

2024 Spring Admission Guide for International Students

(For Students with **Full Overseas Education**)



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1 Fields of Study

College/Department	Major
Humanities	Dept. of Korean Language & Literature
	Dept. of English Language & Literature
	Dept. of German Language & Literature
	Dept. of French Language & Literature
	Dept. of Japanese Regional Culture
	Dept. of Chinese Language & Cultural Studies
Natural Sciences	Dept. of Mathematics
	Dept. of Physics
	Dept. of Chemistry
	Dept. of Fashion & Industry
	Dept. of Marine Science
Social Sciences	Dept. of Social Welfare
	Dept. of Media and Communication
	Dept. of Library and Information Science
	Dept. of Creative Human Resource Development
Commerce & Public Affairs	Dept. of Public Administration*
	Dept. of Political Science & Int'l Relations
	Dept. of Economics
	Division of International Trade
	Dept. of Consumer Sciences
Engineering	Dept. of Mechanical Engineering
	Dept. of Electrical Engineering
	Dept. of Electronics Engineering
	Dept. of Industrial and Management Engineering
	Dept. of Materials Science and Engineering
	Dept. of Safety Engineering
	Dept. of Energy and Chemical Engineering
	Dept. of Biomedical and Robotics Engineering
	School of Computer Science and Engineering
Dept. of Information and Telecommunication Engineering	
Information & Technology	Dept. of Embedded-Systems Engineering
	School of Business Administration
	Dept. of Tax & Accounting
Business Administration	Dept. of Urban Policy and Administration
	School of Civil and Environmental Engineering
Urban Sciences	Dept. of Urban Engineering
	School of Urban Architecture
	School of Life Sciences
Life Sciences and Bioengineering	School of Bioengineering
	School of Northeast Asian Studies
	IBE(International Business Economics)*
	Dept. of Law

◇ Change of Major Title

- Mechatronics Engineering → [Biomedical and Robotics Engineering](#)
- Korean Trade and Commerce → [International Business Economics\(IBE\)](#)

◇ English Track: IBE(International Business Economics), Public Administration

※ All programs/majors are subject to integration, closure, and/or remaining due to academic reorganization.

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Timeline

Procedure	Date	Notes
Application submission	July. 3.(Mon).2023.~ July. 7.(Fri).2023.16:00	<ul style="list-style-type: none"> · Submission in person or by post · Application and required documents must be submitted by the deadline.
Submission of required documents	July.3.(Mon)~July.11.(Tue) 10:00~17:00 ※ Except weekend	<ul style="list-style-type: none"> · Submission by visit or post · Accept required documents by post, provided that they are postmarked by the document submission deadline(July. 11.) · Address <ul style="list-style-type: none"> - Incheon National University International Service Center (BLD. #1-107)119 Academy-ro, Yeonsu-gu, Incheon, 22012, South Korea TEL. 032-835-9856
Application Fee	July.3.(Mon)~July.11.(Tue)	<ul style="list-style-type: none"> · Fee: 60,000KW · Will be informed after submission of documents
Interview	July.28.2023.(Fri)	<ul style="list-style-type: none"> · Individual Notice via E-mail(With passport)
Final Admission Decisions	Aug.25.2023.(Fri)	<ul style="list-style-type: none"> · Decision Announcement: admission.inu.ac.kr
Registration	January.2024	<ul style="list-style-type: none"> · Failure to complete the registration for tuition payment within the specified deadline will be considered as a failure to fulfill the requirement.

◇ Precautions

- It is recommended that foreigners who meet the eligibility requirements for the other undergraduate admission(Neither the applicant nor his/her parents are Korean citizens) apply for the admission starting recruitment in Oct. ~ Nov. 2023.
(It can be difficult for foreigners residing outside Korea to issued mandatory documents such as Certificate of Entry and Departure.)
- The schedule is based on Korean date and time and subject to change in the event of unforeseen circumstanced beyond control.
- Applicants cannot change their major after the application period.
- If an applicant presents any false information, fails to submit required application materials or cannot be contacted, will be withdrawn from admission review.

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Eligibility and Requirements

Eligibility and Requirements	
Nationality	<ul style="list-style-type: none"> · Applicant must be foreign nationals. ※ An applicant with dual Korean citizenship are NOT eligible.
Level of Education	<ul style="list-style-type: none"> · Those who have completed his/her ENTIRE curriculum(corresponding to elementary, middle, and high schools in Korea) from abroad
Language Requirements	<p>A. Korean Proficiency(Korean Track): Applicants must meet one of the following conditions</p> <p>1) TOPIK Level 3 or above</p> <ul style="list-style-type: none"> ※ Korean Language and Literature or IBE majors/College of Information and Technology: TOPIK Level 4 or above. <p>2) INU Language Center(Korean Language Course) Level 4 or above</p> <ul style="list-style-type: none"> ※ TOPIK Level 4 or above is necessary for INU graduation
	<p>B. English Proficiency(English Track): IBE major and Public Administration</p> <ul style="list-style-type: none"> - TOEFL IBT 75, TOEIC 700, IELTS 5.5, PETS Level 4 or above. ※ Students from countries where English is a native language are exempt from this requirement. Students from Other countries must submit certificates. * English-native Countries: Australia, Canada, Ireland, New Zealand, United Kingdom, United States, or South Africa

◇ Precautions

- This admission is subject to the count quota(up to 6 times) of the number of applications for Early Admissions(‘수시모집’)for Academic Year 2024.
- ※ The count quota includes the application to other universities in Korea, and does not include the application to industrial/vocational colleges. Applicants who have applied more than 6 times are not eligible to apply. If his/her count quota is exceeded, the excess application will be automatically canceled.
- Applicants who have been accepted to any Korean universities for Spring 2024 admissions are not eligible to apply for Fall 2024 admissions regardless of their registration status.

4 Required Documents

Document		Notice
1	Application Form	· Fill out [Form 1] and [Form 2]
2	Academic Qualification Form	
3	Official Certificate of Enrollment (for elementary, middle & high school)	· The certificate of enrollment must clearly indicate the enrollment period(start/end date of each semesters), academic year, and semester) · Applicants who have skipped grades or graduated early must submit explanatory statement And documentary evidence.
4	Official Transcript (for elementary, middle & high school)	· Applicants who have not yet graduated must submit the latest transcript. · Please indicate the corresponding grade and semester on the top right-hand corner of the first page of each semester's report card. (e.g., grade 11-semester 2)
5	Official High School(Expected)Graduation Certificate	· Please highlight the graduation date. · If the certificate of (expected)graduation cannot be issued due to official reasons(e.g., school policy), it may be substituted with an official letter, a certificate of enrollment, or a transcript stating the (expected) graduation date.
6	Proof of Language Proficiency	· Certificate of TOPIK Level 3 or above · INU Language Center(Korean Language Course) Level 4 or above · Or Certificate of English Proficiency (TOEFL iBT 75, TOEIC 700, IELTS 5.5, PETS 4급)
7	Applicant's passport(Copy)	· If unavailable, submit an original or notarized copy of nationality certificate, or notarized copy of his/her identification card.
8	Ailen Registration Card(Copy)	· Eligible individuals
9	Bank Balance Certificate	· A bank balance certificate of at least \$20,000 USD under the name of the applicant or the applicant's parents or spouse ※ Within 3 months from the date of submission ※ For Uzbekistan students, they must submit bank balance certificate issued by Korean financial institution(KDB)
10	Certificate of Entry & Departure	· Refer to the [Form 4] · From the applicant's date of birth to June 3, 2023.
11	(Upon acceptance) Academic Verification Request Form	· Refer to the [Form 3] · Except overseas Korean School(Government authorized)

※ All submitted documents must be translated and notarized in Korean or English only.

※ Submitted documents shall NOT be returned.

Reference Transcript and Certificate of (Expected) Graduation

For overseas school(or university) graduation certificates and transcripts, submit verified documents in one of the following ways.

※ Except for the official sela of the principal of one of the Korean International Schools authorized by the Minister of Education

1. Obtaining Apostille stamps on documents
2. Obtaining certification of documents from the Korean Embassy or Consular office in the country where the applicant's school is located or from the Embassy of the country where the applicant's school is located in Korea.
3. Only for applicants who receive(d) diploma or academic degree from Chinese high school or Universities
 - Verification obtained online(www.chsi.com.cn)
 - Graduates from secondary vocational schools in China must submit the diploma and translations authenticated by (1) or (2)

(1) Diploma and Translations issued by a school, and authenticated by the province Education department and the Korean Embassy

(2) Diploma and Translations issued by the province Education Department & authenticated by the Korean Embassy

5 Admission Criteria

- ◇ Admission decisions are made through a comprehensive evaluation of academic strengths, major aptitude, language proficiency, and the assessment of submitted documents and interview performance.
- ◇ Admission data including the applicants' (dis)qualifications, assessment details, and reasons for rejection will NOT be disclosed.

6 Notes for Applicants

- ◇ Notes about the Required Documents
 - All submitted documents should be original copies (apostilled or verified by the consulate).
 - Documents in languages other than English or Korean must have a notarized Korean translation attached to them with the certificate of translation.
 - You might need to submit supporting additional documents if requested.
 - After the required documents submission, changes are not allowed and submitted documents shall not be returned.

- To-be graduate students should submit their graduation certificates to the International Service Center before admission.

◇ Notes about Cancellation of Admission

- The contact number(phone number, E-mail, etc.) of applicants should be filled in correctly. If an applicant is not contacted due to false information, the applicant may be withdrawn from admission review.
- Any inaccurate information of successful applicant's academic background or others may cause the cancellation of admissions even though it will be found after the semester starts.
- Applicants should keep in mind that their academic background will be checked (e.g. Academic Verification Form). If the institution fails to verify the authenticity of student's documents, the admission may be revoked.
- Failure to submit required documents or false entries in the documents (e.g. forgery, falsification, examination irregularities, or ineligibility) will lead to cancellation of admission.
- Admitted students should complete the registration process (payment of tuition fee) within the designated period. INU will automatically rescind the admission acceptance of applicants who fail to do so.
- Failure to submit the graduation certificate before the semester start date may invalidate student's admission.
- Admitted students to INU are not allowed to register for any other universities. If an admitted student does not comply with this regulation, the offer of admission will be cancelled.
- Students take full responsibility for complying with the terms of the student visa. If a student's visa is refused, admission will be automatically invalid.

◇ Etc.

- Students are not allowed to take a leave of absence during their first year because of INU's regulations.
- This Guide Book is originally written in Korean and translated into English. The Korean Guide Book prevails over translated versions in case of any conflict over the other language.

- Matters that are not stipulated in this guide shall comply with the admissions procedures and regulations of INU, related law, policies, and the decisions of INU Committee of Admissions. After the start of the semester, students should follow the INU's regulations.

◇ Information on the collection and use of personal information.

- Personal information collected and used is used for admission screening, academic work, scholarship, statistics, etc. as the applicant's name, date of birth, foreign registration number, address, high school of origin, and contact information.
- If the purpose of processing has been achieved or the retention period has elapsed, the collection information is reversed, and the collection information is not used or provided beyond the above range without consent.
- Applicants for Incheon National University seem to agree to SMS and mobile transmission related to screening through mobile phones and e-mail.

7 Tuition Table(2023 Academic Year)

◇ Tuition Fee for Korean Track

College(Dept.)	Tuition Fee	Notes
Humanities / Social Sciences	2,557,000KRW	<ul style="list-style-type: none"> - No entrance fee - The scholarship for 1st semester varies on TOPIK - Enrolled students' tuition varies based on the previous semester's GPA.
Natural Science / Physical Education	2,871,000KRW	
Engineering / Arts	3,217,000KRW	

◇ Tuition Fee for English Track

College(Dept.)	Tuition Fee	Notes
IBE Major (Formal. Korean Trade & Commerce)	2,823,000KRW	<ul style="list-style-type: none"> - No entrance fee - The scholarship for 1st semester varies on English score - Enrolled students' tuition varies based on the previous semester's GPA
Public Administration		

※ Tuition is subject to change without previous notice.

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Scholarships(2023 Academic Year)

◇ Merit-based Scholarship

A. Freshman

- Korean Track: Topik level 4 or above
- English Track: IELTS 6.0, TOEIC 700, TOEFL IBT 82 or above
- ※ Students from countries where English is a native language are NOT eligible for the scholarship based on English test score.

(English-native Countries: Australia, Canada, Ireland, New Zealand, United Kingdom, United States, South Africa(Scholarship with TOPIK is available))

B. The Enrolled

- For enrolled students who have achieved **15 credits or more** and maintained a 3.0 GPA or above on their previous semester, the amount of the merit-based scholarship will be awarded according to their GPA.

■ Freshman

TOPIK	IELTS	TOEIC	TOEFL (iBT)	Amount of Scholarship
Level 6	7.0	800	94	70% of tuition fee
Level 5	6.5	750	87	50% of tuition fee
Level 4	6.0	700	82	30% of tuition fee
-	-	-	-	-

■ Enrolled

GPA of previous Semester	Amount of Scholarship
4.2 or above	100% of tuition fee
4.0 or above	85% of tuition fee
3.5 or above	50% of tuition fee
3.0 or above	30% of tuition fee

- ※ If a student is selected for both need-based and merit-based scholarship, the student will ONLY be awarded the scholarship of highest value.

◇ Need-Based Scholarship

A. Freshman: TOPIK Level 4 or IELTS 6.0 or equivalent is required

B. The Enrolled: Must achieve 15 credits or more and maintain a 3.2 GPA or higher

- Required documents: Application of need-based scholarship (Download from Website), Certificate of Family Registry, and Certificate of Employment and Income (Translated into English or Korean and Notarization needed)

Form 1



International Students

APPLICATION FORM

COLOR PHOTO
(3cm×4cm)

1 photo

Department (Major): _____

NEW STUDENT

Korean Track English Track

PERSONAL INFORMATION			Application No:	No need to fill out
Name	English	Name of passport	Name	Korean
Gender			Date of Birth	
Nationality			Passport No.	
Home Phone			Email	
Mobile Phone			Alien Reg. No. (if available)	
Mailing Address				
City			Province/State	
Postal Code			Country	
NEW STUDENT ACADEMIC QUALIFICATIONS				
High School				
Address				
Phone		Email		
Entrance Date	DAY MONTH YEAR	Graduation Date	DAY MONTH YEAR	
TRANSFER STUDENT ACADEMIC QUALIFICATIONS				
University	(Country: _____)	Major		
Address			Status	Enrolled / Graduate
Phone		E-mail		
Earned Credits		GPA		
Entrance Date	DAY MONTH YEAR	Graduation Date	DAY MONTH YEAR	
FAMILY INFO		Name	Nationality	Contact Phone
Father				
Mother				
LANGUAGE PROFICIENCY TEST RESULTS				
KOREAN	TOPIK: INUKLI Graduation Level:			
ENGLISH	TOEFL: TOEIC: IELTS: PETS:			
INTERVIEW PLACE		<input type="checkbox"/> INU Campus <input type="checkbox"/> Online Interview (Residing outside of Korea)		
DECLARATION				
I certify that the information contained in this application is true and correct to the best of my knowledge and belief. I understand that any statements found to be false/incorrect shall disqualify me from the admissions process.				
Signature			Date :	(DD/MM/YYYY)

Form 2



INTERNATIONAL STUDENTS ACADEMIC QUALIFICATIONS FORM

Department (Major): _____

NEW STUDENT

PERSONAL INFORMATION					Application No: No need to fill out
Name	English	Name of passport	Name	Korean	
Date of Birth	(DAY MONTH YEAR)				
EDUCATIONAL BACKGROUND					
	School	Country	Dates	Semesters Completed	
Elementary School					
Middle School					
High School					
College					
University					
COMMENTS (PLEASE EXPLAIN ANY GAPS OR INCONSISTENCIES IN YOUR ACADEMIC BACKGROUND)					
DECLARATION					
I hereby certify that the information contained in this form is true and correct to the best of my knowledge and belief. I understand that any statements found to be false/incorrect shall disqualify me from the admissions process.					
Signature			Date : / / (DD/MM/YYYY)		



2024 Spring International Admission
Academic Verification Request Form

SUBJECT : REQUESTING STUDENT INFORMATION (Letter of Request)

The applicant has been admitted to the Incheon National University for the 2022 XX Semester. The documents he(or she) submitted indicate that he(she) previously attended your school. Yet for the sake of the Standard Operational Procedure of the Incheon National University, his(her) documents must be confirmed. Included are his(her) brief personal data along with photocopies of the documents he(she) submitted to us. We would deeply appreciate if you could verify the documents and let us know the result by mail and fax or e-mail below.

Section I – TO BE COMPLETED BY THE STUDENT

I consent to the release by any person to other institutions of all information that may be relevant to an evaluation of my credentials and qualifications and hereby release any such person providing such information of any and all liability.

Name of Student		Date of Birth	
Name of School		Website	
School Email		School Phone	
School Address	Country	City	Postal Code
Period of Enrollment		Date of Graduation (Completion)	
Signature of Student	DAY MONTH YEAR		

Section II – TO BE COMPLETED BY PREVIOUSLY ATTENDED SCHOOL [OFFICIAL USE]

Student's Information	<input type="checkbox"/> Correct <input type="checkbox"/> Incorrect	Comments :
Period of Enrollment	<input type="checkbox"/> Correct <input type="checkbox"/> Incorrect	Comments :
Date of Graduation (or Completion)	<input type="checkbox"/> Correct <input type="checkbox"/> Incorrect	Comments :

Verifier Information

Name		Position	
Department		Email	
Signature	DAY MONTH YEAR	Official Stamp / Seal	

사실증명 발급·열람 신청서

(APPLICATION FOR ISSUANCE / INSPECTION OF CERTIFICATE OF FACT)

※ 본인이 직접 증명발급을 신청하는 경우 정부24(www.gov.kr)에서 무료로 발급받을 수 있으며, 방문 신청시에는 신청서를 작성하지 않고 신분증만 제시하면 됩니다.

Certification of Fact will be issued for free on the government website at www.gov.kr if you apply online. When visiting an office and applying in person, you only need to present your ID card, without having to fill out the application form.

※ 뒤쪽의 유의사항을 참고하여 작성하기 바랍니다.

접수번호 (Receipt No.)	접수일 (Receipt Date)	발급일 (Issue Date)	처리기간 (Processing Period)	즉시 (Immediately)
발급대상자 (위임한 사람) Principal (Authorizing Person)	성명 (Full name)		연락처 (Phone No.)	
	주민등록번호(외국인등록번호) (Resident Registration No. (Alien Registration No.))			
증명종류 Type of Certificate	<input type="checkbox"/> 출입국에 관한 사실증명 ()통 Certificate of Fact on Entry and Exit () copy(ies) <input type="checkbox"/> 외국인등록 사실증명 ()통 Certificate of Fact on Alien Registration () copy(ies) <input type="checkbox"/> 외국인등록 열람 ()건 Inspection of Alien Registration () time(s)			
출입국에 관한 사실증명의 영문 성명 병기신청 (국민만 해당) This question is for Koreans only	<input type="checkbox"/> 포함 Yes []미포함 No			
외국인등록 사실증명의 경우, 과거 등록번호(주민등록·외국인등록·국내거소신고 번호) 및 체류지 포함 여부 I want previous registration number and address to be shown on the Certificate of Fact on Alien Registration	과거 등록번호 Previous Registration Number	<input type="checkbox"/> 포함 Yes []미포함 No		
	과거 체류지 변동 사항 Previous Address	<input type="checkbox"/> 포함 Yes []미포함 No		
출입국 조회기간 (Reference Period For Entry and Exit)	부터(from) 까지(to)			
용도 (Purpose)				
신청인 (위임받은 사람) Applicant (Authorized Person)	성명 (Full name)		주민등록번호(외국인등록번호 또는 국내거소신고번호) Resident Registration No.(Alien Registration No. or Domestic Residence Report No.)	
	전화번호 (Telephone no.)		발급대상자와의 관계 (Relationship to Principal)	

「출입국관리법」 제88조 및 같은 법 시행규칙 제75조에 따라 위와 같이 사실증명의 발급·열람을 신청합니다.
I hereby apply for the issuance or inspection of Certificate of Fact under Article 88 of Immigration Act and Article 75 of Enforcement Rules of the Immigration Act.

년 Year 월 Month 일 Day
(서명 또는 인)(signature or seal)

OO출입국·외국인청(사무소·출장소)장, 시장·군수·구청장·읍장·면장·동장, 재외공관장 귀하
To the Chief of OO Immigration Office(Branch Office), City Office, District Office, Ward Office, Town Office, Township Office, Community Center or Overseas diplomatic mission

위임장 Power of Attorney

위 발급대상자(위임한 사람)는 위와 같은 사실증명의 발급·열람 신청 및 수령에 관한 사항을 위 신청인(위임받은 사람)에게 위임합니다.

I, the above Principal(authorizing person), hereby authorize the above applicant(authorized person) to apply for and receive the Certificate of Fact.

년 Year 월 Month 일 Day

발급·열람 대상자(위임한 사람) (서명 또는 인)
Name of Principal(Authorizing Person) (signature or seal)

Campus Map[Songdo campus]



- | | | | | | | |
|-----------------------|------------|-------------------------------|------------|-------------------|------------|----------|
| 01 대학본부 | 06 학산도서관 | 11 복지회관(학생식당) | 16 예술체육대학 | 19 산학협력관 | 24 전망타워 | 29 생명공학부 |
| 02 교수회관 | 07 정보기술대학 | 12 컨벤션센터 | 17 학생회관 | 20 스포츠센터
골프연습장 | 25 어린이집 | |
| 03 홍보관 | 08 공과대학 | 13 사회과학대학 법학부
글로벌경영대학 | 18-1 제1기숙사 | 21 체육관 | 26 온실 | |
| 04 경부전산원
(BM컨텐츠관) | 09 공동실용실습관 | 14 경영대학 동북아국제통상학부
동북아물류대학원 | 18-2 제2기숙사 | 22 학군단 | 27 제2공동실습관 | |
| 05 자연과학대학
생명과학기술대학 | 10 게스트하우스 | 15 인문대학 | 18-3 제3기숙사 | 23 강당·공연장 | 28 도시과학대학 | |



Incheon National University International Service Center

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22012, South Korea

Tel: 032-835-9856

E-mail: admission@inu.ac.kr Fax: 032-835-0736

[admission.inu.ac.kr/International Students](http://admission.inu.ac.kr/International_Students)