Application Guidelines for Spring Semester 2023



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

CONTENTS

1. Introduction ····· 3

2. Admissions Programs & Quotas ····· 4

3. Admissions Criteria ····· 4

4. Evaluation Process ····· 4

5. Admissions Schedule ····· 5

6. Admissions Process & Exam Location ····· 5

7. Application Fee ····· 6

8. Required Documents ····· 6

9. Important Notice on Application Submission ····· 9

10. Admissions Decisions, Waitlist Acceptance & Tuition Refunds ····· 10

11. Miscellaneous ····· 11

Admissions for Spring Semester 2023

1. GSIS Introduction

【 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, global border studies, 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 (Monterey Institute of International Studies, Fudan University, Shandong University, etc.)
- Study abroad programs (Hokkaido University Summer School Border Studies, etc.)
- 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. Runs the KOICA International Development Cooperation Business for Universities

1.6. Provides a broad range of scholarships (entrance scholarship, special admission scholarship, academic scholarship, International Students Award, study abroad scholarships, Korean government scholarship, scholarship for direct descendants of CAU family, research assistant scholarship, volunteer scholarship, GSIS DREAM scholarship, scholarships from foundations to foster international talent)

1.7. Offers various business forums featuring special guests from home and abroad

1.8. ISP graduates have terrific job prospects, often working for major government agencies, conglomerates and financial institutions

【 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 field trends

- Free CAT certification test (Trados, Memsource, etc.)
- Special foreign language emcee classes
- Interpretation and translation technology classes
- Remote meeting interpretation classes
- Digital content translation and Localization Specialist Training Program run jointly with MstoryHub
- Multi-language translation corpus on broadcasting and other specialized fields (AI-learning data-building program)

1.3. State-of-the-art interpretation and translation facilities

1-4. Various study abroad programs and internships

- Student exchange programs (Monterey Institute of International Studies, Fudan University, Shandong University, Lomonosov Moscow State University, etc.)
- Internship programs (The Washington Center, University of Yangon of Myanmar, etc.)
- WIPO terminology research project (for enrolled students)

1-5. Participates in the KGSP (Korean Government Scholarship Program) run by NIIED (National Institute for International Education)

- Provides a wide range of field experience through industry-university-institute collaboration
- MOU with Samsung Electronics for the joint development of translation and interpretation and language education applications and content for the Galaxy Tab

1-6. Provides a broad range of scholarships (entrance scholarship, special admission scholarship, academic scholarship, International Students Award, study abroad scholarships, Korean government scholarship, scholarship for direct descendants of CAU family, research assistant scholarship, volunteer scholarship, GSIS DREAM scholarship, scholarships from foundations to foster international talent)

1-7. AITP graduates have terrific job prospects (World Bank, the American Chamber of Commerce, Samsung Electronics, Bank of Korea and more)

1-8. CAU Interpreting and Translation Research Institute and the Center for Interpreting and Translation
- Holds translation and interpretation conferences, publishes academic journals and papers
- Retains a pool of specialists such as medical coordinators for Gyeong-gi provincial government
- Signed an MOU for the Incheon Asian Games
- Provides interpretation and translation services for various Korean government agencies and conglomerates

1-9. Hosts various business forums featuring special guests from home and abroad

2. Admissions Programs & Admissions Quotas

- ISP: Master's Degree Program [00 people]
- AITP: Master's Degree Program [00 people]

3. Admissions Criteria

3.1. Academic Qualifications for Application

Program	Qualifications
ISP/AITP	① Applicants who hold a Bachelor's degree from an accredited undergraduate institution ② Applicants can apply for a major different from that of their previous degree ③ Applicants who are expected graduates must be able to submit their graduation certificate before **2023.2.28.** However, expected graduates that have completed their coursework at institutions in Japan may submit the certificate by April 30th 2023.

3.2. Application Eligibility for International Student Admissions

Applicants must meet one of the following conditions:

(1) Foreign nationals whose parents both have foreign citizenship
(Non-Korean students whose parents are both non-Korean)

(2) An applicant who is a foreigner (non-Korean) and has completed all their educational courses and degrees (equivalent to primary, secondary and university education) in a foreign country for more than 16 years

※ Applicants who have Korean citizenship are not eligible for International Student Admissions
(Holders of dual citizenships that include Korean citizenship are also not eligible to apply)

※ Only applicants who acquired foreign citizenship before elementary school are eligible for International Student Admissions
(The student and both his/her parents should submit proof of cancelling the registration of their Korean nationality, etc.)

4. Evaluation Process

Program		Graded Score				Total
		Document Review	Translation	Listening	Interview	
General Admission	ISP	100	-	-	100	200
	AITP (KE, KC, KR)	100	100	100	100	400
Passing Grade		60				

※ Official English scores such as TOEFL, TOEIC, G-TELP, TEPS will be reflected in the document review
(KE AITP applicants need not submit official English scores)

※ **ISP**

Document Review	Interview (ISP)
① Study Plan ② Undergraduate/Graduate GPA ③ Experience and/or Major	① Specific background knowledge needed to succeed in the program you are applying for ② Experience and previous major(s) as relevant to the major you are applying for ③ Reason for applying to the school and post-graduate plan ④ General knowledge ⑤ Logical thinking and creativity ⑥ Other criteria as specified by the department

※ **AITP (KE, KC, KR)**

Document Review	Translation	Listening	Interview (AITP)
① Undergraduate/ Graduate GPA ② Experience and/or Major	① AB Translation [Korean ->Foreign language] ② BA Translation [Foreign Language ->Korean]	① Korean Listening ② Foreign Language Listening	① Specific background knowledge needed to succeed in the program you are applying for ② Experience and previous major(s) as relevant to the major you are applying for ③ Reason for applying to the school and post-graduate plan ④ General knowledge ⑤ Logical thinking and creativity ⑥ Other criteria as specified by the department

5. Admissions Schedule

Category	Program	Application Period	Document Submission Deadline (Documents must be delivered to the school by the specified date and time)	Notes
General Admission	ISP	2022.10.18 (Tue) at 10:00 ~11.7 (Mon) at 17:00	11.8 (Tue) by 17:00	Online application
	AITP (KE, KC, KR)	2022.10.4 (Tue) at 10:00 ~10.18 (Tue) at 17:00	10.19 (Wed) by 17:00	

※ **You can apply online at (http://gsis.cau.ac.kr) or (http://www.uway.com)**

※ **The deadlines for the online application and document submission are different. Please check the dates.**

6. Admissions Process & Exam Location

6.1. Admissions Process

Category	Program	Process		Date	Admissions Decision Notification
General Admission	ISP	English Interview		11.19 (Sat)	11.28 (Mon)
	AITP (KE, KC, KR)	1st	Translation	10.29 (Sat)	11.8 (Tue) Afternoon
		2nd	Listening/ English Interview	11.11 (Fri) ~11.12 (Sat)	11.24 (Thu) Afternoon

6.2. Exam Location: TBD (further notice will be given as the date approaches)
(Check the "Notice" board under "GSIS News")

※ Changes may be made to the schedule and/or application procedures.

7. Application Fee

KRW 80,000 (Non-refundable)

8. Required Documents

【 Required Documents for Korean Applicants 】

NO.	Required Documents for Korean Applicants	ISP	AITP	Notes
1	**Application Form**	O	O	- Completed online application form printed and signed after payment (http://uwayapply.com)
2	**Study Plan**	O	X	- The study plan should be written using the designated form * Must be written in English, no fixed word limit
3	**Certificate of Graduation (Bachelor's Degree) or Apostilled Diploma (Original)**	O	O	- For applicants who graduated from Chinese universities, the original academic documents should be notarized by the Public Notary in China.. - For applicants who graduated from other foreign universities, original documents should be submitted for academic documents and must be written in English or in Korean.. * Academic documents written in languages other than English or Korean should be submitted with a notarized or apostilled translation. * Applicants who graduated from universities located in any of the 21 countries designated by the Korean Government should submit their certificates and transcript with an apostille or Korean Embassy notarization. (Please check the "Important Notes.") * For expected graduates, please submit proof of expected graduation date or a certificate of enrollment. Accepted applicants should submit an official degree certificate (Certificate of Graduation) before the admissions date. Otherwise, the student's admission will be revoked. * Applicants who are prospective graduates of a Korean university or who graduated from a Korean university must submit online a Korean University Graduation Certificate, including an online certificate number.
4	**Official Transcript (Bachelor's Degree) (Original)**	O	O	- Applicants who graduated from Chinese universities must submit an original Official Transcript that has been notarized by the Public Notary in China. - For applicants who graduated from other foreign universities, the original official transcript should be submitted in English or in Korean. (If in languages other than English or Korean, submit with a notarized or apostilled translation.) - Official transcripts should include the CGPA either as a percentage or on a scale [Refer to Conversion Table (P.11)] - If there is no CGPA information as a percentage or scale, the student should submit additional supporting documents issued by the university, or visit the following website(s): (http://www.wes.org/students/igpacalc.asp) or (https://www.scholaro.com/) (including the full input grade)

5	**Degree Certificate from the China Academic Degree & Graduate Education Development Center (Original)**	Chinese Univ.	Chinese Univ.	Applicants who graduated from Chinese universities should submit a Certificate of China Academic Degree & Graduate Education (with a copy of a Certificate of Degree) (http://www.cdgdc.edu.cn) * For expected graduates, please submit before entrance. If not submitted, your acceptance will be revoked and your admission fee will not be refunded.
6	**Degree Verification Form**	Holders OnlyApplicable Persons	Applicable Persons	- Required for graduates from foreign universities (applicants from Korean and Chinese universities are exempt) - Fill out the starred (★) sections on the designated form
7	**Korean or English Proficiency Test Reports (Original)**	Holders Only	Holders Only	Original document (TOPIK, TOEFL, TOEIC, G-TELP, TEPS, etc.) * Original document in Korean or English
8	**Certificate of Career or Employment**	Holders Only	Holders Only	- Certificate of career: Those who have at least 2 years of prior work experience as of the date of application submission - Certificate of employment: Those who have currently been working for at least 1 year prior to the date of application submission

【 Required Documents for Foreign Applicants 】

NO.	Required Documents for Foreign Applicants	ISP	AITP	Notes
1	**Application Form**	O	O	- Complete the online application and payment, then print and sign the form (http://uwayapply.com)
2	**Study Plan**	O	X	- The study plan should be written using the designated form * Must be written in English, no fixed word limit
3	**Certificate of Graduation (Bachelor's Degree) or Apostilled Diploma (Original)**	O	O	- For applicants who graduated from Chinese universities, the original academic documents should be notarized by the Public Notary in China. - For applicants who graduated from other foreign universities, original documents should be submitted for academic documents and must be written in English or in Korean. * Academic documents written in languages other than English or Korean should be submitted with a notarized or apostilled translation. * Applicants who graduated from universities located in any of the 21 countries designated by the Korean Government should submit their certificates and transcript with an apostille or Korean Embassy notarization. (Please check the "Important Notes.") * For expected graduates, please submit proof of expected graduation date or a certificate of enrollment. Accepted applicants should submit an official degree certificate (Certificate of Graduation) before the admissions date. Otherwise, the student's admission will be revoked. * Applicants who are prospective graduates of a Korean university or who graduated from a Korean university must submit online a Korean University Graduation Certificate, including an online certificate number.
4	**Official Transcript (Bachelor's Degree) (Original)**	O	O	- Applicants who graduated from Chinese universities must submit an original Official Transcript that has been notarized by the Public Notary in China. - For applicants who graduated from other foreign universities, the original official transcript should be submitted in English or in Korean. (If in languages other than English or Korean, submit with a notarized or apostilled translation.) - Official transcripts should include the CGPA either as a percentage or on a scale [Refer to Conversion Table (P.11)] - If there is no CGPA information as a percentage or scale, the student should submit additional supporting documents issued by the university, or visit the following website(s): (http://www.wes.org/students/igpacalc.asp) or (https://www.scholaro.com/) (including the full input grade)

5	**Degree Certificate from the China Academic Degree & Graduate Education Development Center (Original)**	Chinese Univ.	Chinese Univ.	Applicants who got their diploma of academic degree from a **Chinese university** should submit the original degree certificate (and a copy of it)(refer to notes for document submission) as well as a: Degree certificate report issued through China Credentials Verification run by the China Ministry of Education (refer to: http://www.chsi.com.cn) * For expected graduates, please submit before entrance. If not submitted, your acceptance will be revoked and your admission fee will not be refunded.
6	**Degree Verification Form**	Applicable Persons	Applicable Persons	- Required for graduates from foreign universities (applicants from Korean and Chinese universities are exempt) - Fill out the starred (★) sections on the designated form
7	**Korean or English Proficiency Test Reports (Original)**	Holders Only	Holders Only	Original document (TOPIK, TOEFL, TOEIC, G-TELP, TEPS, etc.) *Original document must be in Korean or English
8	**Certificate of Career or Employment**	Holders Only	Holders Only	- Certificate of career: Those who have at least 2 years of prior work experience as of the date of application submission - Certificate of employment: Those who have currently been working for at least 1 year prior to the date of application submission
9	**Legal Certificate Proving Family Relationship Issued by a Government Office**	O	O	- Notarized documents are valid for 6 months starting from the notarized date Ex) - China: Copy of the applicant's Household Register (Jianren Hukoubu), Notarized Certificate of Family Register - Japan: Copy of the applicant's Certificate of Family Register - USA: Birth certificate, etc.
10	**Copy of National Identification Card (Applicant's and Both Parents')**	O	O	* In the event of a parent's death (or divorce), a certificate of death (or divorce) must be submitted
11	**Statement of Financial Resources**	O	O	- Statement of financial resources with a minimum deposit balance of $20,000 USD - The documents must be issued within 30 days prior to application day. The financial statement of funds must be under the applicant's or applicant's parents' name. In case of submitting parents' financial statement, submission of a family relation certificate is obligatory. - In case of funds held in Chinese banks, the frozen assets period must last until after March 31st 2023. - If an applicant plans to change his/her status of residence in Korea, he/she needs to submit a financial statement from a domestic (Korean) bank under the applicant's name. - Additional information on the applicant's financial capability might be requested from the Immigration Office or Visa-Issuing Center - Depending on the interpretation of the Ministry of Justice, the financial statement might not be accepted - In case of financial statements issued at Chinese banks (regional and small/medium-sized banks might not be accepted): 1) Statement issue date and deposit date must be the same 2) Statement expiration date and deposit expiration date (frozen assets end-date) must be the same 3) A financial statement certificate that allows withdrawals at all times will not be accepted
12	**Copy of Applicant's Passport**	Holders Only	Holders Only	
13	**Copy of Applicant's Alien Registration Card**	Holders Only	Holders Only	- Copy of both the front and back
No. 14 is required only for applicants who applied as having completed 16+ years of education in a foreign country. (Not necessary for foreign applicants whose parents are both non-Korean citizens)				
14	**Diploma and Transcripts from Elementary, Middle and High School**	O	O	- All documents should be written in Korean or English - Otherwise, the documents must be submitted with a translated and notarized or apostilled copy - All documents from Chinese schools should be notarized in China (If the applicant and both of their parents are non-Korean citizens, they are exempt from submission)

※ Important Notes

1) Academic documents should be notarized by the country in which the institution that issued the document is located. Academic documents notarized by Korean offices will not be accepted.
2) Original documents must be submitted for all documents. If the original cannot be submitted, a copy may be submitted, but both the original and the copy must be submitted to verify validity.
3) If the documents are not submitted before the deadline, the applicant will be ineligible for admission due to insufficient qualifications, and the application fee cannot be refunded.
4) All submitted documents will not be returned.

* 21 Countries: China, Philippines, Indonesia, Bangladesh, Vietnam, Mongolia, Thailand, Pakistan, Sri Lanka, India, Republic of the Union of Myanmar, Nepal, Iran, Uzbekistan, Kazakhstan, Kyrgyzstan, Ukraine, Nigeria, Ghana, Egypt or Peru
- Applicants who have graduated from the above 21 countries designated by the Korean government should submit one of the additional documents listed below.
① Confirmed academic background document(s) with apostille
* www.hcch.net - Apostille section:
https://www.hcch.net/en/instruments/conventions/specialised-sections/apostille
② Academic background confirmation document(s) from the Korean Embassy located in the country where the applicant graduated from university
③ Students who graduated from Chinese institutions should prepare confirmed academic background document(s) from the China Ministry of Education (http://www.chsi.com.cn)

*** How to apply for issuance of a certificate of degree from a Chinese university**
A certification report on the applicant's academic background, degree, etc. issued by the Education and Degree Certification Center operated by the Ministry of Education of China
※ Certification Authority Information
- Certification Institution Name: the China Ministry of Education (教育部学生服务与素质发展中心)
- 홈페이지: http://www.chsi.com.cn
- 주소: 北京市西城区西直门外大街18号金贸大厦C3座(우편번호 : 100044)
- 이메일 주소: kefu@chsi.com.cn
- 전화번호: +86-10-67410388

*** Apostille confirmation**
Apostille Convention: A multilateral agreement on the legalization of official documents among issuing countries created in order to facilitate the mutual authentication of official documents while abolishing complicated authentication procedures such as consular confirmation of foreign diplomatic missions.
* Official Name: Convention Abolishing the Requirement of Legalization for Foreign Public Document
(Agreement to abolish the request for certification for foreign official documents)
- Issuing Organization: The organization designated by the government of the specified country & the Ministry of Foreign Affairs in Korea
- Documents to be submitted: Submit an "Apostille confirmation" for academic background-related documents (graduation certificate, degree certificate, transcript) [Reference] www.hcch.net -> Apostille section
https://www.hcch.net/en/instruments/conventions/specialised-sections/apostille

9. Important Notice on Application Submission

▶ **Online Application [http://www.uway.com]**

9.1. Application Period

ISP – General Admission: 2022.10.18. (Tue) - 11.7 (Mon) 17:00

AITP – General Admission: 2022.10.4. (Tue) - 10.18 (Tue) 17:00

→ Our online application is available 24 hours a day during the application period

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

9.3. Once you pay the application fee, your application form cannot be revised or returned and the fee cannot be refunded. Be sure to check your application form closely before paying the fee

9.4. Once you print out the application form (including the application number) after paying the application fee, your application is complete

9.5. Once you pay your application fee, your application form cannot be revised or cancelled, and the application fee cannot be refunded

* Make sure to check the content of your application before proceeding to pay the fee

9.6. If you attended more than two universities, you must write your major/program and the university names in the order of the most recently attended
Ex: University 1 - University attended after transfer, University 2 – University attended before transfer

9.7. In the case of undergraduate transfer students, only the grades of the final school from which you graduated should be entered (However, all university transcripts from before the transfer should still be submitted)

9.8. Upon online submission, you must print out your application form
Your application form and documents must be submitted by the deadline to the GSIS admissions officer by registered mail. You will be ineligible for admission if your documents are not submitted before the deadline

- How to submit: Registered mail, courier [Please do not submit in person due to Covid-19 safety measures]
- Submission deadline: Refer to the schedule for the deadline to submit application documents

▶ **Submit your application to:**
Admissions Officer [Graduate School of International Studies, Chung Ang University,
Room 708, Law Building (Building No. 303)]
84 Heukseok-ro, Dongjak-gu, Seoul, 06974, Korea

▶ **Phone: +82-2-820-5623, 5624 / Fax: +82-2-827-0155**

9.9. If the details on the application form or those in the submitted documents are found to be different from the data entered online, and/or if the documents contain errors or have missing or unreadable information, the applicant may be at a disadvantage and he/she must accept full responsibility in such cases

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

9.11. Other notes:

▶ **Admission will be revoked if the submitted documents are found to be false**
▶ **Admission will be revoked if an expected graduate is unable to complete their degree**
▶ **All submitted documents will not be returned**
▶ **Those who have passed the foreign applicant screening must sign up for disease and injury insurance and maintain it from admission to graduation. If they do not, they cannot apply for scholarships and various programs**
▶ **You must bring your exam admission ticket on the day of exam**

10. Admissions Decisions, Waitlist Acceptance & Tuition Refunds

10.1. Admissions Decisions

1. Admissions decisions are made based on the sum of the applicant's test scores, and applicants who arrive late or fail to show up on the day of exam will be ineligible for document review
2. In cases in which two or more applicants have the same test scores, applicants who scored higher on the interview as well as younger applicants will be prioritized for admission
3. Applicants who include incorrect information to, forge or falsify their application documents will be ineligible for admission regardless of their scores
4. If a student fails to register within the specified registration period, his/her admission may be revoked

10.2. Waitlist Acceptance

1. If there are vacancies due to admitted students who fail to register on time, additional admissions decisions will be made based on the sum of the applicant's test scores (Disqualified applicants will not be reconsidered for review)
2. If an applicant cannot be reached by the GSIS office by phone at the time of notification of waitlist acceptance, the applicant will not be further considered for review
3. Students admitted off the waitlist must register within the designated registration period

10.3. Tuition Refunds

1. Registered students will receive a refund of their tuition or entrance fees in the following cases:
   1) If a student is unable to attend school (including new students, transfer students, readmitted students) or continue his/her studies according to the law
   2) If a student decides to give up their admissions spot
   3) If an enrolled student has submitted a withdrawal application and has been granted permission to do so
   4) If a student faces unavoidable circumstances (death, illness, natural disasters, etc.) that prevent him/her from attending school or continuing his/her studies
2. Absences or disciplinary punishments cannot be reasons to receive a tuition refund or reduction
3. If a student enrolls in fewer credit hours than is required or fails to enroll in classes, his/her tuition will not be refunded

10.4. Refund Criteria

Application Deadline	Amount of Refund	Required Documents	Submit To
Before the 1st day of the semester	Full refund	- Application for cancellation of admission - Copy of the student's identification card - Copy of the student's bank book	Office of GSIS (Bldg. 303 Room #708)
After the 1st day of the semester	Partial refund based on university policy ※ The admission fee is not refundable	- Application for withdrawal - Copy of the student's bank book	Office of GSIS (Bldg. 303 Room #708)

10.5. Freshman Scholarships

1. Scholarships for freshmen are only given in the first semester following admission and will be revoked if the student chooses to take a leave of absence after enrollment within the first semester of admission
2. Refer to the International Graduate School Academic Regulations for the criteria on granting scholarships to freshmen

11. Miscellaneous

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

Dean, Graduate School of International Studies
Chung Ang University

Grade Percentage Conversion Criteria

* If only CGPA is listed on your transcript, please refer to the GPA Conversion table attached below for percentage conversion.
* For foreign university degree holders, if both CGPA and percentage grades are not listed on the transcript, go to the WES website (http://www.wes.org/students/igpacalc.asp or https://www.scholaro.com/) Print and submit the results of the grade conversion (must print to include grade input for each semester)

[GPA Conversion Table]

4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100 Point Scale
3.97 - 4.0	4.26 - 4.3	4.46 - 4.5	4.95 - 5.00	100
3.92 - 3.96	4.22 - 4.25	4.41 - 4.45	4.90 - 4.94	99
3.88 - 3.91	4.17 - 4.21	4.36 - 4.40	4.84 - 4.89	98
3.84 - 3.87	4.12 - 4.16	4.31 - 4.35	4.79 - 4.83	97
3.80 - 3.83	4.08 - 4.11	4.26 - 4.30	4.73 - 4.78	96
3.75 - 3.79	4.03 - 4.07	4.21 - 4.25	4.68 - 4.72	95
3.71 - 3.74	3.98 - 4.02	4.16 - 4.20	4.62 - 4.67	94
3.67 - 3.70	3.93 - 3.97	4.11 - 4.15	4.57 - 4.61	93
3.62 - 3.66	3.89 - 3.92	4.06 - 4.10	4.51 - 4.56	92
3.58 - 3.61	3.84 - 3.88	4.01 - 4.05	4.45 - 4.50	91
3.49 - 3.57	3.75 - 3.83	3.91 - 4.00	4.34 - 4.44	90
3.41 - 3.48	3.65 - 3.74	3.81 - 3.90	4.23 - 4.33	89
3.32 - 3.40	3.56 - 3.64	3.71 - 3.80	4.12 - 4.22	88
3.24 - 3.31	3.46 - 3.55	3.61 - 3.70	4.01 - 4.11	87
3.15 - 3.23	3.37 - 3.45	3.51 - 3.60	3.90 - 4.00	86
3.07 - 3.14	3.27 - 3.36	3.41 - 3.50	3.79 - 3.89	85
2.98 - 3.06	3.18 - 3.26	3.31 - 3.40	3.68 - 3.78	84
2.90 - 2.97	3.09 - 3.17	3.21 - 3.30	3.57 - 3.67	83
2.81 - 2.89	2.99 - 3.08	3.11 - 3.20	3.45 - 3.56	82
2.72 - 2.80	2.90 - 2.98	3.01 - 3.10	3.34 - 3.44	81
2.64 - 2.71	2.80 - 2.89	2.91 - 3.00	3.23 - 3.33	80

Degree Verification Form

Overseas University Graduates Academic Achievement Inquiry Agreement (Excluding Chinese Universities)
CHUNG ANG UNIVERSITY GRADUATE SCHOOL

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