

# Kang Nam University

## International Admission Guidebook



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**2025-2 KNU  
Admission Guidelines  
for  
Transfer Int' l students with both  
parents of foreign nationality.**

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강남대학교  
KANGNAM UNIVERSITY

# 1

## Admission Unit [4th Year Transfer]

▶ Bilingual Program (Chinese, Vietnamese)

※ In the event that the bilingual program cannot be operated, an announcement will be made on the Admissions Office website.

Field	College	Admission Unit	Major	Teaching Lang.
Humanities & Social Science	College of Welfare Convergence	Division of Social Welfare	Major in Social Work	Chinese
Arts & Physical Education		College of Arts and Physical Education	Department of Universal Art Design	Chinese
			Department of Sports Science and Service	Chinese
			Department of Music	Chinese
Humanities & Social Science	College of Business Administration & Management	Division of Global Business Administration	Major in Business Administration	Chinese Vietnamese
			Major in International Trade	Chinese
Engineering	College of Engineering	Division of Applied Artificial Intelligence Engineering	Major in Data Science	Chinese

- \* Instruments of Dept. Music: piano, orchestra (violin, cello, flute, clarinet), vocals
- Chinese, Vietnamese: A bilingual program where over 50% of credits are in a foreign language (or with interpretation), and the remaining credits are taught in Korean.

# 1

## Admission Unit (4th Year Transfer)

▶ Korean language track

Field	College	Admission Unit	Major	Teaching Lang.
Humanities & Social Science	College of Welfare and Convergence	Division of Social Welfare	Major in Social Work	Korean
			Major in Social Service Administration and Policy	
Department of Senior Business				
Arts & Physical Education		College of Arts and Physical Education	Department of Universal Art Design	
			Department of Sports Science and Service	
			Department of Music	
Humanities & Social Science	College of Business	Division of Global Business Administration	Major in Business Administration	
			Major in International Trade	
	Administration & Management	Division of Social Science	Major in Economics and Finance	
			Major in Taxation Science	
			Major in Public Service	
Humanities & Social Science	College of Global Talent	Major in Christian Studies		
		Division of Global Studies	Major in Cultural Contents	
			Major in Chinese Area Studies	
			Major in International and Area Studies	
Engineering	Engineering	Major in International and Area Studies	Major in Software	
			Major in Virtual Reality	
			Major in Electronic Engineering	
		Division of Applied Artificial Intelligence Engineering	Major in Industrial Engineering	
			Major in Data Science	
			Major in Artificial Intelligence	
		Division of Architectural Engineering, Urban Planning and Real Estate Science	Major in Real Estate	
			Major in Smart Urban Engineering	
			Major in Architectural Engineering	

\* Instruments of Dept. Music: piano, orchestra (violin, cello, flute, clarinet), vocals

# 1

## Admission Unit (3rd Year Transfer)

▶ Korean Language track

Field	College	Admission Unit	Major	Teaching Lang.
Humanities & Social Science	College of Welfare and Convergence	Division of Social Welfare	Major in Social Work	Korean
			Major in Social Service Administration and Policy	
Department of Senior Business				
Department of Universal Art Design				
Arts & Physical Education		Department of Sports Science and Service		
		Department of Music		
Humanities & Social Science	College of Business Administration	Division of Global Business Administration	Major in Business Administration	
			Major in International Trade	
		Division of Social Science	Major in Economics and Finance	
			Major in Taxation Science	
			Major in Public Service	
Humanities & Social Science	College of Global Talent	Division of Global Studies	Major in Christian Studies	
			Major in Cultural Contents	
			Major in International and Area Studies	
			Major in Chinese Area Studies	
Engineering	Engineering	Division of ICT Convergence Engineering	Major in Software	
			Major in Virtual Reality	
			Major in Electronic Engineering	
		Division of Applied Artificial Intelligence Engineering	Major in Artificial Intelligence	
			Major in Data Science	
			Major in Industrial Engineering	
		Division of Architectural Engineering, Urban Planning and Real Estate Science	Major in Industrial Engineering	
			Major in Smart Urban Engineering	
			Major in Architectural Engineering	

- Instruments of Dept. Music: piano, orchestra (violin, cello, flute, clarinet), vocals



# 2

# Admission Timeline

## 1 Admission Timeline

Process	1 <sup>st</sup> application	2nd	3rd	Remark
<b>Online application for admission</b>	2025.04.28.(Mon) ~05.08.(Thu)	2025.05.26.(Mon) ~06.10.(Tue)	2025.06.30.(Mon) ~07.09.(Wed)	• <a href="https://admission.kangnam.ac.kr/">https://admission.kangnam.ac.kr/</a>
<b>Document submission</b>	2025.04.28.(Mon) ~05.15.(Thu) 17:00	2025.05.26.(Mon) ~06.17.(Tue) 17:00	2025.06.30.(Mon) ~07.16.(Wed) 17:00	• Email submission not possible • Please refer to the below address for document submission
<b>Announcement of successful candidates</b>	After 2025.05.23.(Fri) 14:00	After 2025.06.26.(Thu) 14:00	After 2025.07.28.(Mon) 14:00	• <a href="https://admission.kangnam.ac.kr/Announcement">https://admission.kangnam.ac.kr/Announcement</a> : coming soon
<b>Enrollment</b>	2025.06.03.(Tue) ~06.09.(Mon) 16:00	2025.07.07.(Mon) ~07.11.(Fri) 16:00	2025.08.04.(Mon) ~08.07.(Thu) 16:00	• <u>Strict adherence to registration time</u> • Tuition Payment available via WeChat Pay/PayPal
<b>Submission of additional documents by Successful applicants</b>	2025.07.14.(Mon)~07.30.(Wed)		2025.08.11.(Mon) ~08.18.(Wed)	• Proof of bank balance • Proof of Highest academic qualification • Copy of passport
<b>Issuance of Certification of admission</b>	After 2025.07.31 (Thu)		After 2025.08.19 (Tue)	

- ❖ All schedules are based on Korean time.
- ❖ Payment period of The application fee is the same as the online application deadline.
- ❖ Enrollment is conducted at KB bank (1<sup>st</sup> fl. Of Shallom kwan) on our campus or according to the instructions of the office of International affairs.
- ❖ Please note that departure to foreign countries is not possible during the period of issuing the certificate of admission and visa changes.
- ❖ The operating schedule may change depending on school circumstances, natural disasters, government guidelines, etc.

## 2

## Where to submit the documents: office of International affairs, Kangnam University

- Address(Eng): #116, Main Building (Center of International Affairs), Kangnam University, 40 Gangnam-ro, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea (Postal Code 16979)
- Tel: Korean·Chinese: +82 031-280-3422~3 / English: +82 031-280-3424, 3611 / Vietnamese: +82 031-280-3613
- Email: [apply@kangnam.ac.kr](mailto:apply@kangnam.ac.kr)

# 3

## Application Eligibility

### 1 Nationality

- Foreign students whose parents are both foreigners
- If the parent or student holds Korean citizenship or has multiple citizenships, the application is not possible.

#### ※ Person who changed Nationality

- If both parents and the student acquire foreign nationality before the student begins the education course equivalent to the Korean high school curriculum, it is recognized
- If the student and parents are of Korean descent or acquired foreign nationality after birth, proof of loss of Korean nationality/acquisition of foreign nationality must be submitted (family relationship certificate, copy of family register, loss of nationality/renunciation certificate, etc.)
- If the student is legally family with one of the father or mother, only the nationality of the father or mother will be reflected in the application qualifications(However, it must be confirmed by a document issued by the government)

#### ※ Applicants for Bilingual Programs

- Chinese track: Must be from a country where Chinese is the native or official language
- Vietnamese track: Must be from a country where Vietnamese is the native or official language

# 3

## Application Eligibility

### 2 Academic background

Application track	Details
General	<p><b>Those who have completed more than 12 years of domestic or international elementary and secondary education and graduated from high school</b>  <b>Or those with an equivalent academic background</b>            ※ Qualification exams, homeschooling, online education, etc. are not recognized as academic background</p>
3rd Year Transfer (Korean language track)	<p>One of the following qualifications:</p> <ul style="list-style-type: none"> <li>• Graduates (or expected graduates) of a regular 4-year university</li> <li>• Individuals who have completed 2 or more years of a regular 4-year university program               <ul style="list-style-type: none"> <li>• Domestic (Korea) university: Must have completed at least 65 credits</li> <li>• Foreign university: Transfer eligibility recognized even if fewer than 65 credits are completed, provided that the credits are in accordance with the graduation requirements of the institution</li> </ul> </li> <li>• Graduates (or expected graduates) of a 2-year college</li> <li>• Graduates (or expected graduates) of a 3-year college</li> </ul>
4th Year Transfer (Korean language track)	<ul style="list-style-type: none"> <li>• Graduates (or expected graduates) of a 3-year college</li> </ul>
4th Year Transfer (Bilingual program)	<p><b>China</b>            Graduates (or expected graduates) of a 3-year regular full-time college in China</p> <ul style="list-style-type: none"> <li>• Must have completed (or expected to complete) at least 95 credits</li> </ul> <p><b>Vietnam</b>            Graduates (or expected graduates) of a 3-year college(Cao đẳng) in Vietnam</p> <ul style="list-style-type: none"> <li>• Must have completed (or expected to complete) at least 76 credits</li> </ul>

**Applicants for the Department of Music, College of Arts and Physical Education:** Only applicants with a music-related major from a previous university are eligible to apply

- Majors available after admission: Piano, Orchestra, Vocal Performance
- Whether the major at the previous university matches the music program at Kangnam University will be determined by the university after document submission.

For applicants to the Bilingual program (Vietnam), eligibility to apply may be restricted based on academic background and credits completed.



## 3

## Language requirements

Application track	Details
3rd Year Transfer (Korean language track)	One of the following qualifications: <ol style="list-style-type: none"> <li>Have obtained a TOPIK (Test of Proficiency in Korean) level 3 or higher</li> <li>Have completed Sejong Institute's Korean Intermediate 1 level or higher</li> <li>Have completed level 3 or higher of the Social Integration Program (KIIP) or obtained a score of 61 or higher on the pre-assessment</li> <li>Have completed level 3 or higher at the Language Education Center of Kangnam University</li> <li>Have completed level 3 or higher at a Korean university's language education center</li> </ol>
4th Year Transfer (Korean language track)	
4th Year Transfer (Bilingual program-chinese)	Chinese <ul style="list-style-type: none"> <li>Applicants who are nationals of a country where Chinese is the native language or official language</li> <li>Applicants who have graduated from elementary, middle, and high school with Chinese as the medium of instruction.</li> </ul>
4th Year Transfer (Bilingual program-Vietnamese)	Vietnamese <ul style="list-style-type: none"> <li>Applicants who are nationals of a country where Vietnamese is the native language or official language</li> <li>Applicants who have graduated from elementary, middle, and high school with Vietnamese as the medium of instruction</li> </ul> One of the following qualifications: <ol style="list-style-type: none"> <li>Have obtained a TOPIK (Test of Proficiency in Korean) level 2 or higher</li> <li>Have completed Sejong Institute's Korean Beginner 2 level or higher</li> <li>Have completed level 2 or higher of the Social Integration Program (KIIP) or obtained a score of 41 or higher on the pre-assessment</li> <li>Have completed level 2 or higher at the Language Education Center of Kangnam University</li> <li>Have completed level 2 or higher at a Korean university's language education center</li> </ol>

## 4

## Transfer of Previous University Credits

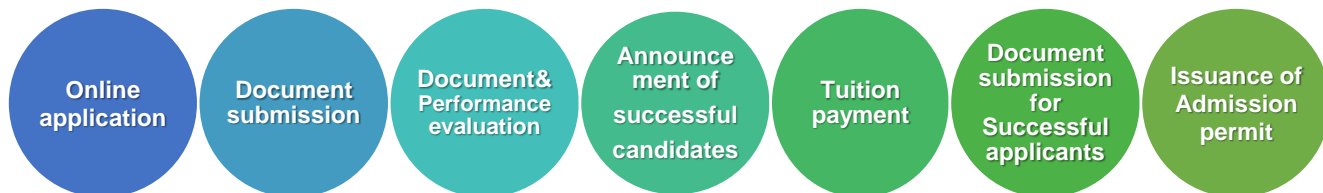
Transfer Year	Credit Recognition	Details
3rd Year	Maximum 65 Credits	<ul style="list-style-type: none"> <li>If 65 credits or more are completed: 65 credits will be granted.</li> <li>If fewer than 65 credits are completed: Only the completed credits will be granted."</li> </ul>
4th Year	Maximum 95 Credits	<ul style="list-style-type: none"> <li>If 95 credits or more are completed: 95 credits will be recognized.</li> <li>If fewer than 95 credits are completed: Only the completed credits will be recognized.</li> </ul>

❖ Note: The total graduation requirement is 130 credits (minimum credits for general education and major will be provided separately after admission).

# 4

# Application guideline

## 1 Application Procedure



## 2 How to apply & select

Dept.	Admission Process	Details
College of Arts and Physical Education /Dept. of Music	100% document screening (incl. practical skills)	<p>★ Submit a performance video (USB), play the designated piece, and film at an angle where the student's upper body, face, and both hands are all visible</p> <p>1. Piano: One Movement from Beethoven's Piano Sonatas (Fast Movement) or One Chopin Etude (Fast Movement)            2. Orchestra: One Movement from a Concerto (Fast Movement)            3. Vocal: One Italian Art Song or One German Art Song</p> <p>※ If the video cannot be viewed due to a USB problem, it may cause disadvantages and the school is not responsible.</p>
College of Arts and Physical Education/ Dept. of Universal Art Design	100% document screening (incl. practical skills)	<p>★ Portfolio (written) submission</p> <p>Consists of completed art/design-related works, proof of participation in art/design-related major competitions, or documents proving participation in art/design-related activities</p>
All other depts. /Majors	100% document screening	None

- ❖ Screening materials may be subject to change according to school regulations
- ❖ The school is not responsible if the performance evaluation materials do not arrive within the deadline
- ❖ Majors available for study after admission to the Dept. of Music: Piano, Orchestra, Vocal

# 4

## Application guideline

### 3

Application fee : KRW 100,000

Type			Details	
Applica-tion fee	Amount		KRW 100,000	
	Due date to pay		Online application deadline for each round (Refer to the application Itinerary on p.2)	
	How to pay	In Korea	Account transfer ※ Remittance name: Applicant's name+date of birth (ex: JINJIANGNAN0611)	Account No: KB bank 775101-00-066679, 강남대학교(대외교류센터)
		Abroad	Choose one of the methods below: 1. WeChat Pay / PayPal 2. Overseas Remittance ※ Remittance name: Applicant's name+date of birth (ex: JINJIANGNAN0611)	※ Send the proof of the remittance confirmation ※ E-mail: <a href="mailto:apply@Kangnam.ac.kr">apply@Kangnam.ac.kr</a>

### [Guide to overseas remittance of application fee]

Bank Info	Bank Title	KOOKMIN BANK (Kangnam University Branch)
	Address	40 Gangnam-ro, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea (Postal Code 16979)
Depositor	Depositor's name	KANGNAM UNIVERSITY
	Address	40 Gangnam-ro, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea (Postal Code 16979)
Account number		775101-00-066679
SWIFT CODE		CZNBKRSEXXX

### [Notice]

- ❖ When remittance overseas, the full amount of the application fee must be paid.
- ❖ If the application fee is not deposited by the payment deadline, the application will be automatically cancelled.
- ❖ The application fee must be paid after the application is received.
- ❖ When remitting overseas, the remitter must bear the fee.

### [Application fee refund]

- According to the Higher Education Act, if there is a balance in income and expenditure related to the admission process, the application fee paid may be refunded in proportion to the amount paid.
- In the case of remittance to a refund account of a financial institution, the cost of using the financial institution's computer network will be deducted from the amount to be refunded and then refunded. In addition, if the cost of using the financial institution's computer network exceeds the amount to be refunded, the application fee will not be refunded.
- Application cancellation is not allowed after the application deadline, and the application fee will not be refunded. However, in the case of overpayment, natural disaster, change in the application date, or unavoidable reasons that are not clearly attributable to the applicant, a portion or all of the application fee will be refunded. **If you do not submit all or part of the application documents or do not meet the application qualification requirements, you will be disqualified and the application fee will not be refunded.**

# 5

## Application documents

Type	No	Document	Remarks
Applica- tion form	1	<b>Application</b>	University form (download and print after online application) Upload your own color photo (size: 3.5cm x 4.5cm)
Consent Form	2	<b>Consent form for academic background inquiry</b>	University form (download and print after online application)
Proof of Finances	3	<b>Bank statement</b>	<ul style="list-style-type: none"> <li>- Proof of domestic/foreign balance in the name of the applicant or parent of KRW 20,000,000 (RMB 120,000 or more and USD 16,000 or more)</li> <li>- Korean residents must submit their own name's certificate of balance from a bank in Korea (freeze period: until Sep 30, '25)</li> <li>- Submission period: After the announcement of successful applicants (see p.3), separate notice will be given</li> </ul>
Nationality	4	<b>Foreign nationality certificate</b>	Copy of ID card of Applicant, parents, etc.
	5	<b>Proof of family relationship</b>	<ul style="list-style-type: none"> <li>• <b>China</b> Original notarized translation of family relationship certificate (Korean or English) ※ In case of death, divorce, remarriage, etc. of parents, submit original translation of related certificate (Korean or English) (e.g. divorce certificate, death certificate)</li> <li>• <b>Outside of China</b> <ul style="list-style-type: none"> <li>- Vietnam: Household Register (So Ho Khau) or Birth Certificate (Giay khai sinh)</li> <li>- Mongolia: Certificate of Kinship</li> <li>- Kazakhstan, Kyrgyzstan, Uzbekistan: Birth Certificate</li> </ul> </li> <li>※ In case of death, divorce, remarriage, etc. of parents, submit related certificates</li> <li>※ For other countries, please inquire separately</li> </ul>
Language proficiency	6	<b>Korean language proficiency certificate</b>	<ul style="list-style-type: none"> <li>• <b>Koran track (Choose one of the following)</b> <ol style="list-style-type: none"> <li>1) Level 3 or higher of TOPIK</li> <li>2) Korean Intermediate 1 or higher of Sejong Institute</li> <li>3) Level 3 or higher of the Social Integration Program (KIIP) or 61 points or higher in the pre-evaluation</li> <li>4) Level 3 or higher of Kangnam University Language course</li> <li>5) Completion of Level 3 or higher of language education center of a Korean regular university</li> </ol> </li> <li>• Bilingual program (Chinese track): None</li> <li>• Bilingual Program (Vietnam track) (Choose one of the following)               <ol style="list-style-type: none"> <li>1) Level 2 or higher of TOPIK</li> <li>2) Korean Beginner 2 or higher of Sejong Institute</li> <li>3) Level 2 or higher of Social Integration Program (KIIP) or 41 points or higher in the pre-evaluation</li> <li>4) Level 2 or higher of Kangnam University Language course</li> <li>5) Completion of Level 2 or higher of language education center of a Korean regular university</li> </ol> </li> </ul>

# 5

## Application documents

Type	No	Document	Remarks
★ Only academic and transcript documents issued within 6 months from the application start date are accepted.			
★ Academic back ground	7	Graduates (or expected graduates) of a 4-year university or college	<ul style="list-style-type: none"> <li>• Korea               <ul style="list-style-type: none"> <li>- Original Graduation (or Expected Graduation) Certificate</li> </ul> </li> <li>• China               <ul style="list-style-type: none"> <li>- <b>Graduates:</b> Original printed copy of the Education Certificate Electronic Registration Report (教育部学历证书电子注册备案表 / Online Verification Report of Higher Education Qualification Certificate) in English.</li> <li>- <b>Expected Graduates:</b> Original printed copy of the Student Record Reverification Report (教育部学籍在线验证报告 / Online Verification Report of Student Record) in English. <i>Issued by CHSI (China Higher Education Student Information)</i></li> </ul> </li> <li>• <b>For Countries Excluding China</b> <ul style="list-style-type: none"> <li>- Original English Graduation (or Expected Graduation) Certificate with Apostille or Consular Verification (certified by the Korean consulate in the country where the applicant's institution is located, or by a consulate in Korea).</li> <li>※ If an English version is unavailable, a notarized translation (in Korean or English) must be provided</li> </ul> </li> </ul>
		Individuals who have completed 2 or more years at a 4-year university	<ul style="list-style-type: none"> <li>• Korea               <ul style="list-style-type: none"> <li>- High School Graduation Certificate</li> <li>- Original Certificate of Enrollment at a 4-year University (with completion of 2 or more years)</li> </ul> </li> <li>• <b>China</b> <ul style="list-style-type: none"> <li>- High School Graduation Certificate (refer to p.12)</li> <li>- Original printed copy of the Student Record Reverification Report (教育部学籍在线验证报告 / Online Verification Report of Student Record) in English ※ <i>Issued by CHSI (China Higher Education Student Information)</i></li> </ul> </li> <li>• <b>For Countries Excluding China</b> <ul style="list-style-type: none"> <li>- High School Graduation Certificate</li> <li>- Original Certificate of Enrollment at a 4-year University (with completion of 2 or more years) with Apostille or Consular Authentication (verified by the Korean consulate in the country where the applicant's school is located or by a consulate in Korea).</li> <li>※ <i>If an English version cannot be issued, a notarized translation (in Korean or English) must be submitted.</i></li> </ul> </li> </ul>

# 5

## Application documents

### [China] Guide to issuing high school graduation certificates

School type		Document
<b>General high school</b>		Original CHSI (学信网) issued documents (English)
<b>Vocation-al High School</b>	Ordinary middle Vocational school	[Submit one of ① or ②] ① Online issuance i) Graduation certificate issued by local education authorities: Apostille required ※ Only those whose authenticity can be verified online are accepted ② Offline issuance (School information confirmation form (attached) must be submitted) i) Graduation certificate issued by local education authorities: Apostille required ii) Graduation certificate issued by the school itself: Provincial Education Bureau (Municipal Education Bureau) verification+ Apostille required • In the case of direct-controlled municipalities (Beijing, Shanghai, Chongqing, Tianjin), the official name of the education bureau is 'Education Committee' ※ If you are expected to graduate, you must submit all documents when applying, and after passing, you must submit a final graduation certificate and transcript within the period ※ Failure to submit supplementary documents within the deadline will result in disqualification.
	Occupational High School	
	Technical and industrial school	[Additional documents] Online verification copy from the official website of the Ministry of Human Resources and Social Security (www.mohrss.gov.cn) + verification by the Korean consulate in China ※ Online verification copy: Only those whose authenticity can be verified online are accepted
<b>Other high school graduates Recognized schools</b> (Submit both ① and ②)		① School-issued graduation certificate + Apostille required ② Submission of a copy of the establishment permit [Business Unit Corporation Certificate (事业单位法人证书) or Civil Service School License (民办学校办学许可证)] is required (However, only the academic education course is recognized, notarization is not required)

- ❖ Please make separate inquiries regarding high school education verification documents and expected graduation certificates from other countries.
- ❖ All documents in languages other than Korean or English must be submitted with a notarized translation in either Korean or English.



# 5

## Application documents

Type	No	Document	Remarks
★ Transcript	8	Graduates (or expected graduates) of a 4-year university or college	<ul style="list-style-type: none"> <li>• Korea               <ul style="list-style-type: none"> <li>- Original Transcript from Previous University</li> </ul> </li> <li>• China               <p>Original English Transcript from Previous University listing all completed courses, credits earned, and grades (must include the school stamp)</p> <ul style="list-style-type: none"> <li>- GPA and maximum score must be included</li> <li>- Total number of credits earned must be specified</li> </ul> <p>※ <i>If only a Chinese transcript can be issued, a notarized translation in Korean or English must be submitted.</i></p> </li> <li>• <b>For Countries Excluding China</b> <p>Original English Transcript from the previous university, showing all completed courses, credits earned, and grades (must include the university stamp), with Apostille or Consular Authentication (verified by the Korean consulate in the country where the applicant's school is located or by a consulate in Korea).</p> <ul style="list-style-type: none"> <li>- GPA and maximum score must be included.</li> <li>- Total number of credits earned must be specified.</li> </ul> <p>※ <i>If an English version cannot be issued, a notarized translation (in Korean or English) must be submitted.</i></p> </li> </ul>
		Those who have completed 2 or more years at a 4-year university	<ul style="list-style-type: none"> <li>• Korea               <ul style="list-style-type: none"> <li>- Original High School Transcript</li> <li>- Original Transcript from Previous University</li> </ul> </li> <li>• China               <ul style="list-style-type: none"> <li>- Original English High School Transcript (must include the school stamp), with Apostille or Consular Authentication (verified by the Korean consulate in the country where the applicant's school is located or by a consulate in Korea).</li> <li>- Original English Transcript from Previous University showing all completed courses, credits earned, and grades (must include the school stamp), with GPA and maximum score listed, and total credits earned specified.</li> </ul> <p>※ <i>If only a Chinese transcript can be issued, a notarized translation (in Korean or English) must be submitted.</i></p> </li> <li>• <b>For Countries Excluding China</b> <ul style="list-style-type: none"> <li>- Original English High School Transcript with Apostille or Consular Authentication (verified by the Korean consulate in the country where the applicant's school is located or by a consulate in Korea).</li> <li>- Original English Transcript from Previous University showing all completed courses, credits earned, and grades (must include the school stamp) with Apostille or Consular Authentication (verified by the Korean consulate in the country where the applicant's school is located or by a consulate in Korea).</li> </ul> <p>※ <i>GPA and maximum score must be listed, and total credits earned must be specified.</i></p> <p>※ <i>If an English version cannot be issued, a notarized translation (in Korean or English) must be submitted.</i></p> </li> </ul>

# 5

## Application documents

Type	No	Document	Remarks
Submit only to those who are eligible	9	<b>Passport copy</b>	Holder submission ※ Applicants from Uzbekistan must submit only foreign passports(Domestic passport submission prohibited)
	10	<b>Copy of Foreign ID card</b>	Submission by Korean residents
	11	<b>Proof of Entry and Exit of Korea</b>	Submission by Korean residents
	12	<b>Proof of practical skills</b>	Submission of applicants for arts and physical education (Refer to p.6)

### [Notes on submitted documents]

- ❖ Only documents issued within 1 year from the start date of application are accepted as valid for notarized documents.
- ❖ Only documents issued within 6 months from the start date of application are accepted for academic background and transcript documents (marked with '★').
- ❖ All submitted documents must be submitted in Korean or English, and documents issued in other languages must be submitted with a notarized Korean or English translation.
- ❖ In the case of the Dept. of Music/College of Arts and Physical Education (Major in Music), the school is not responsible, if evaluation is not possible due to a problem with the submitted USB.
- ❖ Only successful applicants are required to submit a proof of bank balance document.
- ❖ Applicants who have been recognized as refugees according to the Refugee Act of the Republic of Korea do not need to submit a 'proof of balance'.

# 6

## Submission of additional documents for successful applicants

### 1 Application documents

Type	Details
<b>Proof of Final Education (Expected Graduates)</b>	<p><b>[For Expected Graduates Submission]</b></p> <p><b>1. Graduates (or Expected Graduates) from Chinese Universities</b>          Online Verification Report of Higher Education Qualification Certificate in English (教育部学历证书电子注册备案表 / Online Verification Report of Higher Education Qualification Certificate).</p> <p><b>2. Graduates (or Expected Graduates) from Universities Outside of China</b>          Original Graduation (or Expected Graduation) Certificate.          Apostille (or Consular Verification by the Korean consulate in the country of the applicant's school or by a consulate in Korea).          ※ For those who have completed 2 or more years at a 4-year university at the time of application, submission of the final academic certificate is not required.          ※ If an English version cannot be issued, a notarized translation (in Korean or English) must be submitted.</p>
<b>Final Academic Transcript (Expected Graduates)</b>	<p><b>[For Expected Graduates Submission]</b></p> <p><b>1. Graduates (or Expected Graduates) from Schools in China</b>          Original English transcript showing all completed courses, credits earned, and grades (must include the school stamp).          - GPA and maximum score must be listed.          - Total credits earned must be specified.</p> <p><b>2. Graduates (or Expected Graduates) from Schools Outside of China</b>          Original English transcript showing all completed courses, credits earned, and grades (must include the school stamp).          - GPA and maximum score must be listed.          - Total credits earned must be specified.          ※ Apostille (or consular verification by the Korean consulate in the country of the applicant's school or by a consulate in Korea).          ※ If an English version cannot be issued, a notarized translation (in Korean or English) must be submitted.</p>
<b>Bank Statement (for all successful applicants)</b>	<p><b>[Documents to be Submitted by All Successful Applicants]</b>          A bank balance certificate issued in the name of the applicant or their parents, showing a balance equivalent to 20,000,000 KRW (Korean Won), issued after the acceptance.          - The balance certificate must be frozen until <b>September 30, 2025 (Tuesday)</b>.          - Applicants residing in Korea must submit a bank balance certificate issued by a bank in Korea.</p>
<b>Copy of Passport (for non-submitters)</b>	<p><b>[Documents to be Submitted by Non-Submitters]</b>          Students who were unable to submit their passport due to not having one at the time of application must obtain a passport and submit a copy within the submission period.</p>

### 2 Submission period

- 1st and 2nd applicants: 2025.07.14. (Mon) ~ 07.30. (Wed)
- 3rd applicants: 2025.08.11. (Mon) ~ 08.18. (Mon)

### 3 How to submit

- Visit the office of International affairs of Kangnam university or submit by mail.
- See p.4 for submission address.

### 4 Remarks

- ※ According to the guidelines of the Ministry of Justice of the Republic of Korea, the above documents must be submitted before the admission permit is issued.
- ※ If the above documents are not submitted, the admission will be cancelled and the admission permit for visa issuance will not be issued.

**7**

# Note to Applicants

1. If you do not submit all documents by the submission deadline, you will be excluded from the screening procedure due to lack of qualification.
2. If the names on the submitted documents are different due to reasons such as name change, you must submit documents proving that you are the same person as the court, embassy, or issuer of the relevant country.
3. Even after admission, if the submitted documents are found to have been forged or altered, etc., admission may be canceled in accordance with relevant laws and regulations, and in this case, the tuition paid will not be refunded.
4. All submitted documents will not be returned.
5. In addition to the above submitted documents, additional documents necessary for qualification verification may be requested.
6. In principle, skipping a grade or early graduation will not be recognized.
7. Please be sure to include your contact information on the admission application form and be careful not to suffer disadvantages such as loss of contact.
8. The contents of the admission evaluation will not be disclosed at all.
9. Foreign students admitted through the special admission process for foreigners are restricted from paying tuition in installments.
10. Students admitted to our school, including international students, are not allowed to take a general leave of absence in the first semester.
11. Any matters not specified in this recruitment guideline will be determined by the University Admissions Management Committee of our school.
12. In the event of a delay in admission due to visa processing delays, etc., the student is fully responsible for any losses such as class absences.
13. The student must pay any additional costs incurred during classes in all departments.
  - Example: Dept. of Music - accompaniment fees and student concert fees, etc.
15. For other matters, please contact our school's International Exchange Center.
  - Korean/Chinese: +82 031-280-3422~3
  - English: +82 031-280-3424, 3611
  - Vietnamese: +82 031-280-3613

# 8

## List of Apostille Participating Countries

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

※ Source: Consular Service 24, Ministry of Foreign Affairs of the Republic of Korea (<https://consul.mofa.go.kr/cipe/0110/CIPE0110ApIntrcn.do>)

**9**

## Completion Requirements

- The curriculum completion requirements at our university are based on the university regulations.
- Foreign students admitted to the university's bilingual programs (Chinese, Vietnamese) or English-language programs are required to complete the following Korean language general education courses (5 courses, 15 credits) as mandatory
  - Korean Reading / Korean Writing / Korean Listening / Korean Speaking / Korean Language and Culture
- ※ Course names may change depending on the academic situation.
- All foreign students, except for those admitted to the English-language program, must meet the language proficiency requirements according to the university regulations in order to graduate.



# 10

## Registration & Scholarship

### 1 Tuition

Faculty(Major)		1 <sup>st</sup> (Entrance) Semester (KRW)	After the 1 <sup>st</sup> semester (KRW)
Humanities & Social Science		KRW 4,248,000	KRW 3,927,000
Natural Science & Arts	Physical Education	KRW 4,930,000	KRW 4,609,000
	Engineering	KRW 5,308,000	KRW 4,987,000
	Art	KRW 5,581,000	KRW 5,260,000

❖ The above amounts are as of February 2025 and may change in the future.

### 2 Scholarship

※ ※ This scholarship is for international students studying in the Korean track and may be subject to change according to school regulations.

(New scholarships program for international students studying in the bilingual and English track are planned to be established in the future.)

Type		Scholarship Award Criteria		Scholarship amount
		Eligibility	GPA	
Foreign Students Scholarship	A	Top 30% of international students (excluding bilingual and English track applicants)	Over 3.8	67% of tuition
	B		Over 3.5	47% of tuition
	C		Over 3.3	30% of tuition
	D	Foreign freshmen and transfer students who have obtained a level 3 or higher score of TOPIK Those who have obtained a level 3 or higher score on (KNKPT) of Kangnam university or equivalent	1 <sup>st</sup> semester	47% of tuition
	E	Foreign new/transfer students and current students (excluding bilingual and English track applicants)	Over 2.5	25% of dormitory fee

❖ Eligible for academic scholarships

- 1st, 2nd, 3rd year: 16 credits or more in the previous semester
- 4th year: 12 credits or more among those eligible, awarded in order of rank

# 11

## School life

### 1 Dormitory

- ❖ Foreign students are expected to reside in the dormitory of our school unless there are special circumstances. However, please be advised that this may be adjusted depending on the school's circumstances.

Bldg.	Quantity	Room type	Cost / semester	Facilities
1 <sup>st</sup> bldg.	Male 220	4 people per room	700,000 KRW	– Bed, wardrobe, desk, chair, LAN in each room – Gym, shower room, dining room, lounge, laundry room, TV/VTR room, convenient store
	Female 244			
2 <sup>nd</sup> bldg.	Male 177	2 people per room	1,290,000 KRW	
	Female 285			

- ❖ The above amount is as of February 2025 and may change in the future.
- ❖ The above amount includes the autonomous membership fee (20,000 won) and facility deposit (10,000 won for building 1, 20,000 won for building 2).

### 2 Korean National Health Insurance

- ❖ Students admitted after March 2021 must enroll as local subscribers to the National Health Insurance in accordance with the National Health Insurance Act.
- Foreign students are automatically enrolled in the National Health Insurance without having to report to the National Health Insurance Corporation.
    - Enrollment is made on the first day of entry and on the day of reentry.
  - In some cases, you may be required to submit additional documents for National Health Insurance enrollment.
    - Copy of foreign ID Card or Foreign Registration Fact Certificate
    - Proof of Admission or Enrollment, etc.

## 12

# Contacts

### 1

#### Address of Kangnam Univeristy

- 한국어: 대한민국 경기도 용인시 기흥구 강남로 40 강남대학교(우편번호 16979)
- ENG: Kangnam University, 40 Gangnam-ro, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea (Postal Code 16979)

### 2

#### Homepage

- Official homepage: <https://web.kangnam.ac.kr/index.do>
- Homepage for admission: <https://admission.kangnam.ac.kr/main.htm>
  - Information on admission recruitment guidelines, announcement of successful applicants, etc. to be provided

### 3

#### Office of International affairs (대외교류센터)

- Korean·Chinese: +82 031-280-3422~3
- English: +82 031-280-3424, 3611
- Vietnamese: +82 031-280-3613
- Email: [apply@kangnam.ac.kr](mailto:apply@kangnam.ac.kr)

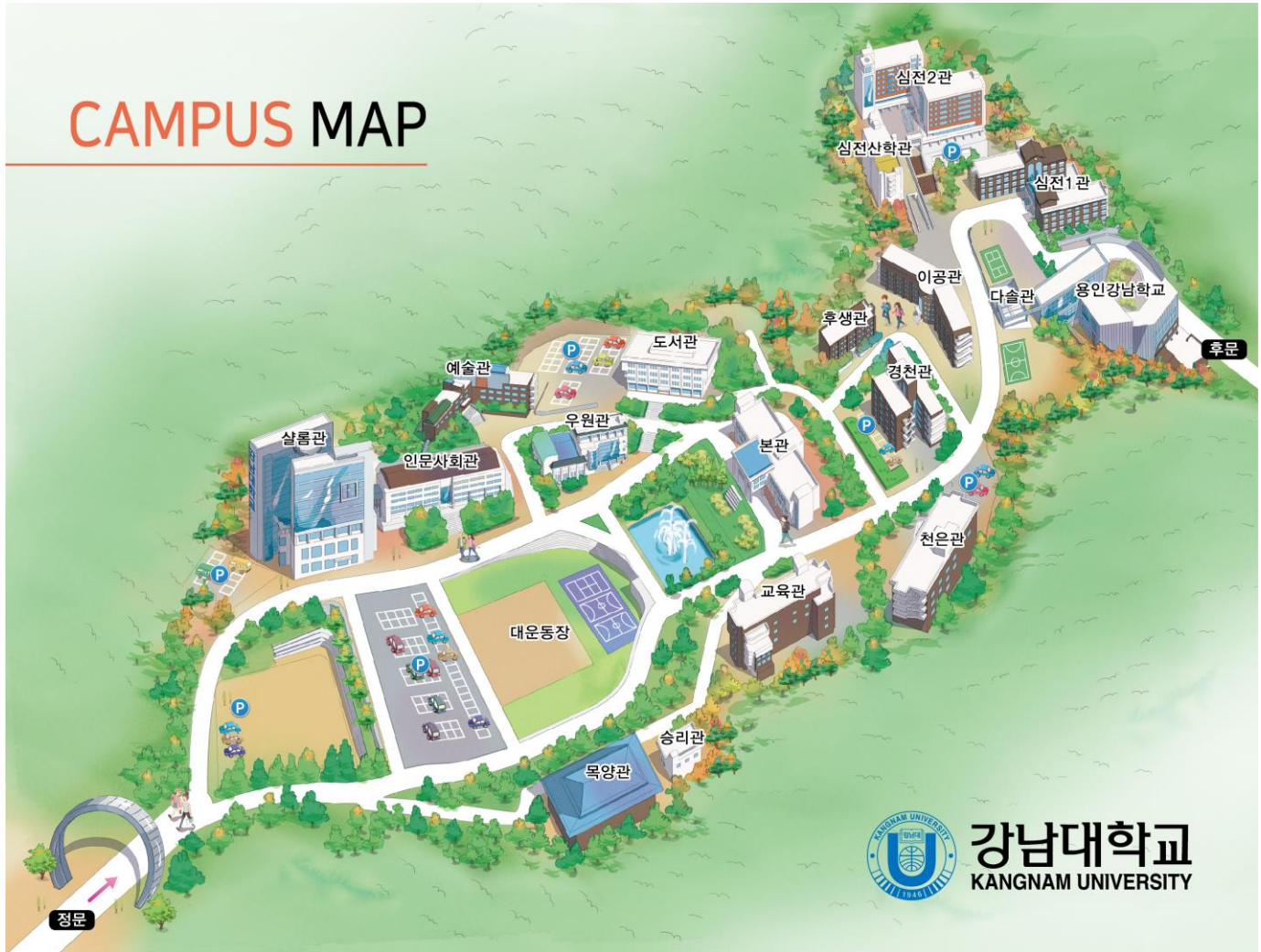
### 4

#### Available hours for inquiries

- ※ Weekdays 09:00 ~ 17:00 (based on Korean time)  
(except Lunch time 12:00~13:00 )

# 13

## Campus map



- **살롬관 (Shallomkwan):** KB bank (Enrollment, student card, etc), University health care center, Convenient store, Café, Student cafeteria
- **인문사회관 (Inmunsahoe kwan):** Café, Stationery / book store, Gir's lounge
- **우원관 (Woowon kwan):** Grand auditorium, university church
- **천은관 (Chuneun Kwan):** Cafe, student lounge
- **심전2관 (Shimjeion 2kwan):** Restaurant, convenience store
- **경천관 (Kyeongchun Kwan):** Convenient store
- **도서관 (Library):** Reading room, seminar room, book rental

## 학교 정보 확인서 School Information Confirmation Form

유 학 생 인적사항 Student Personal informat ion	성 명 Applicants name		생년월일 Date of Birth	
	국 적 Nationality		여권번호 Passport no.	
	진학예정대학 University you plan to attend		전공명 Title of Major	
	전화번호 Tel. No.		e-mail	
학교 정보 School Informatio n	졸업학교명 (졸업일) Name of School you graduated from (Date of graduation)	[졸업일 Graduation date:20 . . .]		
	학교유형 School type	보통중등전문학교 [ ] Ordinary Secondary Vocational School Ordinary Secondary Vocational School 성인중등전문학교 [ ] Adult Secondary Vocational School Adult Secondary Vocational School 직업고등학교 [ ] Vocational high school 기타 etc [ ]		
	교육과정 Coure of high school	고등학교 학력과정 High school Regular course [ ] 고등학교 비학력과정 High School Non-Academic Course [ ] ※ 비학력 과정의 경우 유학비자 발급 불가 Student visas cannot be issued for non-academic courses		
	소재지 Location			
	전화번호 Tel no			
	홈페이지 Homepage			
	소속 및 직위 Affiliation and Position			
교 직 원 연락정보 Faculty Contct info	성 명 Name	[인 또는 서명] ( seal or signature )	전화번호 Tel No	

본인은 상기 학교 정보 등 기재 내용이 사실과 다름없음을 서약하며, 허위 사실 기재 시 대한민국 법령에 따라 처벌받을 수 있음을 확인합니다.

I hereby certify that the information provided in the above school information and other information is true and that I may be punished in accordance with the laws of the Republic of Korea if I provide false information.

20 . . .

유학생 본인 Student Name

(서명 Signature)

2부 작성 후 교육기관 및 재외공관에 각각 제출

completing Part 2, submit it to each educational institution and diplomatic mission.

After



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나를 새롭게  
세상을 이롭게

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강남대학교  
KANGNAM UNIVERSITY