

# Admissions Guide for International Students - 2019 Spring Semester -

한국학  
대학원



한국학중앙연구원 한국학대학원  
The Graduate School of Korean Studies, The Academy of Korean Studies

## 1. About the Graduate School of Korean Studies

The Graduate School of Korean Studies is an affiliated institution of the Academy of Korean Studies("AKS"), which operates under the Korean Ministry of Education. It was established in 1980 to nurture scholars contributing to the development and globalization of Korean studies, through a liaison between the AKS' research capacity and graduate education.

As a research-oriented institution in the fields of humanities and social sciences pertinent to Korea, the Graduate School of Korean Studies has maintained its commitment to the highest quality teaching and research through eminent professors' close mentoring of students for the past 40 years. Our graduates are playing pivotal role in the various educational and research organizations of Korean studies around the world with their academic excellence.

Currently, approximately 270 students, including about 140 international students from 38 different countries, are enrolled in the master's and doctoral degree programs at the Graduate School of Korean Studies.

- **Tuition fees are fully waived** for international students.
- **The Government Grant** is provided to some selected international students.
- **Korean language courses are provided free of charge** to assist international students with academic writing, presentations, and discussions as well as communication skills.
- On-campus dormitory accommodations are available at the rate of **KRW543,000 per semester**, double occupancy.
- On-campus dormitory accommodations **for married couples** can be provided selectively.
- **A 4:1 student-faculty ratio** enables close one-on-one guidance of students by professors.
- Various kinds of courses are offered including interdisciplinary courses, independent study with student's own topic and research plans, and fieldwork. Students can also earn credits by publishing articles in accredited academic journals.

## 2. Programs Offered and Volumes of Recruitment

Programs	Divisions	Majors	Volume of Recruitment
Master's or Doctoral Degree Program	Humanities	Korean History, Diplomats and Bibliography, Philosophy, Korean Linguistics·Korean Literature	OO
	Culture and Arts	Anthropology·Folklore, Religious Studies, Musicology, Art History, Cultural Informatics·Human Geography	
	Social Sciences	Political Science, Economics, Sociology, Education	
	Global Korean Studies	Korean Culture and Society (Only available for master's degree program), Korean Classics and Global Communication (An interdisciplinary program)	
	4 Divisions	MA : 15 Majors / PhD : 14 Majors	
Research (Non-degree) Program	4 Divisions	15 Majors (Same as those provided for Degree Programs)	O

- ※ For detailed information on the curriculum of each major, please see the Graduate School of Korean Studies("GSKS")' website ([www.aks.ac.kr/univ](http://www.aks.ac.kr/univ))
- Introduction of GSKS(대학원 소개) - Curriculum Comparison(전공 및 교육과정)
  - Course for Each Major (per Division, per Major tap)(전공과목 (학부별, 전공별 탭)).

## 3. Eligibility

Classifications	Qualifications
Nationality	<p>Applicants must meet one of the following conditions:</p> <p>① Both the applicant and his/her parents are foreign nationals.</p> <p>② The applicant, either a foreign national whose parents are Korean national or a Korean national residing overseas, has completed education outside of Korea which is compatible with Korea's elementary, middle, high school and college education.</p>

Classifications	Qualifications
Educational Background	<ul style="list-style-type: none"> <li>○ In order to be qualified for <b>master's degree programs</b>:               <ul style="list-style-type: none"> <li>- Applicants who satisfy the above qualification ① in relation to their nationality must hold a bachelor's degree (or equivalent) conferred by a Korean or an overseas university at the start of the desired semester.</li> <li>- Applicants who satisfy the above qualification ② in relation to their nationality must hold a bachelor's degree (or equivalent) conferred by an overseas university at the start of the desired semester.</li> </ul> </li> <li>○ It is acceptable that applicants apply for a major which is not directly related to his/her undergraduate major.</li> </ul>
	<ul style="list-style-type: none"> <li>○ In order to be qualified for <b>doctoral degree programs</b>, applicants must hold a master's degree (or equivalent) at the start of the desired semester.</li> <li>○ In principle, applicants are requested to apply for a major which is the same as or closely related to their master's degree major. However, any graduate majors are acceptable for some doctoral degree program majors. For more details, please see the Attachment 1.</li> </ul>
	<ul style="list-style-type: none"> <li>○ In order to be qualified for a <b>research(non-degree) program</b>:               <ul style="list-style-type: none"> <li>- Applicants who satisfy the above qualification ① in relation to their nationality must hold a bachelor's degree (or equivalent) conferred by Korean or an overseas universities at the start of the desired semester.</li> <li>- Applicants who satisfy the above qualification ② in relation to their nationality must hold a bachelor's degree (or equivalent) conferred by an overseas university at the start of the desired semester.</li> </ul> </li> </ul>
Korean Language Proficiency	<ul style="list-style-type: none"> <li>○ Applicants must provide a <b>TOPIK score certificate of level 4 or higher</b>.</li> <li>○ If they do not have a valid TOPIK score certificate, applicants must take a phone interview held by the GSKS to evaluate their Korean language proficiency*.</li> </ul> <p>* Depending on the interview result, only those whose estimated TOPIK level is 4 or above will be considered to be qualified for a document screening.</p>

## 4. Selection Process

### A. 1<sup>st</sup> Process (If applicable) : Korean Language Proficiency Screening

- If applicants do not submit a valid\* TOPIK score certificate of level 4 or higher, the GSKS Korean language teachers conduct a phone interview to test their Korean language proficiency.

\* The TOPIK certificate should be valid on the date of application deadline.

### B. 2<sup>nd</sup> Process : Document Screening

- For those who passed the 1<sup>st</sup> process or have submitted a valid TOPIK score, a document screening is held.
- Overall evaluation of applicants' study plan, academic ability, language proficiency, and academic background (shown in personal statement and a recommendation letter) take place.

### C. 3<sup>rd</sup> Process : Face-to-Face or Skype Interview

- A face-to-face interview or a Skype interview is held to those who have passed the 2<sup>nd</sup> Process.
- Interview schedule will be informed individually. Applicants who do not participate in the interview are automatically disqualified.

## 5. Admission Schedule

Steps	Schedule	Remark
Online Application	2018. 10. 8.(Mon) 09:00 ~ 11. 2.(Fri) 17:00	<a href="http://www.aks.ac.kr/admission">www.aks.ac.kr/admission</a>
Documents Submission and Application Fee Payment	~ 2018. 11. 9.(Fri) 17:00	
Phone Interview to Test Korean Language Proficiency	2018. 11. 19.(Mon) ~ 11. 21.(Wed)	Only applicable for those who do not submit a valid TOPIK certificate of level 4 or higher

Steps	Schedule	Remark
Announcement of the Interviewees List	2018. 11. 30.(Fri) 18:00	<a href="http://www.aks.ac.kr/univ">www.aks.ac.kr/univ</a>
A Face-to-face or a Skype Interview	2018. 12. 4.(Tue) ~ 12. 6.(Thu)	
Announcement of the Final Selection Result	2018. 12. 26.(Wed) 18:00	<a href="http://www.aks.ac.kr/univ">www.aks.ac.kr/univ</a>
Beginning of a Semester	March 2019	

※ The above schedule may change under the unforeseen circumstances.

## 6. Application Details

### A. Online Application

- Application Period : 09:00 Monday 8 Oct ~ 17:00 Friday 2 Nov, 2018  
(Korea Time)
- Applicants' information and their ID photos should be saved/uploaded at [www.aks.ac.kr/admission](http://www.aks.ac.kr/admission).
- The completed online application form should be printed out, signed at the bottom and submitted with other required documents via postal service or in person.
- Personal information(contact number, email address, etc.) should be accurate.
- An English name should be the same as the one in the passport.
- For technical problems, please call +82-31-779-2796 or email at [eunjonge@aks.ac.kr](mailto:eunjonge@aks.ac.kr).

### B. Documents Submission

- Deadline : 17:00 Friday 9 Nov 2018
- A printed and signed online application form along with other required documents should be sent by post or delivered in person.

- Addressee :  
The Graduate School of Korean Studies, The Academy of Korean Studies  
Haogae-ro 323, Bundang-gu, Seongnam-si, Gyeonggi-do  
Republic of Korea (Postcode: 13455)

### C. Application Fee Payment

- Deadline : 17:00 Friday 9 Nov 2018
- Amount\* : KRW50,000 (or USD50)  
\* The amount received by the GSKS after the deduction of remittance charges incurred
- Account Information

	When paid with Korean Won	When paid with US Dollar
Account No.	270901-04-168472	270968-08-100314 (Bank Swift Code: CZNBKRSEXXX)
Account Holder	The Academy of Korean Studies	
Bank Name	KB Kookmin Bank	

- The name of a depositor must be the same with the applicant's.
- Application fee can't be returned. However, under the circumstances where applicants inevitably had to withdraw the application due to natural disaster, negligence of the university or a fault which is not attributed to the applicant, some or all of it can be returned.

## 7. Required Documents

### A. Online Application Form

- Applicants' information and their ID photos should be saved/uploaded at [www.aks.ac.kr/admission](http://www.aks.ac.kr/admission). The completed online application form should be printed out, signed at the bottom and submitted with other required documents via postal service or in person.
- Personal information(contact number, email address, etc.) should be accurate.
- An English name should be the same as the one in the passport.

## **B. A Graduation (or an Expected Graduation) Certificate(s) for All Previous Degree(s)**

- Documents must be original copies written in Korean or in English.
- If documents are written in a language other than Korean or English, they must be translated into either in Korean or in English and
  - ① verified by a notary; or
  - ② certified with an apostille; or
  - ③ confirmed by a Korean consulate in a country where the university an applicant was graduated from is located or by a consulate of a country where the university an applicant was graduated from is located in Korea; or
  - ④ confirmed by the issuing institute that the translation is correct.
- Applicants who graduated from **Chinese universities** must additionally submit Credentials Report in English issued by Confucius Institute in Seoul.
  - Application can be made online ([www.cis.or.kr](http://www.cis.or.kr)).
  - For more information, please call at +82-2-554-2688 or email at [cis88@cis.or.kr](mailto:cis88@cis.or.kr).
  - The usual processing time to issue the report is 30 days (excluding weekends or public holidays).
- If applicants cannot submit the expected graduation certificate due to the schools' timeline, certificate of enrollment and transcript which shows their latest grades should be submitted. The graduation certificate and final transcript should be submitted at the orientation. In this case, applicants for doctoral degree programs should submit additional proof of passing a qualification test for submission of a thesis as well as a graduation exam.

## **C. Official Transcripts for All the Previous Degree(s)**

- Documents must be original copies written in Korean or in English.
- If documents are written in a language other than Korean or English, they must be translated into either in Korean or in English and

- ① verified by a notary; or
- ② certified with an apostille; or
- ③ confirmed by a Korean consulate in a country where the university an applicant was graduated from is located or by a consulate of a country where the university an applicant was graduated from is located in Korea; or
- ④ confirmed by the issuing institute that the translation is correct.

**D. Personal Statement** (No more than 2 pages, in a free format)

- It must be written in Korean.
- Self-introduction(applicants' backgrounds, academic life, social activities, view of life, strengths and weaknesses, etc.) and study plan(reasons of application, academic goals, areas of academic interest, future plan after obtaining a degree, etc.) can be described.

**E. Research Plan** (No more than 3 pages, in a free format)

- It must be written in Korean.
- Referring to the introduction of a general master's degree thesis, applicants should include a research title, background and importance of the research, research object, analysis of the previous research, research method, distinct feature of the research(originality and applicability), and bibliography.

**F. A Letter of Recommendation (in a prescribed form)**

- Applicants must submit a letter of recommendation written by either their academic advisor or the dean of the department of their undergraduate/graduate school.
  - ※ A letter written by a teacher from a language school does not count.
- It must be written in Korean or in English.
- Recommenders must fill in the prescribed form which is downloadable at the GSKS website, seal the envelope and sign across the envelope seal.
- It can be either sent directly from recommenders to the Director of Academic and Student Affairs at the GSKS or included in the application package sent by the applicants.

**G. Score certificate of TOPIK (If applicable)**

- Only a valid score certificate of TOPIK level 4 or above at the application deadline is acceptable.
- A TOPIK score certificate should be either an original copy issued by the holding institution or a copy printed at the TOPIK website (<http://www.topik.go.kr/>).
- Applicants who do not submit a valid TOPIK score certificate should take a phone interview held by the GSKS to test their Korean language proficiency.

**H. A copy of the first two pages of the applicant's passport**

**I. Payment receipt for the application fee**

**J. An abstract of the master's degree thesis written in Korean** (only applicable to applicants for a doctoral degree program)

**K. A master's degree thesis** (only applicable to interviewees for a doctoral degree program)

**8. Announcement of the Final Selection Result**

- A. When : 18:00 Wednesday 26 Dec 2018
- B. Where : GSKS website ([www.aks.ac.kr/univ](http://www.aks.ac.kr/univ))

**9. Important Notes for Applicants**

- A. Applicants' information provided in the application form must be authentic and truthful. If provided information turns out to be false or untruthful, the applicant's admission can be revoked.
- B. Additional documents might be requested, if they are considered necessary for the admission process.
- C. All documents must be submitted by postal service or in person. Only the

documents that arrive before the deadline ends are acceptable.

- D. The scores/grades of the admission are not open to the public including applicants themselves.
- E. Documents submitted will not be returned to the applicants.

## 10. Research (Non-Degree) Program

The Research (Non-degree) Program is designed for those with a bachelor's degree who wish to complement their studies by attending GSKS for one year maximum. Admission procedure and required documents for application are same as those for degree programs. Those admitted to the program **must pay tuition fees** and **get enrolled at least one course per semester**, to which no credit is given. An academic advisor can be assigned to a student, and the Certificate of Enrollment/Completion can be issued. Students are accessible to the same facilities as degree students, including a library and dormitory accommodation, but ineligible for financial aid and scholarships.

## 11. Students' Responsibilities to Develop Korean Language Skills

- A. Once admitted, international students must take a Korean language proficiency test held by the GSKS. Based on the test result, each international student will be placed in a specific level of Korean language course.
- B. Korean language courses are noncredit and graded pass/fail.
- C. In order to be qualified for submission of a dissertation, international students must receive minimum 70 score out of 100 in a Korean language proficiency test held by the GSKS. Those who obtain TOPIK level 6 are exempt from this exam.

## 12. Others

- A. Tuition-Exemption Scholarship is offered to all international students during their coursework period unless they are placed under academic probation or disciplinary actions taken against them.
- B. Comparably competent international students who showed excellence in admission scores are provided with the Government Grant.
- C. Students should pay their boarding fees and other living expenses at their own expense.
- D. For admitted Korean nationals residing abroad, graduation requirement in terms of curriculum to follow is the same with the one for international students.

## 13. Contact Information & Transportation

- A. Inquiries for admissions
  - Tel : +82-31-730-8183
  - E-mail : nylee@aks.ac.kr
- B. Inquiries for technical problems when applying online
  - Tel : +82-31-779-2796
  - Email : eunjonge@aks.ac.kr
- C. Transportation : Please refer to <http://intl.aks.ac.kr/english/viewforum.php?f=5>.

- Address:  
Office of Academic & Student Affairs  
The Graduate School of Korean Studies, The Academy of Korean Studies  
Haogae-ro 323, Bundang-gu, Seongnam-si, Gyeonggi-do  
Republic of Korea (Postcode: 13455)
- Tel: +82-31-730-8183
- Website:
  - <http://intl.aks.ac.kr/english>(AKS in English) - Graduate School of Korean Studies
  - <http://www.aks.ac.kr/univ>(GSKS in Korean)
- Fax: +82-31-730-8189
- Email: nylee@aks.ac.kr

[Attachment 1]

**Recognized Similar Fields of Study  
for the Applicants of Doctoral Degree Programs**

Division	Major	Recognized Master's Degree Majors Which Each Major Accepts for its Doctoral Degree Programs Applicants
Humanities	Korean History	History, Korean History, History Education, Korean History Education, Archaeology, Archaeological Anthropology, Archaeology and Art History, Oriental History, Western History, Korean Studies(History, North Korean Studies)
	Diplomatics and Bibliography	Paleography, Library Science, Bibliography, Library and Information Science, Records Management, Korean History
	Philosophy	Any majors are acceptable.
	Korean Linguistics·Korean Literature	Korean Language and Literature, Korean Language Education, Linguistics, Chinese Literature, Chinese Classics Education, Creative Writing, Korean Studies(Korean Linguistics and Korean Literature), Korean Language Education (as a Foreign Language)
Culture and Arts	Anthropology ·Folklore	Any majors are acceptable.
	Religious Studies	Any majors are acceptable.
	Musicology	Musicology, Korean Classical Music, Music Education, Korean Studies(Musicology), Korean Music
	Art History	Archaeology and Art History, Korean Art History, Oriental Art History, Science of Arts, Arts Education
	Cultural Informatics·Human Geography	Any majors are acceptable.
Social Sciences	Political Science	Any majors are acceptable.
	Economics	Any majors are acceptable.
	Sociology	Any majors are acceptable.
	Education	Any majors are acceptable.
Global Korean Studies	Korean Classics and Global Communication	Any majors are acceptable.

※ Depending on the field of study in which a doctoral degree program applicant majored for his/her master's degree, admissions can be restricted. The final decision on the acceptability of the applicant's master's degree major will be made on the basis of the courses taken for the master's degree program as well as the master's degree thesis topic. The acceptability of applicants who majored in Korean Culture and Society at the GSKS for their master's degree will be also decided according to the topic of their master's degree thesis.

## [Attachment 2-1]

### Letter of Recommendation

**To the Applicant:** Please fill in the following section and deliver this form to the one who can relate specific and relevant details about your performance in administrative and academic settings. This recommendation should be written either by a) your academic advisor or b) dean of the department in your undergraduate/graduate school.

Name of Applicant		(Family Name)		
		(Given Name)		
Date of Birth		(Year/Month/Date)	Nationality	
Desired Program	Program	<input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctoral Degree <input type="checkbox"/> Research (Non-degree)		
	Major			

**To the Recommender:** The person named above has applied for the graduate program of the Graduate School of Korean Studies in the Academy of Korean Studies. It would be greatly appreciated if you could provide a candid appraisal of the applicant's achievement by answering the following questions.

1. How long have you been known the applicant? In what relation?
2. What do you consider to be the applicant's strengths?
3. What do you consider to be the applicant's weaknesses?
4. How well do you think the applicant has thought out plans for his/her graduate study?

5. Please comment on the applicant's performance record, potential, or personal qualities which you believe would be helpful in considering the applicant's application for the proposed degree program.

6. Please assess the applicant's qualities in the evaluation table given below. Rate the applicant compared to other classmates who are/were in the same school year with him/her.

Classification	Truly Exceptional	Excellent	Very Good	Good	Below Average	N/A
	Top 2%	Top 10%	Top 25%	Middle 50%	Lower 25%	
Academic Achievement						
Future Academic Potential						
Integrity						
Responsibility/Independence						
Creativity/Originality						
Communication Skills						
Interpersonal Skills						
Leadership						

Please provide your personal and institutional information below.

Name		Position	
Department			
Institution	Name		
	Address		
	Postal Code		
Telephone		Fax	
Email		Signature	

Date(YYYY/MM/DD) : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Once completed, please enclose the form in an envelope, seal it and **SIGN ACROSS THE ENVELOPE SEAL**. You can either send it to the applicant or to the following address:

Director of Academic and Student Affairs  
 The Graduate School of Korean Studies  
 The Academy of Korean Studies  
 Haogae-ro 323, Bundang-gu, Seongnam-si, Gyeonggi-do, Republic of Korea (Postcode: 13455)  
 Tel: +82-31-730-8183 | Fax: +82-31-730-8189 | Email: nylee@aks.ac.kr

Please note that letters which are not sealed and signed will not be accepted. Thank you for your cooperation.

## [Attachment 2-2]

# 추천서

**[지원자 작성]** 지원자 여러분께서는 다음 표를 작성하시어 학문적/행정적인 면에서 구체적으로 평가해 줄 수 있는 한 분의 추천인에게 본 추천서 양식을 전달해주시기 바랍니다. **추천인은 지원자 출신 학교의 지도교수 또는 학과장이어야 합니다.**

지원자 성명		(성)	
		(명)	
생년월일(년/월/일)		국적	
지원 내용	과정	<input type="checkbox"/> 석사 학위 과정	<input type="checkbox"/> 박사 학위 과정 <input type="checkbox"/> 연구(비학위) 과정
	전공		

**[추천인 작성]** 한국학중앙연구원 한국학대학원에 지원한 위 지원자의 업적과 관련하여 다음 질문에 솔직하게 답하여 주시면 감사하겠습니다.

1. 지원자와 어떤 관계이며 얼마나 오랫동안 알고 지내셨습니까?
2. 지원자의 장점은 무엇이라고 생각하십니까?
3. 지원자의 단점은 무엇이라고 생각하십니까?
4. 지원자가 본 대학원에서의 수학에 대해 얼마나 숙고 · 계획하였다고 생각하십니까?

5. 지원자의 학업성취도, 발전가능성 및 자질과 관련하여 본 대학원 입학 전형에 도움이 될만한 사항을 기재해주시기 바랍니다.

6. 지원자의 자질을 동급생과 비교·평가하여 다음 표에 항목별로 체크(√)하여 주시기 바랍니다.

구분	매우 우수	우수	양호	보통	평균 이하	해당사항 없음
	상위 2%	상위 10%	상위 25%	상위 50%	하위 25%	
학업성취도						
발전가능성						
성실성						
책임감/독립심						
창의성						
의사소통능력						
대인관계						
리더쉽						

귀하의 인적사항, 소속 및 연락처를 기재하신 후 서명하여 주십시오.

성명		직위	
부서			
소속기관	이름		
	주소		
	우편번호		
전화번호		팩스번호	
이메일		서명	

2018년       월       일

본 추천서를 작성하신 후 봉인하여 봉투 입구에 서명 또는 날인하시어 아래 주소로 발송하거나 지원자에게 전해주시기 바랍니다.

(우편번호 13455) 경기도 성남시 분당구 하오개로 323  
 한국학중앙연구원 한국학대학원 교학처장  
 전화: +82-31-730-8183 | 팩스: +82-31-730-8189 | 이메일: nylee@aks.ac.kr

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