함께,
더 나은 미래로!

Fall Semester, 2024 Prospectus for Screening International Students (Freshmen and Transfer Students)

▍ Application Period: Jul 8 (Mon) ~ Jul 12 (Fri), 2024

▍ Place: Office of Admissions of KNUT (Address:50 Daehak-ro, Chungju-si, Chungcheongbuk-do, 27469)

Please note that the admission guidelines are subject to change due to amendments in the university regulations and the review of the admission plans by the Korean Council for University Education. Applicants are advised to check the final admission guidelines announced on our university's website before submitting their applications.

국립한국교통대학교
KOREA NATIONAL UNIVERSITY OF TRANSPORTATION

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I. Information on Admissions Screening

1. Admissions Screening Plan

Descriptions	Date	Place	Remark
Submission of application form - Payment of application fee	09:00 Jul 8(Mon) ~ 18:00 Jul 12(Fri), 2024	Office of Admissions of KNUT	Registration by visit in person, by representative, or by mail
Deadline for submission	Until 18:00 Jul 17(Wed), 2024	Office of Admissions of KNUT	Check the instructions
Practical Exam (Department of Music)	Scheduled for one day between July 15(Mon) ~ July 29(Mon), 2024	○ Individual notice	
Interview (Dept. of Airline Service)	Scheduled for one day between July 15(Mon) ~ July 29(Mon), 2024	○ Individual notice	• The interview time and place will be announced on the homepage later. (The Department of Music evaluates videos.) • You must bring your admission ticket and ID on the day of interview. • Applicants who do not attend the practical/interview assessment will be excluded from the evaluation and will be disqualified.
Announcement of successful applicants	16:00 Jul 30, 2024.(Tue) - Scheduled	○ Individual notice	
Distribution of the admission notice	Jul 30(Tue) ~ Aug 2(Fri), 2024	○ Individual notice	
Registration period	Jul 31(Wed) ~ Aug 2(Fri). 2024.	A bank notified when successful applicants were announced	
Application for VISA	After the payment of tuition fee		○ Overseas applicants must apply for their VISA at the Korean Embassy in their country after receiving Certificate of Admission from KNUT. ○ The Office of International Affairs will help applicants to stay in Korea to apply for VISA.
Starting date of Fall Semester	Fall Semester 2024 [Scheduled for September 2, 2024 (Mon)]		
Enrollment for class	Sep 2(Mon), 2024- Scheduled	Guidance on enrollment at the office of applicable department	

※ The above schedule may change depending on circumstances.

※ Please check the instructions for applicants when submitting the application form by mail.

2. Admission Unit & Admission Quota

A. International Students(Freshmen)

College	Admission Unit	Major	Campus	Admission Quota
Fusion Technology	School of Mechanical, Automotive and Aeronautical Engineering	· Major of Mechanical Engineering ♠ · Major of Automotive Engineering ♠ · Major of Aeronautical and Mechanical Design Engineering	Chungju	Not subject to the admission quota
	Major of Electronic Engineering ★			
	Major of Electrical Engineering			
	School of Computer	· Major of Computer Engineering ♠ · Major of Software		
Engineering	Division of Civil, Environmental and Urban-Transportation Engineering	· Major of Civil Engineering · Major of Computer Engineering · Major of Urban and Transportation Engineering		
	School of Chemical and Materials Engineering	· Major of Chemical and Biological Engineering · Major of Materials Science and Engineering · Major of Polymer Science and Engineering		
	School of Industrial Management and Safety Engineering(IMSE)	· Major of Industrial Management Engineering · Major of Safety Engineering ★		
	School of Architecture	· Major of Architectural Engineering ★ · Major of Architecture (5 years) ◉		
	Design Department	· Major of Industrial Design · Major of Communication Design		
Humanities and Social Sciences	School of Global Language and Literature	· Major of English Language and Literature · Major of Chinese · Major of Korean Language and Literature		
	Division of Public Administration	· Major of Public Administration · Major of Public Management and Information System		
	School of Business, Trade and Social Welfare	· Major of Business Administration · Major of Business Convergence Management ♠ · Major of International Business and Commerce · Major of Social Welfare		
	Dept. of Music			
	Dept. of Sports	· Major of Sports Medicine · Major of Sports Industry		

	Dept. of Airline Service			
	Dept. of Early Childhood Education ◈			
Health and Life Sciences	Dept. of Nursing ▣♣		Jeung pyeong	
	Division of Food Science and Biotechnology	· Major of Food Engineering · Major of Food Science and Nutrition · Major of Biotechnology		
	Dept. of Physical Therapy			
	Dept. of Paramedicine			
	Dept. of Early Childhood Special Education ◈			
Railroad Sciences	Dept. of Railroad Management and Logistics		Uiwang	
	Dept. of AI Data Engineering	· Major of AI Transportation Application ♠ · Major of Data Science		
	School of Railroad Engineering	· Major of Railroad Operation System ◐ · Major of Railway Vehicle System · Major of Railroad Infrastructure System Engineering · Major of Railroad Electricity and Electronics		
Department of Undeclared Majors	Department of Undeclared Majors (Chungju/Jeungpyeong)		Chungju	

- The number of successful applicants for each admission unit may change due to the admission quota adjustment and the deliberation of the admission screening plan by the Korean Council for University Education. If there is any change, it will be announced on the admissions website of Korea National University of Transportation

- '★': **The department implementing the Engineering Education Accreditation System, and students should complete the corresponding curriculum of the Engineering Education Accreditation Program (Except for night courses)**

- '◉': **The department implementing Architectural Education Accreditation Program** <Certification Authority: Korea Architectural Accrediting Board, Validity Period: 2010.07.31. ~ 2026.07.30.

  ※ The certification period is extended according to the results of the due diligence.

- '♣': **The department implementing Nursing Education Certification Program** <Certification institution: Korean Accreditation

  Board of Nursing Education, Validity Period: 2013.12.11. ~ 2028.12.10.>

- '◈': **Department of Education**

- '■': **The department where teaching courses have been established**

- '◖': **The department implementing physical examination and aptitude test for obtaining railroad driving license. Students must pass the physical examination and aptitude test specified by the Railway Safety Act』 in order to obtain a railroad vehicle driver's license in the future.**

- '♠': **The K-convergence leading department. Students must complete at least one of courses among K-convergence major, minors, double major, convergence major, interdisciplinary major, and student-designed major.**

- **Assignment of major**: Undergraduate or undeclared major students will select a department (major) after completing (expected) two semesters, and if necessary, and can set the major assignment time differently.

  - **School**: Choose affiliated major

  - **Department of Undeclared Majors**(Chungju/Jeungpyeong): Students can choose all departments(majors) except for some departments(majors).

    ※ Excluded departments (majors): Department of Architecture, Department of Music, Department of Sports, Department of Airline Service, Department of Aviation, Department of Early Childhood Education, Department of Nursing, Department of Physical Therapy, Department of Paramedicine , Department of Early Childhood Special Education, and majors affiliated with the College of Railroad Sciences

(Reference) Major of K-Convergence

A course operated by two or more departments (major) in cooperation to nurture manpower in the future new industry field and university specialized field. The course provides students with opportunities for various convergence education by expanding students' learning options and competencies suitable for social demand in the era of the 4th industrial revolution.

• Qualifications: Students who have completed more than 2 semesters
• How to apply: Apply through the integrated information system (Knubi) during the designated period
• Opened majors: Smart Manufacturing, Mobility Energy Materials and Components, Automotive-SW Convergence, Advanced Urban Mobility, Management Big Data, Media Management Consulting, Management and Sports, Vehicle Autonomous Driving, IT-based Safety Management, China Aviation Service Management
• Requirements: Students must complete at least 21 credits, including required courses for K-Convergence Major
• K-Convergence Leading Department (Departments participating K-Convergence Major)
  ▶ Type Ⅰ Department: Mechanical Engineering, Automotive Engineering, Computer Engineering, Convergence Management, Artificial Intelligence
  ※ Completion required: Students belonging to Type Ⅰ departments must complete one major among K-convergence majors or at least one major among other multi-majors(minor/double major, interdisciplinary major, student-designed major) box
  ▶ Type Ⅱ Department: Aviation and Machinery Design, Semiconductor New Materials Engineering, Industrial Management, Safety Engineering, Sports Industry, Media and Contents, Data Science, Chinese, Airline Service, Industrial Design
  ※ Students belonging to Type Ⅱ Department are not required to complete multiple majors.

B. International Students(Transfer Students)

College	Recruitment	Campus	Number of Students
Fusion Technology	Major of Mechanical Engineering	Chungju	Not subject to admission quota
	Major of Automotive Engineering		
	Major of Aeronautical and Mechanical Design Engineering		
	Dept. of Electronic Engineering		
	Major of Electrical Engineering		
	Major of Computer Engineering		
	Major of Software		
Engineering	Major of Civil Engineering		
	Major of Environmental Engineering		
	Major of Urban and Transportation Engineering		
	Major of Chemical and Biological Engineering		
	Major of Materials Science and Engineering		
	Major of Polymer Science and Engineering		
	Major of Industrial and Management Engineering		
	Major of Safety Engineering		
	Major of Architectural Engineering		
	Major of Industrial Design		
	Major of Communication Design		
Humanities and Social Sciences	Major of English Language and Literature		
	Major of Chinese		
	Major of Korean Language and Literature		
	Major of Public Administration		
	Major of Public Administration and Information System		
	Major of Business Administration		
	Major of Business Convergence Management		
	Major of International Business and Commerce		
	Major of Social Welfare		
	Dept of Music		
	Major of Sports and Health Care		
	Major of Sports Industry		
	Dept of Airline Service		
	Dept. of Early Childhood Education		
Health and Life Science	Dept. of Nursing	Jeungpyeong	
	Major of Food Engineering		
	Major of Food and Nutrition		
	Major or Biotechnology		
	Dept of Physical Therapy		
	Department of Paramedic Science		
	Department of Early Childhood Special Education		
Railroad Sciences	Major of Railroad Management and Logistics	Uiwang	
	Major of Data Science		
	Major of Railroad Operation System Engineering		
	Major of Railway Vehicle System Engineering		
	Major of Railroad Infra System Engineering		
	Major of Railroad Electrical and Electronic Engineering		

※ Foreigners who obtained foreign nationality will be excluded from the admission of transfer students.

3. Qualifications for application

A. Basic qualifications

○ **Foreign applicants whose parents are both foreigners** : Foreign applicants whose parents are both foreigners, who have graduated or are expected to graduate from high school in Korea or abroad

○ **Foreigners who have completed the entire curriculum :** Foreign applicants who have completed the entire curriculum equivalent to the elementary, middle, and high school education curriculum of Korea in a foreign country (Parents' nationality is irrelevant.).

※ **Education level achieved from overseas qualification examinations, home schooling, cyber learning, etc. will not be recognized.**

Detailed criteria for the recognition of qualifications
· Qualifications will be recognized if both parents and students obtained foreign nationality before students start the curriculum equivalent to the high school curriculum in Korea. · Qualifications of an applicant with dual citizenship, including Korean nationality, and stateless persons will not be recognized. · If parents are divorced or deceased, the nationality of the divorced or deceased will not be considered.

B. Recognition of education level

1) A foreign applicant applying for new admission who has completed the entire 12-year course of elementary and secondary school

Recognition of attendance at school
<Foreign applicants whose parents are both foreigners> · KNUT grants the qualification if the foreign applicant has completed entire educational curriculum for above 12 years of the elementary and middle school course, no matter where the school is located (Korea foreigner's school) **<Foreign applicants who have completed all educational curriculum>** · In case a foreign applicant alternately attended the foreigner's school located in overseas and Korea, foreigner's school located in campus for 12 years during the elementary and middle school course, KNUT will not recognize it as the period for attendance at school in oversea **<Recognition of the graduation under the 12-year school system>** · In the case of a foreign applicant who has completed the entire elementary and secondary school curriculum in the countries adopting an education system of less than 12 years, KNUT will recognize them as having the same educational background as Korean high school graduates (Ref: : Article 98 (1) 9 of the Enforcement Decree of the Elementary and Secondary Education Act)

2) Applicants for transfer

- A foreign applicant who has graduated (or are expected to) from a 2-year college and a person who is recognized as having equivalent academic background by law

- A foreign applicant who has completed (planned) to complete (or plan to complete) more than 2 years or 4 semesters (excluding seasonal semesters)

at a university (including National Open University, Industrial College, etc.) and has completed the prescribed credits recognized by the previous university.

Qualifications for transfer	
An foreign applicant must satisfy the qualifications for transfer and also satisfy the following qualifications.	

Cat.	Educational requirements
Transfer in the 2nd academic year	Completed above one year(2 semesters) in overseas/domestic university
Transfer in the 3rd academic year	Completed above two year(4 semesters) in overseas/domestic university
	A graduate from the college or the one with bachelor's degree
transfer to the fourth grade	A person who has completed at least the third grade (6 semesters) at a four-year regular university at home or abroad(Only the same major can apply.)
	A graduate of a three-year in junior college or a holder of a bachelor's degree(Only the same major can apply.)

※ A foreign applicant who has completed 2 years in 3 years academic system is not entitled to apply for admissions.
※ A graduate-to-be must graduate within Aug, 2023.
※ Those who are scheduled to complete (graduation) must submit their final academic certificate by the date of acceptance assessment(separate notice).

C. Proficiency in Korean

○ An applicant who has a certificate of level 3 or higher in the Test of Proficiency in Korean (TOPIK) administered by the National Institute for International Education

※ **However, an applicant for the Department of Railroad Management and Logistics, Major of Railroad Management and Logistics, Department of AI and Data Engineering, AI Transportation Application Major, and Major of Data Science must have TOPIK Level 4 or higher.**

※ An applicant must submit the certificate of the Korean Proficiency Test Level 3 or higher (Korean Proficiency Test Level 4: An applicant for Department of Railroad Management and Logistics, Major of Railroad Management and Logistics, Department of AI and Data Engineering, AI Transportation Application Major, and Major of Data Science). Failure to submit documents by Before the date of acceptance assessment (separate notice) may cause the applicant to be disqualified.

※ An applicant who has the certificate of Level 3 or higher in the Test of Korean Proficiency must obtain the certificate of Level 4 or higher by the time of graduation.

4. How to apply

A. An applicant is required to submit the application form after checking whether they satisfy the qualifications for application

※ In the case of a foreign applicant, if it is clear that the purpose of application is other

than academic purpose, the application will be restricted or the admission will be canceled (e.g., For the purpose of long-term stay in Korea for employment, etc.)

※ The applicant will be excluded from the admission process and will be rejected if the documents are not submitted or the application documents are insufficient.

B. An applicant must make the single application by admission unit (academic field, school, department)

5. Qualification screening criteria(Recognition of foreigner's school)

A. Foreigner's schools and language schools in and outside Korea will not be considered as a college or university.

B. The educational period of the elementary, middle and high school shall be based on the school system of Korea. (Grades 1-6 of the overseas curriculum are recognized as elementary schools, grades 7-9 as middle schools, and grades 10-12 (13) as high schools)

C. In the case of foreign high schools, the 3rd year, the high school graduation year, is equivalent to the 12th year of the applicable country's education system (13th year in the UK) in accordance with the regular high school education system of Korea. Therefore, an applicant must determine their eligibility by considering the school system and semester of each country.

D. If an applicant enrolled in an overseas high school transfers to a middle school in Korea, or if he or she is a freshman entering a high school in Korea, the overseas high school course is not recognized as the period for acquiring the qualifications for application.

E. An applicant who has completed elementary, middle, and high school education in countries with the educational system of less than 12 years of education are also eligible to apply.

6. Screening Procedure

Cat.	Evaluation Factor	Reflection Rate
All admission units (Excluding some units)	Document screening	100%
Department of Airline Service	Oral exam through interview	100%

※ Interview if necessary according to major

※ An applicant who does not meet the qualifications for application, an applicant who has incomplete or failed to submit documents or submitted false documents, and an applicant who has missed or failed the oral exam will not be screened.

7. Application procedure and payment of application fee

A. Submission of application form

1) How to apply: Application by visit in person or by mail

2) Place : Office of Admissions, Korea National University of Transportation [Room 201, 2nd floor, Graduate School Building, W4]

   - Address : Office of Admissions (Address:50 Daehak-ro, Chungju-si, Chungcheongbuk-do, 27469

   - Contact : 043-841-5015, 5016 (FAX: 043-841-5017)

B. Payment of application fee

1) Application fee : **KRW30,000 for freshmen, KRW40,000 for transfer students**

2) Period : Jul 8(Mon)~ Jul. 12, 2024(Fri)

3) Bank Information

Cat.	Payment to Account (in Korea)	Payment to Account (from abroad)
Nong Hyup Bank	Nong Hyup Bank	Nong Hyup Bank(NH BANK) SWIFT code : NACFKRSEXXX
Account No.	1320-01-001871	1320-01-001871
Account Name	Korea National University of Transportation	Korea National University of Transportation
Amount	**KRW30,000 for freshmen KRW40,000 for transfer students**	KRW**30,000 for freshmen** **KRW40,000 for transfer students**
Bank Address	75 CHUNGJEONGRO-1GA JUNG-GU SEOUL KOREA	75 CHUNGJEONGRO-1GA JUNG-GU SEOUL KOREA

※ When making a payment to our account, the name of the payer (applicant) must be accurately written (the name of the payer and the name of the applicant must match)

※ Application fee is accepted only when payment is cleared by the application deadline.

※ Application fee will not be refunded if admission is withdrawn after the application deadline due to personal reasons

8. Required Documents

A. Common requirements

1) All the documents for submission (issued by foreign organization) must be translated in **Korean or in English.**

   However, certain documents may be exempted upon confirmation by the Office of International Affairs of KNUT.

2) All the application forms must be filled in using a black pen. If mistakes are made, draw two lines over the words/sentences and put a signature, which is the same as the one in

an applicant's signature box in the form beside the two lines.

3) Both an applicant and their guardian must put their signature on Application Form

4) Those who wish to enter Undergraduate(freshemen or transferred) from the language school of Korea National University of Transportation can submit a copy of their final academic certificate (original reference) confirmed by the Office of International Affairs, KNUT.

B. Required Documents

Cat.	No.	List of required documents	Required
Documents prescribed by KNUT	1	☐ Application Form and Consent to Use of Personal Information [Attachment 1]	1
	2	☐ **Applicant's Information** [Attachment 2]	1
	3	☐ **Academic Achievement and self-introduction letter** (In Korean or English) [Form 3]	1
	4	☐ **Academic Background Inquiry Agreement** [Form 4]	1
Basic documents	5	☐ **Passport** (A copy of the part with nationality and photo)	2
	6	☐ **The Certificate of the Test of Proficiency in Korean (TOPIK)** ※The certificate printed from the TOPIK homepage is acceptable. ※The certificate issued within 2 years from the start date of application will be valid.	2
	7	☐ **Photo** (size 3.5 cm * 4.5 cm) **(Photo must have been taken within the last 3 months, white background)**	2
Documents on academic records	8	**Freshmen** ☐ **High School diploma** ○ **(Country notified by the Minister of Justice) Select one of the methods below and submit documents proving your academic background, etc.** 1. Apostille-certified documents such as academic background 2. Documents verifying academic background, etc. confirmed by the Korean consulate in the country of residence 3. In the case of China, documents proving the final level of education must be separated for general high schools and vocational high school. - General high schools: General high schools recognize only the 'degree, etc. certification report' issued by the Chinese Ministry of Education's Academic Degree Certification Center (http://www.chsi.com.cn, www.cdgdc.edu.cn) - (Exception) Graduates from secondary vocational schools in China where degree certification reports, such as those issued by the Chinese Ministry of Education's CHSI (Credential Verification Report), are not provided (limited to graduates from recognized educational institutions) must submit assessment materials according to the criteria below.	2

	Category	Qualification Standard	Remarks
Scnary Vacaoal School	Regular Specialized Secondary Schools / Vocational High Schools	① Online publishing ⅰ) Graduation certificate issued by local education authorities*: Confirmation of Korean Consulate in China is required * Only acknowledge if authenticity is available online ② Offline issuance (submission of 'School Information Confirmation Letter (Attachment 7)' is required)	택 1
	Adult Specialized Secondary Schools	ⅰ) Graduation certificate issued by local education authorities: Confirmation of Korean consul in China is required ⅱ) School's self-issued graduation certificate: Confirmation of Education Office of Province (Education Office of City)* and Confirmation of Korean Consulate in China is required * In the case of cities under the direct control of the government(Beijing, Shanghai, Chongqing, Tianjin), the official name of the Office of Education is 'Education Committee'	
	Skilled Workers Schools	Online Inquiry Copy from the official website of the Ministry of Human Resources and Social Security (www.mohrss.gov.cn) + Verification by the Korean Consulate during weekdays in China* (Only recognized if authenticity can be confirmed online)	
	Other schools recognized as high school graduates	School self-issued Graduation Certificate + Verification by the Korean Consulate ~~during weekdays~~ in China ※ A copy of Certificate of Establishment(required to submit a copy of certificate of incorporation(事业单位法人证书) or a copy of Certificate for Private Schools(民办学校办学许可证))is required to submit(However, only the academic background curriculum is recognized, notarization is not required)	

○ Those who have completed a language course at Korean language institutes affiliated with regular universities in Korea must additionally submit a certificate of completion and grades (Certificate including attendance)

Cat.	No.	List of required documents	Required
	9	☐ **Transcripts in English for all grades in high school**	2
	10	**Transfer** ☐ **Certificate of final education** ○ **(Country notified by the Minister of Justice) Select one of the methods below and submit documents proving your academic background, etc.** 1. Apostille-certified documents such as academic background 2. Documents verifying academic background, etc. confirmed by the Korean consulate in the country of residence 3. How to prove your academic background (degree) for holders of a degree from a Chinese university or higher - The certificate of bachelor's graduation is only recognized as a certificate issued by China Higher Education Student Information and Career Center (http://www.chsi.com.cn or www.cdgdc.edu.cn) operated by the Ministry of Education in China. ○ **(Transfer applicants while enrolled in university)** Proof of university enrollment	2

		- Only certification reports such as degrees issued by China Higher Education Student Information and Career Center (http://www.chsi.com.cn or www.cdgdc.edu.cn) are recognized for high school graduation and bachelor's enrollment. ○ Those who have completed a language course at Korean language institutes affiliated with regular universities in Korea must additionally submit a certificate of completion and grades (certificate including attendance)	
	11	☐ Transcripts in English for all years of university	2
Documents on Financial capability	12	☐ Certificate of bank time deposit balance (more than USD 18,000) - For visitors staying in Korea, only Korean bankbooks will be accepted ※ In principle, the visa must be issued within 30 days from the date of application. Documents with unexpired date on the balance certificate are recognized as valid certificates. (however, a maximum of 6 months from the issuance date is recognized)	2
	13	☐ Proof of employment and income of the financial guarantor ※ Preferentially, it is limited to parents, and brothers and sisters are allowed only in cases where parents are unavoidably absent. There is a strict restriction on other people if parents exist ※ If the financial guarantor is not the parent, a notarized copy of the country of origin proving the relationship must be submitted. ※ In the case of an individual entrepreneur, business registration certificate and financial guarantor's property tax certificate ※ As a rule, must issue within 30 days from the date of application	2
	14	☐ **Pledge to cover study abroad expenses** [Form 5]	1
	15	☐ **Financial guarantor's ID**	2
Documents on Family and Nationality	16	☐ **Family Relations Certificate** Example of documents proving family relationship> **China:** House register, or notarized family ,**Philippines**: Family Census, **Indonesia**: KARTU KELUARGA, **Bangladesh**: Family Certificate, **Vietnam**: So Ho Khau or Giay khai sinh, **Mongolia**: Family Certificate, **Pakistan**: Family Certificate, Sri Lanka: Family Certificate, **Myanmar**: Family Certificate, **Nepal**: Family Relation Certificate, **Kyrgyzstan, Kazahstan, Uzbekistan.Uklaine and Thailand**: Certificate of Birth ※ In case that a family member is not listed on the House Register, the applicant must submit a notarized certificate of family register issued by the Chinese Public Security Bureau. ※ In case parents are divorced, the applicant must submit a divorce certificate and the original divorce decree. In case parents are dead, the applicant must submit the original certificate of death. In case one of parents remarried, the applicant must submit a copy of the divorce certificate with former husband or former wife	2
	17	☐ **A copy of both applicant and parents' ID in their home country**	2
	18	☐ **A copy of Alien Registration Card (Applicable to card holders)**	2
	19	☐ **A certificate of Health Insurance (A**n applicant saying in Korea only)	2

9. Instructions

A. Instructions for applicants

1) The received documents for application cannot be canceled. The paid screening fee, application form and related documents will not be returned.

   However, if the final successful candidate is canceled due to non-submission of documents, the screening will be carried out by supplementing only the submitted documents and the expired documents among the documents submitted at the time of application for the next admission. (Approved only if your eligibility has not changed.)

2) In case there is any mistake on the descriptions, or in case the correction seal is not the same as the one of the applicants, or in case any disadvantage occurs from the unclear contact point, it shall be the

applicant's liability.

3) In case it is applicable to any of the followings, the success in screening or the admission will be canceled.

- In case an applicant does not register within the designated period

- If the final education certificate or language proficiency certificate is not submitted within the designated period,

- In case an applicant doubly registers in more than 2 universities in Korea with the same semester.

- In case it is confirmed that the document is falsified, forged or falsely prepared or that the success in screening or the admission is made in other illegal way.

- In case an applicant is found to be illegible for admission (Even after admission, admission will be declined).

- In case an applicant violates stay qualification or the stay period as per the relative law (In case of being employed in the work for profitability/consideration irrespective of the schoolwork and etc.)

4) Consent to the collection and use of personal information (unique identification number)

a) KNUT collects and uses the personal information of applicants as follows for college admissions.

1) Applicant Information: Name, Resident Registration Number (Alien Registration Number or Passport Number), Address, Telephone Number, Mobile Phone Number, Guardian's Mobile Phone Number, Refund Account Number, etc.

2) School Information: Highest Education Level, Current Enrollment Status, Name of Previous School, Graduation (Expected) Year, High School Telephone Number, High School Fax Number, High School Code, etc.

b) The collected information is used for purposes including college admissions, recruitment, scholarships, undergraduate studies, dormitory student selection, foreign language program guidance, statistical work, freshman preparatory colleges, university information provision, applicants' high school acceptance inquiry, etc., and it is deemed that you have consented to the use and provision of your personal information when submitting applications.

c) When personal information becomes unnecessary, such as when the personal information retention period has elapsed and the purpose of processing has been achieved, the personal information will be destroyed.

※ When filling out the application form, an applicant must fill in the consent to the collection and use of their personal information

B. Instructions for submitting every certificate issued in overseas [Related to Apostille Program]

1) If an applicant wants to apply for the university admission screening after completing the whole or part of the educational curriculum for the elementary and middle school in overseas, you must receive 'the confirmation of Apostille Program 'issued by a government agency designated by the country where the school is located for various certificates

   ※ The issuing organization of the written confirmation of Apostille Program is the organization designated by the relevant government (Ministry of Foreign Affairs in Korea).

   ※ In case it an applicant' country is not the member of Apostille Program, the applicant needs to receive the confirmation of educational institute in overseas or consular confirmation at the Korean Consulate in the applicable country.

2) When registering the application form for the university admission, an applicant must submit every certificate issued by the school and the written confirmation of Apostille Program (or confirmation by the educational institute in overseas confirmed by the Korean consul) together.

3) Documents requiring the written confirmation of Apostille Program

   - Official document and every certificate issued by the national/public school

   - Document authenticated by the notary authority of the relevant nation among the   official document and every certificate of the private school

※ For the official document and every certificate of the private school, you can apply for issue of the written confirmation of Apostille Program after notarizing them.

【Status of apostille member countries】

<As of Jan, 2024>

Region	Member Countries
Asia, Oceania	New Zealand, Niue, Marshall Islands, Mauritius, Mongolia, Vanuatu, Brunei, Samoa, Singapore, Australia, India, Indonesia, Japan, China (including Macao, Hong Kong), Cook Islands, Tajikistan, Tonga, Pakistan, Palau, Fiji, Philippines, Korea
Europe	Greece, Netherlands, Norway, Denmark, Germany, Latvia, Russia, Romania, Luxembourg, Lithuania, Liechtenstein, North Macedonia, Monaco, Montenegro, Moldova, Malta, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, San Marino, Serbia, Sweden, Switzerland, Spain, Slovakia, Slovenia, Armenia, Iceland, Ireland, Azerbaijan, Andorra, Albania, Estonia, United Kingdom, Austria, Uzbekistan, Ukraine, Italy, Georgia, Czech Republic, Kazakhstan, Kosovo, Croatia, Kyrgyzstan, Cyprus, Turkey, Portugal, Poland, France, Finland, Hungary
North America	United States (including Guam, Northern Mariana Islands, Puerto Rico), Canada
Central and South America	Guyana, Guatemala, Grenada, Nicaragua, Dominican Republic, Federation of Saint Kitts and Nevis, Mexico, Barbados, Bahamas, Venezuela, Belize, Bolivia, Brazil, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Argentina, Antigua and Barbuda, Ecuador, El Salvador, Honduras, Uruguay, Chile, Costa Rica, Colombia, Trinidad and Tobago, Panama, Peru, Paraguay, Jamaica
Africa	Namibia, South Africa, Liberia, Lesotho, Malawi, Botswana, Sao Tome and Principe, Senegal, Seychelles, Eswatini, Cape Verde, Burundi, Tunisia
Middle East	Morocco, Bahrain, Saudi Arabia, Oman, Israel

※ For more details, please visit www.jcch.net

II. Preparation after the announcement of successful applicants

1. Application for VISA (An applicant staying in overseas)

A. An applicant who has Chinese nationality

1) Procedures for VISA application and obtaining VISA

Announce successful applicants	➡	Pay tuition fee	➡	Submit an application for visa issuance confirmation	➡	Issue standard certificate of admissions	➡	Apply for the confirmation of visa issuance	➡
KNUT		Students		Students		KNUT		KNUT	

Notify visa verification number	➡	Apply for VISA at the Korean Embassy in China	➡	Receive VISA	➡	Inform KUNT of arrival time and date in Korea	➡	Arrival in Korea
KNUT		Students		Students		Students		Students
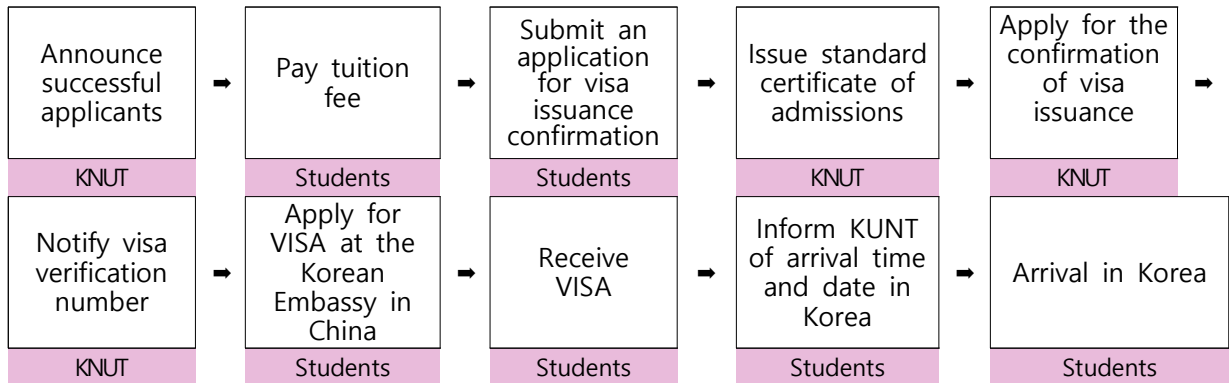
2) Required documents

> · 1 copy of application for confirmation of visa issuance [Attachment 6]
> · Visa issue number
> · A copy of passport
> · 1 copy of other additional requested documents (if necessary)

B. Applicant who has foreign nationality other than Chinese nationality

1) Procedures for VISA application and obtaining VISA : A successful applicant must apply for VISA directly at the Korean Embassy in the country of residence.

Announce successful applicants	➡	Pay tuition fee	➡	Issue and send standard certificate of admissions	➡	Apply for VISA at the Korean Embassy in their home country	➡	Receive VISA	➡	Inform KUNT of arrival date in Korea	➡	Arrival in Korea
KNUT		Students		KNUT		Students		Students		Students		Students
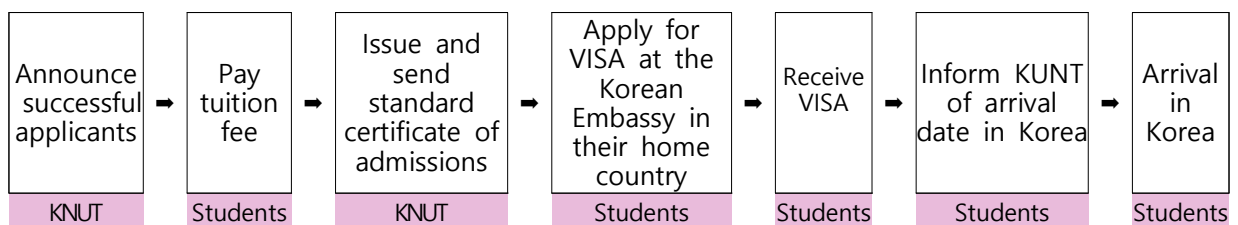
2) Required documents

> · 1 copy of Visa application form [attached form 6]
> · 1 ID photo
> · Standard certificate of admissions, invitation letter 1 copy each
> · 1 copy of passport
> · 1 copy of final degree
> · 1 copy of final transcript
> · Financial documents: Certificate of bank deposit balance (more than KRW 16,000,000)
>
> ※ Only the documents issued within one month from the date of visa application will be valid.
> ※ Since the above documents may differ by country, please apply for a visa after inquiring at the Korean embassy in your country.

2. VISA change and extension (An applicant staying in Korea)

A. Procedure for VISA alternation and extension

Announce successful applicants	➡	Pay tuition	➡	Issue and send standard certificate of admissions	➡	Apply for VISA change and extension at Cheongju Immigration Office	➡	Receive Alien Registration Card from KNUT
KNUT		Students		KNUT		KNUT		Students
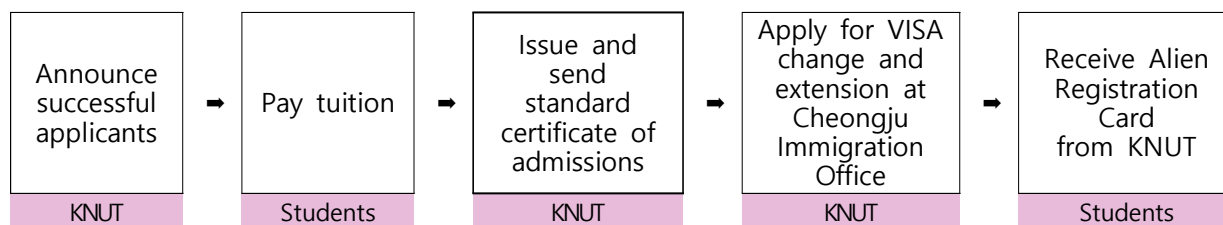
B. Required documents

1) Changing the status of sojourn **(D4 → D2)**

> · Application form [Attachment 4]
> · 1 passport size photo(3cm*4cm)
> · Passport
> · Alien registration card
> · A receipt of tuition payment
> · Diploma and transcripts (except for the applicant who already have submitted on the date of application.
> ※ 1 copy of the certificate of Korean language training program and transcript (certificate with attendance rate written on it)
> · Documents proving financial capability (Bank balance over KRW 8,000,000 after paying tuition)
> ※ In the case of parents' bank balance, an applicant must submit a certificate of employment and a certificate of annual income)
> · Proof of the place of stay (Housing rental agreement or the receipt of dormitory fee payment for those entering the dormitory)
> · Application fee:KRW130,000
>
> ※ KNUT will prepare other documents such as standard certificate of admissions.

2) Extension of sojourn period **(D2 → D2)**

- An application form [Attachment 7]
- 1 passport size photo(3㎝*4㎝)
- Passport
- Alien registration card
- A receipt of tuition payment
- Diploma and transcripts(except for the applicant who already have submitted on the date of admission application.
※ 1 copy of the certificate of Korean language training program and transcript (certificate with attendance rate written on it)
- Documents proving financial capability (Bank balance over KRW 8,000,000 after paying tuition)
※ In the case of parents' bank balance, an applicant must submit a certificate of employment and a certificate of annual income)
- Proof of the place of stay(Housing rental agreement or the receipt of dormitory fee payment for those entering the dormitory)
- Application fee: KRW60,000

※ KNUT will prepare other documents such as standard certificate of admissions.

3. Application for alien registration card

A. How to apply: A foreigner must apply for alien registration at the competent immigration office within 90 days from the date of arrival.
B. Place of application: Cheongju Immigration Office
C. Required documents

- Application form [Attachment 7]
- 1 color passport-sized photo
- Passport
- Proof of the place of stay (Housing rental agreement or the receipt of dormitory fee payment for those entering the dormitory)
- Health certificate (both D4 and D2)
- Fee: KRW30,000
※ Fingerprint registration is required by visiting after submitting the application form prior to foreign fingerprint registration

4. Declaration of the change of the place of stay

A. How to declare: If a registered foreigner changes the place of stay, they must declare the change of place of stay within 14days.
B. Place: Chungju City Hall, nearby community center or Cheongju Immigration/Foreigner Office
C. Required documents

- Declaration of the change of the place of stay [Attachment 7]
- Passport
- Alien registration card
- Proof of the place of stay (Housing rental agreement or the receipt of dormitory fee payment for those entering the dormitory)

Ⅲ. Other Information

1. Scholarship

A. Scholarship for freshmen with excellent grade

Eligible candidates	Amount of scholarship
TOPIK scholarship	· Those with Level 6 of TOPIK: Grade: Type A (Tuition Ⅰ 100% + Tuition Ⅱ 100% and Tuition Ⅰ 100% while attending the school · Those with Level 5 of TOPIK: Grade: Type B(Tuition Ⅰ 100% + Tuition Ⅱ 75% or Tuition Ⅱ 75% · Those with Level 4 of TOPIK: Grade: Type C(Tuition Ⅰ 100% + Tuition Ⅱ 50% or Tuition Ⅱ 50% · Those with Level 3 of TOPIK: Grade: Type E (Tuition Ⅰ 100%)
Scholarship for those who achieved excellent graduation grades at foreigner school	· Top 5% or higher : (Type A) Tuition Ⅰ 100% + Tuition Ⅱ100% · Top 10% or higher: (Type C) Tuition Ⅰ 100% + Tuition Ⅱ50% · Top 15% or higher: (Type E) Tuition Ⅰ 100%

B. Scholarship for current students with excellent grade

Eligible candidates	Amount of scholarship
Students who achieved an average GPA of 2.8 or higher and has no subjects with an F grade and are recommended by the Director of International Relations	· Type A: Tuition Ⅰ 100% + Tuition Ⅱ100% · Type B: Tuition Ⅰ 100% + Tuition Ⅱ75% · Type C: Tuition Ⅰ 100% + Tuition Ⅱ50% · Type D: Tuition Ⅰ 100% + Tuition Ⅱ25% · Certain amount: Tuition 100% or certain amount

2. Tuition fee

College	Tuition Fee
Convergence Technology College	KRW2,030,000 ~ 2,220,000
College of Engineering	KRW2,050,000 ~ 2,305,000
College of Humanities	KRW1,745,000 ~ 2,455,000
College of Social Sciences	KRW1,785,000 ~ 2,330,000
College of Health and Life Sciences	KRW1,935,000 ~ 2,190,000
Railway College	KRW1,740,000 ~ 2,405,000
School of Liberal Studies	KRW1,675,000 ~ 2,455,000

※ Minimum and maximum amount of scholarship for each college as of 2023

3. Residence Hall

A. How to apply

1) Make an application on the webpage of residence hall (http://dorm.cjnu.ac.kr)
2) Click "Go to application for freshman and transfer admission"
3) After logging in to the comprehensive information system, enter information for   each item and select a residence hall (Male: Gukwon Residence Hall , Female: Jungwon Residence Hall) and save

B. Cost

Location	Residence Hall Name	Gender	Utility Bill	Maintenance Cost	Foods	Total
Chungju Campus	Gukwon Residence Hall	M	KRW50,000	KRW454,900	No cafeteria	KRW504,900
	Jungwon Residence Hall	F	KRW50,000	KRW809,300	KRW472,000	KRW1,331,300
Jeungpyeong Campus	Cheong-A Residence Hall	M/F	KRW50,000	KRW580,000	KRW531,000	KRW1,141,000
Uiwang Campus	Baekin Residence Hall	M/F	-	-	-	-

※ The above amount is for one semester and may change depending on circumstances.
※ Chungju Campus Joongwon Residence Hall Meal: 8 meals a week (Mon-Thu (Lunch, dinner) compulsory meals (other meals are optional)
※ Jeungpyeong Campus Cheong-A Residence Hall: Meal: 8 meals a week (Mon-Thu (Lunch, dinner) compulsory meals (other meals are optional)
※ Uiwang Campus does not have a cafeteria in the residence hall
※ Uiwang Campus can be used from the 2nd semester of 2024 due to remodeling

C. Payment of Residence Hall Fee

1) After logging in to the comprehensive information system, print out the bill
2) Pay the fee with the bill at the designated bank shown on the bill.

<table>
<tr><td colspan="2">

2024학년도 후기
부모 모두 외국인인 외국인 특별전형 학부 입학원서
(Application Form for International Student)

</td><td>

사진(Photo)
(4×5㎝)

</td></tr>
</table>

한국어로 타자를 치거나 깨끗이 쓸 것(Please TYPE or PRINT clearly in Korean or English)

접수번호 (Receipt Number)							※ 접수번호는 기재하지 말 것 (Not to fill the receipt number)

Ⅰ. 인적사항(Personal Information)

입학구분(Admissions)	□ 신입학(Freshmen) □ 편입학(Transfer)	**입학신청학년 (Academic year of Application)**	□ 1학년(Freshmen) □ 2학년(Sophomore) □ 3학년(Junior)
입학신청학과 (Applied Department)	□ 학부명(The Name of School) : □ 학과(전공)명(The Name of Major) :		
지원자격 (Qualification for Application)	□ 부모 모두 외국인인 외국인 (자원자와 부모가 모두 외국인인 외국인) □ 전 교육과정 이수 외국인 (자원자 외국인)		
최종학력(Final Degree)	□ 고등학교 졸업(Graduation in High School) □ 전문대학 졸업(Graduation in Junior College) □ 대학2년 이상 수료(Completion of 2 years in 4 years-university) □ 대학교 졸업(Graduation in University)		

8. 비상연락처(Guardians)

1. 이름(Name in Full)		□ 국내(in Korea)	
2. 출생국(Country of Birth)		이름(Name in Full)	
3. 국적(Citizenship)		전화번호(Tel)	
4. 성별(Sex)	남(Male) □ 여(Female) □	관계(Relationship)	
5. 생년월일(Date of Birth)	년(Year) / 월(Month) / 일(Day)	□ 본국(Home Country)	
6. 주소(Mailing Address)		이름(Name in Full)	
		전화번호(Tel)	
전화(Tel)	팩스(Fax)	관계(Relationship)	
E-mail주소(E-mail Address)		주소(Address)	
7. 여권번호(Passport No.)			

Ⅱ. 학력(Educational Background : Since High School)

기간(Dates)	학교명(Name of Institute)	전공(Major)	학위(Degree or Diploma)
From to			
From to			

Ⅲ. 가족관계(Family relationship)

성명 (Name in Full)	연령 (Age)	관계 (Relationship)	직업 (Occupation)	회사명 (Name of Company)	연락처 (Telephone)

Ⅳ. 기숙사 신청(Dormitory application) □ 예(Yes)　□ 아니오(No)

Ⅴ. 유학생 보험가입 여부(Whether to have a health insurance for an international student) :
　□ 예(Yes)　□ 아니오(No)

Ⅵ. 개인정보 수집 및 이용에 대한 동의
　지원자는 선택적인 개인정보의 수집 및 이용에 동의하십니까? (모집요강 유의사항 참조)

　　　　　　　　　　　　　　　　　　□ 동의함　　　　□ 동의하지 않음

이 지원서의 내용은 사실과 다름없음을 확인하며 귀 대학교에 입학하고자 이 지원서를 제출합니다. (I hereby confirm that the above statement is true and I submit this application for admission) 　　　　월(Month)　　　일(Day)　　　년(Year) : 　지원자(Applicant) :　　　　　　　　　(서명, Signature)	접수확인 (인)	전형료납부확인 (인)

[Attachment 2 Applicant's Information]

Applicant's Information

□ 모든 정보는 영어로 작성하시기 바랍니다. Please fill out all information in English.

No.	Invitee Information							Parents' Information				
	Name in Full	Sex	Date of Birth	Passport No.	Nationality (The Chinese or Ethic Korean with Chinese nationality	VISA Type	Date of Graduation & Name of Final School	Father's Name	Date of Birth	Company Name	Telephone No.
	Name in Full in English							Mother's Name	Date of Birth	Company Name	Telephone No
1											

Month   Day   Year

Applicant   (Signature)

학업계획서 및 자기소개서
(Study Plan and Personal Statement)

※ 한국어로 타자를 치거나 깨끗이 기재(Please TYPE or PRINT clearly in Korean)

성 명(Name) :

국 적(Nationality) :

생년월일(Date of Birth) :

1. 학력사항(Educational Background) 〈고교 졸업 이후 이력만 자세히 기재〉

1-1. 졸업 후 1년 이상 공백 기간이 있는 경우 공백 사유를 쓰세요.(Write a blank period Reason in case there is a blank period over one year after graduation)

2. 취미 및 특기(Taste and Special Ability)

3. 장래 희망(Hope in the Future)

※ 한국어로 타자를 치거나 깨끗이 기재(Please TYPE or PRINT clearly in Korean)

성 명(Name) :
국 적(Nationality) :
생년월일(Date of Birth) :

1. 학력사항(Educational Background) <고교 졸업 이후 이력만 자세히 기재 Please provide
   details of your history of education after graduating from high school>

1-1. 졸업 후 1년 이상 공백 기간이 있는 경우 공백 사유를 쓰세요.(Write a blank period
   Reason in case there is a blank period over one year after graduation)

2. 취미 및 특기(Taste and Special Ability)

3. 장래 희망(Hope in the Future)

LETTER OF CONSENT

To whom it may concern:

* Final school Name

This letter is to confirm that I graduated (_____).
I have applied to Korea National University of Transportation in Chungbuk, Korea for the 2023 academic year and agreed that this university could officially request my academic records from previously graduated schools.
In this regard, I would like to request your full assistance to Korea National University of Transportation when Korea National University of Transportation contacts you regarding Verification of Academic Record.

Enrolled Name: *_____

Date of birth: *(m)_____ (d)_____ (y)_____

Date of Degree awarded : *(m)_____ (y)_____

Dates of attendance : *From (m)_____ (y)_____ To (m)_____ (y)_____

Type of Program : 'high school' / bachelor's / master's / doctoral

(*choose one)

Name of Degree / Major : *_____

Degree Registration No.: *_____

Sincerely yours,

*_____   *(m)_____ (d)_____ (y)_____
Signature   Date

※ You have to fill this * marks out only.

유학경비부담 서약서
(Affidavit of Support for Expenses Studying Abroad)

지 원 자 (Applicant)	성 명 Name in Full	한 글 Korean			
		자 국 어 Native Tongue			
		영 어 English			
	국 적 Nationality		신분증번호 ID Number	-	
	생년월일 Date of Birth		성별 Sex	남 Male( ), 여 Female( )	
	지원계열(학부) Applied Dept.				
재정보증인 (Financial guarantor)	개인 또는 기관명 Private or Organization		지원자와의관계 Relation with Applicant		
	직 업 Vocation		신분증번호 ID Number	-	
	전화번호 Phone Number		휴 대 폰 Cel. Number		
	주 소 Address				

※ 재정보증인은 지원자의 보호자(부,모)를 원칙으로 함
   The financial guarantor shall be the guardian(father, mother) of the applicant.

본인은 상기 지원자의 유학기간 중 일체의 경비부담을 보증합니다.
I, the above person, hereby guarantee that I will bear all the expenses for the above applicant during the study abroad.

<div align="center">

년   월   일
Year Month Day

</div>

재정보증인 성명: (서명 또는 날인)
Name of Financial guarantor :   (sign or seal)

한국교통대학교총장   귀하
To President of Korea National University of Transportation

※ 붙임서류(Attachment)

1. 본인 또는 재정보증인의 미화 $18,000 이상 예금잔고 증명서(접수마감일 기준 1개월 이상 계속 예치) 또는 미화 $18,000 이상 국내송금 또는 환전 증명서 1부(Deposit certificate of the person itself or the financial guarantor for above USD 18,000(continuous deposit for above 1 month as of the deadline for receipt) or domestic remittance certificate or exchange certificate for above USD 18,000 - one copy)

2. 재정보증인의 재직증명서 또는 사업자등록증 1부(Certificate of holding office or business registration certificate of the financial guarantor - one copy)

3. 재정보증인의 재산세 과세증명서 1부(Taxation certificate of the financial guarantor for the property tax - one copy)

■ 출입국관리법 시행규칙 [별지 제21호서식] <개정 2020. 9. 25.> Enforcement Rules of the Immigration Control Act [Form No. 21] <Amended on September 25, 2020>

(제1쪽 / Page1)

사증발급인정신청서
APPLICATION FOR CERTIFICATE OF VISA ELIGIBILITY

<신청서 작성방법>
‣ 신청인은 사실에 근거하여 빠짐없이 정확하게 신청서를 작성하여야 합니다.
‣ 신청서상의 모든 질문에 대한 답변은 한글 또는 영문으로 기재하여야 합니다.
‣ 선택사항은 해당 칸[ ] 안에 √ 표시를 하시기 바랍니다.
‣ '기타'를 선택한 경우, 상세내용을 기재하시기 바랍니다.

<How to fill out this form>
‣ The applicant must fill out this form completely and correctly.
‣ The applicant must write in block letters either in English or Korean.
‣ For multiple-choice questions, the applicant must check [√] all that apply.
‣ If the applicant selects 'Other', please provide us with more information in the given space.

1. 인적사항 / PERSONAL DETAILS

여권용사진 (35㎜×45㎜) - 흰색 바탕에 모자를 쓰지 않은 정면 사진으로 촬영일부터 6개월이 경과하지 않아야 함 A color photo taken within last 6 months(full face without hat, front view against white or off-white background)	1.1 여권에 기재된 영문 성명 Full Name in English (as shown in passport)	
	성 Family Name	명 Given Names
	1.2 한자성명 漢字姓名	1.3 성별 Sex 남성/Male[ ] 여성/Female[ ]
	1.4 생년월일 Date of Birth (yyyy/mm/dd)	1.5 국적 Nationality
	1.6 출생국가 Country of Birth	1.7 국가신분증번호 National Identity No.

1.8 이전에 한국에 출입국하였을 때 다른 성명을 사용했는지 여부
　　Has the applicant ever used any other names to enter or depart Korea?
　　아니오 No [ ]   예 Yes [ ]   → '예' 선택 시 상세내용 기재 If 'Yes', please provide details
　　(성 Family Name　　　　　　　　　　　　　, 명 Given Names　　　　　　　　　　　　　)

1.9 복수 국적 여부 Is the the applicant a citizen of more than one country ?　아니오 No [ ]　예 Yes [ ]
　　→ '예'선택 시 상세내용 기재 If 'Yes', please provide details (　　　　　　　　　　　　　)

2. 여권정보 / PASSPORT INFORMATION

2.1 여권종류 Passport Type
　　　　　외교관 Diplomatic [ ]　　　　　　　　　　　관용 Official [ ]
　　　　　일반 Regular [ ]　　　　　　　　　　　　　기타 Other [ ]
　　→ '기타'상세내용 If 'Other', please provide details (　　　　　　　　　　　)

2.2 여권번호 Passport No.	2.3 발급국가 Country of Passport	2.4 발급지 Place of Issue
2.5 발급일자 Date of Issue	2.6 기간만료일 Date Of Expiry	

2.7 다른 여권 소지 여부 Does the applicant have any other valid passport ?　아니오 No [ ]　예 Yes [ ]
　　→ '예'선택 시 상세내용 기재 If 'Yes', please provide details

a) 여권종류 Passport Type
　　　　　외교관 Diplomatic [ ]　　　　　　　　　　　관용 Official [ ]
　　　　　일반 Regular [ ]　　　　　　　　　　　　　기타 Other [ ]

b) 여권번호 Passport No.	c) 발급국가 Country of Passport	d) 기간만료일 Date of Expiry

3. 연락처 / CONTACT INFORMATION

3.1 본국 주소 Home Country Address of the Applicant

3.2 현 거주지 Current Residential Address *현 거주지가 본국 주소와 다를 경우 기재 / Please write the current address if different from above

3.3 휴대전화 Cell Phone No.	3.4 일반전화 Telephone No.	3.5 이메일 E-mail

3.6 비상시 연락처 Emergency Contact Information

a) 성명 Full Name in English	b) 거주국가 Country of Residence
c) 전화번호 Telephone No.	d) 관계 Relationship to the applicant

4. 혼인사항 및 가족사항 / MARITAL STATUS AND FAMILY DETAILS

4.1 현재 혼인사항 Current Marital Status

기혼 Married [   ]   이혼 Divorced [   ]   미혼 Single [   ]

4.2 배우자 인적사항 Personal Information of the applicant's Spouse *기혼으로 표기한 경우에만 기재 If 'Married', please provide details of your spouse.

a) 성 Family Name (in English)	b) 명 Given Names (in English)
c) 생년월일 Date of Birth (yyyy/mm/dd)	d) 국적 Nationality
e) 거주지 Residential Address	f) 연락처 Contact No.

4.3 자녀 유무 Does the applicant have children?

없음 No [   ]   있음 Yes [   ]   자녀수 Number of children [   ]

5. 학력 / EDUCATION

5.1 최종학력 What is the highest degree or level of education the applicant has completed ?

석사/박사 Master's /Doctoral Degree [   ]   대졸 Bachelor's Degree [   ]

고졸 High School Diploma [   ]   기타 Other [   ]

→ '기타'선택 시 상세내용 기재 If' Other', please provide details (   )

5.2 학교명 Name of School	5.3 학교 소재지 Location of School(city/province/country)

6. 직업 / EMPLOYMENT

6.1 직업 Current personal circumstances

사업가 Entrepreneur [   ]   자영업자 Self-Employed [   ]   직장인 Employed [   ]

공무원 Civil Servant [   ]   학생 Student [   ]   퇴직자 Retired [   ]

무직 Unemployed [   ]   기타 Other [   ]

→ '기타'선택 시 상세내용 기재 If 'Other', please provide details (   )

6.2. 직업 상세정보 Employment Details

a) 회사/기관/학교명 Name of Company/Institute/School	b) 직위/과정 Position/Course
c) 회사/기관/학교 주소 Address of Company/Institute/School	d) 전화번호 Telephone No.

7. 방문정보 / DETAILS OF VISIT

7.1 입국목적 Purpose of Visit to Korea

관광/통과 Tourism/Transit [ ]	행사참석/Meeting, Conference [ ]	의료관광 Medical Tourism [ ]
단기상용 Business Trip [ ]	유학/연수 Study/Training [ ]	취업활동 Work [ ]
무역/투자/주재 Trade/Investment/Intra-Corporate Transferee [ ]	가족 또는 친지방문 Visiting Family/Relatives/Friends [ ]	결혼이민 Marriage Migrant [ ]
외교/공무 Diplomatic/Official [ ]	기타 Other [ ]	

→ '기타'선택 시 상세내용 기재 If 'Other' , please provide details (   )

7.2 체류예정기간 Intended Period of Stay	7.3 입국예정일 Intended Date of Entry

7.4 체류예정지(호텔 포함) Address in Korea (including hotels)	7.5 한국 내 연락처 Contact No. in Korea

7.6 과거 5년간 한국을 방문한 경력 Has the applicant travelled to Korea in the last 5 years ?
아니오 No [ ]   예 Yes [ ]   → '예'선택 시 상세내용 기재 If 'Yes', please provide details of any trips to Korea
(   ) 회 times,   최근 방문목적 Purpose of Recent Visit (   )

7.7 한국 외에 과거 5년간 여행한 국가 Has the applicant travelled outside his/her country of residence, excluding to Korea, in the last 5 years?
아니오 No [ ]   예 Yes [ ]   → '예'선택 시 상세내용 기재 If 'Yes', please provide details of these trips

국가명 Name of Country (in English)	방문목적 Purpose of Visit	방문기간 Period of Stay (yyyy/mm/dd)~ (yyyy/mm/dd)

7.8. 국내 체류 가족 유무 Does the applicant have any family member(s) staying in Korea?
아니오 No [ ]   예 Yes [ ]   → '예'선택 시 상세내용 기재 If 'Yes', please provide details of the family member(s)

성명 Full name in English	생년월일 Date of Birth (yyyy/mm/dd)	국적 Nationality	관계 Relationship to the applicant

* 참고: 가족의 범위 – 배우자, 자녀, 부모, 형제
Note: Scope of family members - Spouse, children, parents, siblings of the applicant

7.9. 동반입국 가족 유무 Is the applicant travelling to Korea with any family member(s)?
아니오 No [ ]   예 Yes [ ]   → '예'선택 시 상세내용 기재 If 'Yes', please provide details of the family members the applicant is travelling with

성명 Full name in English	생년월일 Date of Birth (yyyy/mm/dd)	국적 Nationality	관계 Relationship to the invitee

* 참고: 가족의 범위 – 배우자, 자녀, 부모, 형제
Note: Scope of family members - Spouse, children, parents, siblings of the applicant

8. 서류 작성 시 도움 여부 / ASSISTANCE WITH THIS FORM

8.1 이 신청서를 작성하는데 다른 사람의 도움을 받았습니까? Did the applicant receive assistance in completing this form?
아니오 No [ ] 예 Yes [ ] → '예'선택 시 상세내용 If 'Yes', please provide details of the person who assisted the applicant.

성명 Full Name	생년월일 Date of Birth (yyyy/mm/dd)	연락처 Phone No.	관계 Relationship to the applicant

9. 초청 정보 / DETAILS OF INVITATION

9.1 초청인/초청회사 Is there anyone inviting the applicant for the visa?
아니오 No [ ] 예 Yes [ ] → '예'선택 시 상세내용 기재 If 'Yes', please provide details

a) 초청인/초청회사명 Name of inviting person/organization (Korean, foreign resident in Korea, company, or institute)

b) 생년월일/사업자등록번호 Date of Birth / Business Registration No.	c) 관계 Relationship to the applicant
d) 주소 Address	e) 전화번호 Phone No.

「출입국관리법 시행규칙」 제17조제2항에 따라 위 외국인 ＿＿＿＿＿＿＿＿＿＿＿에 대한 사증발급인정서를 신청합니다.

I hereby apply for Certificate of Visa Eligibility for the applicant ＿＿＿＿＿＿＿ , in accordance with Article 17(2) of the Enforcement Regulations of the Immigration Act.

신청일자 (년. 월. 일) DATE OF APPLICATION (yyyy/mm/dd)
/ / /

신청인(초청인) 성명 NAME OF APPLICANT(INVITING PERSON)   신청인(초청인) 서명(인) SIGNATURE(SEAL) OF APPLICANT(INVITING PERSON)

(신청인이 17세 미만자의 경우 부모 또는 법정후견인의 서명)
Signature of Parent or Legal Guardian for a Person under 17 years of age

첨부서류 Attached documents	출입국관리법 시행규칙」 제76조제1항 관련 [별표 5] 사증발급신청 등 첨부서류 Attached documents including [Appendix 5] Application for Visa issuance related to Article 76 (1) of the Enforcement Rule of the Immigration Control Act」,etc.
담당공무원 확인사항 Confirmation by the person in charge	「출입국관리법 시행규칙」 제76조제1항 관련 [별표 5] 사증발급신청 등 첨부서류 Attached documents including [Appendix 5] Application for Visa issuance related to Article 76 (1) of the Enforcement Rule of the Immigration Control Act」,etc.

행정정보 공동이용 동의서 / Consent for sharing of administrative information

[초청인용 Only for INVITING PERSON]
본인은 이 건 업무처리와 관련하여 담당 공무원이 「전자정부법」 제36조에 따른 행정정보의 공동이용을 통하여 위의 담당 공무원 확인 사항을 확인하는 것에 동의합니다.   *동의하지 아니하는 경우에는 신청인이 직접 관련 서류를 제출하여야 합니다.

I, the undersigned, hereby consent to allow all documents and information required for the processing of this application to be viewed by the public servant in charge in accordance with Article 36 (sharing of administrative information) of the Electronic Government Act.
* If 'Disagree', the INVITING PERSON has to submit all required documents IN PERSON.

신청인 성명 NAME OF APPLICANT   신청인 서명(인) SIGNATURE(SEAL) OF APPLICANT
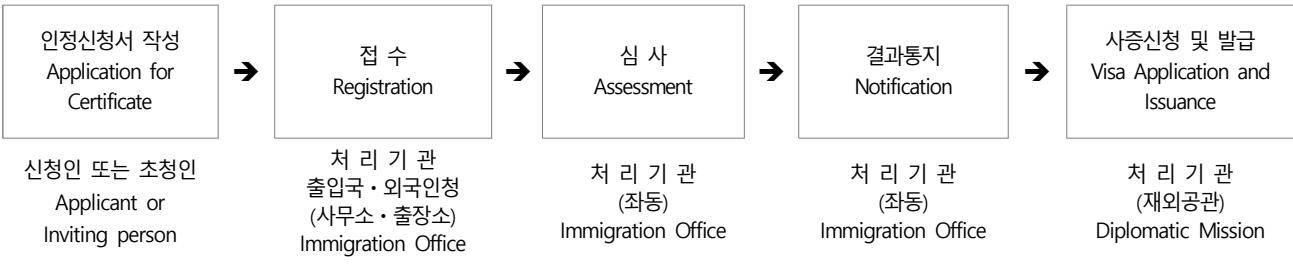
유의사항 / Notice

1. 위 기재사항과 관련하여 자세한 내용은 별지로 작성하거나 관련 서류를 추가로 제출할 수 있습니다.

   If extra space is needed to complete any item, record on a separate sheet of paper or submit relevant documents which could support your application.

2. 대한민국 사증을 승인받은 후 분실 또는 훼손 등의 사유로 여권을 새로 발급받은 경우에는, 정확한 개인정보를 반영할 수 있도록 변경된 여권정보를 사증처리기관에 통보하여야 합니다.

   If you received Korean visa approval, and have new passport issued thereafter in lieu of lost/damaged passport, you must notify the concerned visa office of changes in your passport information.

3. 「출입국관리법 시행규칙」 제9조제1항에 따라 C 계열 사증소지자는 입국 후에 체류자격을 변경할 수 없습니다.

   Please note that category C visa holders are not able to change their status of stay after their entry into Republic of Korea in accordance with Article 9(1) of the Enforcement Regulations of the Immigration Act.

4. 사증심사에 필요한 관련 서류 제출 요구에 따르지 않는 경우, 사증심사가 지연되거나 신청이 불허 될 수 있습니다.

   Failure to submit all required documents may cause delay or denial of a visa

5. 사증발급인정서 발급의 신청 결과는 '대한민국 비자포털(www.visa.go.kr)'에서 확인*하여야 하며, 사증발급인정서 발급 거부통지서를 문서로 교부받고자 하는 경우에는 청·사무소 또는 출장소에 직접 방문하여 신청하여야 합니다.
   * 확인 방법 : 비자포털 초기화면 좌측 '조회/발급'-'진행현황 조회 및 출력'-'비자발급인정서'를 선택하고 접수번호, 여권번호, 성명, 생년월일 입력 후 조회
   Visa applicants must check online on the Korea Visa Portal website* (www.visa.go.kr) for visa application results. To receive the disapproval notice in written form, visa applicants must visit the immigration office and apply in person.
   * How to check results: click 'Check Application Status' located on the left side of the Visa Portal main display – click 'Check Application Status & Print'- select 'Confirmation of Visa Issuance' and input information in the blanks.

공용란 / FOR OFFICIAL USE ONLY

기본사항 Basic Information	체류자격 Sojourn Status		체류기간 Sojourn Period		사증종류 Type of Visa	단수·복수(2회, 3회 이상) Single of multiple entry visa (2 entries, More than 3 entries)
접수사항 Registration	접수일자 Date of Registration		접수번호 Registration No.		처리과 Processing Dept.	
허가사항 Permission	허가일자 Date of Permission		인정번호 Acknowledgment No.		고지사항 Notice	
결재 Approval	담당자 Person in charge		가 [Accepted] 부 [Rejected]	<심사의견> < Review Opinion >		

처리절차 / Procedure

인정신청서 작성 Application for Certificate	➜	접 수 Registration	➜	심 사 Assessment	➜	결과통지 Notification	➜	사증신청 및 발급 Visa Application and Issuance
신청인 또는 초청인 Applicant or Inviting person		처 리 기 관 출입국·외국인청 (사무소·출장소) Immigration Office		처 리 기 관 (좌동) Immigration Office		처 리 기 관 (좌동) Immigration Office		처 리 기 관 (재외공관) Diplomatic Mission

■ 출입국관리법 시행규칙 [별지 제34호서식] <개정 2022. 4. 12.>
Enforcement Rules of the Immigration Control Act [Appendix Form No. 34]<Revised on Apr 22,2022>

통합신청서 (신고서)
APPLICATION FORM (REPORT FORM)

※ 신청서는 한글 또는 영문으로 작성하시기 바랍니다. (Please complete this form in Korean or English.)

□ 신청/신고 선택 SELECT APPLICATION/REPORT

[ ] 외국인 등록 FOREIGN RESIDENT REGISTRATION	[ ] 체류자격 외 활동허가 (희망 자격 :) ENGAGE IN ACTIVITIES NOT COVERED BY THE STATUS OF SOJOURN / Status to apply for ( )	PHOTO 여권용 사진(35㎜×45㎜) Passport photo (35mm×45mm) * 촬영일부터 6개월이 지나지 않아야 함 taken within last 6 months * 외국인 등록 및 등록증 재발급 시에만 사진 부착 Photo only for Foreign Resident Registration (Reissued)
[ ] 등록증 재발급 REISSUANCE OF REGISTRATION CARD	[ ] 근무처 변경・추가허가 / 신고 CHANGE OR ADDITION OF WORKPLACE	
[ ] 체류기간 연장허가 EXTENSION OF SOJOURN PERIOD	[ ] 재입국허가 (단수, 복수) REENTRY PERMIT (SINGLE, MULTIPLE)	
[ ] 체류자격 변경허가[(희망 자격 :)] Permission to change (Desired qualification:) status of stay CHANGE OF STATUS OF SOJOURN / Status to apply for ( )	[ ] 체류지 변경신고 ALTERATION OF RESIDENCE	
[ ] 체류자격 부여 (희망 자격 :) (Hope qualification:) GRANTING STATUS OF SOJOURN / Status to apply for ( )	[ ] 등록사항 변경신고 CHANGE OF INFORMATION ON REGISTRATION	

성명 Name In Full	성 Surname		명 Given names		
생년월일 Date of Birth	년 yyyy	월 mm	일 dd	성 별 Sex	[ ]남 M [ ]여 F	국적 Nationality	

외국인등록번호 Foreign Resident Registration No.			
여권번호 Passport No.	여권 발급일자 Passport Issue Date	여권 유효기간 Passport Expiry Date	
대한민국 내 주소 Address In Korea			
전화번호 Telephone No.	휴대전화 Cell phone No.		

본국 주소 Address In Home Country		전화번호 Phone No.	
재학 여부 School Status	미취학[ ], 최], 중], 고] Non-school[ ], Elementary[ ], Middle[ ], High[ ]	학교 이름 Name of School	전화번호 Phone No.
	학교 종류 Type of School	교육청 인가[ ], 교육청 비인가, 대안학교[ ] Accredited school by Education Office[ ], Non-accredited, Alternative school[ ]	
근무처 Workplace	원 근무처 Current Workplace	사업자등록번호 Business Registration No.	전화번호 Phone No.
	예정 근무처 New Workplace	사업자등록번호 Business Registration No.	전화번호 Phone No.
연 소득금액 Annual Income Amount	만원(ten thousand won)	직업 Occupation	
재입국 신청 기간 Intended Period Of Reentry	전자우편 E-Mail		

반환용 계좌번호(외국인등록 및 외국인등록증 재발급 신청 시에만 기재)
Refund Bank Account No. only for Foreign Resident Registration

신청일 Date of application	신청인 서명 또는 인 Signature/Seal

신청인 제출서류 (담당공무원 확인사항) Required documents for applicants (Matters to be checked by officer in charge)	「출입국관리법 시행규칙」 별표 5의2의 체류자격별・신청구분별 첨부서류 참고 Please refer to the attached documents for each status of stay and each application type in Annex 5-2 of the Enforcement Rule of the Immigration Act.

행정정보 공동이용 동의서 (Consent for sharing of administrative information)

본인은 이 건 업무처리와 관련하여 담당 공무원이 「전자정부법」 제36조에 따른 행정정보의 공동이용을 통하여 위의 담당 공무원 확인 사항을 확인하는 것에 동의합니다. *동의하지 않는 경우에는 신청인이 직접 관련 서류를 제출해야 합니다.
I, the undersigned, hereby consent to allow all documents and information required for the processing of this application to be viewed by the public servant in charge as specified in Article 36 of the Electronic Government Act. * If you disagree, you are required to present all related documents in person.

신청인 Applicant	서명 또는 인 Signature/Seal	신청인의 배우자 Spouse of applicant	서명 또는 인 Signature/Seal	신청인의 부 또는 모 Father/Mother of applicant	서명 또는 인 Signature/Seal

공 용 란 (For Official Use Only)

기본 사항 Basic Information	최초입국일 Date of First Entry		체류자격 Sojourn Status		체류 기간 Sojourn Period	

접수 사항 Registration	접수일자 Date of Registration		접수번호 Registration Number			
허가(신고) 사항 Matters for permission (declaration)	허가(신고) 일자 Date of permission (declaration)		허가번호 Permission Number		체류자격 Sojourn Status	
					체류 기간 Sojourn Period	
결 재 Approval	담 당 Person in charge				청장·소장 Office commissioner/ Chief	
					가 / 부 (Approved/Rejected)	

수입인지는 뒷면에 첨부(Revenue Stamp on the Backside) / 수수료 면제(exemption) [ ] (면제사유: Reason for exemption   )

<div align="right">

210㎜×297㎜[백상지(80 g/㎡) 또는 중질지(80 g/㎡)]
210㎜×297㎜ [white paper (80g/㎡) or medium-quality paper (80g/㎡)]

</div>