

Congratulations on your successful admission to Chungnam National University!

Please make sure you fully understand the content below so as not to be at a disadvantage for your admission.

◎ Information about issuance of Official Certificate of Admission and Visa:

CNU Office of International Affairs ☎042-821-8822(China), 8824(Other Countries)



Notes for Successful Applicants to Graduate Admission, Fall 2022

2022. 6.

본 유의사항은 한글, 영어로 작성되었으며, 해석상의 차이가 발생할 경우 한글로 작성된 내용을 기준으로 합니다.

- The notes for applicants has been prepared in Korean and English. When interpretational differences arise, the Korean version will have priority over the English version.



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I. Tuition

1. Tuition Payment

A. Period: July. 12(Tue) 2022 ~ July. 15(Fri) 2022 09:00~16:00 [Regular Banking Hours]

B. How to Pay

1) Payment in Korea

- Designated Banks: Hana Bank, Woori Bank
- Using Virtual Payment Account: Transfer money to one of personal accounts(Hana Bank, Woori Bank) on the tuition bill (Making a deposit without a bankbook, internet banking, phone banking, CD/ATM, etc.)
 - ※ For those who are not transferring money from the banks listed above, they are responsible for paying any additional bank fees.
- Using Credit Card: HANA Bank or Woori Bank card holders can visit the bank or pay through the bank's web site

2) Payment out of Korea[To provide separate information]

- Alipay or Unionpay payments
 - Payments by Alipay or Unionpay using Hana Bank's unique account information for each student specified in the tuition payment notice (refer to the attached document for details)
- Outside Korea: Transfer money from abroad to CNU
 - ▶ Sender's name must be identical to the student's name on passport.
 - ▶ Account number will be Individually informed
 - ▶ Students who transfer money from abroad must fill in and send the form below to grad@cnu.ac.kr immediately after transferring money.

Degree Course (Master's/ Doctoral)	Department of Major	Applicant's name (On passport)	Date Tuition was sent (yy/mm/dd)	Name of Person who sent Money

* 1,200 KRW = 1 USD

* When paying tuition, please add a bank service fee for 100 USD.

* Tuition paid in excess is refundable.

C. Printing the Tuition Bill

1) Period: Accessible from July. 8(Fri) 2022 10:00

2) CNU web site(<http://plus.cnu.ac.kr>)→대학생활→학생민원서비스→“신입생 등록금고지서 출력 (<http://cnuis.cnu.ac.kr/EntUrgNotiQ.jsp>)”

3) Password: Date of Birth(yyyymmdd)

D. Installment Payments [※ Payments within Korea only]

- 1) For students unable to pay tuition all at once, paying in installments is possible
- 2) Period of Application: July. 6(Wed) 2022 ~ July. 7(Thu) 2022, 09:00~18:00
- 3) How to apply: CNU web site(<http://plus.cnu.ac.kr>)→대학생활→학생민원서비스→“신입생 등록금 분납신청(<http://cnuis.cnu.ac.kr/EntLoginPpaid.jsp>)”
- 4) Payment Period
 - First Payment: July. 12(Tue) 2022 ~ July. 15(Fri) 2022, 09:00~16:00
 - Second Payment: September. 28(Wed) 2022 ~ September. 29(Thu) 2022, 09:00~16:00
 - How to Pay: Same as Section 1.-B. How to Pay
- 5) Amount of each Installment
 - First Payment: the First Tuition Fee
 - Second Payment: the Balance of the Total Tuition Fee
- 6) Notice
 - If students do not pay within the above period, the installment payment will be canceled and you must pay all the remaining tuition within additional payment period.
 - Confirmation of each installment payment will be sent to your mobile phone via text message.

In addition, you can confirm your payments at your department' s office or on CNU website.

E. Notice about Payments

- 1) Successful applicant who does not pay tuition within the tuition payment period will be excluded from the admission list.
- 2) Tuition should be paid during regular banking hours(09:00~16:00)
- 3) Successful applicants must submit their tuition bill at the bank even if on a full scholarship. If not, admission will be automatically rescinded.
- 4) After payment, please confirm if the payment has been successfully posted.
- 5) Even if the tuition is paid, if there is a change in the final amount, additional payment occurs after admission.
 - ※ Confirm the status of your tuition payment by checking “등록금고지서 출력” on CNU website(<http://www.cnu.ac.kr>)
 - ※ Please call the Office of Financial Affairs(☎042-821-5133) if problem arises

2. Notice of Payments

- A. An applicant who wants to renounce the enrollment at CNU after completing all of the registration procedures should submit a Registration Waiver Form and a Tuition Refund Request Form to the Office of International Affairs by August. 26(Fri) 2022.
- B. CNU will refund tuition to the renouncer according to the Article 6 clause 2 of the University Tuition Rules.

Time Frame for Possible Tuition Refund	Possible Tuition Refund Amount
Before the start of the semester	All tuition fees
Before 30 days after the start of the semester	5/6 of tuition fees
Before 60 days after the start of the semester, but after 30 days from the start of the semester	2/3 of tuition fees
Before 90 days after the start of the semester, but after 60 days from the start of the semester	1/2 of tuition fees
Over 90 days after the start of the semester	Non-refundable

II. Additional Documents (if relevant)

1. Diploma/Graduation(Degree) Certificate

A. Applicants who graduated from a university in Korea

Applicants who submitted a certificate of expected degree or completion must submit their official graduation certificate(diploma).

B. Applicants who graduated from a university outside of Korea

Applicants who did not submit an original graduation certificate either notarized by the embassy or by apostille must submit their original official graduation certificate(diploma) and transcript which have been notarized by the embassy or by apostille.

※ Applicants who graduated from an university in China must submit their Credentials Report or Online Verification Report of Higher Education Qualification Certificate after downloading from China Academic Degree & Graduate Education Development Center (<http://www.cdgd.edu.cn> or <http://www.chsi.com.cn>)

C. Where and When to submit: Office of International Affairs(E1-1) Room 215

- Applicants who graduated from a university in Korea: until September. 8(Thu) 2022

- Applicants who graduated from a university outside Korea: until August. 5(Fri) 2022[For VISA]

※ Enrollment will be canceled if successful applicants do not submit the above documents within designed period.

2. Application for a Student Card(Smart Card)

A. Period: from September. 1(Thu) 2022

B. Location: KEB Hana Bank of the First Student Hall(W-8)

C. Please bring your photo (3×4cm) and Identification card(passport or Alien Registration Card etc.)

※ The bank will utilize the photo that you submitted during the application procedure

D. Method: Details will be given after admission.

III. Course Registration

1. Date and Time: August. 8(Mon) 2022 ~ August. 12(Fri) 2022

※ Refer to CNU website: International Students→Academic Information→Academic Calender of 2022

2. How to Register: After reading the “Course Handbook(수강편람)” carefully and having a consultation with their department office, successful applicants must register for their courses through the website(<https://sugang.cnu.ac.kr/>)

3. Notice

A. Successful applicants must register for their courses after a consultation with their department office within the above period, after paying the tuition.

B. Login to the website(<http://cnuis.cnu.ac.kr/>) with your ID(application number) and password (birthday-yyymmdd), and register for courses. After finishing the course registration, confirm the registered course.

C. Transfer student should be careful for the credit recognition when registering for course.

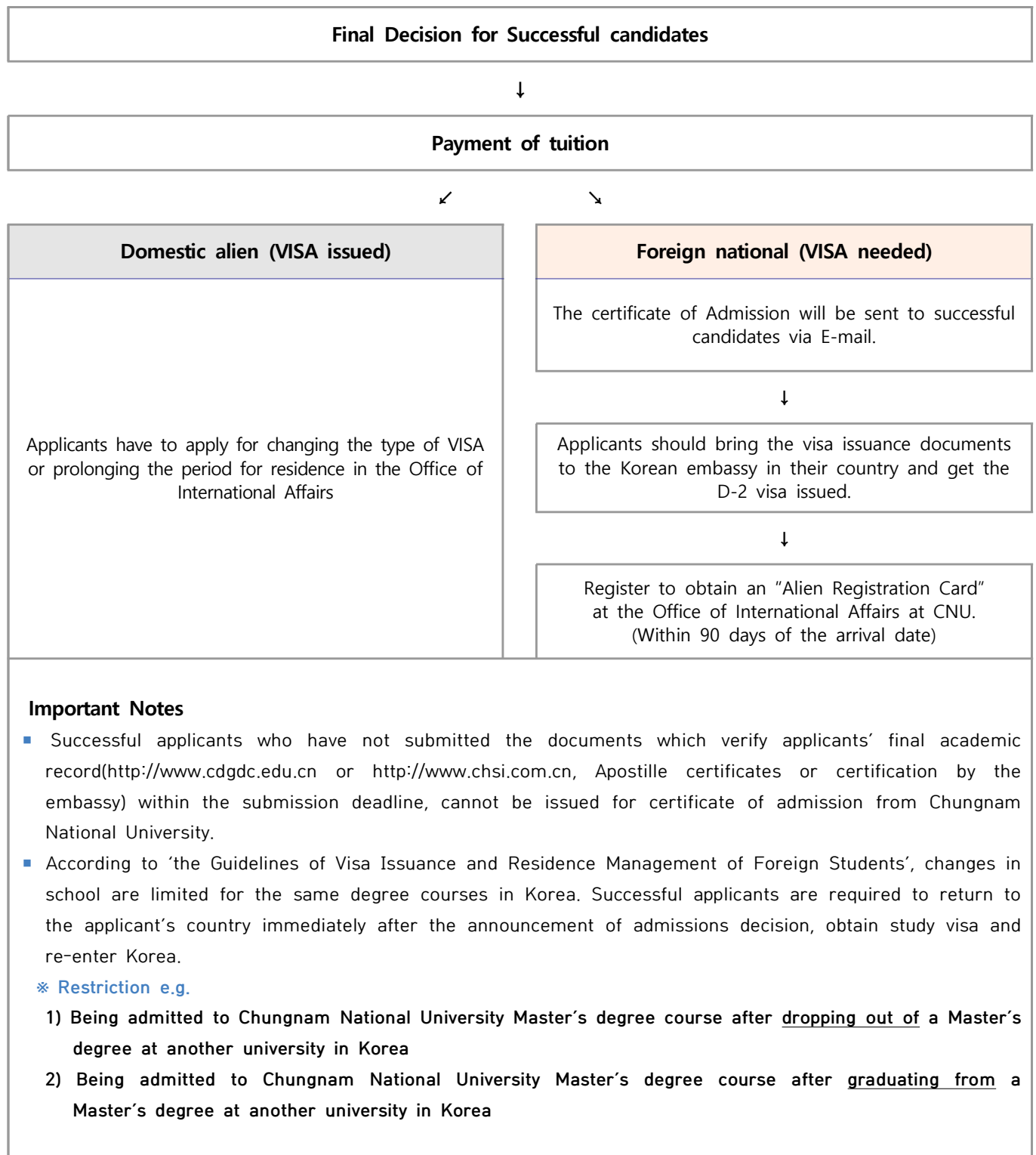
D. For more information, please call Office of Graduate School(☎042-821-7055) or your department's office

※ For changing personal information(e.g. name, registration number), please call Office of International Affairs(☎042-821-5013)

IV. Freshman Orientation

※ In consideration of the Covid-19 situation, the freshmen orientation will be replaced with distributing orientation materials(possibly via online).

V. Notification of the Admission For Successful Candidates [VISA]



※ For further questions concerning visa, please ask The Office of International Affairs.
[Tel. 042-821-8822(Chinese), 8824(The others)]

VI. Dormitory Guide

1. Expected Move-in date: August. 27(Sat) 2022 ~ August. 28(Sun) 2022, 09:00-15:00

- ※ Student must comply with the scheduled dates and check the notice(required documents e.g. TB test result, COVID-19 rapid antigen negative confirmation, uploading a photo etc.) on the dormitory web site(<http://dorm.cnu.ac.kr>) concerning details for living in the dormitory.
[COVID-19 related matters may change in the future]
- ※ After August. 28(Sun) 2022, students can move in only during weekdays from 09:00~18:00.
However, the moving in procedure is not permitted in lunchtime(12:00-13:00) and on weekends(including the national holidays).
- ※ Permission is not granted unless the submission documentation procedure stated in the announcement of precautions has been completed.

2. Duration of stay: Fall semester, 2022

- ※ An additional application is required to live in the dormitory for winter vacation and the spring semester(2023).
- ※ Please check the notice as there are no other applications for extension.

3. Dormitory Application and Announcement

- A. Only students who applied for the dormitory during the admission application period are entitled to be selected for living in the dormitory.
 - ※ Students who did not apply for the dormitory during the application period are not qualified.
- B. Expected date of announcement for residence list: July. 26(Tue) 2022, 14:00
 - ※ Result will be notified in the dormitory web site, and every new resident should be aware of “the Dormitory Notice for New Residents” which is located at the dormitory web site

4. Dormitory Fees

The dormitory fees is approximately 800,000won ~ 1,300,000won.

The amount may change due to COVID-19, so please refer to the website.

[Dormitory Fees \(Click for more information\)](#)

- ※ For fees of Fall semester, 2022, please refer to [Dormitory web site]-[알림]-[생활관비]
- ※ The cost of living includes the cost of meals(breakfast or lunch, and dinner), and the cost of meal and management cannot be paid separately.
- ※ Married students have to submit the relative document which clarifies marriage. If not, they will be excluded from the list. Also, there could be a room shortage.

- ※ Information of arranged dormitory building and fees can be found on the payment bill for dormitory.
- ※ The fees described above may fluctuate.

B. Meal Plans

(Currency: Won)

Type	Weekdays (Breakfast/Dinner)	Weekend	Food Expenses	Note
TYPE 1	10 meals	0 meal	575,390	3,700 for a separate payment of meal
TYPE 2		2 meals	620,100	
TYPE 3		4 meals	665,110	
TYPE 4		6 meals	717,430	

※ TYPE 1 is the minimum type, and 10 meals on weekdays(breakfast or lunch, and dinner) are mandatory.

- 1) Choosing breakfast or lunch is mandatory.
 - 2) Students who choose breakfast can buy separate meal tickets for lunch.
- ※ Students choose between TYPE 2~4 can use allocated meals for any meal(breakfast, lunch and dinner) on weekends.
 - ※ Students can use the dormitory restaurant by purchasing additional meal tickets after using up all of your meals on weekends.
 - ※ Except for the residents living in rooms for the married, and building 12 and 13, selecting at least one meal plan is mandatory. If residents want separate payment of meal, he or she should make inquiries to the restaurant(☎042-829-4026).

C. How to pay dormitory fees

- 1) Payment Period: July. 28(Thu) 2022 ~ July. 29(Fri) 2022, 10:00-23:00
 - 2) Visit the Dormitory web site and print the payment bill
 - 3) How to pay: Use virtual payment or credit card(KEB Hana Bank, Woori Bank, Shinhan Bank, Kookmin Bank)
 - 4) If you submit a Residence Waiver Form by August. 26(Fri) 2022 18:00, dormitory fees are fully refundable.
- ※ How to apply for waive of residence: [Dormitory Web site]-[입사포기 신청]
- 5) Inquiries regarding payment: 042-829-6181

5. Notice about Dormitories

- A. If you do not pay the dormitory fees by the payment deadline, it would be considered that you cancel the dormitory.
- B. For detailed information and pictures of the dormitory accommodation, please visit the dormitory web site(<http://dorm.cnu.ac.kr>) and refer to “생활관 살펴보기”
- C. For further details, please call Dormitory Office(☎042-821-6181).

VII. Insurance

Information on the National Health Insurance Scheme of the Republic of Korea for Foreigners

If a foreigner resides in the Republic of Korea for six months or more, he or she will be compulsorily subscribed to the local subscriber scheme of the National Health Insurance starting from July 16, 2019, and he or she will receive the same insurance payment benefits as citizens of the Republic of Korea.

1. Those subject to enrollment

- Those who are not yet enrolled in the National Health Insurance of the Republic of Korea among those who have resided in Korea for six months or more.
- Marriage migrants (F-6) are subject to subscription as of entry date into the country (if your alien registration took place later than the date of entry, then from the date of registration)
- All foreigners except for those with A (diplomat), B (tourist), C (short-term), and G1 (miscellaneous) visas

2. Enrollment process: Processed uniformly by the National Health Insurance Service (NHIS) without any separate reporting procedure

- ※ If changing and reporting the place of residence at a registration government office, the applicant must report the detailed address precisely, such as the apartment or house number, so as not to incur complications from the mis-delivery of mail.

3. For more information, please access the URL below.

(<https://www.nhis.or.kr/nhis/policy/wbhada02400m01.do>)

Any personal information on the application form will be utilized only for the student's academic affairs concerning the student beginning his/her degree course on Sep. 1st, 2022.

<Appendix> Contact Information

Department	Building Name / Location		Office Phone Number
Korean Language & Literature	College of Humanities W7 Room no. 429		042-821-5321
English Language & Literature	College of Humanities W7 Room no. 446		042-821-5331
German Language & Literature	College of Humanities W7 Room no. 356		042-821-5341
Chinese Language & Literature	College of Humanities W7 Room no. 312		042-821-5361
Japanese Language & Literature	College of Humanities W7 Room no. 445		042-821-5371
Sino-Korean Literature	College of Humanities W7 Room no. 201		042-821-5381
History	College of Humanities W7 Room no. 320		042-821-5391
Archaeology	College of Humanities W7 Room no. 404		042-821-6381
Linguistics	College of Humanities W7 Room no. 203		042-821-6391
Sociology	College of Social Sciences W12-1 Room no. 323		042-821-6331
Psychology	College of Social Sciences W12-1 Room no. 429-2		042-821-6361
Public Administration	College of Social Sciences W12-1 Room no. 224		042-821-5841
Political Science and Diplomacy	College of Social Sciences W12-1 Room no. 227		042-821-5851
Communications	College of Social Sciences W12-1 Room no. 425		042-821-6371
Local Autonomy Administration	College of Social Sciences W12-1 Room no. 327		042-821-5861
Social Welfare	College of Social Sciences W12-1 Room no. 326		042-821-6471
Mathematics	College of Natural Sciences I W5 Room no. 1215		042-821-5421
Physics	College of Natural Sciences (Basic Science II) W11-2 Room no. 2233		042-821-5451
Chemistry	College of Natural Sciences (Basic Science II) W11-2 Room no. 2103		042-821-5471
Biochemistry	College of Natural Sciences (Basic Science I) W11-1 Room no. 1111		042-821-5481
Oceanography	College of Natural Sciences (Basic Science I) W11-1 Room no. 1521		042-821-6431
Astronomy, Space Science and Geology	College of Natural Sciences (Basic Science II) W11-2 Room no. 2318		042-821-5461
Sport Science	College of Natural Sciences I W5 Room no. 1322		042-821-6451
Dance	College of Natural Sciences I W5 Room no. 1117		042-821-6481
Economics	College of Economics and Management E6 Room no. 234		042-821-5521
Business Administration	College of Economics and Management E6 Room no. 233		042-821-5531
Accounting	College of Economics and Management E6 Room no. 233		042-821-5541
International Trade	College of Economics and Management E6 Room no. 209		042-821-5551
Chemical Engineering and Applied Chemistry	College of Engineering I W3 Room no. 145		042-821-6286
Polymer Engineering	College of Engineering I W3 Room no. 348		042-821-6661
Electronics Engineering	College of Engineering II E2 Room no. 403		042-821-5889
Radio and Information Communications Engineering	Engineering	College of Engineering II E2 Room no. 413	042-821-6881
Materials Science & Engineering	College of Engineering I W3 Room no. 358		042-821-5634
Mechanical Engineering	College of Engineering IV E4 Room no. 214		042-821-5641
Mechatronics Engineering	College of Engineering IV E4 Room no. 517		042-821-6871
Applied Organic Materials Engineering	College of Engineering I W3 Room no. 348		042-821-6611
Electrical Engineering	College of Engineering II E2 Room no. 167		042-821-5651
Architectural Engineering	College of Engineering II E2 Room no. 213		042-821-5621
Architecture	College of Engineering II E2 Room no. 215		042-821-6280
Civil Engineering	College of Engineering II E2 Room no. 216		042-821-5671
Naval Architecture & Ocean Engineering	College of Engineering III E3 Room no. 101		042-821-6621
Environmental Engineering	College of Engineering III E3 Room no. 324		042-821-6671
Computer Engineering	College of Engineering V W2 Room no. 406		042-821-5441

Department	Building Name / Location	Office Phone Number
Agronomy	College of Agriculture and Life Sciences Building I E10-1 Room no. 1214	042-821-5721
Horticulture	College of Agriculture and Life Sciences Building I E10-1 Room no. 1316	042-821-5731
Forest Resources	College of Agriculture and Life Sciences Building I E10-1 Room no. 1113	042-821-5741
Applied Biology	College of Agriculture and Life Sciences Building I E10-1 Room no. 1412	042-821-5761
Animal Science	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 2307	042-821-5771
Agricultural and Rural Engineering	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 3102	042-821-5791
Agricultural Machinery Engineering	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 2207	042-821-6711
Agricultural Chemistry	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 2422	042-821-6731
Food Science & Technology	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 3202	042-821-6721
Agricultural Economics	College of Agriculture and Life Sciences Building I E10-1 Room no. 1302	042-821-6741
Law	College of Law N12 Room no. 210	042-821-5816
Pharmacy	College of Pharmacy I W6 Room no. 305	042-821-5920
Medicine	College of Medicine M1 Room no. 206[Bowun Campus]	042-580-8105
Medical Science	College of Medicine M1 Room no. 409[Bowun Campus]	042-580-8216
Clothing & Textiles	College of Human Ecology N14 Room no. 104	042-821-6821
Food & Nutrition	College of Human Ecology N14 Room no. 421	042-821-6831
Consumer Science	College of Human Ecology N14 Room no. 402	042-821-6841
Music	College of Fine Arts and Music (Music Hall I) N10-1 Room no. 1118	042-821-6921
Wind and String Instrument	College of Fine Arts and Music (Music Hall I) N10-1 Room no. 1118	042-821-6931
Fine Arts	College of Fine Arts and Music (Art Hall) N9-1 Room no. 111	042-821-6971
Design and Material studies	College of Fine Arts and Music (Design Hall) N9-2 Room no. 3203	042-821-6981
Veterinary Medicine	College of Veterinary Medicine N13-1 Room no. 202	042-821-6761
Education	Global Human Resource Development Center W15 Room no. 501	042-821-6341
Physical Education	College of Natural Sciences I W5 Room no. 1318	042-821-6441
Engineering Technology Education	Global Human Resource Development Center W15 Room no. 421	042-821-5691
Convergence System Engineering	Global Human Resource Development Center W15 Room no. 313	042-821-7990
Nursing	College of Nursing Room no. 104[Bowun Campus]	042-580-8321
Bioscience and Biotechnology	College of Bioscience and Biotechnology N11 Room no. 111	042-821-5491
Global Cultural Contents	College of Humanities W7 Room no. 445	042-821-5371
Clinical Pharmacy & Administration	College of Engineering I W3 Room no. 1132-1	042-821-5920
National Public Policy	College of Human Ecology N14 Room no. 313	042-821-8026
Bio-big data	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 2307	042-821-5771
Bioconvergence Science and Technology	College of Biological Sciences and Biotechnology Room no. 111	042-821-5573
Smart Agricultural Systems	College of Agriculture and Life Sciences Building II & III E10-2 Room no. 2207	042-821-6711
Environmental and IT Convergence	College of Engineering III E3 Room no. 324	042-821-6671
Bio-AI Convergence	College of Engineering V W2 Room no. 519	042-821-7291

The field of work	Department in charge	Building Name / Location	Office Phone Number
Admissions	Office of International Affairs	International Affairs Building E1-1 Room no. 215	042-821-8823, 8825
VISA		International Affairs Building E1-1 Room no. 206	042-821-8822(Chinese), 8824(Other than Chinese)
Academic management (leave of absence, etc.)	Division of the Registrar	Administration Building E7-1 Room no. 108	042-821-5032, 5033, 5034, 5036
Application for classes, Grades accepted, Thesis	Office of Graduate School	Administration Building E7-1 Room no. 417	042-821-7055, 7056
Scholarship	Division of Student Affairs	Administration Building E7 Room no. 111	042-821-5081, 5084
Tuition payment	Division of Accounting	Administration Building E7 Room no. 101	042-821-5133
Dormitory	Dormitory	Dormitory 3Dong N5 Room no. 120	042-821-6181