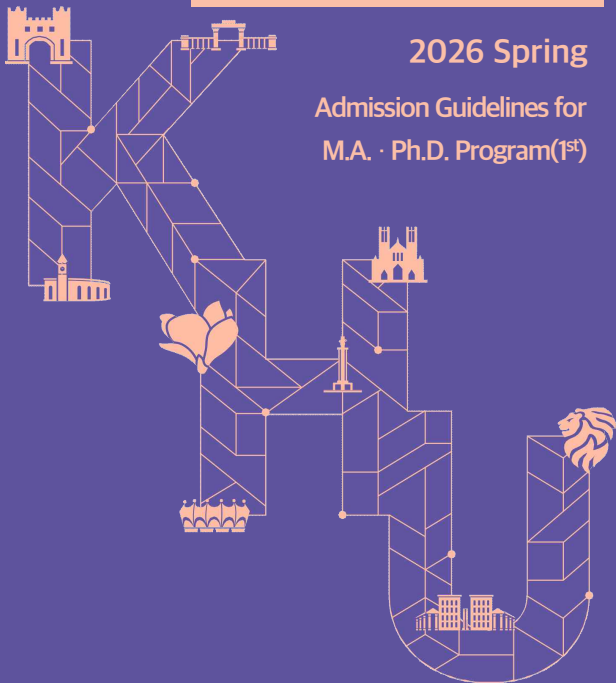


Graduate School of Pan-Pacific International Studies

2026 Spring Admission Guidelines for M.A. · Ph.D. Program(1st)



경희대학교

Welcome!

"Creation of the Cultural World" and "Academic and Peace," which are the founding spirits of Kyung Hee University, the Graduate School of Pan-Pacific International Studies will take the leading role in strengthening the spirits of Kyung Hee University.

In the 21st century,
The University does not stay at the top of the ivory tower,
but does emphasize the University Social Responsibility (USR),
which directly participates in solving various challenges
faced by the local and global society.
We have to respond to changing paradigm of the needs.
In addition, we try to cultivate the students who are
open-minded and inquisitive, respecting diverse values.

Our multidisciplinary and field-oriented teaching approach
combined with small class size provides students
unparalleled access to a top-rate faculty member.
We have various engagements with global companies,
research institutes, art centers and museums.

We would like to commit to ensuring a diverse environment in class
and we would assist you to make your future dream.



Graduate School of Pan-Pacific International Studies

Government-designated Training Institution for International Professionals

- Established as a graduate school for supporting national policies, selected by the Ministry of Education in 1997
- Performed projects for training professionals specializing in international development cooperation, selected by the Ministry of Education in 2007
- Professional faculty with abundant academic and practical experience
- Presentation- and discussion-oriented participatory classes

Various Extracurricular Activities

- Exchange and multiple-degree programs with overseas leading universities
- International development cooperation projects in conjunction with ADB, IDB, KOICA, EDCF, etc.

Differentiated Internationalized Education Programs

- In principle, all GSP courses are conducted in English (a few courses may be taught both in English and Korean)
- Curricula consisting of practical knowledge and experience
- Featuring special lectures on various topics
- High percentage of foreign students (over 50%)
- Matrix-type education on specialized fields and overseas regional research
- "Global Collaborative Program" held in summer, consisting of lectures conducted by renowned overseas scholars

A Leading University in Internationalization

- 2023: THE World University Impact Rankings
(42th place worldwide; 2nd in Korea)



Providing an Educational Environment Comparable to Studying Abroad

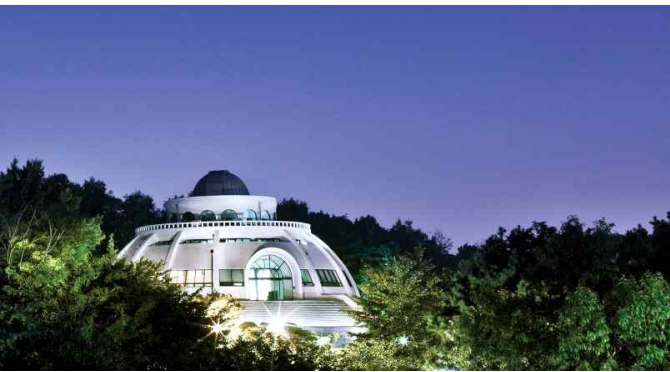
- International educational environment where foreign students from more than 30 countries study together
- Providing opportunities of human networking with next-generation leaders of developing countries around the world
- A large number of outstanding graduates currently working for International organizations such as the World Bank, the United Nations, numerous global enterprises and financial organizations.

Professional Education for Actual Workplace Skills

- Knowledge-transferring projects to developing countries
- Technology supporting projects from international organizations such as ADB, IDB, KOICA, and EDCF
- Providing opportunities for practical skill development including performing various international consulting projects such as (TA) and encouraging students to participate as consultants
- Leveraging network from over 30 countries around the world to support students with appropriate internships and dispatch opportunities
- Maximizing employment capabilities through organic partnerships with domestic international cooperation development institutions of education, information and communication, agriculture, etc.

Career Development

- Employment and career counseling through close-up specialized programs led by professors with expertise
- Active career paths to relevant fields including Global enterprises, international organizations, public institutions, NGOs, etc. (e.g., KPMG, IMF, KOICA, UN Industrial Development Organization, etc.)





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Graduate School of Pan-Pacific International Studies



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1. Admission Schedule

2025.10			1 ◇ UWAY Application & Document Submission begin from 10AM	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 ◇ UWAY Application and Document Submission end at 5PM	25
26	27	28	29	30	31	

2025.11						1
2	3	4	5	6	7 ◇ Announcement about Interview from 3PM	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22 ◇ Interview(Online)
23	24	25	26	27	28	29
30						

2025.12	1	2	3 ◇ Results Announced from 3PM (Refer to website) ◇ Tuition Payment begins from 3PM (Print a bill from announcement site)	4	5	6
7	8	9	10	11	12 ◇ Tuition Payment ends at 5PM	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1. Admission Schedule

순서	Step	Schedule	Remarks
1	Online Application	October 1, 2025 (Wed), 10:00 ~ October 24, 2025 (Fri), 17:00	<ul style="list-style-type: none"> Applications are accepted 100% online through the website (http://www.uwayapply.com, an internet application agency). How to apply: Visit http://www.uwayapply.com, log in, and select "Kyung Hee University - Graduate School of Pan-Pacific International Studies(경희대학교 국제대학원)" to apply. * Application will be considered as complete if only when the application fee is fully paid before the deadline (SPM). * No in-person application or paper forms will be accepted. * Website call center (Uwayapply) ☎ +82-1588-8988
2	Announcement of successful candidates for the interview	November 7, 2025 (Fri), 15:00	<ul style="list-style-type: none"> The announcement will be sent via email.
3	Interview (Online)	November 22, 2025 (Sat)	<ul style="list-style-type: none"> Interview time and ZOOM link will be sent individually by email. All the applicants should bring their ID on the interview day.
4	Result Announcement	December 3, 2025 (Wed), 15:00	<ul style="list-style-type: none"> Check the official GSP website: http://gsp.khu.ac.kr Notification URL will be sent via email.
5	Registration (Tuition Payment)	December 3, 2025 (Wed), 15:00 ~ December 12, 2025 (Fri)	<ul style="list-style-type: none"> Tuition must be paid to the virtual account at KEB Hana Bank indicated on the invoice. Further details will be announced later in the notice for successful applicants.
6	Submission of Original Documents		<ul style="list-style-type: none"> Original copy of the translated and notarized, with either Korean Consular Authentication or Apostille of the final Graduation Certificate, Degree Certificate and Transcript Original Bank Certificate for Student Visa Applicants

※ Schedules above may be subject to change.

Contacts

Website	https://gsp.khu.ac.kr/
Global Campus	gsp.khu.ac.kr / ☎ +82 031) 201-2146-9 Kyung Hee University, Global Campus1732, Deogyong-daero, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea, The building of International Studies, Rm 302 GSP Administration Office (ZIP code 17104)

2. Admission Unit & Available Degree Levels

Department	Major	Overseas Applicants		Remarks
		M.A.	Ph. D.	
International Trade & Economic Cooperation	International Trade & Economic Cooperation	●	-	
International Business	International Business	●	-	
International Relations	International Relations	●	-	
International Development Cooperation	International Development Cooperation	●	●	
	Carbon Neutral Energy Convergence	●	-	
	International Development, Project Management and Consulting	●	-	Online Program

※ ●: Open for application/ -: Not open for application

3. Quotas & Eligibility (Overseas Applicants)

1. Admission Quota : Each program accept a limited number of students.

※ Each departments may not accept any students if there are no qualified applicants.

2. Eligibility : Must meet all following 2 conditions (Nationality and Degree)

Eligibility

Contents		Details
Nationality	Applicants and both of his/her parents must be non-Korean citizens. (Upon application start date 2025.10.01)	
Degree	Master's	<ul style="list-style-type: none"> ◇ Applicants who hold a Bachelor's degree from Universities in Korea or abroad, or expected to acquire a Bachelor's degree before 2026.02.28.(Sat.) ◇ Applicants who are considered to hold a level of education equivalent to or higher than a Bachelor's degree according to relevant laws
	Ph. D.	<ul style="list-style-type: none"> ◇ Applicants who hold a Master's degree from Universities in Korea or abroad, or expected to acquire a Master's degree before 2026.02.28.(Sat.) ◇ Applicants who are considered to hold a level of education equivalent to or higher than a Master's degree according to the relevant laws

※ Successful applicants must submit the original notarized translation of the final graduation certificate, verified by consular confirmation or Apostille, within the submission deadline. Failure to do so will result in the inability to issue the Certificate of Admission and may lead to cancellation of admission.

4. How to Apply

1. Period : **October 1, 2025 (Wed) ~ October 24, 2025 (Fri)**

2. Registration : Online

3. Website : <http://www.uwayapply.com>

4. Application Fee

Degree	Fee	Comments
Master's Ph. D.	KRW 100,000	※ Total price includes Uwayapply commission fee ※ After payment (remittance) of application fee, modification or cancellation of the application or refund is not available. GSP's policy regarding application fee refund complies with Article 3 of 42 of the "Higher Education Decree." (Only refundable when the application is canceled by KHU).

5. Application Procedure



* Access to application will be denied after the deadline. (2025.10.24.(Fri.) 17:00)

(It is applicant's responsibility for submitting the application by the deadline.)

* Admission fee is not refundable after admission closes.

(according to Article 42-3 (Admission Fees), Enforcement Decree Of The Higher Education Act)

6. Important Notes

* For applicants who do not have Residence Number (previously Alien Registration Number).

type Birthdate YYMMDD + (Male 5000000, Female 6000000 if born before Jan. 1st, 2000; Male 7000000, Female 8000000 if born after)

* Enter your name in English alphabet exactly how it appears on your passport.

- ① Application is considered as completed after paying application fee and the applicant number is assigned.
- ② Printing application is not, and you are not allowed to edit your application after payment.
- ③ Editing admission unit information on your application or application disclaimer is not possible after application end date.
- ④ Application is finally confirmed only when the required documents are submitted before the deadline via online
- ⑤ Address, contact information, and E-mail included in application will be used during the admission process so please provide them correctly.
- ⑥ Fill out the application form providing exact personal information, campus, application track, applying department and major. Any disadvantages caused by incorrectly listing contents, typographical errors or omissions are applicant's responsibility.
- ⑦ Applicants must choose and apply for only ONE department within GSP. - Applicable to only one major
- ⑧ Enter the name of your university (graduate school) and department where you are from, degree registration number, average GPA (grades), etc. exactly as stated on your graduation certificate or transcript.
- ※ Ph.D. applicants must enter the correct name of the graduate school where they obtained the master's degree from (e.g.: general graduate school, business school, graduate school of education, etc.)
- ⑨ As for the cumulative GPA (cGPA), enter exactly as shown on transcript. (Rounding off is not allowed)

4. How to Apply

□ Completing application form at uwayapply.com

List	Details	M.A.	Ph.D.	Remarks
Application Form		●	●	※Enter all information correctly
Official (Prospective) Graduation Certificates - Issued within 6 months of online application (If the document is issued only once in a lifetime, it is acceptable if it is notarized within 6 months) - For Universities in China: CHSI is accepted if it is valid as of the online application start date, according to the stated expiration date. However, if the validity period expires at the time of issuing the Certificate of Admission, they must be reissued and resubmitted.	1. Required for all - Original Bachelor's/Master's Graduation (Prospective) Certificate AND Certification of an Academic Degree, one for each * Ph.D. Applicants must submit ALL documents regarding to prove your graduation status of Bachelor's AND Master's. * For Master's Applicants, you may submit Certificate of Enrollment if you cannot issue Prospective Bachelor's Graduation Certificate. * If submitting a bachelor's degree certificate for a program less than four years, additional documents such as a diploma from a junior college obtained prior to the bachelor's program must be submitted to meet the educational requirements 2. Detailed Requirements for Each Location [Applicants from Korean Universities] - Documents in both English AND Korean issued within three months. 1) Graduates: Original Bachelor's/Master's Degree Certificate (or Graduation Certificate including the Degree name). No translation and notarization required. 2) Prospective Graduates: Bachelor's/Master's Prospective Graduation Certificate. No translation and Notarization Required. *Internet-issued certificates are accepted only if there are a valid method for the authenticity verification. *If both the English name and Degree registration number (학위등록번호) are listed together on one document, you may choose to submit either the Korean or English version. [Applicants from Chinese Universities] 1) Graduates : Submit both a and b (a total of 4 copies) a. Online Verification Report of Higher Education Qualification Certificate AND Online Verification Report of Higher Education Degree Certificate, total of two documents. (one for each) All documents must be in English. *Refer to Chinese Ministry of Education (www.chsi.com.cn) b. A copy of a Degree Certificate AND Graduation Certificate issued by school, total of two documents. (one for each) All documents must be in Chinese 2) Prospective Graduates: Online Verification Report of Student Record issued from Chinese Ministry of Education (www.chsi.com.cn) OR translated and notarized Prospective Graduation Certificate issued from your University.			※All successful applicants are required to submit the final and original graduation certificate that are translated into English and either attested from the Korean Embassy or Apostilled within the given period of time - fail to do so will cause revoke of Certificate of Admission issuance and the admission itself. ※ Applicants who have completed a dual degree or inter-university agreement program must clearly specify this and submit supporting documents.
Official Transcripts [notarized]	1. Overall GPA or score percentile as shown on transcript (Original, written in English) Master's applicants: Bachelor's transcripts in English (Transferred students must also submit previous university transcripts in English) Ph.D. Applicant: Bachelor's and Master's transcripts in English ① All transcripts not written in or accompanied by English or Korean must include notarized translation. ② It is mandatory to submit transcripts which discloses all information relating to your Cumulative GPA or 100-point Percentile score, and the full score standard (e.g. out of 4.0 / 4.3 / 4.5, etc.). - In case if any information above is missing, applicant must submit the supplementary explanation in a form of official school letter or screen capture of the school webpage scoring system explained. 2. In case of transferred schools before, applicant must submit both school's transcripts. (translated if needed, authenticated or apostilled)			※ Must include your grade average (CGPA or Percentages) and full marks standard

※ ● : Required ✖ : Exempt △ : Optional

4. How to Apply

□ Completing application form at uwayapply.com

List	Details	M.A.	Ph.D.	Remarks
Personal Statement		○	○	※ Official form designated by GSP
Resume and the statement of Research Plan	* Ph.D. applicants only * Please write in English	✕	○	※ Official form designated by GSP
Applicant's Identification	All applicants are required to submit their copy of passport. - Applicants without a passport: submit the copy of your local ID. (If not written in or accompanied by English, a notarized translation must be submitted) Applicants who fall under the following categories are also required to submit the relevant identification: Current valid residence card (previously alien registration card) holder: must additionally submit a copy of your residence card Chinese Nationality Applicant: must additionally submit a copy of their Chinese National ID card (translation notarization not required)	○	○	
Recommendation Letter	* Recommender directly submit it to gsp admission email (gsp_admission@khvac.kr) * Korean or English, no specific format required * How the recommender got to know and for how long he/she has known the applicant: strengths and weaknesses of the applicant, etc.	○	○	※ Free format (Korean accepted)
Language Proficiency Certificate(if applicable)	* Uploading a certified copy of the TOEFL, TOEIC, TEPS or IELTS * Test score has to be obtained within 2 years of the application deadline	△	△	

※ ○ : Required ✕: Exempt △ : Optional

5. Required Documents for Successful Candidates

1. Submission Period: **December 5, 2025 (Fri) ~ December 15, 2025 (Mon)**

2. Submission Method:

All documents must be submitted by postal mail to the GSP Administration Office, Kyung Hee University, Global Campus. **(Postmarked by December 15, 2025 will be accepted.)**

3. Important Notes:

- Carefully check the details of the required documents and submit them in the correct format (original, copy, etc.).
- All documents must be submitted in English or Korean. Documents in other languages must be accompanied by the original notarized translation.
- Academic and nationality-related documents must be submitted as originals. Submitted documents will not be returned.
- Admission and visa requirements may be subject to change in accordance with the policies of the Government of the Republic of Korea (any changes will be announced separately).

4. Required Documents:

Required documents and additional documents by applicant category must be checked and submitted.

Where to Submit

Contact	gsp@khu.ac.kr / ☎ 031)201-2146~9
Mail to	Kyung Hee University, Global Campus 1732, Deogyong-daero, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea GSP Building, Rm 302 (GSP Administration Office, ATTN: Admissions) ZIP code 17104

Required Original Documents for Successful Candidates

List	Details	Overseas Applicants	Remarks
Application Checklist	<ul style="list-style-type: none"> ◆ Print out and submit after completing application at uwaywapply.com ◆ Refer to attached checklist sample 	○	
Application Form	<ul style="list-style-type: none"> ◆ Print out and submit after completing application at uwaywapply.com 	○	
Applicant's Identification	<ul style="list-style-type: none"> - color printed - valid for at least 6months 	○	
Citizenship / Nationality Requirements	<p>① A copy of parent's passport (can be replaced with a document that confirms parent's nationality)</p> <p>② The Official Certificate of the Relationship Between Applicant and Parents(original notarized translation)</p> <ul style="list-style-type: none"> - Family Relation Certificate, Birth Certificate, Family Registry issued by government of the applicant's country, etc. - If issued online, copies are acceptable only if the original can be verified. <p>③ If there are any changes in your family relationship such as death, divorce, etc., please refer to further information on "Additional Documents for Corresponding Applicants"</p> <p>Chinese Applicants</p> <ul style="list-style-type: none"> 1. A copy of ID from applicant and all parents 2. Certificate of Kinship (notarized and translated into English, issued within 1 year) 3. If there are any changes in your family relationship such as death, divorce, etc., please refer to further information on "Additional Documents for Corresponding Applicants" 	○	

Continued on next page →

Required Original Documents for Successful Candidates

List	Details	Overseas Applicants	Remarks
Official (Prospective) Graduation Certificates - issued within 6 months of online application (If the document is issued only once in a lifetime, it is acceptable if it is notarized within 6 months.) - For Universities in China: CHSI is accepted if it is valid as of the online application start date, according to the stated expiration date. However, if the validity period expires at the time of issuing the Certificate of Admission, they must be reissued and resubmitted	1. Required for all - Original Bachelor's/Master's Graduation (Prospective) Certificate AND Certification of an Academic Degree, one for each * Ph.D. Applicants must submit ALL documents regarding to prove your graduation status of Bachelor's AND Master's. * For Master's Applicants, you may submit Certificate of Enrollment if you cannot issue Prospective Bachelor's Graduation Certificate. * If submitting a bachelor's degree certificate for a program less than four years, additional documents such as a diploma from a junior college obtained prior to the bachelor's program must be submitted to meet the educational requirements 2. Detailed Requirements for Each Location [Applicants from Korean Universities] - Documents in both English And Korean issued within three months. 1) Graduates: Original Bachelor's/Master's Degree Certificate(or Graduation Certificate including the Degree name), No translation and notarization required. 2) Prospective Graduates: Bachelor's/Master's Prospective Graduation Certificate. No translation and Notarization Required. * Internet-issued certificates are accepted only if there are a valid method for the authenticity verification. * If both the English name and Degree registration number(학위등록번호) are listed together on one document, you may choose to submit either the Korean or English version. [Applicants from Chinese Universities] 1) Graduates : Submit both a and b (a total of 4 copies) a. Online Verification Report of Higher Education Qualification Certificate AND Online Verification Report of Higher Education Degree Certificate, total of two documents. (one for each) All documents must be in English. * Refer to Chinese Ministry of Education (www.chsi.com.cn) b. A copy of a Degree Certificate AND Graduation Certificate issued by school, total of two documents. (one for each) All documents must be in Chinese 2) Prospective Graduates: Online Verification Report of Student Record issued from Chinese Ministry of Education (www.chsi.com.cn) OR translated and notarized Prospective Graduation Certificate issued from your University. ※ Kindly refer to item ⑥, 6. Important Notes for Document Submission.		※ All successful applicants are required to submit the final and original graduation certificate that are translated into English and either attested from the Korean Embassy or Apostilled within the given period of time - fail to do so will cause revoke of Certificate of Admission issuance and the admission itself. ※ Submitted documents cannot be returned, so if you are submitting documents that cannot be reissued, such as degree certificates, please refer to 'Important Notes for Document Submission' number 19. ※ Applicants who have completed a dual degree or inter-university agreement program must clearly specify this and submit supporting documents.
Official Transcripts [original, notarized]	1. Overall GPA or score percentile as shown on transcript (Original, written in English) Master's applicants: Bachelor's transcripts in English (Transferred students must also submit previous university transcripts in English) Ph.D. Applicant: Bachelor's and Master's transcripts in English ① All transcripts not written in or accompanied by English or Korean must include notarized translation. ② It is mandatory to submit transcripts which discloses all information relating to your Cumulative GPA or 100-point Percentile score, and the full score standard (e.g. out of 4.0 / 4.3 / 4.5, etc.). - In case if any information above is missing, applicant must submit the supplementary explanation in a form of official school letter or screen capture of the school webpage scoring system explained. 2. In case of transferred schools before, applicant must submit both school's transcripts (translated if needed, authenticated or apostilled)		※

※ ○ : Required ✖ : Exempt △ : Optional

Continued on next page →

Required Original Documents for Successful Candidates

List	Details	Overseas Applicants	Remarks
One original copy of bank balance certificate	<ul style="list-style-type: none"> Original Bank Balance Certificate *Issued between December 5, 2025 (Fri) and December 15, 2025 (Mon) - Must be under the name of the applicant or a parent. - If the document is issued in a local language, a notarized translation in Korean or English must be attached. - Must show a balance of at least KRW 20,000,000 or the equivalent amount in other currencies (exchange rate applied as of the issuance date). * If a parent's bank certificate is submitted, a copy of the parent's passport and an original family relationship certificate proving the relationship between the applicant and the parent must also be submitted. - If the certificate specifies a validity period, it must remain valid until the date of admission. - The issuance date and the balance reference date must be the same; otherwise, the document may be deemed invalid. - For applicants already residing in Korea with Alien Registration, only a bank balance certificate under the applicant's own name from a Korean bank will be accepted. - Applicants of Chinese nationality must provide a certificate showing the balance has been frozen for at least 3 months from the date of issuance. - Applicants of Uzbek nationality must submit a bank balance certificate from a Korean bank branch located in Uzbekistan. 	○	
Language Proficiency Certificates	<ul style="list-style-type: none"> Original copy of the official English proficiency test score report submitted via Uwayapply 	△	※ Only scores with a valid period indicated as of the application start date will be accepted.
Release of Information Form	<ul style="list-style-type: none"> Kindly print the form via Uwayapply, sign it, and submit it as instructed. 	○	
Consent for Collection and Use of Personal Data	<ul style="list-style-type: none"> Kindly print the form via Uwayapply, sign it, and submit it as instructed. 	○	

※ ○ : Required ✖ : Exempt △ : Optional

Additional Documents for Corresponding Applicants

If any changes in your family relations happened

List	Details	Remarks
Parents Divorced	<ul style="list-style-type: none"> Written Judgement of Divorce, (parental right or custody stated) translated and notarized If a parent with custody has remarried, additionally submit a copy of Certificate of Remarriage AND a copy of an ID of new spouse Chinese Applicants: additionally submit latest version of Hukou that states the updated marriage status of your parent with custody 	※ Effective date of changes happen depends on each applicant's high school graduation date, so corresponding applicants must submit High School Graduation Certificate in addition
Parent(s) Deceased	Original Death Certificate, translated and notarized	
Applicant who have lost or renounced their Nationality	Applicant must submit an original certificate of his/her OR parents' loss/renunciation of Korean nationality and obtained foreign nationality	

* You may be asked to submit additional documents that are not listed here if the committee requires detailed verification.

6. Important Notes for Document Submission

◇ When applying via Uway Apply

- ① After payment (remittance) of the application fee, modification or cancellation of the application, as well as refund of the fee, is not allowed regardless of the applicant's intent or fault. Therefore, please fill out the application carefully. (The refund policy for application fees follows Article 42-3 of the Enforcement Decree of the Higher Education Act.)
- ② Applications cannot be submitted after the deadline (**October 24, 2025 (Fri), 17:00**). Applicants must complete both submission and payment in advance. Any disadvantages caused by failure to submit or late submission are the applicant's sole responsibility.
- ③ The applicant's name and resident registration number must exactly match the Resident Registration Certificate, and the correct application type must be indicated.
- ④ The applicant's address and phone number must be contactable during the application period, and any changes must be reported immediately to the administration office. The applicant bears full responsibility for any disadvantages caused by errors, omissions, or failure to notify changes.
- ⑤ GSP is not responsible for any disadvantages caused by discrepancies between online entries and actual facts, mistakes in phone number/email, or failure of communication.
- ⑥ Applicants who do not submit the required documents within the deadline will be excluded from the admission process.
- ⑦ GSP may verify the authenticity of submitted documents with the issuing institutions, and submission will be regarded as consent to provide personal information.

◇ When Submitting Original Documents

- ⑧ After final admission, applicants must organize and submit the printed application form, checklist of required documents, and additional documents (if applicable) in order via registered mail.
- ⑨ Applicants must submit supporting documents for all information entered in the application form.
- ⑩ Documents submitted after final admission must be originals. Scanned copies or faxes will not be accepted.
 - Documents that can be reissued must be submitted as originals.
 - Documents that cannot be reissued may be submitted as notarized copies verified against the original.
- ⑪ Submitted documents will not be returned, so applicants must carefully review the contents when applying.
- ⑫ Documents written in languages other than Korean or English must be submitted with the original and accompanied by a notarized Korean or English translation. ⑬ Any disadvantages resulting from errors in the application form, missing documents, or incomplete submission are the sole responsibility of the applicant. Applicants must confirm whether the submitted documents have arrived (loss, non-receipt, or non-submission).

[How to check document arrivals]

- * It is applicant's duty to confirm if the documents have safely arrived or if there are any missing documents. (Applicants may be disqualified if the documents are not submitted within deadline)



- ⑭ In addition to the documents specified in this admission guideline, applicants may be required to submit additional documents necessary for verification of eligibility.
- ⑮ If it is confirmed during the document review that the applicant is not eligible, the applicant will be disqualified, and the application fee will not be refunded.
- ⑯ Even after being admitted as a final candidate, if any falsification in the submitted documents is discovered, or if the applicant is found to violate university regulations (e.g., if the academic degree is found to be false through the academic verification process), admission and enrollment will be revoked even after the semester begins.
- ⑰ **Final successful applicants must ensure that their final academic documents are authenticated either by consular confirmation or Apostille.**
Applicants must verify whether the country of their institution is a member of the Apostille Convention.
 - For countries that are Apostille members: submit the document with Apostille authentication issued by the government of the applicant's country.
 - For countries that are not Apostille members: submit the document authenticated by the Korean consulate in the applicant's country or by the applicant's country's embassy/consulate in Korea.
 - Apostille Convention Member States (as of March 30, 2025, Ministry of Foreign Affairs): <https://www.apostille.go.kr/gd/intro/applintro.do>

7. Evaluation Methods

1. Admission Evaluation Procedure

- In accordance with the GSP admission rules, students will be selected through document evaluation and admission interview.
- Applicants who omit required documents on online submission or fail to attend the admission interview will be disqualified.
- The admission interview will include an oral interview in English.
- The admission interview will be conducted over Zoom and interview schedule will be notified individually.
 - ※ For applicants having difficulties using Zoom, phone interview will be available.

2. Evaluation Criteria

Category	Evaluation Criteria		Total Score	Remarks
	Document Screening	Interview(Online)		
Percentage	40%	60%	100%	※ Applicants who fail to submit required online documents or miss the interview will be disqualified.
Points assigned	40points	60points	100points	

3. Tie-break Rules

Category	Priority
Final Evaluation	① Applicants with higher scores on the admission interview ② Applicants with higher scores on the document evaluation

8. Result Announcement

1. Result Announcement: 2025.12.03.(Wed.) 15:00

2. Where to Find Out: GSP website, (<http://gsp.khu.ac.kr>) access individually

3. Notifications

- A. Applicants may log in with the name, date of birth and applicant number on the application form in order to check results.
- B. Result will be announced at GSP website on the day of result announcement, and the result will not be delivered to applicants individually.
- C. Successful applicants should read carefully through the attached notice to avoid any disadvantages.
- D. The grades and evaluation details of admission screening will not be disclosed under any circumstances.
- E. Successful candidates should check their e-mail inbox frequently since any important announcements and notices will be delivered via e-mail.

4. Notes for Successful Applicants

- A. New students may not take a leave of absence during their first semester after admission, except as stipulated by the Graduate School's rules and regulations. However, special leave may be requested in accordance with the rules and regulations.
- B. Completion of coursework after admission shall follow the curriculum regulations of the Graduate School.
- C. All matters after admission shall comply with the relevant rules and regulations of the Graduate School.
- D. The authenticity of all submitted documents will be verified with the issuing institutions; submission is deemed consent to provide personal information for this purpose.
- E. If any falsification, misrepresentation, omission of required documents, forgery, alteration, or other fraudulent methods are discovered in the application or submitted documents, admission will be revoked.
- F. All submitted documents will not be returned under any circumstances and may be used for academic administration purposes after admission.
- G. Any matters not specified in these admission guidelines will be decided by the Dean of the Graduate School of International Studies after deliberation by the Admissions Committee.

9. Tuition Fee Payment

1. Registration Period : 2025.12.03.(Wed.) 15:00 - 12.12.(Fri.) 17:00

2. Bill Printing: During the registration period, available on "합격자 발표" page

3. Notifications

A. If applicant does not register within the registration period, applicant will be considered as not having intention to enroll in and will be regarded as a renouncer.

B. Tuition fee must be paid through Hana Bank virtual account only. Account number is written on the individual tuition bill.

※ Applicants must pay tuition fee firsthand. Applicants are not allowed to make a payment through agencies, and any problems encountered from secondhand payment will be the applicants' responsibility.

C. Tuition payment with credit card is not available.

4. Tuition Fee Table

(Unit: KRW)

Graduate School	Program	Admission Fee	Tuition Fee
국제대학원	Master's	1,068,000	6,722,000
	Ph. D.	1,068,000	6,885,000

※ The above tuition fees are based on the 2025 academic year and are subject to change for the 2026 academic year.

※ The admission fee is paid only once upon initial enrollment, while the tuition fee applies per semester.

5. Tuition Refund due to Withdrawal / Cancellation of Admission

A. If an admitted student decides not to enroll after paying the tuition, or if admission is canceled due to not meeting eligibility requirements (e.g., failure to obtain the required degree), the student must submit a withdrawal request by **February 27, 2026 (Fri.) 17:00** to receive a full refund of the tuition.

B. Applicants requesting a tuition refund due to withdrawal or cancellation must submit all required documents listed below.

C. Students who withdraw (or whose admission is canceled) after the semester begins on March 1, 2026 (Sun) will receive a refund in accordance with the Graduate School's refund policy for enrolled students.

D. Refunds cannot be processed via credit card.

Period	Contents	Documents to Submit	Submit to	Remarks
By 2026.02.27. (Fri) 17:00	Full refund	<ul style="list-style-type: none"> Memorandum of Abandoning Registration (form attached) Copy of applicant's identification/Original copy of tuition fee payment receipt Copy of applicant's bank account certificate, including bank account details Copy of Remittance Application for Foreign Currency (if applicable; provided upon request) 	GSP Administration office: gsp@khu.ac.kr	※ Applicants are responsible for any exchange rate differences and fees incurred during foreign currency remittance.
From 2026.03.02. (Mon)	According to the School's Refund Criteria	<ul style="list-style-type: none"> Application for Resignation (contact: GSP Administration Office) 		

10. Scholarships

Category	Scholarship Contents		Details
School-Granted	Entrance Scholarship	◊ Scholarship for Training International Professionals	Decided by the scholarship committee based on admission evaluation results.
	◊ Scholarship for Training International Professionals		Decided by the scholarship committee based on GPA of previous semester.
	◊ Academic Assistants		Academic assistants receive a 40-80% tuition scholarship, depending on the role.
	◊ Magnolia Scholarship		Partial tuition support for financially struggling student
Off-Campus	◊ Global Korea Scholarship (GKS)		

※ Details will be governed according to the bylaws of GSP and GSP scholarship guidelines.

11. FAQ

◇ Common

Q1. How is the interview conducted?

A1.

1. The interview link and related instructions will be sent individually via email after 15:00 (KST) on Friday, November 7, 2025.
2. Applicants who fail to attend the interview will be automatically disqualified.

Q2. What documents should expected graduates submit?

A2. Expected graduates must submit the required documents according to the guidelines based on the location of their university during the document submission period. For those who are admitted, the original graduation certificate and degree certificate (with consular confirmation or an apostille-certified notarized translation) must be submitted by **Monday, December 15, 2025**. Failure to submit the documents by the deadline may result in cancellation of admission, so please take note.

Q3. What graduation documents do Chinese university graduates need to submit?

A3. Chinese university graduates must submit:

- Online Verification Report of Higher Education Qualification Certificate AND Online Verification Report of Higher Education Degree Certificate, total of two documents.
- A copy of a Degree Certificate AND Graduation Certificate issued by school, total of two documents. (one for each) All documents must be in Chinese

Q4. Do I need to submit all documents by the deadline?

A4. Yes, all documents must be submitted by the deadline. Late submissions will not be accepted.

Q5. Can I apply for Master's program that differs from my undergraduate major?

A5. Yes, you are eligible to apply. However, the detailed evaluation criteria regarding major-related competencies cannot be disclosed.

Q6. Can I extend the tuition payment deadline?

A6. Tuition must be paid within the designated period. If payment is not made by the deadline, admission will be canceled without prior notice.

Q7. How can international applicants pay the tuition fee?

A7. Tuition must be paid to the virtual account number indicated on the tuition invoice. Any fees incurred during international transfers must be borne by the applicant. The SWIFT code for Hana Bank is KOEXKRSE.

Q8. Where can I download the admission withdrawal and tuition refund application form?

A8. You can use the form provided at the end of the admissions guidelines.

11. FAQ

◇ Overseas applicants

Q1. What is the enrollment procedure after admission?

A1 The post-admission procedure is as follows:

1. Check your admission status and print the admission certificate.
2. Print the tuition invoice and pay the tuition fee within the designated period.
3. Final successful applicants must check the required list of original documents and submit the originals by post. This includes a graduation certificate and academic transcript with consular confirmation or apostille.
4. Receive the Standard Admission Letter (a scanned copy will be sent via email).
5. Apply for a visa:
 - Contact the visa application center to confirm required documents.
 - Prepare all necessary materials and apply individually.
 - If residing in Korea: Visit the Immigration Office.
 - If residing abroad: Visit a Korean Embassy or Consulate.
6. Register for courses.
7. Semester begins.

Q2. Can I request a reissue of the Standard Admission Letter?

A2 No, the Standard Admission Letter is issued only once. Please be careful not to lose it, as it is a required document for visa application. Please note that it is not a certificate of admission, but a document required for Korean visa issuance.

Q3. Is it mandatory to enroll in the National Health Insurance (NHI)?

A3 Yes. As of March 1, 2021, all international students are automatically enrolled in the National Health Insurance upon issuance of their Alien Registration Card in Korea.

Q4. How can I apply for on-campus housing (dormitory) after admission?

A4 You may apply for dormitory housing after receiving your student ID number, according to the dormitory application schedule. Visit the UJUNGWON Dormitory website to apply: <https://wjwdorm.khu.ac.kr/>

Online Verification Report of Higher Education Qualification Certificate

Date of Renewal: Jan. 09, 2023

Date of Expiry: Jan. 08, 2024

Name	ZHANG SAN
Sex	Female
Date of Birth	Jul. 10, 1979
Start Date	Sep. 01, 1998
Completion Date	Jul. 10, 2001
Higher Education Institution	Beijing Forestry University
Major	Goods Flowers
Length of Program	3 Years
Education Level	Junior College
Type of Education	Regular Higher Education
Forms of Learning	Full Time
Status	Graduation
Certificate No.	1002 2120 0106 9999 99
President Name	LI SI

Online Verification Code **962712969302**

- ① Online authentication of the report can be made at
<https://www.chsi.com.cn/xlcx/en/>
 ② or scan the QR code by 学信网 App.

Notes:

1. For more information about "Type of Education", "Education Level" and "Graduation Conclusion", please visit <https://www.chsi.com.cn/en/service/note.jsp>.
2. This verification report is an electronic registration result of qualification certificate in accordance with the Regulation of Higher Education Student Record and Qualification Registration (Jiaokexue[2014]11); it should be CHSI (<https://www.chsi.com.cn/>), the only MOE-designated qualification authentication website, to conduct online verification service.
3. The report is subject to change. Please use the latest version of the report.
4. The report shall not be used for other purposes without the consent of its owner.
5. The online verification validity of the report can be set from 1 to 6 months and extended before the report is expired by the report owner.

Online Verification Report of Higher Education Degree Certificate

Date of Renewal: Jul. 04, 2022

Date of Expiry: Jul. 03, 2023



Full Name: ZHANG SAN

Gender: Male

Date of Birth: Jul. 23, 1982

Degree Awarding Date: Jun. 11, 2009

Degree-conferring Unit: Nanjing University

Degree Awarded: Doctor of Science degree

Major: Atmospheric Physics and Atmospheric Environment

Certificate No.: XXXXXXXXXXXXXXXX



Online Verification Code: X0EN000000SAMPLE

- ① Online authentication of the report can be made at
<https://www.chsi.com.cn/xcx/en/>
 ② or scan the QR code by 学信网 App.

Notes:

1. The report is subject to change. Please use the latest version of the report.
2. The report shall not be used for other purposes without the consent of its owner.
3. The online verification validity of the report can be set from 1 to 6 months and extended before the report is expired by the report owner.



Online Verification Report of Student Record

Date of Renewal: Jan. 09, 2023

Date of Expiry: Jan. 06, 2024

Name	ZHANG SAN
Sex	Female
ID No.	120106191002100220
Ethnic Background	Chinese
Date of Birth	Jul. 10, 1979
Higher Education Institution	Beijing Forestry University
Education Level	Junior College
Major	Goods Flowers
Forms of Learning	Full Time
Start Date	Sep. 01, 1998
Length of Program	3 Years
Type of Education	Regular Higher Education
Status of Student Record	Graduated
Graduation Date	Jul. 01, 2001



Online Verification Code **855025354932**

- ① Online authentication of the report can be made at <https://www.chsi.com.cn/xicxien/>
- ② or scan the QR code by 学信网 App.

Notes:

1. For more information about "Type of Education", "Education Level", "Forms of Learning", "Anticipated Graduation Date", "Status of Student Record", please visit <https://www.chsi.com.cn/en/service/notice.jsp>.
2. Online Verification Report of Student Record is the verification result of the student record database managed by MOE. free verification is available in the "online verification system" on our website <https://www.chsi.com.cn>.
3. The report is subject to change. Please use the latest version of the report.
4. The report shall not be used for other purposes without the consent of its owner.
5. The online verification validity of the report can be set from 1 to 6 months and extended before the report is expired by the report owner.

Application Checklist [Appendix 1]

붙임1 Appendix 1

최종합격자 제출서류 체크리스트 Final Successful Candidate Document Submission Checklist

2026학년도 전기 최종합격자 제출서류 체크리스트

Spring 2026 Final Successful Candidate Document Submission Checklist

수험번호 Applicant Number

성명 Name

성 Surname / Last Name

(여권 상의 성명)

(Name Exactly on Passport)

이름 Given / First Name

국적 Nationality

거주지 Residence

☐ 국내 (Korea) ☐ 해외 (Abroad)

자원 학과 Applying Department

자원 과정 Degree Program

☐ Master's ☐ Ph. D.

※ 아래 제출서류 양식의 서명란에 서명이 없을 경우 불이익이 있을 수 있습니다

※ NO SIGNATURE ON DESIGNATED AREA MAY LEAD TO DISADVANTAGES DURING ADMISSION PROCESS

다음 서류들을 순서대로 잘 정리하고 맨 위에 체크리스트를 올려 우편으로 제출해주시기 바랍니다. 사본(공증본)이라 명시되지 않은 이상 모든 서류는 원본이어야 하며, 영어나 한국어로 작성되어야 합니다. 제출서류 별 세부사항은 최종합격자 제출서류 내용을 확인해주시기 바랍니다.	제출 여부		비고 Remarks
	예 Yes	아니 No	
Please prepare these documents in the given order, and place this checklist on the very top. All documents must be original (unless stated as a copy) and written in English or Korean. (Documents not in English or Korean must be translated into a complete English or Korean, and then authenticated by the issuing institution or notarized by a notary's office.) For detailed information on required documents, please refer to the final successful candidates' submission guidelines.			
1. 입학원서(유웨이에서 출력) Application Form (Download from uwayapply.com)	<input type="checkbox"/>	<input type="checkbox"/>	
2. 학력 인증 서류 1부 The original graduation certificate	<input type="checkbox"/>	<input type="checkbox"/>	
3. 성적증명서 1부 The original academic transcript	<input type="checkbox"/>	<input type="checkbox"/>	
4. 어학능력 증빙서류(해당자만) Educational Background and Language Proficiency Certificates	<input type="checkbox"/>	<input type="checkbox"/>	
5. 재정능력임증서류(정원외) Bank balance Certificate(Overseas Applicants Only)	<input type="checkbox"/>	<input type="checkbox"/>	
6. 본인인 여권 사본 혹은 외국인등록증 사본(정원외) A Copy of Your Passport or ARC Card(Overseas Applicants Only)	<input type="checkbox"/>	<input type="checkbox"/>	
7. 부모의 국적 및 가족관계증명서(정원외) Documents that Certify the Applicant and the Applicant's Parents' Citizenship and Relationship(Overseas Applicants Only)	<input type="checkbox"/>	<input type="checkbox"/>	
8. 기타 지원자별 추가서류 (해당자만) Additional Documents Required by Applicant (Eligible only)	<input type="checkbox"/>	<input type="checkbox"/>	
9. 학력조회동의서(유웨이에서 출력) Release of Information Form(Download from uwayapply.com)	<input type="checkbox"/>	<input type="checkbox"/>	
10. 개인정보활용동의서(유웨이에서 출력) Consent for Collection and Use of Personal Data(Download from uwayapply.com)	<input type="checkbox"/>	<input type="checkbox"/>	

※ 위 제출서류는 본인이 사실에 근거하여 제출하였음을 확인합니다.

※ I confirm that the above documents are true and correct to the best of my knowledge.

제출자 성명 (Name): _____

날짜 (YY/MM/DD): ____/____/____

서명 (Signature): _____

Application Form[Appendix2]



KYUNG HEE
UNIVERSITY

APPLICATION FOR ADMISSION GRADUATE SCHOOL OF PAN-PACIFIC INTERNATIONAL STUDIES, KYUNG HEE UNIVERSITY

I. PERSONAL INFORMATION		APPLICATION NO.	
1. Legal Name	(Last) (First) (Middle)		
2. Country of Birth	3. Citizenship		
4. Gender : () Male / () Female	5. Birth Date (MM/DD/YY)		
6. Permanent Home Address:	7. Mailing Address (If different from Home Address)		
8. Tel : (Mobile)	10. Passport Number:		
9. E-mail Address :			
II. STUDY PLAN			
1. Semester Applying for (Please check) :		4. Department (Major) Applying for (Please check):	
() Spring Semester () Fall Semester		Department of International Trade and Economic Cooperation (IT&EQ) ()	
		Department of International Business (IB) ()	
		Department of International Relations (IR) ()	
2. Program Applying for (Please check) :		Department of International Development Cooperation (IDC)	
() M.A. Program () Ph.D. Program		-Major in International Development Cooperation ()	
		-Major in Carbon Neutral Energy Convergence ()	
3. Applicant Type (Please check) :		-Major in International Development Project Management and Consulting ()	
() Domestic Applicant () Overseas Applicant		(Online)	
III. EDUCATIONAL BACKGROUND			
Please list in chronological order all post-secondary institutions attended, beginning with the most recent institution.			
1. Dates Attended From(MM/YY) To(MM/YY)	2. Institutions	3. Major	4. Degree or Diploma
IV. LANGUAGE STUDY ABROAD			
1. Dates Attended From(MM/YY) To(MM/YY)	2. Name of Certificate	3. Institution / Country	4. Language
V. CAREER BACKGROUND			
Please list in chronological order all positions you have held since leaving college, or high school, beginning with your present position.			
1. Dates Attended From(MM/YY) To(MM/YY)	2. Institutions	3. Position	
VI. QUALIFICATION CERTIFICATES			
1. Name of Certificate	2. Issued by	3. Date of Issue	4. Certificate Number
VII. ENGLISH PROFICIENCY			
(Optional) Please write official English language proficiency test score if applicable (TOEFL, TOEIC, TEPS or IELTS)			
Name of the test:	Score:	Date:	
Name of the test:	Score:	Date:	
VIII. ACADEMIC INFORMATION			
Total Credits Gained : _____ Cumulative GPA : _____ (in scale) Cross Average : _____ (in 100 point scale)			

I, the undersigned, hereby apply for admission to the Graduate School of Pan-Pacific International Studies, Kyung Hee University. If accepted, I agree to abide by all the rules and regulations of the Graduate School. All information contained herein is, to the best of my knowledge, true and complete. I understand that I am subject to rejection or expulsion should any statement be omitted or falsified.

DATE

SIGNATURE

Personal Statement

(Please typewrite in English.) The Personal Statement is a brief essay (maximum of 700words) on how your personal background and life experience, including social, cultural, educational, or other opportunities and challenges, motivated your decision to pursue a graduate degree at the Graduate School of Pan-Pacific International Studies(GSP), Kyung Hee University.

Resume (Ph. D.)

(Please typewrite in English)

Research Plan (Ph. D.)

(Please typewrite in English)

This research plan is an important component in the evaluation of your application. The following aspects should be included in the plan: purpose and research questions, previous research relevant to your topic, research methods, and possible academic contributions. It should be limited to 4 pages.

Release of Information Form

I hereby consent, in accordance with the Personal Information Protection Act and related personal information laws, to the provision of my personal information to a third party for the purposes of carrying out the admission process of the Graduate School of Kyung Hee University and verifying and managing my application details as described below. This consent also includes my agreement for the institution receiving the academic verification request to provide a reply to this Graduate School.

Matters Concerning the Mandatory Provision of Personal Information to a Third Party
(☐ Agree ☐ Disagree)

Recipient of the Information	Purpose of Provision	Personal Information Items	Retention Period
The university (or graduate school) and other educational institutions listed in the admission application, as well as the organizations related to any certificates obtained.	Verification of application details and qualification information for admission	Information provided in the admission application (name, date of birth, academic background)	From the time the admission application is received until the completion of academic verification

You may refuse to consent to the collection of the above information; however, please note that without your consent, you will not be able to apply for admission.

1. Applicant Information				
Name of Applicant				
Date of Birth	MM	DD	YYYY	Application Number
2. Educational Background				
University / Institution Name			Type of Degree	<input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Other
University / Institution Address				
Department and Major				
Date of (Expected) Graduation	MM	DD	YYYY	
Period of Attendance	From		To	
Website of University / Institution				
3. Academic Records Verification Office				
Name of the Office				
The Person in charge	Name			
	Email			
	Phone			

I have applied to Kyung Hee University for the 2026 Spring academic year and have agreed to allow Kyung Hee University to officially request my academic records from the schools I previously attended.

/

/

2025

Applicant's Name :

(Signature)

MM

DD

YYYY

* Signature Required

Consent for Collection and Use of Personal Data

Graduate School of Pan-Pacific International Studies at Kyung Hee University collects and uses personal information for creating academic records of new students and admitted applicants, and handles necessary matters to ensure that personal data is safely managed under relevant laws.

1. Consent for the collection and use of personal data

- Purpose of collection and use : admission screening procedure of applicants of Kyung Hee University's Graduate School of Pan-Pacific International Studies, creating academic records and verifying the educational background for admitted applicants.
- Items collected : name, date of birth, gender, phone number, mobile phone number, address, e-mail, educational background, certifications, foreign language related certifications, work experience, family relations, academic statement of purpose
- Period of Retention and use of personal data : Permanent
- Disadvantages in case of disagreement

You may agree or reject the collection and use of the above personal data, however this is a minimum requirement in order to process the admission application and application will not be available without your agreement.

Do you agree to allow GSP to collect and use your personal data?

☐ Agree ☐ Disagree

2. Consent to the collection and use of unique identification information

- Purpose of collection and use : admission screening procedure of applicants of Kyung Hee University's Graduate School of Pan-Pacific International Studies, creating academic records and verifying the educational background for admitted applicants.
- Items collected : resident registration number, passport number, alien registration number
- Period of Retention and use of personal data : Permanent
- Disadvantages in case of disagreement

You may agree or reject the collection and use of the above personal data, however this is a minimum requirement in order to process the admission application and application will not be possible without your agreement.

Do you agree to allow GSP to collect and use your unique identification information? ☐ Agree ☐ Disagree

For more information on the school's privacy policy, please visit our website (<http://www.khu.ac.kr>).

DATE :

NAME : _____ (Signature)

DATE OF BIRTH : _____ (Month) (Day) (Year)

**To the Dean of the Graduate School of Pan-Pacific
International Studies, Kyung Hee University**





경희대학교 국제대학원

Graduate School of Pan-Pacific International Studies, KHU

Web <https://gsp.khu.ac.kr/>

Tel 82-31-201-2146~9

Email gsp@khu.ac.kr

Address Kyung Hee University, Global Campus
1732, Deogyong-daero, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea
GSP Building, Rm 302