

2016 Spring Admission Guide for the Graduate School of Politics, Government, and Communication

I. Application Timeframe

1. The First Round of Spring Admission

Stage	Schedule	Venues & Websites	Notes
On-line Application	Wednesday, May 4 ~ Friday, May 20, 2016	http://www.hufs.ac.kr/user/gsp	The Internet accepts applications 24 hours a day during this period.
*Submission of Application Documents	Wednesday, May 4 ~ Friday, May 20, 2016	Graduate School Administration Team 2 (Room #111)	
Interview	Saturday, June 11 , 2016	Location to be announced	
Announcement of Admitted Candidates	Friday, July 1, 2016	http://www.hufs.ac.kr/user/gsp	

2. The Second Round of Spring Admission

Stage	Schedule	Venues & Websites	Notes
On-line Application	Wednesday, June 15 ~ Tuesday, June 28, 2016	http://www.hufs.ac.kr/user/gsp	The Internet accepts applications 24 hours a day during this period.
*Submission of Application Documents	Wednesday, June 15 ~ Tuesday, June 28, 2016	Graduate School Administration Team 2 (Room #111)	

Interview	Saturday, July 16, 2016	Location to be announced	
-----------	----------------------------	--------------------------	--

Announcement of Admitted Candidates Friday, August 5, 2016 <http://www.hufs.ac.kr/user/gspss>

▶ Ø All submissions should be delivered to the following address: GSPS Office (Room #111), Hankuk University of Foreign Studies, 107 Imun-ro, Dongdaemun-gu, Seoul 130-791, Korea The office is open every day from 14:00~21:00 except weekends and holidays.

II. Enrollment

Course	Department	Major	Students to be admitted
M.A.	Department of Public Audit & Policy	- Public Policy	00
		- Public Administration	
	International Affairs & National Security	- International Affairs & National Security	
		- North Korea	
	Media and Communication	- Media and Communication	
Culture and Entertainment	- Culture and Entertainment		

III. Qualifications

- A. An undergraduate degree or above from an accredited 4-year domestic or overseas university (※ Those who are expected to graduate by August, 2014 are also eligible to apply)
- B. Students who have earned credits through the self-educated or academic credit bank systems are also eligible to apply to the M.A. program only if they hold a bachelor's degree from one of *Korea's accredited institutes* by the time of application.
- C. International students are required to prove their Korean proficiency level by submitting a certificate of TOPIK level 3 or higher (Students need to achieve TOPIK level 4 or higher before graduation).
Otherwise, international applicants have to submit one of the following English qualifications: TOEFL (550 PBT/210 CBT/80 IBT or above), IELTS (an overall grade of 5.5 or above), FLEX (550 or above), TEPS (550 or above).

IV. Admission Selection Process

A. Document evaluation

B. Interview (Preference is given to those who have professional experience in the major that they select)

V. Required Documents

A. A. Application form (Complete the form online and print it out)

B. B. Study Plan (Download the form from <http://www.hufs.ac.kr/user/gsp>)

C. C. 1 copy of diploma (or a proof of prospective graduation) and an official transcript

▶ Ø Academic-related documents should be authenticated by a Apostille or consular legalization

▶ Regarding Apostille

Apostille is a certification process that authenticates documents. Under the Hague convention, the member states have agreed to recognize public documents issued by other signatory countries if those public documents are authenticated by the attachment of an internationally recognized form of authentication known as an apostille. If candidates are not from the signatory states, they instead need to submit academic documents authenticated by consular legalization stamps. Chinese students can obtain notarized academic documents at the Confucian Institute in Seoul. For more information, please visit <http://www.cis.or.kr/>. Notarization will be considered as valid as consular legalization.

※ Signatory States

Region	Signatory States
Asia, Oceania	Australia, Macao, Hong Kong, Israel, Japan, Republic of Korea, New Zealand, Brunei, Cook Islands, Fiji, India, Kazakhstan, Marshall Islands, Mauritius, Samoa, Seychelles, Tonga, Niue (18 countries)
Europe	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxemburg, Malta, Monaco, the Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Macedonia, Turkey, Ukraine, United Kingdom of Great Britain and Northern Ireland, Andorra, Armenia, Azerbaijan, Lichtenstein, Moldova, San Marino (47 countries)
America	The United States, Argentina, Mexico, Panama, Surinam, Venezuela, Antigua and Barbuda, Bahama, Barbados, Belize, Colombia, Dominica, Ecuador, El Salvador, Grenada, Honduras, Saint Vincent, Trinidad and Tobago, Saint Lucia, Saint Kitts and Nevis (20 countries)
Africa	South Africa, Botswana, Lesotho, Liberia, Namibia, Swaziland, Malawi (7

	countries)
--	------------

- D. Certificate of employment (if applicable)
- E. 3 photos
- F. Language Proficiency Certificate: international students should submit either of the followings
- TOPIK Certificate of Level 4 or Higher
 - English Qualifications: TOEFL (550 PBT/210 CBT/80 IBT or above), IELTS (an overall grade of 5.5 or above), FLEX (550 or above), TEPS (550 or above).
- ※ Your scores or qualifications will only be valid for two years from the test date..*

VI. Other

- A. Application Fees: 70,000 won (Application Fee) + 5,000 won (Online Transaction Fee)
- B. Off-line applications should be submitted by registered mail or in person and are valid only if the application is submitted by 5 pm on the final day of applications.
- C. After passing all the Admission Selection Process, candidates who need to obtain a Student VISA (D-2) may request a "Certificate of Admission."
- D. Matriculation may be rescinded under the following conditions:
- In case an applicant is discovered to have applied through illegal means such as submission of false/forged materials;
 - In case any of the required documents are omitted.
- E. Applicants are required to provide correct contact information (postal addresses, phone numbers, fax numbers, e-mail addresses) of the schools that they have attended. The verification of academic records will be done on the basis of such contact information. **If the documents or information are found to be incorrect, the applicants will bear all potential disadvantages.**
- F. Original documents should be submitted in principle. (Those who give copies of required documents are then required to submit original documents at a later date after achieving admission and registration.)
- G. Original documents will not be returned to the applicants who do not register during the registration periods.
- H. **Applicants** may be required to submit additional documents, aside from the required ones mentioned above, for the purpose of verification of school records.