

Spring 2019
Dong-A University Guideline for
Undergraduate Admission
(Freshmen and Transfer)



DONG-A UNIVERSITY

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1. Admission Schedule(Spring 2019)

Procedure	Date	Note
Application Submission	January 3 rd 2018 (Tue) 10:00 ~ January 10 th 2018 (Thu) 16:00	Step 1: Online Application at www.studyinkorea.go.kr Step 2: Submission in person or by post to the office of international affairs
	By February 1 st (Fri), 2019	only for certificate of language proficiency and certificate of graduation(verification)
Documents Screening	January 23 th (Wed), 2019 (Scheduled)	Art or sports department may ask for a performance assessment if necessary
Notification of Admission	February 8 th (Fri), 2019 (Scheduled)	Announcement will be made online (http://global.donga.ac.kr)
Tuition Payment	February 13 th (Wed) 10:00 ~ 14 th (Thu) 16:00, 2019 (Scheduled)	Busan Bank

※ The above schedule is subject to change and announcement will be made upon any modification made

2. Admission Units(Major)

A. Freshman

College	Section	Admission Units	
		Department	Major
Liberal Arts	Humanities	Philosophical Life Medical Ethics	
		History	
		Archaeology and Art History	
		Korean Language and Literature	
		English Language and Literature	
		Chinese Studies	
Natural Science	Natural Science	Mathematics	
		Materials Physics	
		Chemistry	
		Biological Science	
Social Science	Humanities	Political Science and Diplomacy	
		Public Administration	
		Sociology	
		Social Welfare	
		Media Communication	
		Economics	
Business	Humanities	Finance	
		Business Administration	
		International Tourism	
		International Trade	
Life Resource Science	Natural Science	Management Information Systems	
		Genetic Engineering	
		Applied Biology	
		Biotechnology	
Engineering	Natural Science	Life Resources Industry	
		Architectural engineering	
		Civil Engineering	
		Environmental Engineering	

College	Section	Admission Units	
		Department	Major
		Energy and mineral resources engineering	
		Electrical Engineering	
		Electronic Engineering	
		Computer Science	
		Mechanical engineering	
		Industry and management systems engineering	
		Naval Architecture and offshore engineering	
		Chemical engineering	
		Material science and engineering	
		Organic Material and polymer engineering	
Design Environment	Natural Science	Architecture(5 years)	
	Art&Sports	Industrial design	Visual Media Design Product Space Design
	Natural Science	Fashion design	
		Urban planning engineering	
		Landscape architecture	
Arts and Sports	Art&Sports	Arts	
		Music	Piano
			Orchestral Music
			Vocal Composition
		Practical Music	
Physical education			
Taekwondo Security			
Health Science	Natural Science	Food science and nutrition	
		Pharmaceutical Life Engineering	
		Health Management	
Global business	Humanities	Global business	
Chinese · Japanese	Humanities	Chinese · Japanese Studies	Chinese
			Japanese

※ A limited number of students will be admitted to each department

B. Transfer

College	Section	Admission Units	
		Department	Major
Liberal Arts	Humanities	Philosophical Life Medical Ethics	Philosophy Life Medical Ethics
		History	
		Archaeology and Art History	
		Korean Language and Literature	
		English Language and Literature	
		German Language and Literature	
		French Cultural Studies, Chinese Studies	
		Children Studies	
Natural Science	Natural Science	Mathematics	
		Materials Physics	
		Chemistry	

College	Section	Admission Units	
		Department	Major
		Biological Science	
Social Science	Humanities	Political Science and Diplomacy	
		Public Administration	
		Sociology	
		Social Welfare	
		Media Communication	
		Economics	
		Finance	
Business	Humanities	Business Administration	
		International Tourism	
		International Trade	
		Management Information Systems	
Life Resource Science	Natural Science	Genetic Engineering	
		Applied Biology	
		Biotechnology	
		Life Resources Industry	
Engineering	Natural Science	Architectural engineering	
		Civil Engineering	
		Environmental Engineering	
		Energy and mineral resources engineering	
		Electrical Engineering	
		Electronic Engineering	
		Computer Science	
		Mechanical engineering	
		Industry and management systems engineering	
		Naval Architecture and offshore engineering	
		Chemical engineering	
		Material science and engineering	
		Organic Material and polymer engineering	
Design Environment	Natural Science	Architecture(5 years)	
	Art&Sports	Industrial design	Visual Media Design Product Interaction Design
	Natural Science	Fashion design	
		Urban planning engineering	
		Landscape architecture	
Arts and Sports	Art&Sports	Arts	
		Music	Piano
			Orchestral Music
			Vocal-Composition
			Practical Music
Physical education			
Taekwondo Security			
Health Science	Natural Science	Food science and nutrition	
		Pharmaceutical Life Engineering	
		Health Management	
Global business	Humanities	Global business	
Chinese · Japanese	Humanities	Chinese · Japanese Studies	Chinese
			Japanese

※ A limited number of students will be admitted to each department

3. Eligibility

A. Nationality Standard

Category	Qualifications
Non-Korean Nationality	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)

B. Academic Standard : Must have graduated from high school or will graduate before enrolling

※ Notes on Qualification

- Application is restricted to the students with dual nationality.
- The above standards only recognize regular educational courses accepted under the law of either Korea or the corresponding country
- Those who already entered Dong-A University through international students admission or are taking a leave of absence in Dong-A university can not apply for this admission.

C. Language Requirements

Category	Qualifications	Remark
Freshman	Must have graduated from high school or will graduate before enrolling	
Transfer	Sophomore 1) Was enrolled and completed in a 4 year university for more than 1 year or 2 semesters(excluding summer and winter terms) 2) Was enrolled in a 2~3 year community college either internationally or domestically and received or is expected to receive a degree 3) Was earned credits more than a quarter for graduation	Must meet one of the following conditions
	Junior 1) Was enrolled and completed in a 4 year university for more than 2 years or 4 semesters(excluding summer and winter terms) with more than 65 credits or more (70 credits or more required for engineering applicant) 2) Was enrolled in a 2~3 year community college either internationally or domestically and received or is expected to receive a degree 3) Was earned credits more than half for graduation	Must meet one of the following conditions

※ The certificate of language proficiency test is only recognized for the test taken within 2 years

4. Admission Criteria

- Admission is based on the application requirements submitted after the comprehensive evaluation of various aspects of the applicants.

5. Required Documents

Documents	Remarks
Application Form	www.studyinkorea.go.kr
Personal Statement	* Form 1
A Copy of Photos(3cm× 4cm)	attach one photo on the application form
A Copy of Passport	Applicant's
Evidential document for language proficiency	
Certificate of (Expected) graduation High school	Verification is needed
High school official academic transcript	Notarization is needed
Certificate of verification of the relationship between the parents and applicant	Notarization is needed
Copy of identification card for both parents and applicant	
A Copy of Alien Registration Card(Holders)	Back & Front copy
Bank statement	USD 18,000 equivalent and above
Agreement form for school register verification	*Form 2
Financial Certificate	*Form 3
Checklist	*Form 4

【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 English. If it is found to be false or to be written by others, the application will be disqualified.

C. All submitting documents to be submitted 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. Successful applicants who were expected to graduate or complete at the time of application should submit the final certificate of graduation(completion) by a designate date(by January 11th (Fri) 2019) to Office of International Affairs

E. Regarding certificate of graduation(expected) and completion(expected), applicant should submit one of following documents.

① Members to the Apostille Convention : Submit Apostille Certification

② Non - Member 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 : Choose 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 Education verifications of the applicant. If an applicant dose not cooperate with education verification or Dong-A University does not receive any verification, the admission can be cancelled even after a successful admission.

F. **Regarding certificate of family relationship, applicant should submit one of following documents.** Issued by applicant's home country government(Original copy or Translated in Korean or English)

※ For Chinese applicants ① or ②

① Copy of Hokoubu with all family members listed notarized family relations certificate

② Notarized family relations certificate

※ A Taiwanese applicant with one parent of Taiwanese citizenship is required to submit '호적등본' or '외국인등록사실증명'

G. Additional documents may be requested as necessary. The document deemed necessary for application procedure may increase or decrease according to the decision of office of international affairs.

H. Place of submission : Office of International Affairs, Dong-A University (in-person or via registered-mail)

Korean	English
우) 602-760 부산광역시 서구 구덕로 225(부민동2가) 동아대학교 국제교류과	225, Gudeok-ro, Seo-gu, Busan, Rep. of Korea, Office of International Affairs, Donga University

I. Deadline :December 20th (Thu), 2018 at 16:00

- Submitted application document will not be returned

- Only for certificate of language proficiency and certificate of graduation(verification) could be submitted by January 10th (Thu) 2019. (If you are an expected graduate and can not submit the verified certificate of graduation by deadline, you should notice to the office of international affairs)

J. Documents for visa application apart from admission documents will be informed after final notification is announced.

6. Application Process

A. Period of online application : From January 3th (Thu) 2019, 10:00 to January 10th (Thu) 16:00

B. Application Process

1) The online application can be accepted only through the website (www.studyinkorea.go.kr)

2) Procedure of application

Register Online Application at www.studyinkorea.go.kr (Click 'Dong-A University Online Application')



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



Choose your course between 'Freshman' and 'Transfer'



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



Fill out other forms(Personal Statement, 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 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

C. The applicant should check to the international office after completing application.

D. The application can not be cancelled after application fee has paid and it is impossible to receive refund of application fee

7. 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 admission, if there is a problem with the document authenticity, eligibility, exam cheating, etc, admission will be revoked and the paid tuition will not be refunded.

- C. If admitted applicant fails to complete tuition payment during designated period, admission will be revoked.
- D. 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.
- E. 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 decide s/he is not enough to study in the university.
- F. Emergency contacts can be made mostly by Mobile and E-mail. Please write down 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.
- G. This guideline is written in Korean and translated in other languages. In case of any conflict over the meaning or application of this guideline, the Korean version of this guideline shall prevail over any translation thereof.
- H. Matters not specified here will be decided under the policy of Dong-A University

8. Notification of Admission and Registration

- A. Announcement of successful applicants: February 8th (Fri) 2019 at 14:00(scheduled), at the website of the Office of International Affairs(global.donga.ac.kr)
- B. Registration
 - 1) Period of payment: February 13th (Wed) 2019 10:00 ~ 14th(Thu) 16:00
 - 2) Location of tuition payment : All the branches of Busan Bank in Korea
 - ※ Payment 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.

9. Tuition and Scholarship

A. Application fee : 40,000 KRW (Payment has to be made under the applicant's name. It has to be arrived in the below account by January 10th, 2018)

Account info on Application fee payment: 부산은행, 101-2054-3930-01, 동아대학교 외국인입학 <Payment from Aborad> Bank : BUSAN BANK, Foreign Business Department Bank Address : 259-4 BUJEON 1-DONG, BUSANJIN-GU, BUSAN, KOREA SWIFT CODE: PUBBKR2P Holder : International Admission, Dong-A University(동아대학교 외국인 입학) Account No. : 101-2054-3930-01
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- ※ Application will be considered submitted when application payment is checked in above account.
- ※ 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)

Category	Admission fee (A)	Tuition (B)	Total (A+B)
Humanities·Social Science	791,000	2,857,000	3,648,000
Media Communication	791,000	3,011,000	3,802,000
Math	791,000	3,122,000	3,913,000
Natural Science ·Physical Education	791,000	3,387,000	4,178,000
Engineering	791,000	3,876,000	4,667,000
Arts	791,000	3,947,000	4,738,000

- ※ Admission fee : One-Time Fees at the Time of Enrollment. The above table shows the fees for Fall 2018 enrollees and may be changed for Spring 2019
(It may be changed when the applicants pay for the tuition)

C. Scholarship

Type	Scholarship	Requirement
First semester	Full Tuition Fees	Those who have TOPIK level 5
	50% of tuition	Those who have TOPIK 3~4
	30% of tuition	Those who do not correspond to A and B
Post Enrollment (From the second semester)	70% of tuition	Those ranked within top 10% in terms of academic performance in the previous semester.
	40% of tuition	Those ranked within top 40% in terms of academic performance in the previous semester.
	20% of tuition	Those ranked within top 60% in terms of academic performance in the previous semester.

- ※ Scholarship will be awarded to the international students who maintain a minimum GPA each semester.
- ※ For the students who are admitted to the university by international undergraduate admission
- ※ For the Applicants who are from the partner institutions, scholarship may be changed according to the agreement between Dong-A University and the partner institution.
- ※ Terms of scholarship is subject to change according to the scholarship standard of Dong-A University

10. Additional Information

A. Dormitory Fee: 6 months Approx. USD 1,400

- Residents of the dormitories will be selected and assigned by the office of International Affairs. Inquiries about dormitory assignments can be made after the notification of admission.

B. Insurance

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

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

- Issuance of certificate of admission(Scheduled) : February 15th(Fri) 2019
- Applicants should apply for a student visa in their home country by themselves. Documents for visa application apart from admission documents will be informed after final notification is announced.
- If you can not get a visa before the beginning of the semester, we may cancel your admission at our university.

D. Orientation and Course registration : February 15th(Fri) 2019

11. Contacts for International Student Admission(Office of International Affairs)

A. Address : 225, Gudeok-ro, Seo-gu, Busan, Rep. of Korea, Office of International Affairs

B. Office hours: Monday ~ Friday, 09:00 ~ 17:00

C. Tell : +82-51-200-1493

D. E-Mail : contact@donga.ac.kr