



# TONGMYONG UNIVERSITY GRADUATE SCHOOL

Fall Semester in 2024

Application Guide for International Students



# 1. Qualification for application

Section	Qualification standard	
Nationality	Applicants and their parents are foreign nationals without Korean citizenship. ※ Dual citizenship (Korean and foreign national citizenship) is not acceptable.	
Academic background	Freshman	<ul style="list-style-type: none"> <li>• Master's course: Earned(or Graduation is expected by the end of August, 2024) a Bachelor's degree in a domestic or abroad university</li> <li>• Doctorate course: Earned(or Graduation is expected by the end of August, 2024) a Master's degree in a domestic or abroad graduate school of an university</li> </ul>
	Transfer	Person who has completed master's and doctorate degrees in domestic and foreign graduate schools for a certain period of time. ※ Only the same degree course and similar department as the former graduate school is acceptable.
Language ability	TOPIK 3, IELTS 5.5, TOEFL iBT 80, TOEFL PBT 550, TEPS 550 or more (Must be valid untill after the semester opening date) ※ Failure to meet the above criteria ① Applications are possible only with the Recommendation Letter from the principal professor of the department for this school. ② Applicants must complete the Korean Language Course additionally for 1 year - 2 hours per day, 10 hours per week, 20 weeks per semester - Course fee: 1,200,000KRW per semester	

# 2. Admission unit

School	Affiliation	Department (Dept.)	Master's		Doctorial		
			Fresh man	Transf er	Fresh man	Transf er	
Graduate School (2 years course)	Engineering	Dept. of Computer & Media Engineering	○	○	○	○	
		Dept. of Electrical, Electronical & Information Communication Engineering	○	○	○	○	
		Dept. of Mechanical System Engineering	○	○	○	○	
		Dept. of Shipbuilding and Marine Engineering (2024 newly established)	○	X	X	X	
		Dept. of Port Logistics System	○	○	X	X	
		Dept. of Architecture	○	○	○	○	
		Dept. of Architectural Engineering	○	○	○	○	
	Humanities and Social science	Dept. of Business Administration	○	○	○	○	
		Dept. of Business Administration (English Track)	○	○	X	X	
		Dept. of Hospitality & Tourism Management	○	○	○	○	
		Dept. of Mass-communication & Advertising	○	○	○	○	
		Dept. of Global Humanities Contents	○	○	X	X	
		Dept. of Counseling and Clinical Psychology (2024 newly established)	X	X	X	X	
	Art	Dept. of Global Korean Studies (2024 newly established)	○	X	X	X	
Dept. of Design		○	○	○	○		
Dept. of Beauty Art Cosmetology		X	X	○	○		
Graduate School of Welfare Industry (2.5 years course)	Humanities and Social science	Dept. of Social Welfare	○	○	X	X	
		Dept. of Early Childhood Education	○	○	X	X	
		Dept. of Counseling and Clinical Psychology (2024 newly established)	○	X	X	X	
	Natural Sciences	Art	Dept. of Beauty Art Cosmetology	○	○	X	X
		Dept. of Companion Animal Industry (2024 newly established)	○	X	X	X	
			Dept. of Speech Language Pathology and Aural Rehabilitation (2024 newly established)	○	X	X	X

### 3. Documents required

Section	Documents	
1. Essential	[1-1] <b>Application form</b> (including personal statement, Research plan for Doctorial applicants)	
	[1-2] <b>Passport copy</b>	
	[1-3] <b>Color photograph</b> 3 copies (passport photo: 3.5cm×4.5cm/white background)	
	[1-4] <b>ROK Alien Registration Card</b> copy (in case of registered domestic resident)	
	[1-5] For overseas residents, <b>TB Test Result</b> (chest X-ray examination) - submit after acceptance	
2. Nationality	[2-1] <b>Parents' ID card (or passport)</b> copy (notarized in English if it is not in English)	
	[2-2] <b>Family Relations Certificate with parents</b> (notarized in English if it is not in English)	
3. Language	[3-1] <b>Language test result</b> (TOPIK, IELTS, TOEFL, TEPS)	
	[3-2] For the applicants who fail to meet the language standard, <b>Recommendation Letter from the principal professor</b> of the department for this school	
4. Educational background	[4-1] <b>Certificate of the Bachelor's degree graduation</b> (or expectant graduation) (notarized for Academic Certification*)	
	[4-2] <b>Transcript of the Bachelor's degree course</b> (notarized in English if it is not in English)	
	Additional for Doctorial course	[4-3] <b>Certificate of the Master's degree graduation</b> (or expectant graduation) (notarized for Academic Certification*)
		[4-2] <b>Transcript of the Bachelor's degree course</b> (notarized in English if it is not in English)
		[4-5] <b>Research plan</b> (including Career and Research performance) - prescribed form
[4-6] For the applicants applying to the major different from master's degree course, <b>Recommendation Letter from the principal professor</b> of the department for this school		
* Academic Certification documents must be notarized as one of the following ①~③ (For the school in China only ③ is acceptable)		
① Documents with Apostille notarization		
② Documents must be - confirmed by Korean Consul in the country where the school is located or - notarized by Consul in Korea from the country where the school is located in		
③ For the schools in China, Verification Report of Education Qualification Certificate issued by China Higher Education Student Information and Career Center of the Ministry of Education of China is acceptable.		
5. Financial	[5-1] <b>Certificate of bank balance</b> copy (submitted separately: submission schedule will be notified individually)	
	① Overseas residents - Certificate copy of applicant or <u>financial guarantor**</u> - Balance amount USD 12,000 or more/maintain the balance until 1 <sup>st</sup> day of each semester - Issued within 30 days of visa application date (If there's an expiration date, it is recognized up to 6 months)	
	② Domestic residents - Original certificate in applicant's name at the bank in Korea - Balance amount KRW 16,000,000 or more	
	Additional documents for overseas residents	
	[5-2] <b>Proof of employment</b> or <b>Certificate of career</b> of applicant or <u>financial guarantor**</u> (company name, tenure and position must be included)	
[5-3] <b>Proof of income</b> of career of applicant or <u>financial guarantor**</u> (anual or monthly salary must be included)		
※ Notarized in English if it is not in English		
** <u>Financial guarantor</u> : Only parents of applicants are acceptable		

## 4. Application schedule

### □ Fall semester (September)

Progress	1st Application	2nd Application	Note
Application submission	2024.05.20.~06.03.	2024.07.03.~07.10.	Documents submission on visit
Screening	2024.06.19.	2024.07.18.	Individual notification
Admission result notification	2024.06.26.	2024.07.25.	Announcement on the website
Registration for admitted students	2024.06.27.~07.02.	2024.08.06.~08.07.	Individual notification
Semester starts	2024.09.02.		

※ The schedule above is subject to change depending on the circumstances of the school and the progress of the recruitment.

## 5. Screening process (International students)

Course	Evaluation method	Evaluation criteria	Full marks
Master's	Interview	major knowledge / research ability / language ability	100
Doctorate	Interview	major knowledge / research ability / language ability	100

### □ Selection method

- (1) Selection in order of total score for screening evaluation
- (2) If the submitted document is not fully prepared or if there is false information it will be rejected

## 6. Document submission and contact

### □ Submission

- Address: Room 101, Building 21, Tongmyong University, 428, Sinseon-ro, Nam-gu, Busan, 48520, Republic of Korea
- Email: [kimsj@tu.ac.kr](mailto:kimsj@tu.ac.kr)

### □ Payment of screening fee

Applying course	Amount	Payment account
Master's course	KRW 50,000	부산은행(Busan Bank) 101-2064-1911-05 (Account holder: 동명대학교)
Doctorate course	KRW 60,000	

※ Payment must be arranged upon the submission of application (**application will not be accepted without payment**)

□ **Contact** Tel. +82-51-629-3012 Fax. +82-51-629-3019

## 7. Tuition and Scholarship

### □ Tuition

Course	Affiliation	Entrance fee	Tuition
Master's course	Humanities and Social science	KRW 550,000	KRW 2,645,000
	Engineering / Art	KRW 550,000	KRW 3,394,000
	Natural Sciences	KRW 550,000	KRW 3,216,000
Doctorial course	Humanities and Social science	KRW 550,000	KRW 2,713,000
	Engineering / Art	KRW 550,000	KRW 3,575,000

※ Tuition fees are subject to change depending on the circumstances of the school

### □ Scholarship

Scholarship	Selection criteria	Scholarship rate
Tongmyong Scholarship	Applicants for one of the following: <ul style="list-style-type: none"> <li>graduate from Tongmyong University including Graduate School</li> <li>recommended by MOU signing organization</li> </ul>	Entrance fee exemption
International student Scholarship A	Previous semester GPA 3.0/4.5 or higher and the holder of TOPIK 4, IELTS 6.0, TOEFL iBT 85, TOEFL PBT 563, TEPS 600 or more However, only GPA is applied to freshmen	Tuition 30% reduction
International student Scholarship B	Previous semester GPA 3.0/4.5 or higher and the holder of TOPIK 3, IELTS 5.5, TOEFL iBT 80, TOEFL PBT 550, TEPS 550 or more However, only GPA is applied to freshmen	Tuition 20% reduction

### □ Additional fees

- (1) Dormitory Fee(for 6 months, Including meals) : KRW 1,900,000 (could be included in tuition invoice)
- (2) Group Insurance : KRW 120,000 (Included in tuition invoice) – Insurance for student's safety after entry
- (3) Alien Card Fee 30,000KRW etc.

**Head Office of International Affairs, Tongmyong University** <https://global.tu.ac.kr>

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