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International Education Quality Assurance System(IEQAS)  
of the Ministry of Education, Republic of Korea



# TONGMYONG UNIVERSITY

Fall 2022 Graduate School  
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 expected by August 2022) a Bachelor's degree in a domestic or abroad university</li> <li>• Doctorial course: Earned(or expected by August 2022) 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 (expiration date after Sep. 1, 2022) ※ 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 (17:00~19:00), 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
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 Port Logistics System	○	X
		Dept. of Architecture	○	○
		Dept. of Architectural Engineering	○	○
	Humanities and Social science	Dept. of Business Administration	○	○
		Dept. of Business Administration (English track)	○	○
		Dept. of Hospitality & Tourism Management	○	○
		Dept. of Mass-communication & Advertising	○	○
		Dept. of Global Humanities Contents	○	X
	Art	Dept. of Design	○	○
		Dept. of Beauty Art Cosmetology	X	○
Graduate School of Welfare Industry (2.5 years course)	Humanities and Social science	Dept. of Social Welfare	○	X
		Dept. of Early Childhood Education	○	X
		Dept. of Counseling Psychology	○	X
	Art	Dept. of Beauty Art Cosmetology	○	X

### 3. Required documents

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		
<p>* Academic Certification documents must be notarized as one of the following ①~③ (For the school in China only ③ is acceptable)</p> <p>① Documents with Apostille notarization</p> <p>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</p> <p>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.</p> <p>In case of vocational high schools which are not available to issue the Verification Report above, document must be notarized as one of the following.</p> <p>A. Certificate of Graduation issued by the Department of Education of Province must be confirmed by the Korean Consul in China.</p> <p>B. Certificate of Graduation issued by the vocational school must be notarized by the Department of Education of province(city) and confirmed by the Korean Consul in China.</p> <p>C. If the vocational school is affiliated with the Ministry of Human Resource and Social Security(MOHRSS) of China, the Certificate of Graduation issued by the school must be notarized by the MOHRSS and be confirmed by the Korean Consul in China.</p>		

Section	Documents
5. Financial	<p><b>[5-1] Certificate of bank balance</b> copy (submitted separately: submission schedule will be notified individually)</p> <p>① Overseas residents</p> <ul style="list-style-type: none"> <li>- Certificate copy of applicant or <u>financial guarantor**</u></li> <li>- Balance amount USD 18,000 or more / maintain the balance until Sep.1, 2022</li> <li>- Issued within 30 days of visa application date (If there's an expiration date, it is recognized up to 6 months)</li> </ul> <p>② Domestic residents</p> <ul style="list-style-type: none"> <li>- Original certificate in applicant's name at the bank in Korea</li> <li>- Balance amount USD 9,000 (KRW 11,000,000) or more</li> </ul>
	<p>Additional documents for overseas residents</p> <p><b>[5-2] 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)</p> <p><b>[5-3] Proof of income</b> of career of applicant or <u>financial guarantor**</u> (annual or monthly salary must be included)</p> <p>※ Notarized in English if it is not in English</p>
	<p>** <u>Financial guarantor</u> : Only parents of applicants are acceptable</p>

## 4. Application schedule

Progress	1st Application	2nd Application	Note
Application submission	May 2 ~ June 10, 2022	June 27 ~ July 8, 2022	Mail / Email
Screening	June 22, 2022	July 20, 2022	Inform individually
Admission result notification	June 29, 2022	July 27, 2022	Inform individually
Registration for admitted students	June ~ July 2022	Aug. 2022	
Semester starts	September 1, 2022		

**Screening criteria** Interview 100% (Face-to-face or ZOOM)

## 5. 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)
Doctorial course	KRW 60,000	

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

**Contact** Tel. +82-51-629-3011~2 Fax. +82-51-629-3019

## 6. Tuition and Scholarship

### □ Tuition

Course	Affiliation	Entrance fee	Tuition
Master's course	Humanities and Social science	KRW 550,000	KRW 2,548,000
	Engineering / Art	KRW 550,000	KRW 3,261,000
Doctorial course	Humanities and Social science	KRW 550,000	KRW 2,613,000
	Engineering / Art	KRW 550,000	KRW 3,434,000

### □ 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 exempt
International student Scholarship A	TOPIK 4, IELTS 6.0, TOEFL iBT 85, TOEFL PBT 563, TEPS 600 or more	Tuition 50% reduction
International student Scholarship B	TOPIK 3, IELTS 5.5, TOEFL iBT 80, TOEFL PBT 550, TEPS 550 or more	Tuition 40% reduction

### □ Additional fees

KRW 1,900,000 of dormitory fee, KRW 30,000 of immigration registering fee, and etc. will be required to pay after entering Korea

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

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