

2018 Spring Graduate Admission  
Guidelines for International Students

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# 1. Academic Programs: Departments and Majors

## Graduate School

Campus	Graduate School	Division	Department	major	Field of Study		
					Master's	Doctoral	
Seoul	Graduate School	Natural Science	Physics		○	×	
			Mathematics		○	○	
		Engineering	Architecture		○	○	
			Interior Architecture		○	×	
			Mechanical Engineering		○	○	
			Urban Design&Planning		○	○	
			Materials Science and Engineering		○	○	
			Electronic and Electrical Engineering		○	○	
			Industrial Engineering		○	○	
			Computer Engineering		○	○	
			Civil Engineering		○	○	
			Chemical Engineering		○	○	
			Liberal Arts & Social Sciences	Business Administration		○	○
		Economics			○	○	
		Tax Studies			○	○	
		Art&Culture Management			○	○	
		Advertising&Public Relations			○	○	
		Education			○	○	
		Korean Language&Literature		Korean Language&Literature		○	○
				Teaching Korean as a Foreign Language★		○	×
		German Language&Literature			○	○	
		French Language&Literature			○	○	
		English Language&Literature			○	○	
		Arts History			○	○	
		Aesthetics			○	○	
		Law			○	○	
		History			○	○	
		Intellectual Property			×	○	
		Fine Arts & Design	Metal Art&Design		○	×	
			Ceramics		○	×	
			Oriental Painting		○	×	
			Woodworking&Furniture Design		○	×	
			Fiber&Textile Art		○	×	
			Art Theory		○	×	
			Fashion Design		○	×	
			Sculpture		○	×	
			Print Making		○	×	
			Painting		○	×	
			School of Meta-Design	Spatial Design		○	×
				Product Design		○	×
				Transportation Design		○	×
				Visual Communication Design		○	×
				Photography		○	×
			Fine Art	Oriental Painting		×	○
				Art Theory		×	○
				Sculpture		×	○
				Print Making		×	○
				Printing		×	○
			Design&Craft	Spatial Design		×	○
				Metal Art&Design		×	○
Ceramics				×	○		
Woodworking&Furniture Design		×		○			
Photographic Design		×		○			
Industrial Design		×		○			
Fiber&Textile Art		×		○			
Visual Communication Design		×		○			
Fashion Design		×		○			
Color		×	○				
Film&Digital Media Design		×	○				

Campus	Graduate School	Division	Department	major	Field of Study	
					Master's	Doctoral
Sejong	Graduate School	Engineering	Architectural Engineering		○	○
			Metallurgical Engineering		○	×
			Mechano-Informatics&Design Engineering		○	○
			Ceramic Engineering		○	×
			Materials Science and Engineering		×	○
			Electrical Engineering		○	○
			Electronics&Computer Engineering		○	○
			Naval Architecture&Ocean Engineering		○	×
			Chemical System Engineering		○	○
			Games		○	×
		Liberal Arts & Social Sciences	Global Management		○	○
			Finance&Insurance		○	○
			Advertising and Public Relations Communication		○	○
		Fine Arts & Design	Communication Design		○	○
			Film, Video&Animation		○	×
			Design Innovation&Technology		○	×
			Games		○	×

※ Admission Interview of Sejong campus department will be held in Sejong Campus

※ Education department includes: History of Education · Philosophy, Educational Psychology, Councelling Psychology, Educational Administration, Educational Evaluation, Educational Technology, Educational Society · Lifelong Education

★ New major for 2018 Spring: Teaching Korean as a Foreign Language

※ Address of documents submission: Hongmunkwan Building R521, Hongik University, 94 Wausan-ro, Mapo-gu, Seoul, 04066, Korea

### IDAS: International Design School for Advanced Studies

Campus	Graduate School	Division	Department/major	Field of Study	
				Master's	Doctoral
Seoul (Daehakro)	IDAS	Engineering	Product Design	○	×
			Digital Media Design	○	×
			Design Management	○	×
			Design Studies	×	○

※ Address of documents submission: IDAS Hongik University, Daehakro 57, Jongno-gu, Seoul, 03082, Korea

### Specialized Graduate School

Campus	Graduate School	Division	Department/major	Field of Study	
				Master's	Doctoral
Seoul	Architecture and Urban Design	Engineering	Architectural Design(Daytime course)	○	×
			Transportation(Daytime course)	○	×
			Urban Design(Daytime course)	○	×
			Real Estate Development(Daytime course)	○	×
			Interior Design(Daytime course)	○	×
			Landscape Design(Daytime course)	○	×
			Civil Engineering(Daytime course)	○	×
Seoul (Daehakro)	Performing Arts·Musical	Arts	Performing Arts·Musical(Daytime course)	○	×
	Fashion	Fine Arts & Design	Fashion Design(Daytime course)★	○	×
			Fashion Accessories Design(Daytime course)★	○	×
			Fashion Business(Daytime course)★	○	×

※ D-2 VISA foreigners can only apply for daytime courses

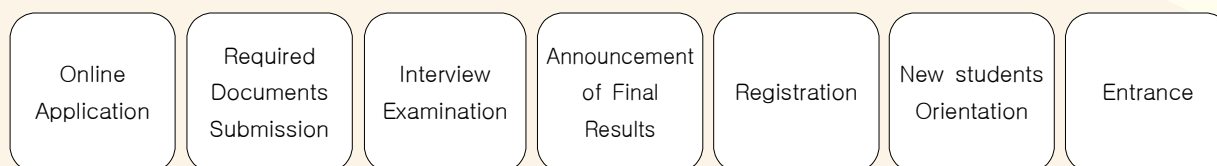
※ Applicants who have following VISA can apply both daytime and evening courses: A-1~3, D-1, D-5~9, E-1~7, F-1~6, H-2

★ New major for 2018 Spring: Fashion Design, Fashion Accessories Design, Fashion Business

※ Address of documents submission: Hongmunkwan Building R521, Hongik University, 94 Wausan-ro, Mapo-gu, Seoul, 04066, Korea

## 2. Enrollment Procedure & Eligibility

### ■ International Students application and enrollment procedure



### ■ Eligibility

Applicants must fulfill **all of the followings**:

#### 1) Degrees Requirements

- Doctoral Program applicants: Applicants who have earned Bachelor's and Master's degree
- Master's program applicants: Applicants who have earned Bachelor's degree

#### 2) Language Proficiency

Above TOPIK level 3 (Must submit level 4 before the 4th semester) or  
above TOEFL 530, CBT 197, iBT 71, IELTS 5.5, CEFR B2, TEPS 600, TOEIC 685

- TOPIK Website ⇒ <http://www.topik.or.kr/>
- Art History department only accept the applicants who have above TOPIK level 5

#### 3) Nationality

Applicants must fulfill either one of the followings:

- Applicants and their parents must hold foreign citizenship
- Korean overseas residents or foreign students who have completed elementary, junior high, high school and undergraduate education outside Korea.
- Saetoemin: North Korean defector

#### ※ Global Scholarship Requirements and Conditions

- Applicants must get Hongik University professors' recommendation (Professor must fulfill their eligibility rule)
- Language Proficiency
  - For College of Engineering applicants: Above TOPIK level 3 (Must submit level 4 before the 4th semester) **or**  
above TOEFL 530, CBT 197, iBT 71, IELTS 5.5, CEFR B2, TEPS 600, TOEIC 685
  - For other colleges: Above TOPIK level 3 (Must submit level 4 before the 4th semester) **and**  
above TOEFL 530, CBT 197, iBT 71, IELTS 5.5, CEFR B2, TEPS 600, TOEIC 685
- A beneficiary should publish a research paper in an international scholarly Journal (SCI).
- Global Scholarship applicants don't take the interview exam.

## 3. Admission Quota

- There is no limitation on quotas for the international students.

## 4. Application Procedure

Process	Dates and Deadlines	Note
Application Period	2017.09.27.(Wed.) 09:00 ~ 2017.10.20.(Fri.) 16:00	* Applicants must file the online application form at <a href="http://www.jinhakapply.com">http://www.jinhakapply.com</a> (☎1544-7715)
Documents Submission Period	2017.09.27.(Wed.) 09:00 ~ 2017.10.20.(Fri.) 17:00	* After filling in the contents at <a href="http://www.jinhakapply.com">http://www.jinhakapply.com</a> , submit the required documents to the following address, either by express mail or in person. * Global Scholarship applicants submit the documents to <b>Research Advisor (Hongik University professor)</b> and Research Advisor finally submit the documents to Academic affairs team.  ▶ Address <Graduate School, Specialized Graduate School> 04066 Hongmunkwan Building R521, Hongik University, 94 Wausan-ro, Mapo-gu, Seoul, Korea  <IDAS> 03082 IDAS Hongik University, Daehakro 57, Jongno-gu, Seoul, Korea
Admission Interview	Graduate School, IDAS: 2017.11.03.(Fri.) 2017.11.04.(Sat.)  Specialized Graduate School: 2017.11.11.(Sat.)	* Detailed schedule will be announced on 11.01.(wed.) at admission page: <a href="http://grad.hongik.ac.kr/subpage/foreigner.php?id=2">http://grad.hongik.ac.kr/subpage/foreigner.php?id=2</a> * Interview for applicant's subject of study and Korean Proficiency Test will be included. * Applicants must bring the test registration slip and a ID for the interview.
Announcement of Final Results	2017.11.20.(Mon.)	* The result will be posted on our admission page. We do not inform our applicants directly, so please make sure to check the result online. * <a href="http://grad.hongik.ac.kr/subpage/foreigner.php?id=2">http://grad.hongik.ac.kr/subpage/foreigner.php?id=2</a> Click "Application Status" and type your examination number and password(your birthday YYMMDD). * If examination is passed, the enrollment will be scheduled the following weeks.
Term of Entrance	2018.03.02.(Fri.)	* 2018.2.23.(Fri.) New Students Orientation

- \* Graduate School Homepage: <http://grad.hongik.ac.kr> (입시안내-외국인)
- \* Internet Applying: <http://www.jinhakaaply.com> (☎1544-7715)

## 5. Selection Procedure

- Comprehensive evaluation of the documents and interview. The interview is intended to question and evaluate the applicant's general knowledge in the intended field of study, the study plan and the applicant's reasons for applying.
- All candidates must join an interview examination, only except Global Scholarship applicants.
- Detailed application procedure schedule will be announced at Graduate School Homepage: <http://grad.hongik.ac.kr/subpage/foreigner.php?id=2>

## 6. Application Fee and Online Processing Fee

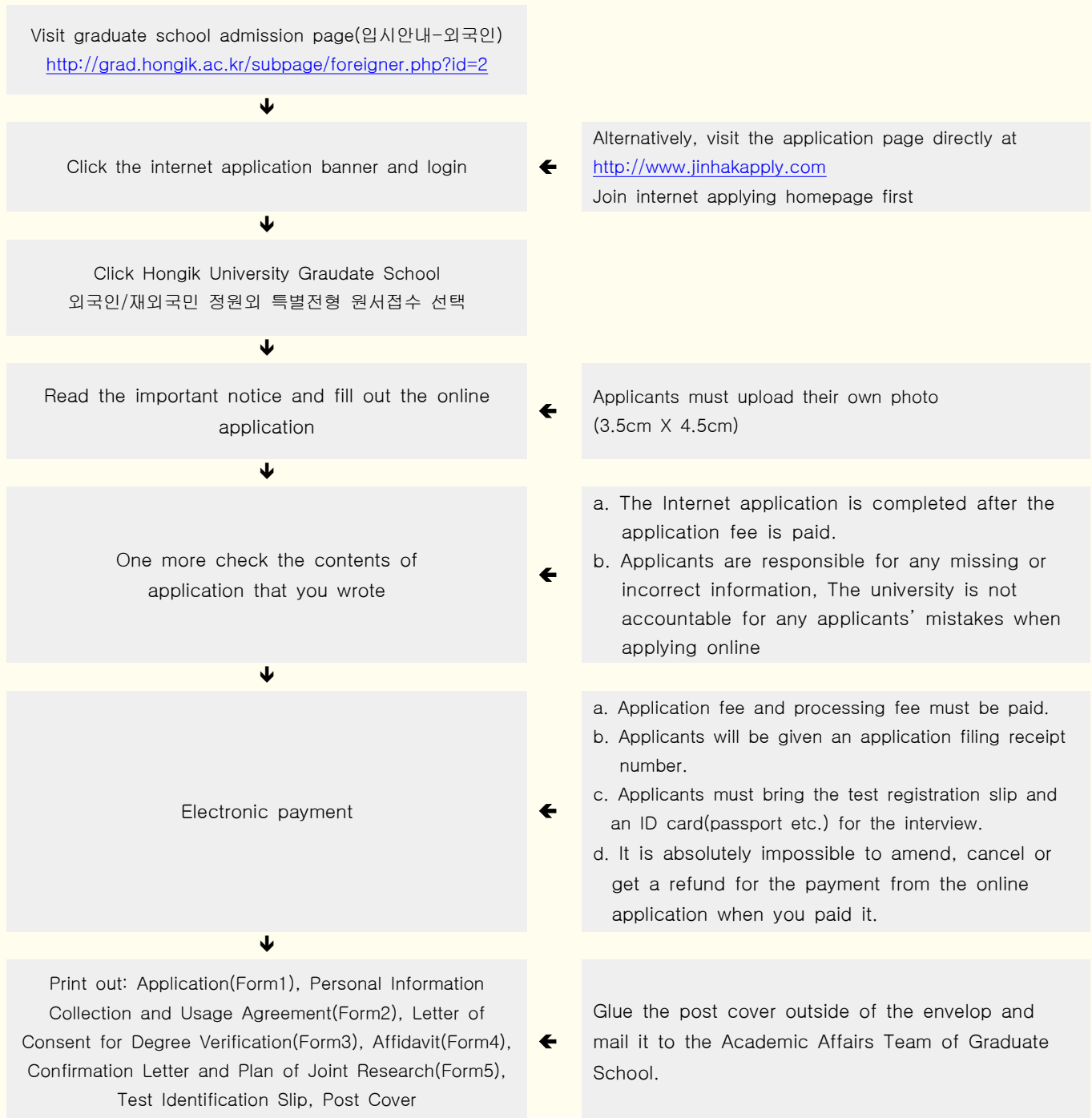
- Application fee: 70,000 KRW + Online processing fee is 8,000 KRW (Electronic payment).

## 7. Online Application Procedure

### ■ Online Application Homepage and Application Deadline

- Online application homepage: <http://www.jinhakapply.com> (☎1544-7715)  
The applying homepage banner will be linked on Hongik Graduate School's admission page:  
<http://grad.hongik.ac.kr/subpage/foreigner.php?id=2>
- Application period: 2017.09.27.(Wed.) 09:00 ~ 2017.10.20.(Fri.) 17:00

### ■ Online Application Procedure



## 8. Required Documents

- All application documents must be either in Korean or in English
- Documents in any other languages must be accompanied by a complete Korean or English translation. Authenticated by the issuing institution or notarized by a notary public.
- None of the submitted documents will be returned regardless of whether or not you are selected.
- Applicants can download all the forms at [Hongik university graduate school admission page](http://grad.hongik.ac.kr/subpage/foreigner.php?id=2): <http://grad.hongik.ac.kr/subpage/foreigner.php?id=2> or internet applying homepage: <http://www.jinhakapply.com>

Documents	Comments	Deadline
① Application (Form 1)	Applicants must fill out the online application and print, sign and submit it	
② Personal Information Collection and Usage Agreement (Form 2)	Print this form at online applying homepage, sign and submit it	
③ Certificate of Degree	<ul style="list-style-type: none"> <li>• Doctoral Program: Bachelor's and Master's certificates of degree.</li> <li>• Master's Program: Bachelor's certificate of degree</li> </ul> ※ Must submit an original document(English) or notarized copy or apostille copy. ※ An applicant who is expected to graduate must submit a notarized certificate of expected degree in place of the diploma at the time of applying. The official certificate must be submitted before the term of entrance. In case of applicants who have graduated from universities in China, must submit a verification report of a Chinese Higher Education Qualification Certificate of expected degree.	
④ Transcript	<ul style="list-style-type: none"> <li>• Doctoral Program applicants: Bachelor's and Master's transcript</li> <li>• Master's program applicants: Bachelor's transcript</li> </ul> ※ Must submit an original document(English) or notarized copy or apostille copy.	10.20.(Fri.) 17:00
⑤ Verification Certificates	<ul style="list-style-type: none"> <li>• University in China: Certificate must be accompanied by verification from the China Academic Degree and Graduate Education Development Center (<a href="http://www.cdgd.edu.cn">http://www.cdgd.edu.cn</a>) or Chinese Higher Education Qualification Certificate (<a href="http://www.chsi.com.cn">http://www.chsi.com.cn</a>).</li> <li>• Member of the Apostille Convention: Apostille Certificate</li> <li>• if applicants university is not in China or not a member of Apostille convention, the certificate should be notarized at either the Korean Embassy of applicant's home country or that country's Embassy located in Seoul.</li> </ul>	
⑥ Transcript of Language Proficiency	<ul style="list-style-type: none"> <li>• Above TOPIK level 3 (Must submit level 4 before the 4th semester)</li> <li>※ Arts History major only accept above TOPIK 5 level only</li> <li>※ <b><u>An applicant should submit his/her TOPIK certificate by the end of Jan. 2018. If an applicant does not have TOPIK level 3, his/her admission will be withdrawn.</u></b></li> <li>• English Test: Above TOEFL 530, CBT 197, iBT 71, IELTS 5.5, CEFR B2, TEPS 600, TOEIC 685</li> </ul>	End of Jan. 2018.  Detailed deadline will be announced after 11.20(Fri.)
⑦ Letter of Self-Introduction	Must be written in Korean or English (Documents in any other languages must be translated to Korean or English)	10.20.(Fri.)
⑧ Study Plan	Must be written in Korean or English (Documents in any other languages must be translated to Korean or English)	17:00

Documents	Comments	Deadline
⑨ One Letter of Recommendation	<ul style="list-style-type: none"> <li>· Must be written in Korean or English(Documents in any other languages must be translated to Korean or English)</li> <li>· <b>Global Scholarship applicants: TWO letter of recommendation</b></li> </ul>	10.20.(Fri.) 17:00
⑩ Letter of Consent for Degree Verification (Form 3)	Print this form at online applying homepage, sign and submit it	
⑪ Color Copy of Passporst(All applicants) and Color Copy of Alien Registration Card(if you have)	<ul style="list-style-type: none"> <li>· Chinese or any other Asian applicants must submit copies of applicants' and parents' identification cards of their home country. (Please written down English name)</li> <li>· Chinese applicants must submit copies of Family Card(Hu Kou)</li> </ul>	
⑫ Confirmation Letter and Plan of Joint Research (Form 5)	<ul style="list-style-type: none"> <li>· Global Scholarship applicants only</li> <li>· Research advisor(Hongik University professor) submit this documents to academic affairs team of graduate school</li> </ul>	
⑬ Documents regarding Financial Guarantee (Form 4)	<ul style="list-style-type: none"> <li>· Affidavit of Financial Support: Applicants must fill out the online application and print, sign and submit the this form.</li> <li>· Bank Certificate(Certificate of balance) Original document 1 and copied document 1: Applicants' or financial sponsor's(parents) bank certificate (Certificate of balance)</li> <li>※ If applicants who is studying Korean with D-4 visa, the Korean bank certificate is only accepted.</li> <li>※ More than US \$20,000 or RMB 140,000 in his/her account for more than one month.</li> <li>※ Deposit period must reach until 2018.03.01</li> <li>※ If applicants submit the his/her parent's bank certificate: Certificate of employment or certificate of business registration, Certificate of property tax payment</li> </ul>	2018. 1.19.(Fri.)
⑭ Family Relationship Certificate	Certificate of applicants' and parents' proof of family relationship. The documents issued by the government of the applicant's country Ex. Family card(Hu Kou), Family Record, Birth certificate etc.	
⑮ Portfolio	<ul style="list-style-type: none"> <li>· Only for Fine Art &amp; Design division applicants</li> <li>· A4 Size more than 6 pages. Free style.</li> <li>· Applicants must write down the name, major, and examination number on the cover of portfolio</li> </ul>	Interview Exam
⑯ Application Fee and Commission Fee	<ul style="list-style-type: none"> <li>· Application fee: 70,000 KRW</li> <li>· Commission fee: 8,000 KRW</li> </ul>	Electronic payment
⑰ Additional Documnets for Korean Overseas Residents	<ul style="list-style-type: none"> <li>· Graduation certificate and transcript for elementary, junior high, high school: All documents must be either in Korean or in English. Documents in any other languages must be accompanied by a complete Korean or English translation. Authenticated by the issuing institution or notarized by a notary public.</li> <li>· Applicants' certificate of immigration facts</li> </ul>	10.20.(Fri.) 17:00

• Member of the Apostille Convention

82-2-3210-0404 (Ministry of Fereign Affairs)

Guatemala, Grenada, Georgia/Georgia, Greece, Namibia, South Africa, Netherlands, Norway, New Zealand, Niue, Nicaragua, Denmark, Dominican Republic, Germany, Liberia, Latvia, Russia, Resotho, Rumania, Luxembourg, Lithuania, Liechtenstein, Marshall Islands, Macedonia, Malawi, Mexico, Monaco, Morocco, Mauritius, Montenegro, Moldova, Malta, Mongolia, USA, Vanuatu, Bahrain, Burundi, Bulgaria, Brazil, Lou Salam of Brunei, Samoa, San Marino, Sao Tome and Principe, Serbia, Seychelles, Saint Lucia, Saint Vincent and the Grenadines, Saint Kitts and Nevis, Suriname, Swaziland, Sweden, Switzerland, Spain, Slovakia, Slovenia, Armenia, Argentina, Iceland, Ireland, Azerbaijan, Andorra, Albania, Antiguans and the NT, Estonia, Ecuador, El Salvador, Israel, Italy, India, Japan, Macao, Hongkong, Czech Republic, Chile, Cape Verde, Kazakhstan, Kosovo, Costa Rica, Colombia, Cook Islands, Croatia, Kyrgyzstan, Cyprus, Tajikistan, Turkey, Tonga, Trinidad and Tobago, Panama, Paraguay, Peru, Portugal, Poland, France, Fiji, Finland, Hungary, Australian

※ Canada, China, Philippines, Vietnam, Indonesia, Saudi Arabia, The United Arab Emirates are not the member of the Apostille Convention.



## ■ List of Required Documents in Application

All documents must be either in Korean or in English. Documents in any other languages must be accompanied by a complete Korean or English translation. Authenticated by the issuing institution or notarized by a notary public.

Submit Documents	International Students		Global Scholarship	NOTE
	Foreigner	Korean Overseas Residents		
① Application (Form1)	○	○	○	Original Document
② Personal Information Collection and Usage Agreement (Form2)	○	○	○	Original Document
③ Certificate of Degree	○	○	○	Original document or a notarized copy
④ Transcript of Degree	○	○	○	Original document or a notarized copy
⑤ Verification Certificate	○	○	○	Original document
⑥ Transcript of language	○	○	○	Original document
⑦ Letter of self-Introduction	○	○	○	Original document
⑧ Study plan	○	○	○	Original document
⑨ Letter of recommendation	1 Letter	1 Letter	2 Letters	Original document
⑩ Letter of consent for degree verification(Form3)	○	○	○	Original document
⑪ Color copy of passport (must), alien registration card (optional)	○	○	○	Copied document
⑫ Confirmation letter and plan of joint research (Form5)	×	×	○	Original document
⑬ Affidavit of financial support (Form4)	○	○	×	Original document
⑭ Certificate of family relationship	○	○	○	Original document
⑮ Portfolio (A4 size, 6 pages)	Fine Art & Design applicants only			
⑯ Application fee and Commission fee	○	○	○	Electronic payment
⑰ Additional documents for Korean overseas residents	×	○	×	Original document

## 9. Contact Information

### ■ Graduate School, Specialized Graduate School(Architecture and Urban Design, Performing Arts·Musical, Fashion)

- Address: 04066, Hongmunkwan Building R521, Hongik University, 94 Wausan-ro, Mapo-gu, Seoul, Korea
- Homepage: <http://grad.hongik.ac.kr/subpage/foreigner.php?id=2>
- E-Mail : [gradsch@hongik.ac.kr](mailto:gradsch@hongik.ac.kr)
- Tel.: +82-2-320-1253 / Fax: +82-2-320-1251

### ■ International Design School for Advanced Studies(IDAS)

- Address: 03082, IDAS Hongik University, Daehakro 57, Jongno-gu, Seoul, Korea
- Homepage: <http://idas.hongik.ac.kr>
- E-mail : [crystal@hongik.ac.kr](mailto:crystal@hongik.ac.kr)
- Tel.: +82-2-3668-3806 / Fax: +82-2-744-6866

## 10. Important Notes

- All required documents must be submitted by application deadline.
- Applications that contain incomplete or forged documents will be disqualified and the application in its entirety will be discarded.
- Applicants must write down exact e-mail address and contact phone number. All the notice of admission inform via e-mail.
- Submitted documents will not be returned to the applicants.
- First semester cannot apply for a leave of absence.
- **It is Mandatory that newly admitted international students are covered by adequate health insurance.**

## 11. Scholarship

Category	Amount of Scholarship	Period	Requirements/Conditions
International Student Scholarship	1,000,000 KRW	1 <sup>st</sup> semester	All admitted students
Hongik Family Scholarship	1,200,000 KRW	1 <sup>st</sup> semester	Students who graduated from Hongik University Undergraduate would receive a tuition reduction when registering for their first semester
Studying Scholarship	30% of the tuition fee	each semester	Selected among students who need a financial aid
Cooperation Scholarship	1,000,000 KRW	each semester	Selected among student of specialized graduate school
Teaching Assistant Scholarship (T/AS)	50% of the tuition fee	each semester	Students who assist a full-time professor with instructional responsibilities (Teaching Assistants)
Performing arts special Scholarship	20~80% of the tuition fee	each semester	Recipients will be selected from the ones who are currently active in Performing Arts and have contributed to the development of the University
Working Scholarship	Depends on work hour	each semester	Assistance in administration, PC room control etc.

※ Several Scholarship cannot be awarded simultaneously, and the one with the most benefits will be awarded if multiple qualifications are met. The Working Scholarship is an exception to this rule and can be received with another Scholarship.

Category	Amount of Scholarship	Period	Requirements/Conditions
Global Scholarship	Two-year full tuition (including entrance fee)	1 <sup>st</sup> year	· Submit the confirmation letter and plan of joint research with research advisor
		2 <sup>nd</sup> year	· 3.5 GPA or better · T/AS duty will be given · A beneficiary should publish a research paper in an international scholarly Journal (SCI).

## 13. Tuition Fee

Graduate School	Division	Semester	Entrance Fee	Tuition Fee	Total
Graduate School	· Liberal Arts & Social Sciences · Art Theory Master	1	996,000 KRW	4,781,000 KRW	5,777,000 kRW
	· Engineering · Fine Arts & Design · Art Theory Doctoral	1	996,000 KRW	6,403,000 KRW	7,399,000 KRW
International Design School for Advanced Studies (IDAS)		1	996,000 KRW	6,368,000 KRW	7,364,000 KRW
Specialized Graduate School: Architecture and Urban Design Performing Arts·Musical Fashion		1	996,000 KRW	6,238,000 KRW	7,234,000 KRW

※ This tuition Fee is for 2017. The tuition Fee for 2018 may differ.

## 13. Dormitory

Seoul Campus Dormitory Homepage: <http://dormitory.hongik.ac.kr/>

Dormitory	Division	Type	Room Quota	Students Quota	Qualification	Hosing Fee (per semester)
Nam Mun Kwan(W)	Male	4 students/ 1 room	2	8	Graduate International Students	980,600 KRW
		3 students/ 1 room	1	3		
		2 students/ 1 room	9	18		
Hap Suk So(V)	Female	2 students/ 1 room	24	48		
Dormitory 2	Male	2 students/ 1 room	277	492	Grad/Undergrad (Including International Students)	1,319,000 KRW
	Female	2 students/ 1 room	246	554		

Sejong Campus Dormitory Homepage: <http://house.hongik.ac.kr/>

Dormitory	Division	Type	Room Quota	Students Quota	Qualification	Hosing Fee (per semester)
Du Lu Am	Male	2 students/ 1 room	5	10	Grad/Undergrad (Including International Students)	992,000 KRW
		4 students/ 1 room	58	230		575,000 KRW
	Female	4 students/ 1 room	31	122		575,000 KRW
Se Lo Am	Male	2 students/ 1 room	33	66		992,000 KRW
		4 students/ 1 room	94	376		745,000 KRW
	Female	2 students/ 1 room	78	156		992,000 KRW
		4 students/ 1 room	102	408	745,000 KRW	

※ This Housing Fee is for 2017. The Housing Fee for 2018 may differ.

※ Applicants have to submit their health clearance(tuberculosis, Hepatitis(Type B) after you move in the dormitory.