

Document Submission List for Spring 2022 International Applicants

[O: Mandatory △: Applicable only]

No.	List of Documents	Freshman	Transfer	Notes	
1	Application form	O	O	Fill out online form	
2	Personal statement	O	O		
3	Attendance report	O	O		
4	Release of information form	O	O		
5	Copy of passport/ official ID (applicant and parents)	O	O		
6	Family register/relationship certificate	O	O		
7	Proof of Korean citizenship renunciation	△	△		
8	Recommendation letter	O	O		
9	Certificates of attendance, academic transcripts, and graduation	Elementary school	-	△	Applicant with Korean citizen parents only
		Middle school	-	△	
		High/secondary school	O	O	
		University/college		O	
10	Confirmation letter of academic credits	-	O		
11	Proof of language proficiency (Korean or English)	O	O		
12	Proof of bank balance	O	O		
13	Statement of reasons	△	△		
14	Status confirmation of single-parent family	△	△		
15	Certificate of entry & exit	-	△	Applicant with Korean citizen parents only	
16	List of optional documents form and supporting documents	△	△	Max. A4 10 pages, One type of activity for one page	
17	Statement of verification for portfolio and portfolio (for Art & Design applicants only)	△ (by post)	△ (by post)	Max. A4 10 pages, One portfolio on one page	

※ All documents must be submitted either in Korean or English. Any document that is not in Korean or English must be translated and notarized.

※ For more information on the list of documents for submission, please check [page 7](#) of the application guide.



Spring 2022 Undergraduate Application Form for International Students

Photograph
(3x4cm)

A. Application Information				
Type	Department/Major			Application No. (For office use only)
<input type="checkbox"/> Freshman <input type="checkbox"/> Transfer	1st (mandatory)			
	2nd (optional)			
B. Applicant Information				
Full Passport Name (first and last name)		Full Name (in Korean)		Gender
*As appears on passport				<input type="checkbox"/> F <input type="checkbox"/> M
Nationality	Dual Citizenship	Passport Number	Current Visa Status	Alien Registration No
	<input type="checkbox"/> No <input type="checkbox"/> Yes, _____			
Contact Number in Home Country		Contact Number in Korea		E-mail
Permanent Mailing Address				
Current Mailing Address				
Place of Birth (city/country)		First Language	Other languages (if any)	
C. Family Information				
Guardian 1	Full Passport Name		Nationality	Contact Number
			<input type="checkbox"/> No <input type="checkbox"/> Yes, _____	
	Relationship to applicant		Residential Address	
Guardian 2	Full Passport Name		Nationality	Contact Number
			<input type="checkbox"/> No <input type="checkbox"/> Yes, _____	
	Relationship to applicant		Residential Address	

D. Educational Background					
	Name of School	City/Country	Enrollment	Graduation	Major
1. University/ College			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
2. High School			MM/YYYY	MM/YYYY	
3. Middle School			MM/YYYY	MM/YYYY	
4. Elementary School			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	

E. Proof of Language Proficiency		
Korean	Test Date & City/Country	Test Score
1. TOPIK		
2. Certificate from Korea University Korean Language Center		
3. Other		
English	Test Date & City/Country	Test Score
1. TOEFL		
2. IELTS Academic		
3. Other		

F. Other Qualifications		
Name of Test/Qualification	Test Date & City/Country	Test Score
1.		
2.		
3.		

1. I certify that all information provided in the application process is true, accurate and complete.
2. I have read and understood Korea University's policies regarding the submission of documents as stated in the Application Guide. I agree that all documents submitted will not be returned and I will not make an inquiry about this policy.

Signature

Date

Spring 2022 Personal Statement for International Students
(Freshman)

**1. What is the purpose of your application to Korea University? Why did you choose your major?
(Those who chose a 2nd major must also include relevant reasons) (less than 2,000 bytes including spaces)**

2. Please describe the achievements you made during your studies in high school and your academic goals at Korea University. (less than 2,000 bytes including spaces)

3. Please describe any academic and extracurricular activities or volunteer work you did during high school and what you learnt through the experiences. (less than 2,000 bytes including spaces)

*** Personal statement must be written in either Korean or English.**

Spring 2022 Personal Statement for International Students (Transfer)

**1. What is the purpose of your application to Korea University? Why did you choose your major?
(less than 2,000 bytes including spaces)**

**2. Please describe your academic goals at Korea University.
(less than 2,000 bytes including spaces)**

**3. Please describe any academic and extracurricular activities or volunteer work you did during high school and/or university and what you learnt through such experiences.
(less than 2,000 bytes including spaces)**

*** Personal statement must be written in either Korean or English.**

Attendance Report

1. Overall attendance report for elementary, middle, high school education. (Please mark 'V' in the relevant academic years and semesters you completed.)

	Name of School (City/Country)	Years of Academic Study & Semesters																								Duration of Study (MM/YYYY/-MM/YYYY) (__Years __Months)		
		1		2		3		4		5		6		7		8		9		10		11		12			13	
		1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2		1	2
1																												
2																												
3																												
4																												
5																												
6																												

2. Attendance report for university/college education (if applicable)

Name of University/College (City/Country)	Duration of Study (MM/YYYY/-MM/YYYY) (__ Years __ Months)	University/College Contact Information

3. Unusal circumstances (repeated grade/skipped grade, early graduation, missing grades, leave of absence, etc.)

Case	Reason

* I hereby certify that the above information is true and accurate.

Application number: _____ Full passport name: _____ Signature: _____

개인정보 수집 이용 및 고유식별 정보 수집에 대한 동의서

귀하께서 제공하신 개인 정보 및 고유식별 정보는 학부 원서 접수 및 학부 전형을 위해 이용하고 있고, 이외의 다른 목적에는 사용되지 않습니다.

1. 개인정보 수집 항목

- 이름, 외국인등록번호 또는 여권번호, 주소, 전화번호, 휴대전화번호, 이메일, 추가 연락처, 모집단위, 학교정보(최종학력 구분, 재학/출신 고등학교명/대학명, 졸업(예정) 연도), 자기소개서 등 전형에 필요한 정보
- * 고유식별정보(외국인 등록번호, 여권번호) 수집
- 고유식별정보 수집 근거법령 : 고등교육법 시행령 제73조

2. 개인정보의 수집 및 이용 목적

- 학부 원서접수 및 학부 전형을 위해 개인정보가 사용됩니다.
- 합격 후 학력조회 및 학사 행정과 관련하여 제3자에게 제공될 수 있습니다.

3. 개인정보의 보유 및 이용 기간

- 개인정보 보유기간의 경과, 처리목적 달성 등 개인정보가 불필요하게 되었을 때에는 지체없이 해당 개인정보를 파기합니다.

4. 개인정보의 수집 이용 및 고유식별 정보 수집 동의에 대하여 거부할 수 있으며, 동의 거부 시 원서 접수가 불가합니다.

동의함 동의하지 않음

Consent for Collection and Use of Personal Information and Collection of Personally Identifiable Information

The personal information and personally identifiable information provided are used for processing and screening the application. The information provided will not be used for any other purposes. Information such as your name, alien registration number, passport number, address, telephone number, mobile number, email address, applied major, educational background (name of schools/universities, graduation year, etc.), personal statement, etc., will be kept confidential.

1. Collection of personally identifiable information (alien registration or passport number)

- Based on the Enforcement Decree of the Higher Education Act No. 73

2. Purpose of collection and use of personal information

- Personal information can be used to process the application
- If applicant is admitted, his/her personal information may be provided to a third party in relation to an academic background check and administrative purposes.

3. Retention and disposal of personal information

- When personal information becomes unnecessary or the personal information retention period expires, the information will be immediately disposed of.

4. I understand that I have a right to refuse the collection and use of my personally identifiable information.

However, I also understand that my refusal to give my consent may result in my application being rejected.

I agree.

I do not agree.

Recommendation Letter for Korea University International Admissions

Applicant Information

Full Name		Date of Birth	
Email Address		Telephone No.	
Freshman <input type="checkbox"/> Name of High School		Transfer <input type="checkbox"/> Name of University	
Applied Major	1st: _____ Major/School		
	2nd (if applicable): _____ Major/School		

Recommender Information

Full Name	
Relation to the Applicant	<input type="checkbox"/> High school teacher <input type="checkbox"/> University/college professor <input type="checkbox"/> Other _____
No. of Years You Have Known the Applicant for	_____ Years _____ Months
Affiliation	
Email at Work	
Telephone No. at Work	

Do you agree and grant consent to Korea University to provide your personal information?

I agree I do not agree

(Your personal information is only used in International Admissions process.)

※ The recommendation letter must be written in either Korean or English.

※ The recommendation letter can be sent by the recommender via email as a PDF file directly to recommendation@korea.ac.kr

1. Please check the appropriate box with a 'V' to evaluate the applicant.

A) Academic Competence

Evaluation Item	N/A	Below Average	Average	Above Average	Excellent
1) Academic Excellence					
2) Self-directed Learning Capacity					
3) Learning Ability					

B) Compatibility for Applied Major

Evaluation Item	N/A	Below Average	Average	Above Average	Excellent
1) Academic Competence					
2) Motivation and Goals					
3) Related Activities					

C) Potential for Development

Evaluation Item	N/A	Below Average	Average	Above Average	Excellent
1) Problem Solving Skills					
2) Creative Thinking Skills					
3) Risk-taking Ability					

D) Personality

Evaluation Item	N/A	Below Average	Average	Above Average	Excellent
1) Industriousness					
2) Responsibility					
3) Leadership					
4) Communication and Cooperation Skills					
5) Kindness and Consideration					

2. Please describe the applicant's characteristics, strengths and weaknesses, and academic competency in general. (less than 3,000 characters including spaces)

- 1. I verify that the contents of this recommendation letter is true.**
- 2. If I am found to have written false statements or asked another person to write on my behalf, I understand that the applicant's admission may be revoked.**
- 3. I pledge not to disclose the contents of this letter of recommendation to anyone and in any case.**

Recommender's Name: _____

Signature: _____

Date: _____

Spring 2022 International Admissions Statement of Verification for Portfolio

- Applied Major: Art & Design
- Name of Applicant:
- Application Number:

I, _____, hereby state that the submitted portfolio was created by me. As an applicant for Spring 2022, I am confirming that this portfolio was created solely by me, without any help from a third party.

By submitting this verification statement, I take full responsibility and accept any penalty imposed by the International Admissions Committee at Korea University if the above statement is found to be false.

Applicant's Signature _____

List of Optional Documents

Applied Major		Application No.		Full Name	
---------------	--	-----------------	--	-----------	--

No	Name/Type	Test/Qualification/Program		Organization	Notes
		Date	City/Country		
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

< Important Notes >

- Optional documents may be submitted maximum 10 pages with one type of activity on one page.
- All documents must be submitted either in Korean or English. Documents in other languages must be translated and notarized.
- Admitted applicants must submit the original documents corresponding to the ones they uploaded on the online application system previously.
- In case of admitted students who submitted official examination scores as optional documents, score reporting must be made by no later than February 18, 2022.
- Please write the page and application number as well as the applicant's name in the upper right hand corner of the documents and submit them in the relevant order.

Statement of Reasons for Issues Requiring Further Clarification

Applied Major		Application No.		Full Name		
Reason	<input type="checkbox"/> Missing semesters	<input type="checkbox"/> Repeated grade	<input type="checkbox"/> Skipped grade	<input type="checkbox"/> Leave of absence	<input type="checkbox"/> Early graduation	<input type="checkbox"/> Other

- Please check on the relevant box and explain in more detail.
- The stated reasons must be supported with proof of documents by the relevant institution to support your claim.
- If you fail to submit any proof of the stated reasons, your application may be rejected.

Confirmation Letter of Academic Credits

(for Transfer Applicants Only)

Applied Major		Application No.	
Full Name			
University/College			
Major			
Academic System	2 years / 3 years / 4 years / 5 years / other _____		
Name and Contact of Academic Affairs Manager	Full Name:		
	Telephone No.:		
	Email:		
As of _____, 2021			
Total Academic Credits Required for Graduation		Total Credits Earned	No. of Semesters Completed
			____out of ____
<p>I, _____ name of Academic Affairs Manager _____, responsible for academic affairs, certify that _____ student's full name _____ has earned a minimum of half of the total academic credits required to graduate from _____ name of university/college _____.</p> <p style="text-align: right;">2021. . . .</p> <p>Applicant's Name: _____ (signature _____)</p> <p>Academic Affairs Manager's Name: _____ (signature _____)</p>			

