

**International Students’ Admission Guidelines**

**for the Graduate School**

**(The 2nd Half Semester of the 2013 Academic Year)**

Daegu University Graduate School

* **Web-site: http//www.daegu.ac.kr**
* **Address: Jillyang Gyeongsan Gyeongbuk 712-714 South Korea**
* **Graduate School Office: ☎ 053-850-5035, 5038**
* **International Affairs Team: ☎ 053-850-5686**

1. Admissions schedule

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| --- | --- | --- |
| **Contents** | **Period** | **Remarks** |
| Application Period | June 3 (Mon) –  June 13 (Thur), 2013 | Please submit the application materials to the Graduate School Office in person or by registered postal mail.  \* Address : 11th floor of the Main Administrative Building (Seongsan Hall), Daegu University, Jillyang, Gyeongsan, Gyeongbuk 712-714 South Korea |
| DU TOPIK  examination | June 15(Sat), 2013 | Those without official TOPIK certificate (above level 3) need to sit for the examination.  \* The test location will be announced before the test day. |
| Document Screening | June 19 (Wed) –  June 25(Tue), 2013 | Admissions committee of each department will review application document submitted. |
| Result Announcement | July 3(Wed), 2013 | Admissions result will be posted on the website of the Graduate School (http://grad.daegu.ac.kr). |
| Payment of tuitions and fees | July 3(Wed) –  July 9(Tue), 2013 | At the designated banks |

***\* For domestic mail, the applications sent before the deadline (checked by the stamps of registered mail ) will be accepted. For international mail, the application should be accepted before the deadline.***

2. Application Qualification

A. Applicants who qualify one of the following requirements and who have earned (or are to earn) bachelor’s degree for Master’s programs and have earned (or are to earn) Master’s degree for Doctoral programs.

- Both applicant and his/her parents must be citizens of other countries than Korea.

- An applicant who completed all their primary, secondary, and higher education outside of Korea.

**B. Language Proficiency Requirement (\* need to satisfy one of the following standards)**

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| **Section** | | **Supervision** | **Eligibility Standard** |
| Applicants who have the result of | Test of Proficiency in Korean (TOPIK, 한국어능력시험) | National Institute of International Education (국립국제교육원) | Level 3 or above |
| DU TOPIK | Korean Language Education Center at Daegu University | 50 out of 100 or above |
| Students who have been recommended by the Head of the Department | | Each Department | Applicants need to submit the recommendation letter given by the Head of each department including the reviews on their scholastic ability and language proficiency and be approved by the Dean of Graduate School. |

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| **※ Graduation qualification related to Language Proficiency**  **\* 2013 Spring Semester (or later) freshman students must qualify one of the below graduation requirements.**  1. Level 4 or above in the Test of Proficiency in Korean (TOPIK, 한국어능력시험) (Those students from the Art and Physical Education (예·체능계열) Division, TOPIK Level 3 or above)  2. To take a designated period of Korean language program provided by the Korean Language Center of the international affairs office of Daegu University. |

3. The Number of Students to be admitted

The final number of students to be admitted will be decided by the admissions committee of the Graduate School.

4. Degrees, Majors, and Departments

|  |  |  |  |
| --- | --- | --- | --- |
| Divisions | Departments | | Majors/Concentrations |
| Master’s course | Doctoral course |
| Humanities and Social Sciences | \*Korean Language and Literature | \*Korean Language and Literature | Korean Language & Literature |
| \*English Language and Literature | \*English Language and Literature | English Language & Literature |
| German Language and Literature | – | German Language and Literature |
| \*Law | \*Law | Public Law, Private Law |
| \*Public Administration | \*Public Administration | Public Administration |
| \*Police Administration | – | Police Administration |
| Urban Public Administration | Urban Public Administration | Urban & Information Administration, Community Development & Welfare, Urban & Regional Planning, Real Estate |
| \*Economics | \*Economics | Economics |
| \*International Trade | \*International Trade | International Trade Practices |
| Accounting | Accounting | Accounting |
| \*Business Administration | \*Business Administration | Master: Business Administration |
| Doctor: Business Administration, Insurance & Finance |
| Insurance & Finance | – | Insurance & Finance |
| \*Tourism Management | \*Tourism Management | Tourism Management |
| \*Social Welfare | \*Social Welfare | Master: Social Work Method, Social Welfare Policy, Family Therapy |
| Doctor: Social Work Method, Social Welfare Policy |
| Industrial Welfare | – | Industrial Welfare |
| Family Life Welfare | Family Life Welfare | Family Life Welfare |
| \*Journalism & Mass Communication | – | Journalism & Mass Communication |
| Library and Information Science | Library and Information Science | Library and Information Science |
| Psychology | Psychology | Psychology |
| – | \*Consultation | Consultation |
| \*History | – | History |
| \*Geography | – | Geography |
| – | \*Social Studies Education | Secondary Social Studies Education, History Education, Social Studies Education, Geography Education |
| \*Early Childhood Education | \*Early Childhood Education | Early Childhood Education |
| \*Special Education | \*Special Education | Master: Special Education |
| Doctor: Education of the Visually Impaired, Education of the Speaking-Hearing Impaired, Education of the Mentally Retarded, Education of the Multiple&Physical Disabilities, Education of the the Children with Emotional & Behavior Disabilites, Education for Children with Learning Disabilities, Leadership in Special Education |
| Natural Sciences | \*Mathematics | \*Mathematics | Mathematics |
| \*Statistics | \*Statistics | Applied Statistics |
| \*Physics | \*Physics | Applied Physics |
| Chemistry | Chemistry | Chemistry |
| \*Biology | \*Biology | Ecology-Systematics, Molecular Cell Biology |
| Science Education | Science Education | Science Education, Environmental Science Education |
| Horticulture and Landscape Architecture | Horticulture and Landscape Architecture | Horticulture, Landscape Architecture |
| \*Animal Science | – | Animal Resources |
| \*Natural Resources | \*Natural Resources | Master: Food and Environmental Safety Science, Biotechnology Industry, Forest Resources |
| Doctor: Food and Environmental Safety Science, Biotechnology Industry, Forest Resources, Animal Husbandry |
| Rehabilitation Science | Rehabilitation Science | Vocational Rehabilitation, Speech Pathology, Physical Therapy, Rehabilitation Psychology, Rehabilitation Technology, Occupational Therapy |
| Food and Nutrition | Food and Nutrition | Food and Nutrition |
| Engineering | Architectural Engineering | Architectural Engineering | Architectural Engineering |
| \*Civil Engineering | \*Civil Engineering | Civil Engineering |
| Environmental Engineering | – | Environmental Engineering |
| \*Food Engineering | \*Food Engineering | Food Engineering |
| Industrial Engineering | Industrial Engineering | Industrial System Engineering |
| \*Biotechnology | \*Biotechnology | Biotechnology |
| Mechanical Engineering | Mechanical Engineering | Mechanical & Automotive Engineering |
| Information and Communication Engineering | Information and Communication Engineering | Information and Communication Engineering |
| Electronic Engineering | Electronic Engineering | Electronic Engineering, Control & Instrumentation |
| \*Computer and Information Engineering | \*Computer and Information Engineering | Master: Computer & Information |
| Doctor: Computer Engineering, Information Engineering |
| \*Chemical Engineering | – | Chemical Engineering |
| Art and  Physical  Education | \*Physical Education | \*Physical Education | Physical Education |
| \*Housing and Interior Design | – | Housing & Interior Design |
| \*Fashion Design | \*Fashion Design | Fashion Design |
| \*Art and Design | \*Art and Design | Painting, Visual Design, Image-Animation Design, Industrial Design, Living Art and Design |

※ ‘\*’ indicates the programs of which some lectures are offered in English.

※ Applicants can apply for any program regardless of their previous Bachelor's (or Master's) study field.

5. Admissions Review Procedure

**\* International students will be selected through document screening.**

A. The admissions committee of each academic department, which consists of more than three faculty members who are in charge of the graduate school lectures and related to the major of the applicant, reviews applications and recommends candidates to the Graduate School Office.

B. On the basis of the department's recommendation, the admissions committee of the Graduate School makes the final decision on admission.

6. Application Materials

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| # | **Required documents** | **Notes** |
| 1 | Completed application form | Designated Forms enclosed in this file. |
| 2 | Study Plan |
| 3 | Biography |
| 4 | Financial Plan |
| 5 | One recommendation Letter  \* This letter should be issued by the applicant's academic advisors from the university he/she graduated or is to graduate. |
| 6 | Education Record Request  \* Not applicable to the applicants whose highest degree is from universities in Korea. |
| 7 | One photograph (3.5cm×4.5cm)  \* It should be attached on the application form.  \* Chinese students living out of Korea should submit one more additional photograph. |  |
| 8 | An original copy of the highest diploma that the applicant has earned or is to earn. | Notarization required and Apostille confirmation document must be submitted. (for more details, please refer to the below) |
| 9 | An original copy of the transcript |
| 10 | An original copy of the applicant's government-approved family register  \* This document must show the names, the nationality, and the relationship of the applicant and his/her parent. | Notarization required |
| 11 | - A photocopy of the applicant's passport and;  - A photocopy of both sides of the applicant's Alien Registration Card (applicable only for the applicants living in Korea) |  |
| 12 | Supporting document for Financial Plan Ⅰ  A. Financial sponsor's Bank Balance Statement which shows a balance of at least $10,000 USD (for a period of at least three consecutive months)  B. Financial sponsor’s proof of transfer to the Korean bank or currency exchange of at least $10,000 USD  C. Statement from a supporting organization that provides a guarantee for the payment of study abroad expenses | Please submit one of the items. |
| 13 | Supporting document for Financial Plan Ⅱ  A. Proof of Employment and Certificate of Income  B. Business Registration Certificate and Certificate of Income  C. Certificates related to Property Tax  D. Proof of Property Tax Payment | Please submit one of the items. |
| 14 | Supporting Documents for Language Proficiency  A. TOPIK Test Result Certificate (Level 3 or above)  B. Recommendation Letter given by the Head of each department including the reviews on applicants’ scholastic ability and language proficiency  \* English proficiency certificate (TOEFL, TOEIC, GRE) would be acceptable for document screening. | -Head of Each Department |
| 15 | A sample of work or portfolio | Only applicable for the Art and Physical Education |

**◆ Please send your complete application packet to:**

Graduate School Office,11th floor, Main Building (Seongsan Hall), Daegu University, Jillyang, Gyeongsan, Gyeongbuk 712-714 South Korea

**◆ The Diploma and Transcripts issued by universities out of Korea must be original copies and be accompanied by Korean translation.**

**◆ All the required document stated above should be submitted.**

**◆ Additional document when the financial sponsor is a faculty member of Daegu University**

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| # | **Required documents** | **Notes** |
| 1 | Official bank statement of balance that shows $10,000.00 |  |
| 2 | Certificate of Employment (재직증명서) | issued by the Academic Affairs Team |
| 3 | Earned Income Withholding Receipt (근로자원천징수영수증) | issued by the Financial Team |

**◆ Additional explanation on the ‘highest diploma’ and the ‘original copy of the transcript’**

Those applicants who earned their degree in China need to submit the official document confirming the authenticity of their degree and academic transcript issued by “China Academic Degrees & Graduate Education Develpment Center (<http://www.cdgdc.edu.cn>)” or the Korean consulate in their own country or their Embassy in Korea.

※ Those applicants who need to apply for the “Application for Confirmation of Visa Issuance” here in Koera should submit the above official document by not later than 2nd July, 2013 (Without the proper document, the visa issuance will not be made)

※ Applicants who earned their degree other than China must submit the official document issued by their own government together with application materials referring to the explanation on Apostille confirmation document below.

**※ What is Apostille Confirmation Document ?**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Apostille Treaty** is a multilateral agreement among its member countries which makes it easier to exchange official document. It facilitates the process of confirming official document by the government having issued the official document guaranteeing the authenticity of it without complex processes like consulate verification in foreign countries.  **2. Document which can be confirmed** : the document issued by the government or notarized by accredited notary institutes of its member countries.  A. Document issued by the government : Family registrar, Academic transcripts and degrees of public or national schools and the like  나. Notarized document : Document issued by private schools or hospitals or banks and the like  ※ Only restricted to the document issued by Apostille member countries (document issued by Non-member countries needs to be verified by confirmation document of Korean consulates in their countries or the foreign embassy of those country in Korea)  **3. How to get the Apostille confirmation document** : Apostille confirmation document can be issued by the appointed government agencies where the object document is issued. Please ask the relevant government agencies to issue the document (Ex. The relevant agency in Korea is the Ministry of Foreign Affairs)  **4. Apostille Member countries**   |  |  |  | | --- | --- | --- | | Area | Number | Country | | Asia | 13 | Korea, Mongol, Brunei, Hong Kong, Macau, Japan, India, Israel, Turkey, Kirgizstan, Kazakhstan, Uzbekistan, Oman. | | Europe | 46 | Albania, Austria, Belarus, Belgium, Bosnia Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Monaco, Netherlands, Norway, Poland, Portugal, Romania, Russia, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Macedonia,Ukraine, England, Andorra, Armenia, Azerbaijan, Lichtenstein, Moldova, San Marino | | America | 24 | U.S.A, Peru, Dominica, Uruguay, Costa Rica,Argentina, Mexico, Panama, Surinam, Venezuela, Antigua and Barbuda, the Bahamas, Barbados, Belize, Colombia, Dominican Republic, Ecuador, El Salvador, Grenada, Honduras, Saint Vincent, Trinidad and Tobago, Saint Lucia, Saint Kitts and Nevis, Honduras. | | Africa | 10 | Republic of South Africa, Mauritius, Cape Verde, Sao Tome and Principe, Botswana, Lesotho, Lesotho, Namibia, Swaziland, Malawi | | Oceania | 10 | New Zealand, Australia, Fiji, , Maury Islands**,** Marshall Islands, Samoa, Cook Islands, Tonga, Seychelles,Niue. | |

7. Application Fee: 60,000 KRW (Department of Art and Design: 80,000 KRW)

\* Please transfer the application fee to the following account before the application deadline.

-Bank: Daegu Bank

-Account No.: 207-04-000373-8

-Account Holder: Daegu University (Graduate School Registration)

-Swift Code: DAEBKR22

8. Admissions Procedure

Submission of application materials ⇒ Review by the department admissions committee ⇒ Review by the Graduate School admissions committee ⇒ Admissions Announcement ⇒ Applicant’s Payment of tuition and fees ⇒ Issuance of Certificate of Admission ⇒ Application for Visa Issuance (Korean Embassy or Consulate of the applicant’s country) ⇒ Receipt of Visa ⇒ Entrance into Korea ⇒ Report to the Office of Graduate School ⇒Foreigner Registration (Daegu Immigration Office)

\* Chinese applicants apply for their visas at the Daegu Immigration Office through the International Affairs Team of Daegu University.

9. Tuition & On-Campus Housing Fees (as of 2012 Academic Year)

(Currency: Korean Won)

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| --- | --- | --- | --- | --- | --- |
| **Classification** | | **Master’s course** | **Doctor’s course** | **Note** | |
| Tuition | Humanities and Social Sciences | 3,521,000 | 3,659,000 | |  |
| Natural Sciences and Physical Education | 4,489,000 | 4,664,000 | |  |
| Engineering | 4,974,000 | 5,168,000 | |  |
| Art | 5,135,000 | 5,336,000 | |  |
| Admission Fee | | 750,000 | 750,000 |  | |
| Dormitory fee | Single | 3,804,000 won  (1,902,000won for 6 months) | | -1 year standard  -Meals are not included | |
| Twin | 1,962,000 won  (981,000won for 6 months) | |

\* One academic year consists of two semesters and the above tuition is per semester. The admission fee needs to be paid only once.

◎ Accommodations for the Graduate School Students

Daegu University is equipped with fully furnished accommodation facilities (studio type) for graduate school students (each room equipped with air-conditioner, refrigerator, temporary kitchenette, shower and restroom, free- internet, TV) and assists scholars in with best research environment. (For inquiries, please contact to ☎ +82-53-850-5035, 5037, or 5069)

10. Scholarships

**A. Scholarship on tuition for First semester Freshmen**

**1) At the First Semester of study**

\* Eligibility and amount of tuition scholarship

- Students who qualify one of the following requirements receive tuition scholarship accordingly.

- Students whose mother language is English, TOPIK or DU TOPIK scores are applicable.

-The Global Korea Scholarship students and International graduate research assistants who are supported with the full tuition scholarships are not applicable.

\* If students are eligible for more than two classifications of tuition scholarships, they should choose one of them.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Classi-fication | TOEIC | TOEFL | | TEPS | IELTS | TOPIK | DU  TOPIK | Recommendation by the head of each department | Amount of  Tuition Reduction |
| CBT | IBT |
| A | 800 and above | 287 and above | 118 and above | 689 and above | 6.0 and above | Level 5 | - |  | 70% of tuition |
| B | 700 and above | 195 and above | 71 and above | 583 and above | 5.5 and above | Level 4 | - |  | 60% of tuition |
| C | 650 and above | 181 and above | 66 and above | 541 and above | 5.5 and above | Level 3 | Students who pass the DU TOPIK. | Recommendee | 50% of tuition |

**2) From the Second Semester to the Fourth semester of study**

\* Eligibility and amount of tuition reduction

- The above-stated tuition scholarships will be endowed to international students when their GPA of the previous semester is at least 70 % or above.

\* If students are eligible for more than two classifications of tuition reduction, they should choose one of them.

**B. International Graduate Research Assistantship**

\* Eligibility and amount of tuition reduction

- Those who are awarded assistantship by the “Regulation for International Research Assistantship” of the Office of Research Affairs receive a tuition waiver and a 50 percent reduction of their admission fee.

\* International graduate research assistant must be recommended by his/her professor and selected as research assistant each semester.

11. Important Reminders

A. If any parts of the submitted documents turn out to be false, or academic qualifications do not meet the admissions requirement, admission will be automatically revoked.

B. It is the applicant's responsibility to provide a reliable means of contact (eg. correct address, telephone number, and E-mail). If the letter of acceptance cannot be delivered to the applicant due to incorrect/insufficient contact information provided by the applicant and, as a result, the applicant fails to register, the applicant's admission will be revoked, and the applicant is solely responsible for the revocation.

C. Those applicants who submitted the certificate of expected graduation need to submit the degree and graduation certificate before August.

D. For more information please inquire to the Graduate School Office (☎+82-53-850-5035, 5038) or refer to the website (<http://grad.daegu.ac.kr>) of the Graduate School.

|  |  |  |
| --- | --- | --- |
| symbol_6 | 입 학 지 원 서  Application for Admission | **Photo**  **3.5×4.5㎝** |
| ※ 한국어 또는 영어로 작성하세요**(Please TYPE or PRINT clearly in Korean or English.)** | | |

|  |
| --- |
| **Ⅰ. 입학년도 및 지원과정(Starting Year and Degree Program)**  **1. 입학을 희망하는 연도를 쓰고 해당 학기에 V표할 것(Check the year and semester you wish to enter.)**  **입학년도(Year): 20        (      )1학기(Spring)   (      )2학기(Fall)**  **2. 학위과정(Degree Program): (     )석사(Master)     (     )박사(Doctorate)**  **3. 학과 및 전공(Department / Major):                          /** |
| **Ⅱ. 인적사항(Personal Information)**  **1. 성명(Full Name): 성(Family Name):                  / 이름(Given Name):**  **2. 출생국가(Country of Birth):                                  3. 국적(Citizenship):**  **4. 성별(Gender): (      ) 남성(Male)           (      ) 여성(Female)**  **5. 생년월일(Date of Birth):           년(Year).         월(Month).          일(Day)**  **6. 주소(Mailing Address):**  **전화(Phone):                              휴대폰(Cell Phone):**  **E-mail 주소(E-mail Address):**  **※ 출신대학교 (School you most recently attended):**  **주소(Address):**  **전화(Phone):                            , 팩스(Fax):**  **7. 여권번호(Passport No):**  **8. 비상연락처(Guardians):**  **국내(In Korea)   이름(Name) :              전화(Phone) :                관계(Relationship) :**  **본국(HomeCountry)  이름(Full Name) :                          전화(Phone):                관계(Relationship):** |
| **Ⅲ. 기숙사 신청(Accomodation)** please tick on one of the options below  **기숙사 신청 여부(On campus accommodation required): 예 Yes ( ) 아니오 No ( )**  ※ 기숙사는 1학기 단위로 신청 가능(Application can be made per semester) |
| **Ⅲ. 학력: 고등학교부터 기록(Educational Background: From High School)**   |  |  |  |  | | --- | --- | --- | --- | | **기간(Period)**  **(from~to~)** | **학교명(Name of Institution)** | **학과/전공**  **(Department/Major)** | **학위(Degree or Diploma)** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |
| **본인은 대구대학교 대학원에 입학하고자 소정의 서류를 갖추어 지원합니다.**  I apply for the Graduate School with the Complete submission of the required documents.                                년(year)         월(month)      일(day)  **지원자(Applicant):                 인(Signature):** |

학 업 계 획 서

(Study Plan)

※ 한국어 또는 영어로 작성하세요**(Please TYPE or PRINT clearly in Korean or English.)**

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| --- | --- | --- | --- |
| 이름(姓名)  Full Name |  | 출생일(出生日)  Date of birth | .     . |
| 아래 내용을 포함해서 작성하세요(Please include the following items in your study plan).  -. 지원동기(Application motivation)  -. 수학목적 및 세부계획(Purpose of your academic study or research)  -. 한국에서 수학 또는 연구 후 활용 계획(Use of your knowledge acquired in Korea after returning to your home country)  -. 졸업 후 계획(Career plan after Graduation) | | | |
|  | | | |

자 기 소 개 서

(Biography)

※ 한국어 또는 영어로 작성하세요**(Please TYPE or PRINT clearly in Korean or English.)**

|  |  |  |  |
| --- | --- | --- | --- |
| 이름(姓名)  Full Name |  | 출생일(出生日)  Date of birth | .     . |
| 아래 내용을 포함해서 작성하세요(Please include the following items in your your biography).  \* 출신배경(Family Background), 학력(Education), 경력(Experience), 수상경력(Awards), 논문실적(Publications), 교내외활동(Extra Activities), 사회봉사활동(Community Services), 소지 기능(Skills: languages and computer skills, etc.), 개인특기사항(Personal Value), 기타(Others) | | | |
|  | | | |
| **한국어 구사능력(Korean proficiency):** | | | |

학 비 및 생 활 비 조 달 계 획 서

(Financial Plan)

※ 한국어 또는 영어로 작성하세요.**(Please TYPE or PRINT clearly in Korean or English.)**

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| --- | --- | --- | --- |
| **■** 지원자성명(Applicant's Name): | | | |
| **■ 귀하의 유학경비를 부담할 개인이나 기관명을 쓰시오(Please indicate the person including yourself  or organization that will be responsible for your tuition fee and living expenses.)**  •개인 또는 기관명(Name):   •관계(Relation with Applicant):   •직업: 개인인 경우(Occupation: In case of Individual):   •주소(Mailing Address):   •전화번호(Phone): | | | |
| **■ 학비조달계획(Financial Plan)**  1. 1년(2학기)간의 평균 소요경비를 아래와 같이 산출합니다(This University estimates the student's average costs for an academic year of 2 semesters to be;)    a. 등록금(Tuition and Fees) US$          b. 생활비(Living expenses) US$    c. 기타(Other) US$  **계 (Total)   US$**  2. 소요경비 조달방법(Please describe your financial plan during the duration of the study.)     a. 본인부담(Student's personal funds) US$          b. 보증인부담(Sponsor's support) US$     c. 장학금(Scholarships; sponsored by)          c-1. 한국정부초청(Korea Government) US$      c-2. 대학초청(Daegu University)  US$          c-3. 자국정부파견(Goverment of home country) US$         c-4. 기타(Others) US$     d. 기타(Fund from other source)    US$  **계(total)    US$**        ※ 보증인 부담 시 보증인의 인적사항(Sponsor's information)           성명(Name):                         관계(Relationship):  3. 비고(Remarks): | | | |
| 본인은 상기 지원자의 유학기간 중 일체의 경비부담을 보증합니다.  I hereby guarantee to sponsor all the finance while above student is in the program. | | | |
| **보증인 서명**  **(Signature of Sponsor)** |  | **일자(Date)** |  |

**입 학 추 천 서**

**(Recommendation Letter for Students)**

**2013학년도 후기(the 2nd half Semester, 2013)**

지원학과명(Department):

과 정(Course):  □ 석사(Master) /  □ 박사(**Doctorate)**

국 적(Citizenship):

성 명(Name):

생년월일(Date of Birth):

성 별(Gender):

전형유형: 재외국민과 외국인 특별전형

추천인 기입란(Reference)

1. 지원자와는 얼마 동안 아는 사이입니까?      년(year)         개월(month)

   How long have you been related with the applicant?

2. 지원자와는 어떠한 관계입니까?

   What is the status of relationship with applicant?

3. 추천인의 진솔한 의견을 기술하여 주십시오(필요하면 별지를 사용하시기 바랍니다)

   Please describe your personal evaluation of the academic competency of the applicant

20 년      월      일

                                          .         .

**Year  /  Month  /  Day**

               대학교/            학과 / 지도교수 또는 학과장              (인)

              University/      Department / Advisor or Dept. Head           (Sign)

**대구대학교 대학원장** 귀하

**Dean of Graduate School, Daegu University**

**수학 가능 확인서**

**(Confirmation Letter on Scholastic Aptitude)**

\* This form should be composed by the head of the department you apply for.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. 지원 및 인적사항 | | | | | |
| 지원  사항 | 대학원 학과 전공 (석사/박사) 과정 | | | | |
| 성명 | 한 글 :  (漢 字) | 국 적 |  | 성별 | 남/여 |
| 영 문 : | 생년월일 |  | | |
| 2. 확인 내용 | | | | | |
| 본 학과에서는 위 지원자가 2013학년도 전기 특별전형에 합격하여 향후 학업 수행을 할 경우 한국어 또는 영어로 충분히 수학할 능력이 있다고 판단하며, 필요 시 영어 전용 강의 개설, 개인별 개별논문지도 등을 통해 원활한 학업 수행 지원이 가능함을 확인합니다. | | | | | |
| 20 년 월 일  학 과 명 :    학 과 장 : (인)  대학원장 귀하 | | | | | |

**학력조회 의뢰서**

**(Request for Academic Credentials Verification)**

**LETTER OF AGREEMENT**

**Applicant's Information**

|  |  |  |
| --- | --- | --- |
| Name | |  |
| Date of Birth (yyyy/mm/dd) | |  |
| Name of School | | \* where you most recently has earned or are to earn the diploma. |
| Information on [Records & Transcripts Office](http://www.tc.columbia.edu/registrar/detail.asp?Id=Transcripts+%26+Records&Info=Transcript+Request) | Website |  |
| Email |  |
| Fax |  |
| Phone |  |
| Address |  |
| Dates of Attendance | | From to |
| Year of Graduation | |  |

I agree to allow Daegu University to officially request the verification of my academic records. I would like to ask for your full cooperation when Daegu University contacts you regarding the verification of my transcripts.

Signature

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The following section is for the staff of [Records & Transcripts Office](http://www.tc.columbia.edu/registrar/detail.asp?Id=Transcripts+%26+Records&Info=Transcript+Request) at the university where the applicant most recently has earned or is to earn the diploma.

**VERIFICATION REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
| Degree or  Certificate Earned | Field of Study  (Faculty) | Date of Graduation | Remarks |
|  |  |  |  |

I confirm that the information in the attached document is;

(Please tick) correct ( ) / incorrect ( )

- Name of person completing this report:

- Title: / Signature: