

www.hufs.ac.kr/gra

**Special & General Admission Guide for
Graduate School of Hankuk University
of Foreign Studies, Spring 2018**



한국외국어대학교 대학원

THE GRADUATE SCHOOL OF HANKUK UNIVERSITY OF FOREIGN STUDIES

I. Application for Prospective Students

- ▶ Applicants are permitted respectively for Master`s and Doctoral and Integrated MA/PhD programs by the prescribed documents and oral interview

II. Admission Process & Graduate Division

Division	Department	Program			Major
		Master`s	Ph.D	Integrated MA/PhD	
Social & Human Sciences	English Linguistics	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	English Linguistics
	English Literature	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	English Literature
	English Translation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Translation Studies
	French Language and Literature	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	French Linguistics
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	French Literature
	German Language and Literature	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	German Linguistics
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	German Literature
	Russian Language and Literature	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Russian Linguistics
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Russian Literature
	Spanish Language and Literature	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Spanish Linguistics
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Spanish Literature
	Italian Language and Literature	<input type="radio"/>	/	/	Italian Linguistics
		<input type="radio"/>	/	/	Italian Literature
	Portuguese Language and Literature	<input type="radio"/>	/	/	Portuguese Linguistics
<input type="radio"/>		/	/	Portuguese Literature	

Scandinavian Language and Literature	○	/	/	Swedish Linguistics
				Swedish Literature
Teaching English to Speakers of Other Languages	○	○	○	TESOL
Japanese Language and Literature	○	○	○	Japanese Linguistics
				Japanese Literature
Chinese Language and Literature	○	○	○	Chinese Linguistics
				Chinese Literature
India-ASEAN Languages, Literature and Translation	○	/	/	Hindi Linguistics
				Hindi Literature
				Hindi Translation
				Malay-Indonesian Linguistics
				Malay-Indonesian Literature
				Malay-Indonesian Translation
				Thai Linguistics
				Thai Literature
				Thai Translation
				Vietnamese Linguistics
				Vietnamese Literature
				Vietnamese Translation
Middle East Language and Literature	○	/	/	Arabic Linguistics
				Arabic Literature
				Turkish Linguistics
				Turkish Literature
African Language and Literature	○	/	/	Persian Linguistics
				Persian Literature
				African Linguistics
				African Literature
Central and East European Language and Literature	○	○	○	Polish Linguistics
				Polish Literature
				Rumanian Linguistics
				Rumanian Literature
				Hungarian Linguistics

					Hungarian Literature	
					Yugoslav Linguistics	
					Yugoslav Literature	
					Czech Linguistics	
					Czech Literature	
						Bulgarian Linguistics
						Bulgarian Literature
	Comparative Literature			○		Comparative Literature
	Linguistics and Cognitive Science	○	○	○		Linguistics
	Philosophy	○	○	○		Western Philosophy
		○	○	○		Oriental Philosophy (Asian Studies)
	History	○	○	○		Korean History
○		○	○		Asian History	
○		○	○		Western History	
Social & Human Sciences	Information and Archival Science	○	○	○	Archives	
	Global Cultural Contents	○	○	○	Cultural Contents	
	Turkic, Central Asian and Mongolian studies	○	○	○	Politics·Economics	
					Humanity·Sociology	
	International Affairs	○	○	○	Politics	
					Economics	
					Socio & Cultural Affairs	
	Political Science and International Relations	○	○	○	Politics	
Public Administration	○	○	○	Public Administration		
Law	○	○	○	Public Law		

					Private Law	
	Media and Communication	○	○	○	Media and Communication	
	International Economics and Law	○	○	○	International Trade	
	Economics	○	○	○	Economics	
			/	/	Financial Economics	
	Management	○	○	○	Business Administration	
	International Business	○	○	○	International Business	
			○	○	○	International Finance
			○	○	○	Management Information Systems
	Global Sports	○	/	/	Global Sports Management	
			○	/	/	Global Sports Science
	Korean Language and Literature	○	○	○	Korean Linguistics	
				○	○	Korean Literature
				/	/	Teaching Korean as a Foreign Language
	KFLT (Korean as a Foreign Language & Translation)	○	○	/	Korean Translation as a Foreign Language	
	Education	○	○	○	Educational Policy	
					Counseling Psychology	

Division	Department	Program			Major
		Master`s	Ph.D	Integrated MA/PhD	
Natural Science	Mathematics	○	○	○	Mathematics
					Mathematical Finance

	Physics	○	○	○	Physics
	Chemistry	○	○	○	Chemistry
					Biochemistry
	Statistics	○	○	○	Statistics
	Environmental Science and Engineering	○	○	○	Environmental Science
Atmospheric and Environmental Science					
Bioscience and Biotechnology	○	○	○	Biotechnology	
Engineering	Information Communications Engineering	○	○	○	Information Communications Engineering
	Electronics Engineering	○	○	○	Electronics Engineering
	Computer and Electronic Systems Engineering	○	○	○	Computer Engineering
					Electronic Systems Engineering
Industrial and Management Engineering	○	○	○	Data Analytics	
				Industrial Management Engineering	
Interdisciplinary program	Global Multi-modal Convergence Major	○	○		Global Multi-modal Convergence Major

III. Eligibility

1. Master`s Program or Integrated MA/PhD Program

[Special Admission]

1) For those having successfully completed a Bachelor`s degree or expected to earn one

in February, 2018* with at least 3.0/4.5 GPA

*March, 2018 for those who will graduate from a Japanese university

(Self-Education Service and Academic Credit Bank System is only available for the degree recipient)

2) For those equivalent to the above approved by the related academic policy

[General Admission]

1) For those having successfully completed a Bachelor`s degree or expected to earn one in February, 2018*.

*March, 2018 for those who will graduate from a Japanese university

(Self-Education Service and Academic Credit Bank System is only available for the degree recipient)

2) For those equivalent to the above approved by the related academic policy

2. Doctoral Program

[Special Admission]

1) For those having successfully completed a Master`s degree or expected to earn one in February, 2018* with at least 3.5/4.5 GPA

*March, 2018 for those who will graduate from a Japanese university

2) For those equivalent to the above under permission of the dean of graduate school

[General Admission]

1) For those having successfully completed a Master`s degree or expected to earn one in February, 2018*.

*March, 2018 for those who will graduate from a Japanese university

2) For those equivalent to the above under permission of the dean of graduate school

IV. Admission Evaluation Process

1. Evaluation Process : Examination of Documents and Oral Interview

1) Document Examination

- Applicants of Master`s and Integrated MA/PhD program: grade of undergraduate school

- Applicants of Doctoral program: grade of graduate school

2) Oral Interview : Please refer to Evaluation Factors indicated below

2. The Distribution Chart of Evaluation Factors

Master`s program or Integrated MA/PhD program			Doctoral program		
Evaluation Segment	Evaluation Standards	pts	Evaluation Segment	Evaluation Standards	pts
Document	The grade of undergraduate school	50	Document	The grade of graduate school	40
Interview	1. Research proposal of major 2. Academic knowledge for major 3. Academic aptitude & sincerity	50	Interview	1. Research career (a master`s thesis, work or translated one) 2. Work experience 3. Research proposal of major 4. Academic knowledge for major 5. Academic aptitude & sincerity	60
Total		100	Total		100

3. Additional Advantage

- 1) The additional 5% of the total score is authorized for Master's or Integrated MA/PhD applicants having completed a Bachelor`s degree which is completely identified or corresponds to the prospective major of graduate school.
- 2) The additional 5% of the total score for the indicated below
 - a) Master`s or Integrated MA/PhD applicants with the designated scores of English Proficiency Test of a 750 for FLEX, TOEFL(CBT 250, IBT 100), 850 for TOEIC, or better scores than stated above.
(Please be sure that the certificate is before expiry)
 - b) Doctor`s applicants with more than 1 year experience of full-time instructor or 5 year`s part-time one at any university(communitiy college) in Korea or an overseas country

♣ Non-attendance for oral interview will disqualify you with any reason.

V. Admission Process Time-Table

[Special Admission]

Steps for Applying	Date	Place	Notes
Online Application	2017-10-10(Tue) 09:00 ~ 10-16(Mon) 17:00	www.hufs.ac.kr/gra → Admission → Application Document	Application available for 24hrs (the closing date only valid by 17:00)
Document Submission		Seoul Campus : The Administration Office of Graduate School Global Campus : Academy Support Center and Registrar	Mail-in or In-person Application available by the closing date
Applicants Notice & Interview Location	2017-10-26(Thu) 14:00	www.hufs.ac.kr/gra → Admission Notice	Please visit our homepage
Oral Interview	2017-10-28(Sat) 10:00	The designated interview location(Seoul-Campus)	Identification & Test identification slip on the interview day in the waiting room by 9:50
Announcement	2017-11-16(Thu) 14:00	Graduate School Homepage	Please visit our homepage (No personal notice)
Registration	2017-11-20(Mon) ~ 11-24(Fri)	Registration available through virtual account from nationwide branches of Woo-Ri Bank	Enrollment Notice available from our homepage

[General Admission]

Steps for Applying	Date	Place	Notes
Online Application	2017-11-13(Mon) 09:00 ~ 11-17 (Fri) 17:00	www.hufs.ac.kr/gra → Admission → Application Document	Application available for 24hrs (the closing date only valid by 17:00)
Document Submission		Seoul Campus : The Administration Office of Graduate School Global Campus : Academy Support Center and Registrar	Mail-in or In-person Application available by the closing date
Applicants Notice & Interview Location	2017-12-07(Thu) 14:00	www.hufs.ac.kr/gra → Admission Notice	Please visit our homepage
Oral Interview	2017-12-09(Sat) 10:00	The designated interview location(Seoul-Campus)	Identification & Test identification slip on the interview day in the waiting room by 9:50

Announcement	2017-12-21(Thu) 14:00	Graduate School Homepage	Please visit our homepage (No personal notice)
Registration	2017-12-26(Tue) ~ 12-29(Fri)	Registration available through virtual account from nationwide branches of Woo-Ri Bank	Enrollment Notice available from our homepage

* Admission Guide distributed at :

- Seoul Campus : The Administration Office of Graduate School
- Global Campus : Academy Support Center and Registrar

VI. Admission Requirements

Master's and Integrated MA/PhD program

- ▶ A copy of online application form(Document Preparation & Output available on Internet)
(※ Your picture is required to proceed online application.)
- ▶ A copy of the final or scheduled diploma of undergraduate or graduate school for a master`s, Integrated MA/PhD, or doctoral program applicants(**The final transcript only available for transfer students**)
- ▶ A copy of research proposal(**Download** available on our homepage)
- ▶ A copy of consent of Academic Record Verification(**Download** available on our homepage)

Doctoral program

- ▶ A copy of online application form(Document Preparation & Output available on Internet)
(※ Your picture is required to proceed online application.)
- ▶ A copy of the final or scheduled diploma of graduate school for master's degree (**The final transcript only available for transfer students**)
- ▶ A copy of research proposal(**Download** available on our homepage)
- ▶ A copy of consent of Academic Record Verification(**Download** available on our homepage)

Foreign Applicants – International Students

- ▶ Any document not written in Korean or English must be translated into Korean or English and notarized by embassy or notary's office.
- ▶ Applicants who have achieved Diploma abroad should submit Certificate of Graduation and Transcript as below:

1) Those who graduated from Chinese university should submit "certificate of graduation", "diploma", "transcript" and "certificate of verification(or credentials report) from China Academic Degrees & Graduate Education Development Center."

2) Those who graduated from foreign countries except China should submit "certificate of graduation(or diploma)", "transcript" with the "verification of Apostille".

*It will take long time to get Apostille or credentials report, so HUFS recommends that students apply for the issue of those documents.

Other documents

▶ An original copy of English Proficiency Test score(FLEX, TOEFL, TOEIC) for some extra points among applicants of a master`s or Integrated MA/PhD program

▶ A copy of a graduate thesis or relevant records of work experience for a doctoral program applicants

▶ A certificate of completion of HUFS TESOL Professional Education Center for some extra points among applicants of a master in TESOL department.

▶ A copy verifying lecturing career for some extra points among a doctoral program applicants

▶ A copy of any certificate directly relevant to the applied major(For the applied only)

*We will return the printed thesis after the oral interview, but do not return the other documents with any reason.

Additional documents of Foreign Applicants

▶ A copy of passport OR a copy of alien registration card

▶ An original copy of the certificate of Language Proficiency Test (Korean or English)

1) Korean Proficiency Test (TOPIK or KLPT) on the level of 3(submit 4 before graduation) and over or English Proficiency Test (TOEFL CBT 210, IBT 80, FLEX 550, TEPS 550, IELTS 5.5 and over).

2) No acceptance of the out-of-date score (The score must be valid as of the initial day of application)

3) Foreign Applicants must submit a copy of the Language Proficiency Test transcript equivalent to the above mentioned 1) clause.

*Submission of Language Proficiency Test score is waived if :

(1) applicant is from the country of which mother tongue is English

(2) applicant has achieved Bachelor`s, Master`s or Doctoral degree from the English-speaking country

(3) applicant has achieved Bachelor`s, Master`s or Doctoral degree from one of the Korean universities

(4) applicant has been selected as a scholarship grantee from Korean government or its affiliated organization

▶ A Financial Certification (Download available on our homepage)

▶ An applicant`s, parents` or financial guarantor`s bank certificate of deposit balance which shows that there is US \$20,000 or more(deposit must be 1 month or over,

expiration date must be after April of 2018).

VII. Application Fee

- A master`s program : 90,000won(KRW)
 - An Integrated MA/PhD or doctorate program : 95,000won(KRW)
 - ※ Additional Internet Application Charge(5,000won)
- Application fee is not refundable after the interview.

VIII. Instructions

☞ Reference to Application and Admission Process

- ▶ All your information from application documents is updated and maintained, once you are successfully enrolled. Therefore, please make sure to examine if there is any false entry from your information. We are not responsible for any type of disadvantages derived from your mistakes, and please do not slip your mind that you must print out your online documents to confirm whether there is any mistake before submission.
- ▶ It is only before your payment that you are allowed to modify your information on the documents, so please be careful to follow your process always with reliable information.
- ▶ Once you fill out your application, you must complete the admission fee. If not, you will not be permitted to successfully apply.
- ▶ Your application number is automatically available on our homepage.
- ▶ Master`s or Integrated MA/PhD applicants from transfer should mark as the following (The entrance date of university for your transfer date, The name of university and GPA for your final school)
- ▶ A name of overseas university must be presented in full name only, and please fill in the name in English.
Ex) .델라웨어대학교(x) -> University of Delaware(○)
.와세다(早稻田)대학교(x) -> Waseda University(○)
- ▶ Much detailed research proposal is welcomed since it is considered to be reference of evaluation for oral interview.

- ▶ You will be **never** permitted to enroll school in case of illicit admission such as a false entry, falsification, and etc.
- ▶ Submitted documents and application fee will not be returned, and mentioned items from the documents cannot be altered randomly.
- ▶ Application materials by ordinary(registered) mail must be the original, and the mail-in applications will **only** be accepted if received until the **due date**.(any duplicate must be approved by enclosing the original in the case that you are not able to issue another original document and to submit it.)
- ▶ If applicants cannot come to Korea on the date of oral interview, please ask to gsadmin@hufs.ac.kr for the SKYPE interview. We only accept the application of SKYPE interview for the unavoidable reason. (We do not guarantee of doing SKYPE interview on the moment you apply through e-mail. After we get the application form of SKYPE interview, we will ask to each department whether they will do the SKYPE interview or not.)

VIII. Tuition Fee

Division	Human&Social Sciences	Natural Science	Engineering
Admission Fee	1,070,000won	1,070,000won	1,070,000won
Tuition Fee	4,313,000won	4,940,000won	5,756,000won
Total	5,383,000won	6,010,000won	6,826,000won

※ It is required that there should be another deposit of **530,000won** following after the announcement for the successful applicants during the registration period. The rest of the tuition fee must be completed within the payment dates we will inform you later.

※ The amount of the above can be changed by the regulation of HUFs Graduate School.

- ▶ We do not inform you the announcement for the successful applicants in person, so please visit our homepage for you to make sure if you are qualified, and print out the tuition bill

X. Other Notice

- ▶ Those who have been accepted as an expected graduate
 - must submit their certificate of graduation(or diploma)
 - must submit their final transcript which includes the grades of all semesters
- * Submission deadline : 2018-02-23(Fri), If those documents are not arrive by that

day, the entrance qualification can be nullified.

- * If you do not graduate, the qualification will be nullified. In this case, you can get refund for tuition fee by submitting relevant documents.

XI. Scholarships

► Scholarships Offered by HUFS Graduate School

A. The HUFSSan Scholarship

- Eligibility: Graduates of a HUFS undergraduate program with a GPA higher than 3.5/4.5
- Number of Beneficiaries: Two or four persons for each department for each school year (through departmental review processes)
- Amount: 100% tuition waiver for 4 semesters or 2 semesters
- Disqualification: Failure to maintain the GPA over 4.0/4.5 for each semester
 - * HUFSSan Scholarship condition can be changed
 - * If you are selected as a HUFSSan Scholarship grantee, you must work as a T/A in your department.

B. Entrance Exam Excellence Scholarship

- Eligibility: In-coming graduate students
- Number of Beneficiaries: eight (priorities given by grade ranking)
- Amount: 50% tuition waiver

C. Academic Excellence Scholarship

- Eligibility: Registered students
- Number of Beneficiaries: About 30% of the registered students by department (selection based on departmental criteria)
- Amount: KRW 1,400,000 each semester

D. Departmental Assistant Scholarship

- Eligibility: Registered students in departments without the HUFSSan Scholarship recipients
- Number of Beneficiaries: One person per semester
- Amount: KRW 1,600,000 each semester

E. Foreign Student Scholarship

- Eligibility: Students with a foreign citizenship
- Number of Beneficiaries: 15 students in the Master's program
12 students in the Ph.D. program
- Amount:
 - Graduate-Master's program
 - Humanities and Social Science divisions: 50% tuition waiver for 4 semester
 - Natural Science and Engineering Divisions: 100% tuition waiver for 4 semesters
 - Graduate-Ph.D. program: 100% tuition waiver for 4 semesters

F. Overseas Koreans Foundation Scholarship

- a. Eligibility: Students admitted through recommendation by the Overseas Koreans Foundation
- b. Number of Beneficiaries: Undetermined (between 10 and 100)
- c. Amount: 100% tuition waiver for 4 semesters
- d. Disqualification: Failure to maintain the GPA over 3.0 for each semester

G. Other Scholarships

Other scholarship opportunities include Student Leader Scholarships and HUFS-GS Administrative Assistant Scholarships.

► Scholarships Offered by External Organizations

A. Korean Government Scholarship

- a. Eligibility: Students admitted through a governmental recruit program
- b. Number of Beneficiaries: Undetermined (between 10 and 100)
- c. Amount: 100% tuition waiver for 4 semesters and first-semester entrance fees
- d. Disqualification: In the event the recipient's GPA goes below 80 percent at any semester, the host agency may issue a warning.

B. Korea Student Aid Foundation; Scholarship for Graduate School students

- a. Eligibility: Registered students in the 2nd or 3rd semester
- b. Selection Procedure: Korea Student Aid Foundation announces the scholarship opportunities at the beginning of the year, and selection is based on the review of the statement of research objectives submitted during the announced period.
- c. Amount: KRW 4,000,000 for each semester.(upto 2 semesters)

Address	Graduate School Administration Team 1, 107, Imun-ro, Dongdaemun-gu, 02450, Seoul, Republic of Korea
TEL / FAX	TEL) 02-2173-2386~7 FAX) 02-2173-3369
Website	http://hufs.ac.kr/gra

*Maps

Seoul Campus



1. Main(Administration) Building
2. Humanities Building
3. Institute of Teaching and Learning Development
4. Foreign Language Training and Testing Center
5. International Building
6. Graduate Schools
7. University Press Center
8. Faculty Office Building I
9. Faculty Office Building II
10. University Library
11. Cafe Atti
12. Social Science Building
13. Student Hall and GlobeeDorm
14. Law School Building
15. Open Air Theater
16. Hufs Historical Archives
17. Minerva Complex
18. Minerva Square
19. Main Gate & Information Office
20. Cyber Building