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Fall Semester

**Transfer Admission Guide  
for International Students  
(Undergraduate)**



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## 1. Admission Schedule

Contents	Date	Note
Application Period	June 20 – June 24, 2016	In person or by post send to Kumoh National Institute of Technology International Programs and Language Education Center
Submission for Additional Documents	June 20 – July 15, 2016	61 Daehak-ro, Gumi, Gyeongbuk, 39177, Techno Building 4th floor T458 South Korea ☎+82-54-478-7221, Ms. Sungmi Lee
Notification of Admission Result	July 22, 2016	Results will be posted on the website <a href="http://www.kumoh.ac.kr">http://www.kumoh.ac.kr</a>
Tuition Payment	Aug 1 – Aug 5, 2016	- Pick up the tuition invoice at int'l office (T458) - Payment place : Nonghyup bank

**\* Period of payment of tuition fee is rescheduled**

\* International students should hand in all required documents to the office of International Programs and Language Education Center (Techno building 4th floor, T458). Photocopied documents will not be accepted.

## 2. Eligibility for Application

### A. Nationality and Educational background

Eligibility for Application	
<b>A foreigner</b>	<p><u>A foreigner whose parents are both foreigners</u> and who completed formal education equivalent to Korean high school.</p> <ul style="list-style-type: none"> <li>- A foreigner who completed two years of an academic program (4 semesters or more) in a Korean or overseas universities</li> <li>- A foreigner who students who graduated (or will graduate) from college.</li> </ul>

※ **Overseas Chinese students undergraduate application cannot be processed.**

### B. Language Proficiency

1. Korean Proficiency : Applicants with TOPIK Grade 3 or above or with KIT TOPIK Grade 3 at the Korean Language Course in Kumoh National Institute of Technology.

**2. Once admitted, students are recommended attain TOPIK Grade 4 or above before graduation.**

### 3. Academic Departments and Admission Quota

Quota	Department	Concentration
unlimited	Mechanical Engineering	
	Mechanical Design Engineering	
	Mechanical System Engineering	
	Electronic Engineering	
	Civil Engineering	
	Dept of Civil environment Engineering	Environmental Engineering
	Dept of Architectural Engineering	Architecture (5 years) Architectural Engineering
	Industrial Engineering	Industrial & Management Engineering, Engineering Design
	Energy and Integrated Materials Engineering	Polymer Science and Engineering, Energy and Chemical Engineering
	Advanced Materials Engineering	
	Computer Engineering	
	Software Engineering	
	Materials Design Engineering	
	Optical Engineering	
	Medical IT Convergence Engineering	
	Applied Mathematics	
	Applied Chemistry	
	Business Administration	

## 4. Required Documents

No	Documents to be submitted	Foreign Students	Remarks
1	Application Form (Form 1)	●	Attached template
2	Letter of Self-Introduction (Form 2)	●	
3	Study Plan (Form 3)	●	
4	Personal information collection and usage agreement (Form 4)	●	
5	Official Transcript from former university	●	Korean or English translated required Except overseas Chinese
6	(Expected) Graduation Certificate or a Certificate of Enrollment from University	●	
7	Graduation certificate/Diploma and official transcript *	●	
8	Record of Language Proficiency	●	[Eligibility for Application] Reference
9	Copy of Alien Registration Card	●	If you have
10	Family Register	●	For Chinese student, certificate of all family member's relationship and ID cards required
11	Financial Statement	●	Showing deposit more than \$18,000 for over 3 month
12	Employment certificate of Business registration certificate	▲ Sponsor	Foreigner live in oversea
13	Certificate of Income or Certificate of property tax	▲ Sponsor	Foreigner live in oversea
14	Copy of Passport	●	

(● : submission, ▲ : If applicable, - : Unsubmission)

\* **Certificate of Transcript and Diploma Verification accredited by one of the following institutions:**

1. Apostille
2. Korean embassy in your homeland or the Embassy of your country stationed in Korea
3. For Chinese applicants, the Education Verification can be done through the following websites:
  - China Higher Student Information: <http://www.chsi.com.cn>
  - China Qualification Verification: <http://www.cdgd.edu.cn>
  - Or you can apply for the verification through Confucius Institute in Seoul

Confucius Institute in Seoul: <http://cis.or.kr>      Tel: 02-554-2688

\* **If necessary, additional documents might be needed.**

\* Depending on visa type, additional documents may be required.

Please contact International Programs and Language Education Center (Tel. 054-478-7221)

## 5. Admissions Criteria : Document screening only

## 6. Application Fee : Free

## 7. Reminders

### 1) Additional Information

- a) All documents should be in Korean or English. Documents in another language should be accompanied by a notarized Korean or English translation.
- b) Original documents should be submitted. Should they be unavailable, however, copies must be authorized by the originating institution before they are submitted.
- c) Admitted students who are expected to graduate from High School must submit their graduation no later than the 1<sup>st</sup> day of semester.
- d) If any of the application documents contain false information or forgery, admission will be cancelled immediately.
- e) All documents will not be returned.
- f) If necessary, additional documents might be needed.

### 2) Other Guidelines

- a) Admission will be cancelled in case tuition is not paid during the designated period.
- b) Applicant must write down exact mailing address and telephone number.
  - Communication cut off is applicant's own responsibility.
  - Applicant must directly leave new contact number in case of any change.
- c) Announcement of acceptance will be released on the kit webpage and applicant will not be informed individually.
- d) Any unexpected notices will be informed on kit webpage and applicant will not be informed individually.
- e) Items not mentioned above will be decided by the committee of Admission Screening
- f) If an applicant's visa is not issued or is rejected, his or her application will be cancelled.
- g) Admitted students must submit their International Student Insurance Policy within a month after transfer.**

## 8. Contact

- 1) Address : International Programs and Language Education Center(Techno building 458), 61 Daehak-ro, Gumi, Gyeongbuk, Korea
- 2) Office: +82-54-478-7221
- 3) Fax: +82-54-478-7222
- 4) E-mail: sungmi@kumoh.ac.kr