

Admission Guidelines for Spring Semester 2027



**Graduate School of International Studies,
Chung-Ang University**
<http://gsis.cau.ac.kr>

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Admissions for Spring Semester 2027

1. About GSIS

【 International Studies Program (ISP) 】

- 1.1. Most ISP lectures are conducted in English (Certain lectures are conducted in Korean and in Chinese)
- 1.2. Provides a comprehensive education in multiple areas including global business, economics and international relations, international development cooperation, and an opportunity to interact with students from various backgrounds
- 1.3. Offers a wide range of study abroad programs and internships
 - Student exchange programs (Fudan University, Shandong University, as well as other CAU partner universities)
 - Internship programs (The Washington Center, University of Yangon of Myanmar, etc.)
- 1.4. Participates in the KGSP (Korean Government Scholarship Program) run by NIIED (National Institute for International Education)
- 1.5. Provides a broad range of scholarships (Entrance Scholarship, Academic Excellence Scholarship, International Students Scholarship, Study Abroad Scholarship, Global Korea Scholarship(GKS), Legacy Scholarship Volunteer Service Scholarship, Special Scholarship, CAU Training Foundation for Global Talent Scholarship)
- 1.6. Offers various business forums featuring special guest lecturers from Korea and abroad
- 1.7. ISP graduates have excellent job prospects, often working for major government agencies, conglomerates and financial institutions

【 Advanced Interpretation & Translation Program (AITP) 】

- 1.1. The only creative convergence program that combines international studies with interpretation and translation in Korea
- 1.2. A unique curriculum reflecting recent trends in different fields
 - Interpretation and translation technology classes tailored to the age of AI
 - Localization & post-editing classes
 - On-site & online mock conference classes
 - Free CAT certification test (Trados, Memsource, etc.)
 - Foreign-language MC training classes
 - Digital content translation and "Localization Specialist Training Program" run jointly with MstoryHub
 - Multi-language translation corpus on broadcasting and other specialized fields (AI training data development project)
- 1.3. State-of-the-art interpretation and translation facilities
- 1.4. Various study abroad programs and internships
 - Student exchange programs (Fudan University, Shandong University etc.)
 - Internship programs (The Washington Center, University of Yangon of Myanmar, etc.)
 - WIPO terminology research project (for enrolled students)
- 1.5. Provides a wide range of field experience through globalized learning environments and industry-academia-research collaboration
 - MOU with Samsung Electronics for the joint development of translation and interpretation and language education applications and content for the Galaxy Tab
 - Provides professional training, including Gyeonggi Province medical coordinator training
 - MOU with MstoryHub for field experience in digital content translation
- 1.6. CAU Interpreting and Translation Research Institute and the Center for Interpreting and Translation
 - Holds translation and interpretation conferences, conducts interpretation and translation-related research projects, and publishes academic journals and papers

- Large-scale projects with government agencies, conglomerates, and research institutes:

Translation project for the 2030 Busan World Expo, International Labour Organization, translation project with the American Food and Agriculture Organization, simultaneous interpretation project with the Korea Public Policy Broadcasting Service

- 1.7. Provides a broad range of scholarships (An entrance scholarship, academic scholarship, International Students Award, study abroad scholarships, scholarship for direct descendants of CAU family, research assistant scholarship, volunteer scholarship, scholarships from foundations to foster international talent)
- 1.8. AITP graduates have terrific job prospects
(World Bank, the American Chamber of Commerce, Samsung Electronics, Bank of Korea, and more)
- 1.9. Hosts and provides simultaneous interpretation opportunities in various business forums featuring special guest lecturers from Korea and abroad

2. Program & Enrollment Quota

- ISP: Master's Degree Program (Number of students to be admitted: To be determined)
- AITP: Master's Degree Program (Number of students to be admitted: To be determined)

3. Eligibility Requirements

3.1. Academic Qualifications for Application

Program	Qualifications
ISP/AITP	① Applicants who have obtained, or are expected to obtain, a bachelor's degree, or who are recognized under applicable laws and regulations as having equivalent academic qualifications. ② Applicants may apply regardless of their undergraduate major or field of study. ③ Applicants who are expected to graduate must obtain their bachelor's degree before February 28, 2027. However, expected graduates from Japanese educational institutions who have completed all academic requirements may submit proof of degree completion by April 30, 2027.

3.2. Application Eligibility for International Student Admissions

Applicants must satisfy all of the following requirements:

- (1) The applicant and both parents must not hold Korean citizenship and must be foreign nationals.
 - (2) The applicant must have completed the entire educational curriculum equivalent to at least 16 years of education (elementary, middle school, high school, and university) outside Korea.
- ※ Applicants holding dual citizenship (Korean and another nationality) are not eligible for International Student Admissions
 - ※ Applicants who acquired foreign citizenship before enrolling in elementary school are eligible.
(Supporting documents, such as certificates of resident registration cancellation and family register removal for the applicant and both parents, must be submitted.)

4. Evaluation Process

Program		Evaluation Components				Total
		Document Review	Translation	Listening	Interview	
General Admission	ISP (GB&T, GA&DC, C&I)	100	-	-	100	200
	AITP (KE, KC, KR)	100	100	100	100	400
Criteria for failure		Less than 60				

※ Score for official English certifications such as IELTS, TOEFL will be reflected in the document review
(KE-AITP applicants are not required to submit official English scores)

※ ISP (GB&T, GA&DC, C&I)

Document Review	Interview
① Personal Statement or Study Plan ② Undergraduate and/or Graduate Academic Record ③ Relevant experience or academic background ④ Any additional criteria determined by the program	① Knowledge of the relevant field ② Academic motivation and seriousness of purpose ③ Aptitude for the field ④ Logical thinking and creativity ⑤ Any additional criteria determined by the program

※ AITP (KE, KC, KR)

Document Review	Written Examination	Listening Examination	Major Examination (Oral)
① Undergraduate/ Graduate GPA ② Major Relevance and Work Experience ③ Other criteria as specified by the department	① Translation Proficiency Assessment (A to B, B to A)	① Listening and Interpreting Skills Assessment	① Interview on Major Knowledge, Aptitude, and Related Competencies

5. Application Timeline

Category	Program	Application Period	Document Submission Deadline (Documents must be delivered by the specified date and time)	Notes
General Admission	ISP	Oct 12, 2026 (Mon) 10:00 (KST) - Oct 23, 2026 (Fri) 17:00 (KST)	Oct 26, 2026 (Mon) 17:00 (KST)	Online application
	AITP	Sep 14, 2026 (Mon) 10:00 (KST) - Sep 27, 2026 (Sun) 17:00 (KST)	Sep 28, 2026 (Mon) 17:00 (KST)	

※ Applications may be submitted online through the GSIS website (<http://gsis.cau.ac.kr>) or UWAY (<http://www.uway.com>)

※ Please note that the online application deadline and the document submission deadline are different.

6. Evaluation Schedule & Venue

6.1. Evaluation Schedule & Method

Category	Program	Process	Date	Admissions Decision Notification
General Admission	ISP (GB&T, GA&DC, C&I)	Major-Specific Interview	Oct 31, 2026 (Sat)	Nov 27, 2026 (Fri)
	AITP (KC, KR)	Written Examination, Listening Examination, Major Examination	Nov 14, 2026 (Sat)	Nov 27, 2026 (Fri)
	AITP (KE)		Nov 15, 2026 (Sun)	

6.2. Time and Venue: TBD (Further details will be announced to applicants as the date approaches. Please also check the "Notice" board under "Community" on the GSIS website for updates.)

※ The evaluation schedule and method are subject to change.

7. Application Fee: KRW 80,000 (non-refundable after submission)

8. Required Documents

[Required Documents for Korean Applicants]

NO.	Required Documents for Korean Applicants	ISP	AITP	Notes
1	Application Form	☐	☐	- Print and submit the application form after completing the online application. (http://uwayapply.com)
2	Study Plan	☐	☒	- Must be completed using the designated form * Must be written in English, no word limit
3	Certificate of Graduation (or Expected Graduation) or Apostilled Diploma (Original)	☐	☐	- Academic documents must be issued in English or Korean. - If a document is issued in another language, a notarized Korean or English translation must be submitted - Applicants graduating from Korean universities must submit documents that include an online verification number. - Applicants graduating from Chinese universities must submit notarized original documents issued by a Chinese notary office. (Documents listed in item 5 must also be submitted.) - Applicants graduating from other foreign universities must submit documents authenticated either by Apostille or by consular confirmation from a Korean embassy or consulate in the issuing country. ★ Applicants who are expected to graduate must submit proof of degree completion before the semester starts. Otherwise, admission will be revoked and the application fee will not be refunded.
4	Official Academic Transcript (Original)	☐	☐	- Academic documents must be issued in English or Korean. - If a document is issued in another language, a notarized Korean or English translation must be submitted - Applicants graduating from Korean universities must submit documents that include an online verification number. - Applicants graduating from Chinese universities must submit notarized original documents issued by a Chinese notary office. - Applicants graduating from other foreign universities must submit documents authenticated either by Apostille or by consular confirmation from a Korean embassy or consulate in the issuing country. - The transcript must show either CGPA or a percentage grade. - If the transcript does not indicate the grading scale (e.g., 4.0 or 5.0), applicants must submit supporting documents issued by the university. - If the transcript does not provide a CGPA or percentage grade, applicants must submit additional supporting documents, conversion results from the following website(s): (http://www.wes.org/students/igpalc.asp) or (https://www.scholaro.com/) (including the full set of grades entered)
5	Degree Verification Report from the China Academic Degree & Graduate Education Development Center (Original)	Chinese Univ.	Chinese Univ.	- Applicants graduating from Chinese universities should submit a Degree Verification Report issued by the Chinese Ministry of Education (CHSI), along with a copy of the Degree Certificate. - Degree Verification Report issued by China Higher Education Student Information and Career Center (CHSI) (refer to: http://www.chsi.com.cn). ★ Applicants expected to graduate must submit the proof of degree completion before the semester starts. Otherwise, admission will be revoked and the application fee will not be refunded.
6	Degree Verification Form	If Applicable	If Applicable	- Required for graduates from foreign universities only (excluding Korean and Chinese universities.) - Fill in the blanks in the blue box of the designated form.
7	Official Korean or English Proficiency Test Score Reports (Original)	Holders Only	Holders Only	- Original score report required (TOPIK, TOEFL, TOEIC, G-TELP, TEPS, etc.) * The original score report must be in Korean or English.
8	Certificate of Work Experience or Employment	Holders Only	Holders Only	- Certificate of Work Experience: Minimum two years of work experience as of application submission date - Certificate of Employment: Must have been employed for at least one year as of the application submission date

【 Required Documents for Foreign Applicants 】

NO.	Required Documents for Foreign Applicants	ISP	AITP	Notes
1	Application Form	○	○	- Print and submit the application form after completing the online application. (http://uwayapply.com)
2	Study Plan	○	X	- Must be completed using the designated form * Must be written in English, no word limit
3	Certificate of Graduation (or Expected Graduation) or Apostilled Diploma (Original)	○	○	- Academic documents must be issued in English or Korean. - If a document is issued in another language, a notarized Korean or English translation must be submitted - Applicants graduating from Korean universities must submit documents that include an online verification number. - Applicants graduating from Chinese universities must submit notarized original documents issued by a Chinese notary office. (Documents listed in item 5 must also be submitted.) - Applicants graduating from other foreign universities must submit documents authenticated either by Apostille or by consular confirmation from a Korean embassy or consulate in the issuing country. ★ Applicants who are expected to graduate must submit proof of degree completion before the semester starts. Otherwise, admission will be revoked and the application fee will not be refunded.
4	Official Academic Transcript (Original)	○	○	- Academic documents must be issued in English or Korean. - If a document is issued in another language, a notarized Korean or English translation must be submitted - Applicants graduating from Korean universities must submit documents that include an online verification number. - Applicants graduating from Chinese universities must submit notarized original documents issued by a Chinese public notary office. - Applicants graduating from other foreign universities must submit documents authenticated either by Apostille or by consular confirmation from a Korean embassy or consulate in the issuing country. - The transcript must show either CGPA or a percentage grade. - If the transcript does not indicate the grading scale (e.g., 4.0 or 5.0), applicants must submit supporting documents issued by the university. - If the transcript does not provide a CGPA or percentage grade, applicants must submit additional supporting documents, conversion results from the following website(s): (http://www.wes.org/students/igpascal.asp) or (https://www.scholaro.com/) (including the full set of grades entered)
5	Degree Verification Report from the China Academic Degree & Graduate Education Development Center (Original)	Chinese Univ.	Chinese Univ.	- Applicants graduating from Chinese universities should submit a Degree Verification Report issued by the Chinese Ministry of Education (CHSI), along with a copy of the Degree Certificate. - Degree Verification Report issued by China Higher Education Student Information and Career Center (CHSI) (refer to: http://www.chsi.com.cn). ★ Applicants expected to graduate must submit the proof of degree completion before the semester starts. Otherwise, admission will be revoked and the application fee will not be refunded.
6	Degree Verification Form	If Applicable	If Applicable	- Required for graduates from foreign universities only (excluding Korean and Chinese universities.) - Fill in the blanks in the blue box of the designated form.
7	Official Korean or English Proficiency Test Score Reports (Original)	Holders Only	Holders Only	- Original score report required (TOPIK, TOEFL, TOEIC, G-TELP, TEPS, etc.) * The original score report must be in Korean or English.
8	Certificate of Work Experience or Employment	Holders Only	Holders Only	- Certificate of Work Experience: Minimum two years of work experience as of application submission date - Certificate of Employment: Must have been employed for at least one year as of the application submission date

9	Government-issued Document Verifying the Relationship between the Applicant and the Applicant's Parents	☐	☐	- Notarized documents must be issued within six months of the date of notarization as of the document submission date. e.g. - China: Notarized copy of the applicant's Household Register (Hukou) and a notarized Certificate of Family Relationship - Japan: Copy of the applicant's Certificate of Family Register - USA: Birth certificate, etc.
10	Copies of the Identification Cards (The Applicant's and Both Parents')	☐	☐	* If either parent is deceased or divorced, a death or divorce certificate must be submitted.
11	Copy of Applicant's Passport	Holde rs Only	Holde rs Only	
12	Copy of Residence Card (Former ARC)	Holde rs Only	Holde rs Only	- Copy of both sides (front and back)
No. 13 is required only for applicants applying under the qualification of having completed the full 16+ years of education abroad (except for foreign applicants whose parents are both non-Korean nationals).				
13	Diploma and Transcripts from Elementary, Middle, and High School	☐	☐	- Documents written in Korean or English must be submitted as originals. - Documents in languages other than Korean or English must be submitted with a notarized translation or an Apostille. - Academic documents from Chinese schools must be notarized by a Chinese notary office. * Not required for applicants whose parents are both non-Korean nationals and who are themselves non-Korean nationals.

✂ Important Notes on Document Submission

- 1) Documents written in languages other than Korean or English must be submitted with a notarized translation into Korean or English (except copies of passports and identification cards).
- 2) Only notarizations issued in the country where the original document was issued will be accepted. Notarization obtained in Korea will not be accepted.
- 3) All documents must be submitted as originals. If the original cannot be submitted, a copy may be submitted; however, both the original and the copy must be presented for verification.
- 4) If the required documents are not submitted by the deadline, the applicant will be disqualified from admission and the application fee will not be refunded.
- 5) All submitted documents will not be returned.

Classification	Authentication of Academic Documents		
	China	Apostille Countries	Non-Apostille countries
Four-Year University/ Certificate of Graduation (or Expected Graduation)	Submit notarized Certificate of Graduation (or Expected Graduation) + Degree Verification Report issued by the Chinese Ministry of Education (CHSI) (www.chsi.com.cn)	Submit Apostille certification or consular confirmation by a Korean embassy or consulate in the country of issuance	submit consular confirmation by a Korean embassy or consulate in the country of issuance

* Apostille Certificate

Apostille Convention: A multilateral treaty that simplifies the authentication of public documents for use in other member countries by replacing consular legalization with an Apostille certificate.

- Official Name: Convention Abolishing the Requirement of Legalization for Foreign Public Documents (Agreement to abolish the request for certification for foreign official documents)
- Issuing Authority: The authority designated by the government of the issuing country (in Korea, the Ministry of Foreign Affairs)
- Documents to be submitted: An Apostille certificate for academic documents (e.g., graduation certificate, degree certificate, transcript).

<https://www.hcch.net/en/instruments/conventions/specialised-sections/apostille>

※ Proof of Financial Capacity : Bank Balance Certificate

(Only required after admission; not required at the time of application)

Classification	Contents
Issuance Criteria	A bank balance certificate issued within 30 days of the date of application for the Certificate of Admission , in the name of the applicant or a parent. (If issued in a parent's name, a document verifying the family relationship must also be submitted.)
Submission Period	Final admitted applicants must submit this document during the period designated for applying for the Certificate of Admission (standard admission letter). * This document should not be submitted with the application materials.
Number of Issuance	One (1) copy to be submitted to CAU GSIS.
Deposit Amount	KRW 20,000,000 (Based on KRW) *In case of a foreign currency balance certificate, check the exchange rate on the base date of each quarter immediately before issuance of the certificate (1.1/4.1/7.1/10.1).
Validity (Banks in China)	For certificates issued by banks in China, the balance must remain frozen until Apr 30, 2027 .
Important Notes	- Applicants who intend to change their visa status in Korea must submit a bank balance certificate issued by a Korean bank in their own name. - Additional documents may be requested by the immigration office or visa-issuing authority. - Submitted bank balance certificates may not be accepted depending on the interpretation of the immigration authorities under the Ministry of Justice. - For certificates issued by banks in China (regional or small-scale banks are not recommended): - The certificate issuance date must match the deposit date. - The certificate expiration date must match the deposit maturity date (freeze release date). - Certificates allowing withdrawals at any time will not be accepted.
Exemption	Applicants receiving scholarships that cover tuition and living expenses are exempt from submitting a bank balance certificate.

9. Tuition & Scholarships (for the 2026 academic year, subject to change)

9.1 Admission Fee: KRW 980,000 (Same for Korean & foreign students)

9.2 Tuition Fee

- 1) Korean students: KRW 8,006,000
- 2) International students: KRW 10,006,000

9.3 Scholarships: Please visit <http://gsis.cau.ac.kr/> - Academics Affairs – Scholarships

10. Important Notes for Applicants

► Online Application [<http://www.uway.com>]

10.1. Application Period

- ISP General Admission: **Oct 12, 2026 (Mon) 10:00 (KST) - Oct 23, 2026 (Fri) 17:00 (KST)**

- AITP General Admission: **Sep 14, 2026 (Mon) 10:00 (KST) - Sep 27, 2026 (Sun) 17:00 (KST)**

→ The online application system is available 24 hours a day during the application period.

10.2. Application Fee: KRW 80,000 (Online payment available at <http://www.uway.com>)

10.3. Once the application fee has been paid, the application form cannot be edited. Please make all necessary changes before payment.

10.4. Your application will be considered complete only after the application fee has been paid and the application form bearing your application number has been printed.

10.5. After the application period closes, application information cannot be modified, the application cannot be canceled, and the application fee will not be refunded.

* Please make sure to review all application information before payment.

10.6. If you have attended two or more colleges or universities, list all institutions and departments/programs in reverse chronological order.

Ex: University 1 - University attended after transfer, University 2 – University attended before transfer

10.7. Applicants who transferred during their undergraduate studies should enter from the final institution. However, transcripts from institutions attended prior to transfer must be submitted.

10.8. After completing the online application, applicants must print the application form and submit it together with all required documents to the GSIS Admissions Officer.

Failure to submit the required documents by the deadline will result in disqualification.

- Submission method: Registered mail or courier service

- Submission deadline:

ISP – Oct 26, 2026 (Mon) 17:00 (KST)

AITP – Sep 28, 2026 (Mon) 17:00 (KST)

► Mailing Address

Admissions Officer

GSIS Academic Affairs Support Team

Room 708, Building 303 (Law Building)

Chung-Ang University

84 Heukseok-ro, Dongjak-gu, Seoul, 06974, Republic of Korea

► Contact: Tel +82-2-820-6477, 5623, 5624 / Fax. +82-2-827-0155

10.9. Any disadvantages resulting from discrepancies between the application form, submitted documents, and information entered online, as well as from errors, omissions, illegible information, or changes in contact information, shall be the responsibility of the applicant.

10.10. Applications sent without submitting an online application are invalid and will not be accepted.

10.11. Other notes:

- Acceptance or admission will be revoked if submitted documents are found to be false or if admission is obtained by any improper means.**
- Admission will be revoked if the applicant fails to meet the degree requirements for the previous level of study by the start of the semester.**
- All submitted documents will not be returned.**
- Applicants admitted through the international admissions category must maintain health and accident insurance from enrollment until graduation. Failure to do so will result in ineligibility for scholarships and various support programs.**
- Applicants must keep their admission ticket and bring it on the day of the examination/interview.**

11. Admissions Decisions, Additional Offers, and Tuition Refunds

11.1. Admissions Decisions

- Admission decisions are made in descending order of total score within each program. Applicants who are absent from any required component (including partial absence) or who fail any required component, including document review or the major-field oral examination, will be disqualified.
- In the event of a tie, priority will be given first to the applicant with the higher score on the major field interview and then to the younger applicant.
- Applicants who provide false information in the application form or submitted documents, or who forge or alter such documents, will be disqualified regardless of their scores.
- If an admitted applicant fails to register within the designated registration period, the admission offer will

be canceled.

- For international applicants, admission may be canceled if the requirements for visa issuance are not met or if visa issuance is denied

11.2. Additional Offers

- If vacancies arise because admitted applicants fail to register, additional offers of admission will be made in order of total score within each program. Applicants deemed ineligible will not be considered for additional admission offers.
- Applicants who cannot be reached by phone by GSIS at the time of notification may be excluded from consideration, even if ranked higher.
- Applicants receiving additional offers of admission must register within the designated registration period.

11.3. Tuition Refunds

- Tuition and/or the admission fee may be refunded in the following cases:
 - ▶ If a student is unable to enroll (including new admission, transfer admission, or readmission) or continue studies in accordance with applicable laws and regulations
 - ▶ If a student decides to give up their admission offer
 - ▶ If an enrolled student submits a withdrawal application and receives approval
 - ▶ If a student is unable to enroll or continue studies due to illness, death, natural disaster, or other unavoidable circumstances
- Absences or disciplinary punishments cannot be reasons to receive a tuition refund or reduction.
- If a student enrolls in fewer credit hours than is required or fails to enroll in classes, their tuition will not be refunded.
- Refund Criteria:

Application Deadline	Amount of Refund	Required Documents	Submit To
Before the start of the semester	Full refund of tuition and admission fee	- Application for cancellation of registration (the university's designated form) - Copy of the applicant's ID - Copy of the applicant's bankbook	GSIS Academic Affairs Support Team (Room 708, Building 303)
After the start of the semester	Refund based on enrolled student policy ※ Admission fee is non-refundable.	- Withdrawal application (the university's designated form) - Copy of the applicant's bankbook	

11.4. New Students Scholarships

- New student scholarships are awarded only during the first semester of enrollment. If student takes a leave of absence after registering in the first semester, the new student scholarship will be canceled.
- ※ Please refer to the GSIS Academic Regulations for the criteria on governing new student scholarships.

12. Inquiries

- Please check the "Notice" board under "Community" for additional information.
- Website: <http://gsis.cau.ac.kr>
- E-mail: gsis@cau.ac.kr
- Phone: +82-2-820-6477, 5623, 5624

Dean of the Graduate School of International Studies
Chung-Ang University

Degree Verification Form

Consent Form for Degree Verification

(For Graduates of Overseas Universities, Except Chinese Universities)

CHUNG ANG UNIVERSITY GRADUATE SCHOOL INTERNATIONAL STUDIES

Fill in the
blanks in the
blue box.

University/Institution of Previously Earned Degree (person in charge of degree verification)			
University (Institution) Name			
Address			
Zip Code		E-mail	
Tel	Country/region/ phone number (including national code)	Fax	

Dear Sir/Madam;

Regarding the academic degree of our newly admitted student, ★ Student Name, we cordially request that you verify the following facts in the space provided below. According to the application documents submitted to us, it is stated that ★ Student Name received a **Master's degree/Bachelor's degree (choose 1)** in ★ Major at ★ School Name.

Thank you for your kind cooperation in advance and I look forward to receiving this letter back by e-mail, fax, or air mail at your earliest convenience.

Sincerely yours,

Registrar of _____ University

Degree awarded : _____
Date of award : _____
Comments (if any) : _____

Date: _____

Name and title of verifier: _____

Return to: Registrar, Graduate School of International Studies, Chung Ang University
Room 708, Building 303, 84 Heukseok-ro, Dongjak-gu, Seoul, 06974, KOREA
Fax: 82-2-827-0155 E-mail: gsis@cau.ac.kr Tel: 82-2-820-5623/5624