

## 2023 Fall & Winter Semester Admission Guide for Korean Regular Courses



### Chonnam National University Korean Regular Course Inquiries

<Chonnam National University, Language Education Center>

- ✓ For Chinese & Japan students - Telephone: 062)530-3649 E-mail: a5178@jnu.ac.kr
- ✓ For other nationalities - Telephone: 062)530-3643 Email: nadiasue@jnu.ac.kr
- ✓ FAX : 062-530-3629     ✓ Language Education Center Web-site: <http://www.leckor.jnu.ac.kr>
- ✓ Address: G&R Hub, room 213, Yongbong-ro 77, Buk-gu, Gwangju, 61186, South Korea

# Contents

---

1. Course Schedule
2. Admission Schedule
3. Eligibility
4. Required Documents
5. Tuition
6. Evaluation Criteria
7. Application Procedure
8. Notes for Applicants

Exhibits) Application forms (1~4)

## 01 / Course Schedule

Session		Period
2023	Fall	2023. 9. 4. ~ 2023. 11. 16.
	Winter	2023. 11. 27. ~ 2024. 2. 6.
2024	Spring	2024. 3. 4. ~ 2024. 5. 14.
	Summer	2024. 5. 27. ~ 2024. 8. 5.

※ This schedule is subject to change. Any changes made will be posted on the website(URL: <http://leckor.jnu.ac.kr>).

## 02 / Admission Schedule

Classification		2022	
		Fall Session	Winter Session
Application Deadline	D4 Visa	~ 6. 23. (Fri.)	~ 9. 8. (Fri.)
	Other Visas	~ 8. 18. (Fri.)	11. 17. (Fri.)
Announcement of Successful Candidates	D4 Visa	7 5. (Wed.)	9. 20. (Wed.)
Registration of Successful Candidates		Notice will be given only to successful applicants	
Sending the Certificate of Admission		After the tuition payment	
Beginning of the Semester		9. 4.(Wed.)	11. 27.(Wed.)

※ This schedule is subject to change. Any changes made will be posted on the website(URL: <http://leckor.jnu.ac.kr>).

## 03 / Eligibility

- Foreigners or Korean Nationals (residing abroad).
- High school graduates (prospective undergraduates) or applicants who have completed the equivalent of the Korean primary and secondary school education system.

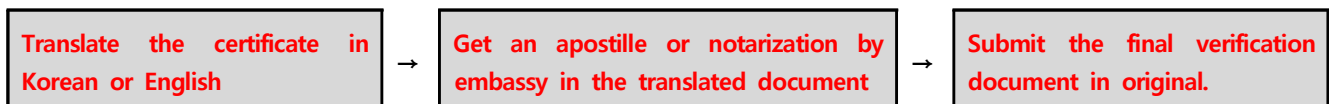
## 04 / Required Documents

**\* Documents must be submitted in the following order to facilitate processing.**

No.	Documents	Note
1	Application Form	<ul style="list-style-type: none"> <li>* Download the form from our website and fill it out.</li> <li>* Include a cover letter, a study plan, a consent form, and a checklist.</li> </ul>
2	Copy of Passport	<ul style="list-style-type: none"> <li>* Passport must be valid (admission possible only with a minimum of 6 months left before the expiration date of the passport).</li> <li>* Uzbek nationals must submit a passport valid for overseas departure.</li> </ul>
3	Certificate of bank deposit balance (Under the applicant's or a parent's name)	<ul style="list-style-type: none"> <li>* A certificate showing a bank deposit balance of more than 8 million KRW registered under the applicant's name (a frozen deposit for a year).</li> <li>* In cases of submitting the certificate under a parent's name, the relevant documents(e.g. family relationship certificate) must be submitted separately.</li> <li>* For Uzbek nationals, the certificate must be issued by one of Korean bank branches located in Uzbek.</li> <li>* The certificate must be issued within one month as from the date of application deadline. If the certificate has a specific expiration date, it will be considered as a valid document until the date of expiration on the document (However, the maximum validity period is 6 regardless of the expiration date on the document).</li> </ul>
4	Graduation certificate	<ul style="list-style-type: none"> <li>* The graduation certificate or degree MUST be apostilled or notarized by a consul.</li> <li>* As all submitted documents will not be returned, in case that the degree or graduation certificate cannot be re-issued in original, get the official government verification (e.g. Apostille, notarization by embassy) on a copy of degree or certificate and submit the final verification documents in original.</li> <li>* In cases of graduation from Chinese schools, an academic background verification report and a copy of the diploma must be submitted.</li> </ul>
5	Final academic transcripts	
6	Family relation certificate & a copy of proof of identification in home country	<ul style="list-style-type: none"> <li>* The family relation certificate should state the relationship between the applicant and the applicant's parents and their nationality, and be notarized by a consul in the Korean embassy in the home country.</li> <li>* Refer to 'Documents proving family relationships' below.</li> <li>* Copies of the applicant's identification and his/her parents' identifications in home/domestic country.</li> </ul>
7	Parent's employment and income certificate	<ul style="list-style-type: none"> <li>* An employment certificate, income certificate, and/or the business registration certificate should be submitted.</li> <li>* The certificate should include the company's contact information(e.g. official phone number, address, etc.)</li> <li>* For those who work in the agricultural or fishery industries, extra supporting documents issued by the public and/or private institution must be submitted.</li> </ul>
8	2 Copies of a passport-sized photo	<ul style="list-style-type: none"> <li>* Photos should be 3.5cm x 4.5cm in size, be in color, should show a frontal view of the face, and should be with a white background.</li> <li>* Ears and eyebrows should be clearly visible.</li> </ul>
-	Copy of Alien Registration Card	* Only applicable for students who already reside in Korea.

※ Since documents which should be submitted may differ depending on the visa types, you need to contact the specific person in charge of the required visa type other than D-4-1.

※ **In case that the certificate is not in Korean or English and/or cannot be re-issued in original,**



✓ (Reference) Notarization of Certification of the Highest level of academic attainment

Country	Category	Documents to submit	
China	General High School & University & Colleges	- The academic background verification report is issued by the Chinese Credentials Verification Institution accredited by the Ministry of Education( <a href="http://www.chsi.com.cn">www.chsi.com.cn</a> , <a href="http://www.cdgd.edu.cn">www.cdgd.edu.cn</a> ).	
	Vocational High Schools	Regular Specialized Secondary Schools & Vocational High Schools & Adult Specialized Secondary Schools	1. Online publication - Graduation certificate issued by local education authorities(Only accepted if online authenticity can be verified.) : notarized by a consul from the Korean embassy 2. Offline publication - Fill out School information confirmation and submit - Graduation certificate issued by local education authorities: notarized by a consul from the Korean embassy - Graduation certificate issued by the school: After confirmation by the provincial education office(City Department of Education) notarized by a consul from the Korean embassy
		Skilled Workers Schools	The original copy of the online inquiry of the Ministry of Human Resources and Social Security of the People's Republic of China Website( <a href="http://www.mohrss.gov.cn/">www.mohrss.gov.cn/</a> ) must be notarized by a consul from the Korean embassy. * only accept cases where authenticity can be verified online.
Others	Countries with Apostille Verification	- The graduation certificate(or degree) must be apostilled, and then affixed with an 'Apostille Confirmation letter' - A designated government organization in each country provides Apostille verification. * For details of the designated organization for Apostilles, please refer to the website as follows: <a href="https://www.hch.net/en/instruments/specialised-sections/apostille">https://www.hch.net/en/instruments/specialised-sections/apostille</a>	
	Countries without Apostille Verification	- The graduation certificate(or degree) must be notarized by a consul from the Korean embassy in the applicant's home country.	

[Apostille]



[Notary Receipt]



[Chinese academic background verification report]



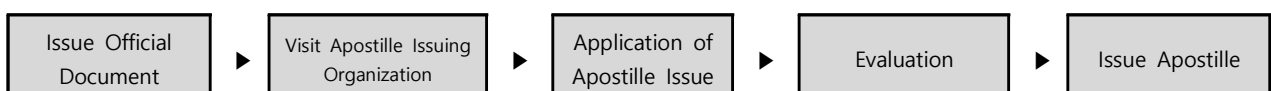
✓ (Reference) Documents proving family relationship

It MUST include the relationship between the applicant and her/his parent, and their English name and nationality.

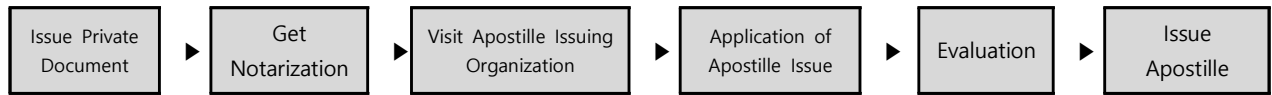
<b>China</b> : Hukouben / <b>Philippines</b> : Family Census / <b>Indonesia</b> : KARTU KELUARGA / <b>Bangladesh</b> : Family Certificate / <b>Vietnam</b> : So Ho Khau OR Giay khai sinh / <b>Mongolia</b> : Certificate of Family Relations / <b>Pakistan</b> : Family Certificate / <b>Sri Lanka</b> : Family Relation certificate / <b>Myanmar</b> : Family Relation Certificate / <b>Nepal</b> : Family Relation Certificate / <b>Kyrgyzstan</b> · <b>Kazakhstan</b> · <b>Uzbekistan</b> · <b>Ukraine</b> · <b>Thailand</b> : Birth Certificate
--

✓ (Reference) Procedure for the issuance of apostille

- Official Document (Issued by National or Public Institution)



- Private Document (Issued by Private Institution)



※ In case of a private document, there may be some difference according to the national notary and attorney's law, but usually the apostille can be checked by submitting it after receiving a notary notice from the country.

✓ (Reference) List of Apostille Convention Countries (As of 14th FEB, 2023)

	Country
<b>A</b>	Albania, Andorra, Antigua and Barbuda, Argentina, Armenia, Australia, Austria, Azerbaijan
<b>B</b>	Bahamas, Bahrain, Barbados, Belarus, Belgium, Belize, Bolivia, Bosnia-Herzegovina, Botswana, Brazil, Brunei, Bulgaria, Burundi
<b>C</b>	Cape Verde, Chile, Colombia, Commonwealth of Dominica, Cook Islands, Costa Rica, Croatia, Cyprus, Czech Republic
<b>D</b>	Denmark, Dominican Republic
<b>E</b>	Ecuador, El Salvador, Estonia
<b>F</b>	Fiji, Finland, France
<b>G</b>	Georgia, Germany, Granada, Greece
<b>H</b>	Honduras, Hongkong, Hungary
<b>I</b>	Iceland, India, Ireland, Israel, Italy
<b>J</b>	Japan
<b>K</b>	Kazakhstan, Kosovo, Kyrgyzstan
<b>L</b>	Latvia, Lesotho, Liberia, Liechtenstein, Lithuania, Luxembourg
<b>M</b>	Macau, Macedonia, Malawi, Malta, Marshall Islands, Mauritius, Mexico, Moldova, Monaco, Mongolia, Montenegro, Morocco
<b>N</b>	Namibia, Netherlands>(*Aruba), New Zealand, Nicaragua, Niue, Norway
<b>O</b>	Oman
<b>P</b>	Panama, Paraguay, Peru, Philippines, Poland, Portugal, Pakistan
<b>R</b>	Republic of South Africa, Republic of South Korea, Romania, Russia
<b>S</b>	Saint Kitts and Nevis, Saint Lucia, Samoa, San Marino, Sao Tome and Principe, Serbia, Seychelles, Slovakia, Slovenia, Spain/Espana, St. Vincent, Suriname, Swaziland, Sweden, Switzerland, Senegal
<b>T</b>	Tajikistan, Tonga, Trinidad and Tobago, Tunisia, Turkey
<b>U</b>	Ukraine, United Kingdom, United States of America(*Maury Islands, Saipan, Puerto Rico), Uruguay, Uzbekistan
<b>V</b>	Vanuatu, Venezuela

## 05 / Tuition

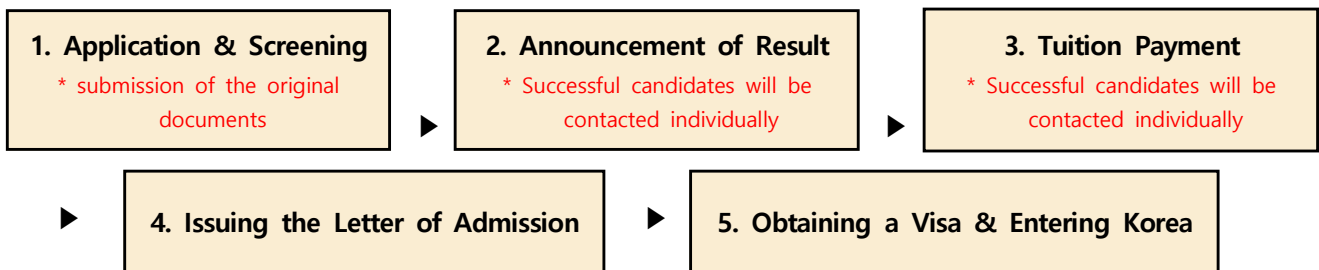
Category	Admission Fee	Tuition	Insurance	Dormitory
Amount	50,000 KRW	1,300,000 KRW per semester 2,600,000 KRW (2 semesters) 5,200,000 KRW (4 semesters)	Aproximately 84,000 KRW (7 months)	546,250~932,150 KRW (6 months)
Note	Non-refundable	-	Mandatory for D-4 Visa holders - From entry till 6 month; insured by private insurance company - After 6 month since entry; automatically insured by national insurance organization	- Total fee depends on the type of room - Meals NOT included
Payment of Tuition	* Bank: KWANGJU BANK, CNU Branch * Account number: 074-107-563921 * Beneficiary's name: CHONNAM NATIONAL UNIVERSITY, Language Education Center			After entering Korea, payment through a virtual bank account provided by the admin office of dormitory.

## 06 / Evaluation Criteria

1 <sup>st</sup> stage	Screening of Documents	Evaluation: "P" or "F"
2 <sup>nd</sup> stage	Interview	Evaluation: "P" or "F"

- The 1<sup>st</sup> stage examines if all of the required documents have been submitted and if they are authentic. The interview will be conducted only with the applicants who have passed the 1<sup>st</sup> stage. During interviews, overall assessment including the applicant's purpose of study, attitude towards learning, knowledge, etc would be conducted.
- The interview is a phone interview. If necessary, a phone call with the applicant's parents will be made.

## 07 / Application Procedure



## 08 / Notes for Applicants

1. **All applicants must submit the original documents by post or in person before the application deadline.** The submission of copies or scanned copies, or email submission are not accepted. Only original documents arriving at the office by the due date will be accepted. It's applicant's responsibility for the incident in the document delivery process.  
→ Address: Korean Department of the Language Education Center, FAO The Admission's Manager, #213 G&R Hub, Chonnam National University, 77 Yongbong-ro, Buk-gu, Gwangju, 61186, South Korea.
2. It is mandatory to enroll for at least two semesters (6 months) for the D-4-1 visa issuance.
3. Students with the following nationalities must enroll for four semesters (1 year): all African countries, Bangladesh, Mongolia, Vietnam, Myanmar, Nepal, Thailand, Kyrgyzstan, Kazakhstan, Uzbekistan, the Philippines, Cambodia, Sri Lanka, Syria, Iran, Turkmenistan, Pakistan, Afghanistan, India, Iraq, Yemen, Indonesia, Ukraine, Egypt, and Peru.
4. **If you are unable to get a D-4 visa before the beginning of semester, or if you are not able to enter Korea within 14 days prior to the beginning of semester, the enrollment in the Korean course as well as the visa will be canceled.**
5. The applicant takes full responsibility for any errors leading to disqualification caused by insufficient/incorrect documents, mistakes, and omissions in the application forms; non-compliance with the requirements for the application procedures, failure to be contacted due to errors in the address or contact information, or failure to follow entry procedures are also wholly the applicant's responsibility.
6. If it is difficult to verify information based on the applicant's documents, additional documents may be required. If the documents required to verify the information are insufficient, the applicant may be excluded from the list of candidates.
7. Applicants have the responsibility to check all notices related to admissions from the LEC website and/or e-mails during the admission period, while following all provided instructions. The applicant is responsible for any problems which may lead to perceived disadvantages caused by the failure to check the notices.
8. If it appears that an applicant has obtained admission illegally, such as by any forgery and/or alteration of documents, or via an unauthorized proxy interview, the admission will be revoked immediately.
9. **All of the submitted documents will not be returned. The admission fees are also non-refundable.**
10. The reasons for disqualification at each screening process will not be disclosed in accordance with standard university policy.
11. Additional documents may be requested for visa issuance and a visa change even after the admission process is completed.
12. In cases that any reasons for disqualification are found later in the application process or during the entry procedures to Korea through the refusal of visa issuance, the admission will be canceled even after the admission has been permitted by the LEC at CNU.
13. These admission guidelines were originally written in Korean and have been translated into English and Chinese. Should there be any discrepancies or ambiguities in the language used, the Korean version shall take precedence over any translated versions.



## 전남대학교 한국어 정규강좌 지원서

(Application for Korean Language Program, Chonnam National University)

				지원자 번호 Applicant's No.		
인적사항 Personal Information						
성명 Name	(한글 Korean)		3.5*4.5cm 흰색바탕의 여권용 사진  (Size: 3.5cm*4.5) (Background: White)			
	(영어 English)					
성별 Gender		출생국가 Birth Country				
생년월일 Date of birth	(YYYY/MM/DD)	국적 Nationality				
여권번호 Passport No.		외국인등록번호 Alien registration No.				
연락처 Contact Info.	주소 Address					
	전화번호 Phone Number					
	이메일 E-mail					
비상연락처 Emergency Contact	주소 Address					
	전화번호 Phone Number					
지원사항 Details of Application						
학기 Semester	<input type="checkbox"/> 봄 Spring <input type="checkbox"/> 여름 Summer <input type="checkbox"/> 가을 Fall <input type="checkbox"/> 겨울 Winter					
기숙사 신청 Dormitory	<input type="checkbox"/> 신청 YES <input type="checkbox"/> 미신청 NO					
교육사항 / 출신학교 Education: Academic History starting from High School						
학력 Study record	학교명 Name of school	재학일자 From-To	비고 Notes			
고등학교 High school						
대학교 University						
가족사항 Family Background						
성명 Name	관계 Relations	생년월일 Date of Birth	직업 및 직장 Job and workplace			연락처 Mobile phone
			직장명 Name of workplace	재직기간 Period of career	직위 Position	
		(YYYY/MM/DD)				
		(YYYY/MM/DD)				
기타 Additional Information						
지원 경로 Application Route	<input type="checkbox"/> 유학원 Agency <input type="checkbox"/> 인터넷 Internet <input type="checkbox"/> 친구소개 Acquaintance/friends <input type="checkbox"/> 기타 etc.					
한국어 학습시간 Korean study time	<input type="checkbox"/> Approx. (      ) 시간 hours					
향후 계획 Future plans	<input type="checkbox"/> 학부/대학원 진학 Admission to Univ. <input type="checkbox"/> 귀국 Return to Home country <input type="checkbox"/> 기타 etc.					

상기 입학원서 및 제출하는 서류의 모든 내용은 사실이며, 추후 본 서류에서 허위 또는 잘못 기재된 사실이 있을 경우에는 귀교의 결정에 따를 것을 서약합니다.

I affirm that the information I have provided on this application, including personal statements and any other information, is complete and accurate and is my own work. I understand that submission of incomplete or inaccurate information is sufficient cause for revocation of admission or enrollment.

날짜 Date: (YYYY/MM/DD)

지원자 성명 Name of applicant:

(서명 Signature)

**전남대학교 언어교육원장 귀하**



## 자기소개서 및 수학계획서 Self-introduction & Study Plan

성장과정, 수상경력, 관심분야, 지원동기, 입학 후 학습계획, 장래희망 등을 종합적으로 기록

Include how you have developed and matured as a person and student while listing your motives for applying, study plans while at CNU, and plans upon graduation. You may also list any awards, scholarships, or prizes you have received.

상기 내용은 사실이며, 지원자 본인이 작성하였음을 확인합니다.

I hereby certify that the information provided above is true and correct to the best of my knowledge and has been written by me.

날짜 Date: (YYYY/MM/DD)

지원자 성명 Name of applicant:

(서명 Signature)

## 지원자 서류 체크리스트

### Checklist for Application Documents

지원자명 Applicant's name

서류 확인 후 Yes 또는 No 에 체크하여 주시기 바랍니다. Please mark (√) in the appropriate box.

제출서류 Application Documents		제출 여부 Submission status	
		네 Yes	아니요 No
1	1-1. 지원자 신청서 1부 Application Form 1-2. 자기소개서 및 수학계획서 Self-introduction & Study Plan 1-3. 지원자 제출서류 체크리스트 Check List for Application Documents 1-4. 개인정보 이용 및 제공 사전 동의서 Consent Form for Personal Information Collection and Use		
2	여권사본 1부 A Copy of passport		
3	재정능력 입증서류 1부* * 본인 또는 부모님 명의의 8백 만원 이상 은행잔고증명서 원본 A certificate showing a bank deposit balance of more than 8 million KRW registered under the applicant's name or applicant's parents		
4	최종학력증명서 또는 재학증명서 원본 1부 A copy of graduation certificate from highest education level * 반드시 아포스티유 혹은 재외공관 영사 확인을 받은 입증서류 제출할 것 Must be apostilled or notarized by a consulate abroad		
5	최종학력 성적 증명서 1부 Transcripts from highest education level		
6	가족관계 입증서류 (출생 증명 내역 포함) 사본 1부 Proof of family relations (including proof of birth)		
7	자국 신분증 사본 (본인 및 부모님) 1부 Copies of the applicant and her/his parents' identification in your country		
8	부모님의 재직증명서 및 수입증명서 원본, 사업자등록증 사본 1부* Parents' employment certificate, income certificate and/or Business registration certificate * 현지 회사 주소 및 연락 가능한 전화번호 반드시 포함 Make sure to include the company's official phone number and address		
9	흰색 바탕의 사진 2장 (3.5*4.5cm) 2 Photo (3.5*4.5cm in size, white background) * 귀와 눈썹이 잘 보여야 함. Ears and eyebrows should be clearly visible		
<b>한국 내 신청자 추가 제출 서류 Applicants residing in South Korea</b>			
	외국인등록증 앞, 뒷면 사본 A copy of the Alien Registration Card (front and back)		

**반드시 위의 체크리스트 순서대로 정렬하여 제출해 주시기 바랍니다.**

**The application documents must be submitted in the order of the checklist as above.**

## 개인정보 이용 및 제공 사전 동의서

### Consent Form for Personal Information Collection and Use

개인정보 수집 및 이용에 대한 동의 Consent on personal information collection and use

원서 접수 및 입학 전형을 위해 개인정보를 수집 및 이용하고 있고, 이 외의 다른 목적에는 절대 사용되지 않습니다.  
This will ONLY be used for an application and admission process.

**1. 개인정보의 종류 Types of personal information**

이름, 국적, 성별, 생년월일, 외국인등록번호(해당자에 한함), 여권번호, 주소, 전화번호, 이메일, 추가 연락처, 출신지역, 학력 정보 등  
Full name, nationality, gender, date of birth, alien registration number(if applicable), passport number, address, phone number, e-mail address, additional contact info., region of birth, and academic background etc.

**2. 개인정보의 수집 및 이용 목적 Purpose for personal information collection and use**

입학 전형(학력 조회, 제출서류 진위여부 등), 사증 관련 업무, 보험 가입, 기타 필요하다고 판단되는 각종 업무  
Personal Information will be used for an admission process (check on academic background, authenticity of the document, etc.), visa-related work, insurance registration, and any other necessary work.

**3. 개인정보의 보유 및 이용 기간 Possession and utilization period of personal information**

개인정보 보유기간의 경과, 처리 목적 달성 등 개인정보가 불필요하게 되었을 때  
Until the purpose of its collection and use is fulfilled.

**4. 동의를 거부할 권리 및 동의를 거부할 경우의 불이익 Disadvantage in case of refusal**

동의하지 않을 경우 입학 지원서를 접수할 수 없습니다.

If you disagree on personal information collection and use, you may not be able to submit your application.

개인정보 수집 및 이용에 동의하십니까? Do you agree on personal information collection and use?  
동의함 Agree                       동의하지 않음 Disagree

고유식별정보(외국인등록번호, 여권번호) 처리에 동의하십니까? Do you agree on unique identifying information collection and use?  
동의함 Agree                       동의하지 않음 Disagree

개인정보 제3자 제공에 대한 동의 Consent on providing personal information to third parties

**1. 개인정보를 제공 받는 자 A third party who receives personal information**

법무부 관할 출입국 관리 사무소, 보험회사  
Immigration office under Ministry of justice, Insurance company

**2. 제공하는 개인 정보 종류 Type of released information**

성명, 국적, 성별, 생년월일, 여권번호, 주소, 연락처, 학력사항 등  
Full name, nationality, gender, date of birth, passport number, address, phone number, academic background etc.

**3. 제공받는 자의 보유 및 이용 기간 Receiver's possession and utilization period**

제공받는 자의 이용목적을 달성할 때  
Until the receiver's purpose of use is fulfilled

**4. 동의를 거부할 권리 및 동의를 거부할 경우의 불이익 Disadvantage in case of refusal**

동의하지 않을 경우 입학 지원서를 접수할 수 없으며, 편의 제공이 이루어지지 않을 수 있습니다.

If you disagree on provision of personal information, you may not be able to submit your application and receive any provision of convenience for you.

개인정보의 제 3자 제공에 동의하십니까? Do you agree on provision of personal information to a third party?  
동의함 Agree                       동의하지 않음 Disagree

※ 만 19세 미만 미성년자인 경우 반드시 법정대리인의 동의가 필요함 If you are underage, agreement of legal representative required.

본인은 본 "개인정보 이용 및 제공 사전 동의서" 내용을 읽고 명확히 이해하였으며, 이에 동의합니다.

I have read and clearly understood the "Consent form for personal information collection and use", and agree on it.

날짜 Date: (YYYY/MM/DD)

지원자 성명 Name of applicant: \_\_\_\_\_ (서명 Signature)

법정대리인 성명 Name of legal representative: \_\_\_\_\_ (서명 Signature) 관계 relationship with applicant: \_\_\_\_\_