



**Spring 2019**

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**DONG-A UNIVERSITY**  
**Admission Guideline**  
**[Graduate Program**  
**-English Track]**



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## I. Admission Schedule (Spring 2019)

Process	Dates	Remarks
Online Application	8 <sup>th</sup> November(Thu) 2018, 10:00 ~ 13 <sup>th</sup> December(Thu) 2018, 16:00	<a href="http://www.studyinkorea.go.kr">www.studyinkorea.go.kr</a> This online webpage will be open only during online application period
Document Submission	By 13 <sup>th</sup> December(Thu) 2018, 16:00	Onsite submission or post
Interview	4 <sup>th</sup> January(Fri) 2019	Interview details will be notified by e-mail on 3 <sup>rd</sup> January. Applicants from abroad will take online/phone interview
Notification of Admission	14 <sup>th</sup> January(Mon) 2019, 14:00	<a href="http://global.donga.ac.kr">http://global.donga.ac.kr</a>
Tuition Payment	16 <sup>th</sup> January(Wed) 2019, 09:00 ~ 18 <sup>th</sup> January(Fri), 2019 16:00	Busan Bank(Tuition Payment from abroad will be informed separately when we notice admission result)
Class Commencement	1 <sup>st</sup> March(Fri) 2019	

※ Information above can be subject to change and announcement will be made upon any modification made

## II. Admission Process

Register Online Application at [www.studyinkorea.go.kr](http://www.studyinkorea.go.kr) (Click 'Dong-A University Online Application')



Log-in (If you are not a member, sign up first)



Choose your course among "Master's", "Combined Master's and Doctoral", "Doctoral"



Fill out the online application form after you have read instructions carefully and print it out



Fill out other forms (Personal Statement, Study Plan, Letter of Consent and so on) and sign on it.  
(Forms can be downloaded from the website of the Office of International Affairs at <http://global.donga.ac.kr>)



Collect all required documents and submit them to the office of International Affairs by post  
(Refer to the attached "Checklist")



Application fee transfer(payment) \* Application will be completed after the application fee payment



Documents Screening and Interview by the department



Notification of Admission result



Tuition fee and dormitory fee payment



Issuance of Certificate of Admission(University) and Visa Application(Applicants)



Course Registration and Preparation for Entering Korea



### III. Eligibility

#### A. Nationality Standard

- Applicant and both parents must be non-Korean citizens.(A Taiwanese applicant with one parent of Taiwanese citizenship is classified as an international student for application purpose)

#### ※ Notes on Qualification

- Application is restricted to the students with dual nationality.
- Regular educational courses under the law of either Korea or the corresponding countries will be recognized

#### B. Academic Standard

Category	Qualification
Master's Programs	Bachelor's degree or equivalent
Doctoral Programs	Master's degree or equivalent
Combined Master's and Doctorate programs	<p>&lt;Type 1&gt; Same with Master's program</p> <p>&lt;Type 2&gt; Those who are attending at Dong-A University and have completed more than 2 semesters</p> <p>※ &lt;Type 2&gt; Students are not required to write a separate Master's Thesis. Doctoral degrees are generally awarded at the end of the program(Master Degree will not be awarded separately)</p> <p>※ Important notes for Type 2</p> <p>1) Applicant must choose same major which s/he is currently studying</p> <p>2) Those who have already completed master's program or who are currently taking a leave of absence in Dong-A university can not apply for this admission.</p> <p>3) Successful candidates must not take a leave of absence by (2019. 3. 1)</p> <p>4) Need to submit certificate of enrollment and recommendation letter</p>

#### ※ Definition of Type 1 and Type 2

1. Type 1 : Applicant who applied for "Combined Master's and Doctorate programs" for his/her admission at the beginning.
2. Type 2 : Dong-A University student who are currently attending his/her 3<sup>rd</sup> or 4<sup>th</sup> semester in master's program applies for "Combined Master's and Doctorate programs"

※ For both types, students are not required to write a thesis and admission fee for doctoral program will be exempted.

#### C. Language Requirements

① All applicants must have one of the following language test scores or higher

TOEFL		TEPS	CEFR	IELTS
PBT	iBT			
530	71	600	B2	5.5 (6.5 for Applicants to Tourism Management)

※ Applicant must submit one out of above language test result

※ Above test results within two years from the test date will be accepted

※ For those whose test results will be out after the application submission period can submit the result directly to the office of International Affairs of Dong-A University before 11<sup>th</sup> January(Fri), 2019 and admission will be rejected if it is not submitted within time.

② Language requirements can be exempted if the applicant falls under one of the following conditions

Conditions	Details
Applicant who has completed the secondary or higher education(undergraduate) in countries where their mother tongue language is English	<p>- Certificate of completion of the secondary or higher education in countries where their mother tongue language is English. (Certificate of English language proficiency test score can be submitted if possessed by the applicant).</p> <p>- Applicant will be interviewed for final acceptance</p>
Applicant for Arts & Physical Education	<p>- Certificate of English language proficiency test score can be submitted if possessed by the applicant.</p> <p>- Final acceptance will be made after the interview</p>

※ Those who meets above mentioned English language standards can **only** apply for the English Track. English track students may be asked to take Korean language class according to the university policy



#### IV. Admission Criteria

- A. Final admissions decisions will be made by the committee of admissions after comprehensive evaluation of various aspects(document screening, interview and so on) of the applicant
- B. All applicants must participate in the interview and those who are unable to attend the interview in Korea can participate in the interview by telecommunication, such as cellular phone, E-mail, etc. There will be no disadvantages for applicants who participate in telecommunication interviews. Application requirements and interviews are taken into consideration in granting admissions.
- C. Those who apply for Arts or Sports departments can be asked for a performance assessment if necessary

#### V. Admission Unit

(M= Master's program, D= Doctoral program, Type 1, 2= Combined Master's and Doctorate programs)

There is no special majors in master's course and detailed major could be changed according to the circumstances of the department. For the details of the specific majors and the introduction of the department, please refer to attached "Introduction of the Department(English track)".

Section	Department	M	D	Type1	Type2	Location
Liberal Arts & Social Science	English Language & Literature	o	o	x	x	Seunghak
	Public Administration	o	o	o	o	Bumin
	Tourism Management	o	o	x	x	Bumin
Natural Sciences	Mathematics	o	o	x	x	Seunghak
	Physics	o	o	o	o	Seunghak
	Fashion & Textiles	o	o	o	o	Seunghak
	Applied Bioscience	o	o	o	o	Seunghak
Engineering	Architecture Engineering	o	o	x	x	Seunghak
	Civil Engineering	o	o	o	o	Seunghak
	Chemical Engineering	o	o	o	o	Seunghak
	Electrical Engineering	o	o	x	x	Seunghak
	Environmental Engineering	o	o	o	o	Seunghak
	Electronic Engineering	o	o	o	o	Seunghak
Cooperative Programs	New Material Physics	o	o	o	o	Seunghak

※ Most of the courses in English track would be taught in English but some of the courses can be partly taught in English depending on the circumstances of each department.

※ Please be advised that there will be few classes taught in Korean(at least one in master's, two in doctoral course) in the department of Tourism Management.



## VI. Required Documents

(M= Master's program, D= Doctoral program, Type 2= Combined Master's and Doctorate programs)

Documents	M	Type2	D	Remark	Attach-ment
Application Foam	○	○	○	Print out the form after completing online application	
Personal Statement	○	○	○	Written in Korean or English and must be signed	1
Study plan	○	○	○		2
3 Copies of Photos(3cm×4cm)	○	○	○	Attach one photo into the application form	
A Copy of Passport	○	○	○	Applicant's	
(Expected) Bachelor's degree diploma	○	○	○	Verification is needed (Refer to the important note 'D')	
(Expected) Master's degree diploma	X	X	○	Verification is needed (Refer to the important note 'D')	
Official academic transcript from undergraduate institution	○	○	○	Notarization is needed (Refer to the important note 'D')	
Master's degree transcript	X	△	○	Notarization is needed For combined program "type 2" applicants and Doctoral applicants	
Agreement form for school register verification	○	○	○	Agreement form for school register verification written by the applicant	3
Evidential document for language proficiency test	○	○	○		
Certificate of verification of the relationship between the parents and applicant	○	○	○	Issued by applicant's home country government	
Copy of identification card for both parents and applicant	○	○	○	Documents verifying foreign nationality of applicant and his/her parents	
A Copy of Alien Registration Card	Holders	Holders	Holders	Back & Front copy(Holders only)	
Bank statement	○	○	○	Bank Statement of the applicant or his/her guardian with minimum deposit of USD 18,000 or equivalent	
Certificate of Financial Support	○	○	○	Financial verification by guarantor	4
Recommendation letter	△	○	△	For combined program "type 2" applicants and applicants to the department of Tourism Management	No form
Certificate of Current Enrollment	X	△	X	For combined program "type 2" applicants	
List of research output with evidence	△	△	△	If available	5
Approval form	for medical department applicants		△*	Applicable to: * Non-medicine major applicants applying for medical departments △* Doctoral Program applicants applying for different departments	6
Checklist	○	○	○		7

※ Download each forms at <https://global.donga.ac.kr>



### **[Note on the required documents]**

- A. All submitting documents must be original. However, photocopied documents with notarization or issuer's official stamp, or photocopied documents that are compared to the original and stamped at the Office of International affairs can also be accepted.
- B. A personal statement should be written in Korean or English. If it is found to be false or to be written by others, the application will be disqualified.
- C. All submitting documents must be in Korean or English. Documents in any other languages must have a notarized translation attached. The confirmation by the translator must be attached.
- D. Regarding certificate of graduation(expected) and completion(expected), applicant should submit one of the following documents.**
- ① Members to the Apostille Convention : Submit Apostille Certification
  - ② Non - Members to the Apostille Convention : Submit Verification by the Korean Consulate(in the country where corresponding schools are located)
  - ③ Graduate of Chinese institution : Submit Versification Report of Career Center or China Academic Degrees and Graduate Education Development Center
- ※ Non-Graduate of Chinese institution : Submit ① or ②
  - ※ Graduate of Chinese institution : It is the principle to submit ②. However, if necessary, submit ③ and a copy of the degree certificate should be submitted together.
  - ※ We require a consent letter allowing Dong-A University to conduct educational verifications of the applicant. If an applicant dose not cooperate with educational verification or Dong-A University does not receive any verification, the admission can be cancelled even after a successful admission.
  - ※ Official academic transcript from undergraduate institution should be original if it is issued in Korean or English. If not, it should be translated and notarized in Korean or English.
  - ※ Percentile of academic scores or GPA with full scale must be shown on the transcript(If not shown on the transcript, applicant should submit an official letter including those information from the graduated institution)
  - ※ Official transcript from previously attended university will be required for transfer students
- E. Regarding Bank statement, applicant should submit one of the following documents.
- Applicant residing in Korea should submit a Korean bank statement.
  - Scholars need to submit a scholarship certificate
  - When the financial sponsor submits the document, submit financial guarantor's income and employment certificate together. Applicant can be asked for additional documents depending on his/her nationality.
- F. The name and date of birth on the application form has to be identical with the ones on the passport.
- G. For combined program "type 2" applicants, the application documents other than personal statement, recommendation letter, master's degree transcript, and certificate of current enrollment can be replaced with the ones submitted for the admission for master program.
- H. Additional documents may be requested as necessary. The amount and types of



documents deemed necessary for application procedure may be increased or decreased according to the decision of office of international affairs.

I. Place of submission : Office of International Affairs, Dong-A University  
(Onsite submission or via post)

Korean	English
우) 49236 부산광역시 서구 구덕로 225 동아대학교 국제교류처	(49236) 225 Gudeok-ro seo-gu, Busan, Korea Office of International Affairs, Dong-A University

K. Deadline : 13<sup>th</sup> December(Thu) 2018, 16:00

- Submitted application documents will not be returned.
  - Application will be in hold for those whose degree verification or Language proficiency test results will be out after the application submission period. Final admission decision will be made when after receiving above mentioned documents by 11th January(Fri) 2019
  - Applicants who need to apply for a new visa must complete to submit all documents before the notification of admission
  - Applicant must check arrival of the documents with the Office of International Affairs.
- L. Documents for visa application apart from admission documents will be informed after final notification is announced.



## VII. Important Notes

- A. Students should read this guideline carefully and follow the procedure made by Dong-A University. When students do not comply with university's prescribed process and rules, or required documents are not completely submitted, the students will be disqualified. The applicant is responsible for disadvantages (cancellation of application, revoke of admission, etc) as a result of missing document, error or omissions, or any uncompleted entry procedures. Details on the evaluation and admission decisions will not be released.
  - B. Before, during and after the admission procedures, if there is a problem with the documents' authenticity, eligibility, exam cheating and etc, admission will be revoked and the paid tuition will not be refunded.
  - C. The application can not be cancelled after having submitted the application fee and documents and it is impossible to receive refund of application fee
  - D. If an admitted applicant fails to complete tuition payment during designated period, admission will be revoked.
  - E. If a student is accepted to two or more universities, he or she must select one university for registration. Simultaneous registration at more than one university may result in revocation of admission to Dong-A University.
  - F. Even if a student is eligible for application, there is a possibility for Dong-A university not to select him/her to be a successful candidate in case Dong-A University decides s/he does not meet the standard to study in the university.
  - G. Emergency contacts can be made mostly by Mobile and E-mail. Please provide mobile phone numbers and E-mail address as well as phone number correctly so that the office of international affairs can contact the applicant during admissions period. The applicant is responsible for disadvantages as a result of incorrect contacts or being out of contact.
  - H. This guideline is written in Korean and translated in other languages. In case of any conflict over the interpretation or application of this guideline, the Korean version of this guideline shall prevail over any translation thereof.
  - I. Matters not specified here will be decided under the policy of Dong-A University
  - J. If you can not get a visa before the beginning of the semester, we may cancel your admission at our university.
- ※ **Dong-A University has a right and responsibility on the international graduate admission and is not responsible for any other information from the agency or any 3<sup>rd</sup> party**



## VIII. Notification of Admission and Registration

A. Announcement of successful applicants : January 14<sup>th</sup> (Mon) 2019 at 14:00(scheduled), at the website of the Office of International Affairs (<http://global.donga.ac.kr>)

### B. Registration

- 1) Period of payment : From January 16<sup>th</sup>(Wed) to January 18<sup>th</sup> 2019(Fri) 16:00 (Scheduled)
  - ※ Tuition Payment will be informed to the applicant who sends his/her tuition from overseas separately.
- 2) Location of tuition payment : All the branches of Busan Bank in Korea
  - ※ Payment via virtual account can only be made during the business hours of the bank(09:00 ~ 16:00)
  - ※ Wire transfer from abroad to the virtual account is not possible. Please contact to the Office of International Affairs for applicant who send his/her tuition from overseas when notification of admission is announced.

## IX. Tuition and Scholarship

A. Application Fee (Payment has to be made under the applicant's name. It has to be arrived in the below account by December 13th, 2018 noon.)

(1) Master's program: 50,000 KRW or USD 50

(2) Doctoral program and Combined Master's and Doctorate programs : 60,000 KRW or USD 60

Bank Transfer(in Korea)	International Monetary Transfer
Bank : 부산은행 Account No : 201-01-001990-5 Holder : 동아대학교 국제교류처	Bank : BUSAN BANK, Foreign Business Department(SWIFT CODE: PUBSKR2P) Bank Address : 259-4 BUJEON 1-DONG, BUSANJIN-GU, BUSAN, KOREA Holder: Office of International Affairs, Dong-A University(동아대학교 국제교류처) Account No. : 201-01-001990-5

※ Application will be considered submitted when application payment is made. Therefore, please contact the office of international affairs if there is a problem to check whether the application is submitted or not due to the international monetary transfer and other reasons.

※ Application can not be canceled after application document submission and application fee is not refundable. We do not refund the application fee paid excessively.

### B. Tuition

(Unit: KRW)

Programs	Section	Admission Fee	Tuition	Total
Master's programs	Liberal Arts & Social Science	692,000	3,663,000	4,355,000
	Natural Science& Physical education	692,000	4,346,000	5,038,000
Master's programs	Engineering, Music& Fine Arts	692,000	4,875,000	5,567,000
Doctoral programs	Liberal Arts& Social Science	692,000	3,804,000	4,496,000
	Natural Science& Physical education	692,000	4,571,000	5,263,000
	Engineering, Music & Fine Arts	692,000	5,136,000	5,828,000
Combined Master's & Doctoral Programs	Liberal Arts & Social Science	692,000	3,734,000	4,426,000
	Natural Science & Physical education	692,000	4,458,000	5,150,000
	Engineering, Music & Fine Arts	692,000	5,005,000	5,697,000



- ※ The above table shows the fees for Fall 2018 enrollees and it may be changed when the applicants pay for the tuition
- ※ Admission fee for "Combined Master's & Doctoral Programs Type 2" is exempted (not for Type 1)
- ※ Tuition for Nursing and tuition for Medicine and Material Physics of Cooperative Programs : refer to the tuition for Natural Science& Physical education Section
- ※ Tuition for Interdisciplinary programs(Musicology and Culture, Science of Art, Biomedical Ethics, Infant and Child Education, Public Enterprise Policy) and tuition for international law affairs of Cooperative programs : refer to the tuition of Liberal Arts & Social Science Section.
- ※ Tuition for Interdisciplinary programs(Nano Engineering, Port and Logistics Systems) and tuition for Cooperative programs(Convergence Science and Technology, Chemical Engineering) : refer to the tuition for Engineering, Music & Fine Arts

### C. Scholarship

Type	Scholarship	Requirement
Type B	70% of tuition	Applicant with TOEFL PBT 560, iBT 83, CEFR C1, TEPS 700, IELTS 6.5 or above
Type C	50% of tuition	Applicant with TOEFL PBT 530, iBT 71, CEFR B2, TEPS 600, IELTS 5.5 or above
Type D	25% of tuition	Those who are not applicable for scholarship Type B or Type C and recommended by department (Only for those who are applying for Natural Science, Engineering, Arts or Sports)

※ **Scholarship will be awarded to the international students who maintain GPA over 85/100 each semester.**

(If students submit higher grade in language scores after entering the university, a higher scholarship will be awarded from the next semester after submitting the new language score.)

- ※ Applicant who has completed his/her secondary or higher education(undergraduate) in the countries where their mother tongue language(Republic of South Africa, New Zealand, United States of America, Ireland, United Kingdom, Canada, Australia) is English and will be interviewed to determine their scholarship.



## **X. Additional Information**

### **A. Accommodation**

#### **1) Dormitory of University**

- Facility: Bed, Desk, Chair, Closet and so on
- Cost: Approx. USD 1,300 for 6 months(Meals are not included)

#### **2) Off Campus accommodation(Rental)**

- You can find share house information through real estate agencies in Korea. The cost of rental accommodation varies greatly depending on the type of accommodation you choose.

- ※ Please be aware that due to our housing application numbers registered students' housing is not guaranteed but every effort is made to assign students to the accommodation.
- ※ Dormitory will be available only for the applicant who has applied for "Dormitory Application" when making online application and complete to pay for their dormitory fee payment before entering Korea.
- ※ Students who cancel the dormitory application after paying for the dormitory fee will be charged a cancellation fee even if they do not live in the dormitory. Cancellation fee varies according to the time of application for cancellation, so please contact us separately.
- ※ Students will receive their housing assignments individually by e-mail after the notification of admission.  
Students can be assigned to the other campuses depending on dormitory situation.
- ※ Fees are for Fall 2018 intake and may be changed for Spring 2019 intake  
(It could be changed when the applicants pay for the dormitory fee)

### **B. Insurance**

- It is compulsory for all international students to subscribe to insurance in preparation of unexpected diseases, injuries and death during the overseas study period.

- Detailed information about the insurance will be delivered individually to the successful candidates

### **C. Information on Issuance of Certificate of Admission and Visa application**

- Issuance of certificate of admission(tentative) : 21<sup>st</sup> January(Mon) 2019
- Applicants should apply for a student visa in their home country by themselves
- Extension of visa for the students in Korea will be done all at the same time by the Office of Graduate School after the completion of Korean Language Program. Students should submit their documentation for visa change by 8<sup>th</sup> February(Fri) 2019 to the Office of Graduate School.
- Applicant can not leave Korea while s/he is applying for a visa change, so make sure that s/he can leave Korea after completing visa change.



## **XI. Contact**

### **A. Office of International Affairs**

- 1) Tell : 82-51-82-51-200-1493, Fax : +82-51-82-51-200-1494,  
E-Mail : [contact@donga.ac.kr](mailto:contact@donga.ac.kr)
- 2) Website : <http://global.donga.ac.kr>
- 3) Address: (49236) Office of International Affairs, 225 Gudeok-ro seo-gu, Busan, Korea
- 4) Office hours: Monday ~ Friday, 09:00 ~ 17:00 (Lunch Time: 12:00 ~ 13:00)

### **B. Department**

No.	Department	Location	Contacts	Campus
1	English Language&Literature	<a href="http://a812.donga.ac.kr/sites/a812/English/Default.htm">http://a812.donga.ac.kr/sites/a812/English/Default.htm</a>	82-51-200-7036	Seunghak
2	Public Administration	<a href="http://padmin.donga.ac.kr/sites/padmin/english/Default.htm">http://padmin.donga.ac.kr/sites/padmin/english/Default.htm</a>	82-51-200-8628	Bumin
3	Tourism Management		82-51-200-7490	Bumin
4	Mathematics		82-51-200-7206	Seunghak
5	Physics		82-51-200-7221	Seunghak
6	Fashion & Textiles		82-51-200-7328	Seunghak
7	Applied Bioscience		82-51-200-7590	Seunghak
8	Architecture Engineering	<a href="http://archi.donga.ac.kr">http://archi.donga.ac.kr</a>	82-51-200-7606	Seunghak
9	Civil Engineering	<a href="http://civil.donga.ac.kr/sites/civil/english/Default.htm">http://civil.donga.ac.kr/sites/civil/english/Default.htm</a>	82-51-200-7620	Seunghak
10	Chemical Engineering	<a href="http://dache.donga.ac.kr/sites/dache/english/Default.htm">http://dache.donga.ac.kr/sites/dache/english/Default.htm</a>	82-51-200-7717	Seunghak
11	Electrical Engineering	<a href="http://electrical.donga.ac.kr/sites/electrical/eng/Default.htm">http://electrical.donga.ac.kr/sites/electrical/eng/Default.htm</a>	82-51-200-7732	Seunghak
12	Environmental Engineering	<a href="http://envu.donga.ac.kr/sites/envu/English/Default.htm">http://envu.donga.ac.kr/sites/envu/English/Default.htm</a>	82-51-200-7674	Seunghak
13	Electronic Engineering		82-51-200-7730	Seunghak
14	Material Physics		82-51-200-7221	Seunghak



## XII. Campus Map

### ■ Seunghak Campus



- |   |   |  |
|---|---|--|
| <b>S01</b> Head Office & College of Humanities(A) | <b>S08</b> Faculty Hall (W)                             | <b>S15</b> Hanlim Dormitory(Seunghak 1 Building)     |
| <b>S02</b> Student Center(Q)                      | <b>S09</b> College of Natural Resource and Life Science | <b>S16</b> ROTC(Reserve Officer's Training Corps) DE |
| <b>S03</b> College of Engineering(1) (P1)         | <b>S10</b> Hanlim Library (B)                           | <b>S17</b> College of Arts and Sports(2)             |
| <b>S04</b> College of Engineering(2) (P2)         | <b>S11</b> College of Natural Sciences (E)              | <b>S18</b> College of Arts Practice                  |
| <b>S05</b> College of Engineering(3) (P3)         | <b>S12</b> College of Engineering(4) (P4)               | <b>S19</b> Hanlim Dormitory(Seunghak 2 Building)     |
| <b>S06</b> College of Engineering(5) (RS)         | <b>S13</b> Business Incubator Center                    | <b>S31</b> Security Office                           |
| <b>S07</b> College of Arts and Sports(1)          | <b>S14</b> Industry-Academy Research Center (SM)        | <b>★</b> Entrance                                    |



## ■ Bumin Campus



## ■ Gudeok Campus

