasons after the semester starts, the return of tuition will comply with the following standards.	Within 30 days after the semester starts	Amount corresponding to five sixth of tuition
	Within 30 to 60 days after the semester starts	Amount corresponding to two thirds of tuition
	Within 60 to 90 days after the semester starts	Amount corresponding to a half of tuition
	90 days after the semester starts	Non refundable

※ When tuition is returned, 'admission fee (screening fee)' is not returned.

※ Tuition is not returned in case of visa disapproval due to forgery or alteration of documents submitted as a result of visa examination.

※ Tuition is not returned for those who stays illegally after arriving in Korea.

DORMITORY FEES

Type	Room	Dormitory expenses (won)		Period
Hongseong Campus On-Campus school dormitory	Double Room : Two-person/room		₩ 980,000	16 Weeks
	Quad Room(A) : Four-person/room		₩ 630,000	
	Quad Room(B) : Four-person/room		₩ 530,000	
Incheon Campus off-Campus designated dormitory	Double Room : Two-person/room	Dorm Fee	₩ 1,620,000	6 Month
		Security Deposit	₩ 200,000	

※ The above costs may vary depending on the circumstances.

1. TOP100 World Innovation University Selected by 2021 WURI

(World's Universities with Real Impact Top100)

- ▶ Ranked 21st in Student Mobility and Openness
- ▶ Ranked 24th in Industrial Application

2. International Education Quality Assurance System (IEQAS) Certified University by the Ministry of Education

SCHOLARSHIP

Undergraduate/ Graduate Programs	Period	Scholarship Criteria	Remarks
	Freshman	All students	<ul style="list-style-type: none"> • 100% deduction from tuition
	1st Semester after Enrollment	Transfer	<ul style="list-style-type: none"> • TOPIK Level 2 : 30% deduction from tuition • TOPIK Level 3 : 40% deduction from tuition • TOPIK Level 4 : 50% deduction from tuition • TOPIK Level 5 : 60% deduction from tuition • TOPIK Level 6 : 100% deduction from tuition
Undergraduate	2nd Semester ~ Graduation	Scholarship varies depending on academic achievement in the previous semester.	<ul style="list-style-type: none"> • Below 2.0 : 0% deduction from tuition • 2.0~2.5 : 20% deduction from tuition • 2.5~3.0 : 30% deduction from tuition • 3.0~3.5 : 40% deduction from tuition • 3.5~4.0 : 50% deduction from tuition • 4.0~4.5 : 70% deduction from tuition <p>※ If an applicant is qualified for scholarship based on academic achievement, the applicant will receive only the larger amount of scholarship as compared to the scholarship for international students.</p>
Graduate	1st Semester after Enrollment	Scholarship varies on TOPIK levels.	<ul style="list-style-type: none"> • TOPIK Level 2, 3 : 30% deduction from tuition • TOPIK Level 4 or higher : 40% deduction from tuition
	2nd Semester ~ Graduation	All students	<ul style="list-style-type: none"> • 30% deduction from tuition

WHAT APPLICANTS NEED TO KNOW

- 01 If it is found that an applicant has been admitted through illegal methods including forgery and falsification of the documents to be submitted during the admission procedure, admission will be cancelled.
- 02 After the application form is received, no content on the application form and documents submitted shall be changed or voided. Accordingly, it is necessary to fully and accurately understand the contents of the Application Guide for International Students (applicants cannot change departments after submission of the application form).
- 03 If admission is cancelled due to a wrong contact number written on the application form (phone number and address) or because an applicant is out of contact, the relevant applicant is responsible for the cancellation.
- 04 If an applicant cannot enter Korea because their visa is rejected by a relevant authority after the admission is confirmed, admission is cancelled.
- 05 All documents submitted by the applicants are not returned (The certificate of graduation will be returned after verification).
- 06 According to the National Health Insurance Act and the Enforcement Rules of the same Act, international students will be required to pay the applicable insurance premium from March 2021, as other registered foreigners who are local subscribers to the national health insurance.

INQUIRIES REGARDING APPLICATION PROCEDURES

Institute of International Affairs & Education

Hongseong Campus

Institute of International Affairs & Education, 104, In-uikwan, Chungwoon University, 25, Daehak-gil, Hongseong-eup, Hongseong-gun, Chungcheongnam-do, 32244, Republic of Korea

Tel +82-41-630-3184, 3467, 3254

Fax +82-41-634-6747

E-mail iecenter@chungwoon.ac.kr

Incheon Campus

Institute of International Affairs & Education, 435, Chungwoon University Incheon Campus, 113, Sukgol-ro, Michuhol-gu, Incheon, 22100, Republic of Korea

Tel +82-32-770-8302, 8303, 8304

Fax +82-32-770-8305

E-mail iecenter@chungwoon.ac.kr