

Graduate Admissions Guide for Fall 2026



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

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Graduate Admissions Guide for Fall 2026

1. About GSIS

【 International Studies Program (ISP) 】

- 1.1. The program is conducted primarily in English, with some courses offered in Korean or Chinese.
- 1.2. The program offers a balanced and specialized curriculum in global business, economics and politics, and international development cooperation, allowing students to study alongside peers from diverse countries.
- 1.3. The program supports a variety of overseas study opportunities and internship placements.
 - Student exchange programs (Beijing International Studies University, Fudan University and other partner universities of CAU)
 - Internship programs (The Washington Center, University of Yangon in Myanmar, among others)
- 1.4. The program participates in the Global Korea Scholarship (GKS), a Korean government scholarship program administered by the National Institute for International Education (NIIED).
- 1.5. A wide range of scholarships are available, including entrance scholarships, merit-based scholarships, study abroad scholarships, Korean government scholarships, legacy scholarships, volunteer scholarships, and special scholarships.
- 1.6. GSIS regularly hosts special Business Forum lectures featuring distinguished speakers from Korea and abroad.
- 1.7. GSIS strives to prepare its graduates for careers in government, international organizations, and the private sector in Korea and abroad.

2. Program & Enrollment Quota

- ISP : Master's Program (no fixed quota)

3. Eligibility Requirements

3.1. Academic Qualifications for Application

Program	Qualifications
ISP	① Applicants must hold a bachelor's degree or its equivalent from an accredited institution. ② Applicants may apply regardless of their undergraduate major. ③ Applicants who are expected to graduate must earn their bachelor's degree no later than Aug 31, 2026.

3.2. Application Eligibility for International Student Admissions

Applicants under the international student admissions category must meet one of the following conditions:

- (1) Applicants and both of their parents must be non-Korean nationals.
 - (2) Foreign nationals who have completed at least 16 years of formal education abroad, equivalent to primary, secondary and higher education, are eligible to apply.
 - ※ Applicants with dual citizenship, including Korean citizenship, are not eligible to apply under the category.
 - ※ Applicants who acquired foreign citizenship may apply only if they obtained that citizenship before entering elementary school.
- Supporting documents, including certificates of cancellation of resident registration, certificates of removal from the family registry, and other relevant records for the applicant and both parents, must be submitted.

4. Evaluation Process

Program		Evaluation Components		Total
		Document Review	Interview	
General Admission	ISP	100	100	200
Minimum Passing Score		60 (per component)		

※ Official English proficiency test scores, such as IELTS and TOEFL, will be taken into consideration in the document review.

※ ISP

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

5. Application Timeline

Category	Program	Application Period	Document Submission Deadline (Documents must arrive by this deadline)	Notes
General Admission	ISP	Apr 06, 2026 (Mon) 10:00 (KST) - Apr 27, 2026 (Mon) 17:00 (KST)	May 01, 2026 (Fri) 17:00 (KST)	Online application

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

※ Due to the relocation of the uwayapply data center, the service will be temporarily suspended for two days, from Apr 22 (Wed) to Apr 23 (Thu), 2026.

※ 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	Admission Decision Notification
General Admission	ISP	Major Field Interview	May 16, 2026 (Sat)	May 22, 2026 (Fri)

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	Notes
1	Application Form	O	- Print and submit the application form after completing the online application. (http://uwayapply.com)
2	Study Plan	O	- Must be completed using the designated form * Must be written in English, no word limit
3	Certificate of Graduation (or Expected Graduation) or Apostille Diploma (Original)	O	- 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)	O	- 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 there is no CGPA information as a 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.	- Applicants graduating from Chinese universities 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	- 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	- 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	- 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	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 Apostille 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 public 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 may be canceled, visa issuance may be restricted, 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 there is no CGPA information as a 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.	- Applicants graduating from Chinese universities 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 may be canceled, visa issuance may be restricted, and the application fee will not be refunded.
6	Degree Verification Form	If Applicable	- Required for graduates from foreign universities only (applicants from Korean and Chinese universities are exempt) - Fill in the blanks in the blue box of the designated form.
7	Official Korean or English Proficiency Test Score Reports (Original)	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	- 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: Notarization certificate of the applicant's household register (Jianren Hukoubu), 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	Holders Only	
12	Copy of Residence Card (Former ARC)	Holders 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 for submission to CAU GSIS
Deposit Amount	KRW 20,000,000 / USD 16,000 / CNY 110,000 / VND 380,000,000 or more (Based on KRW)
Validity (Banks in China)	For certificates issued by banks in China, the balance must remain frozen until Sept 30, 2026 .
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)

9.1. Admission Fee : KRW 980,000 (Same for Korean & international 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

– General Admission: **Apr 6, 2026 (Mon) 10:00 (KST) - Apr 27, 2026 (Mon) 17:00 (KST)**

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

* Due to the relocation of the uwayapply data center, **the service will be temporarily suspended for two days, from Apr 22, 2026 (Wed), to Apr 23, 2026 (Thu).**

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

(If original document verification is required, documents must be submitted in person.)

- Submission deadline: May 1, 2026 (Fri) 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. Admission Decisions, Additional Offers, and Tuition Refunds

11.1. Admission 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 admissions spot
 - ▶ 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>
- Phone: +82-2-820-6477, 5623, 5624
- E-mail: gsis@cau.ac.kr

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

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