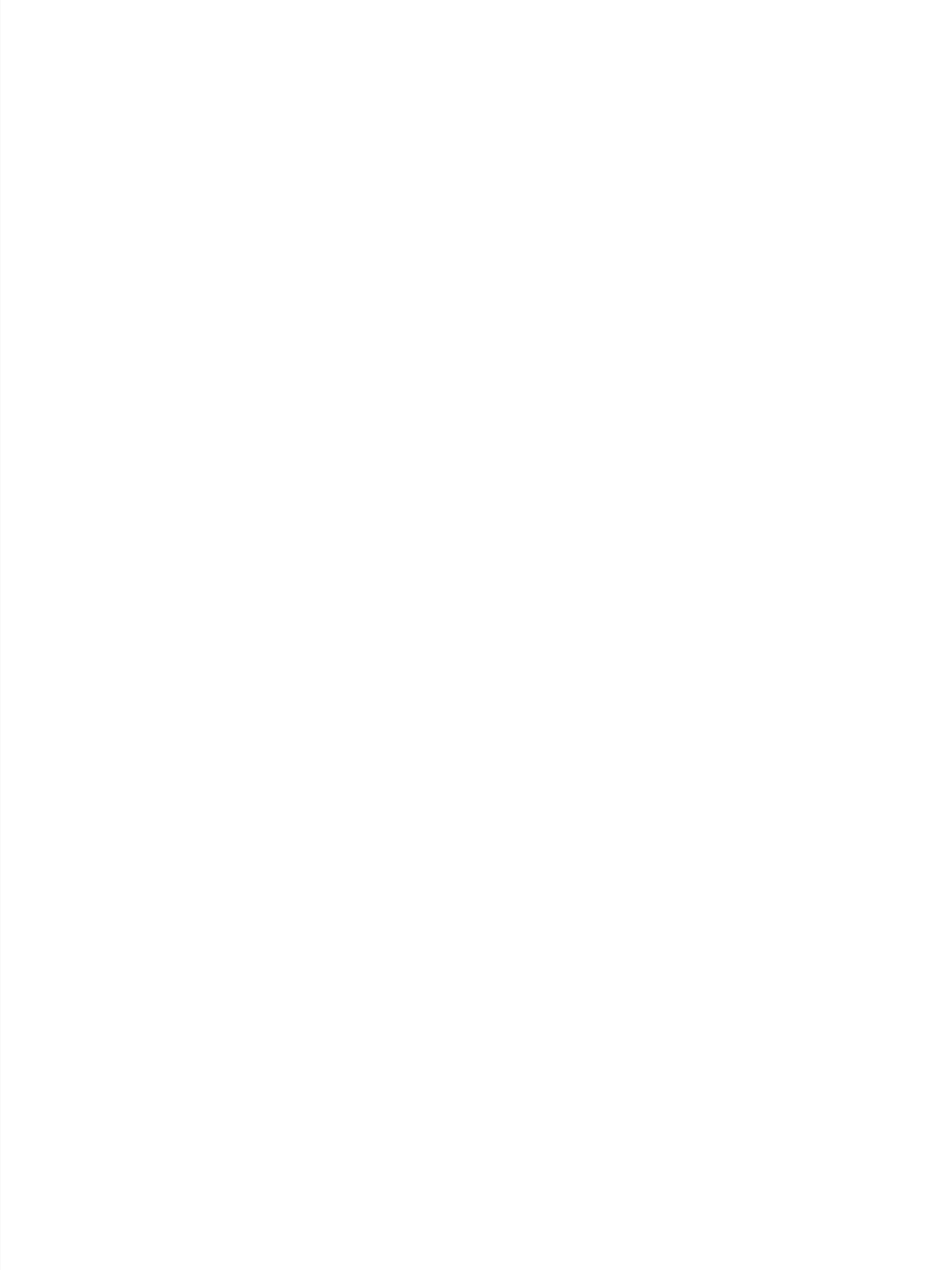


# International Admission Guidelines for the 2023 Spring Semester

Non-Korean Citizen  
Koreans Living Overseas  
KOICA Scholarship





# International Admission guidelines for the 2023 Spring Semester

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# International Admission guidelines

## Overall

UST helps student researchers engage in self-directed learning by identifying and solving problems themselves on-site while conducting research rather than asking them to passively receive theory-centered education delivered in a traditional fashion. UST looks forward to receiving applications from the most ambitious and creative up-and-coming scientists to pursue their dreams in a program built upon UST's educational philosophy. We ask that you submit your applications according to the timeline and guidelines listed here.

## Admission Type

<b>Non-Korean Citizen</b>	Both the applicant and his/her parents are not citizens of Korea
<b>Koreans Living Overseas</b>	Korean nationals residing abroad or foreign nationals whose parents are overseas Koreans and completed all of their elementary, middle, and high school and college courses outside of Korea.
<b>KOICA Scholarship</b>	Uzbekistan Citizen who has recommendation letter from Uzbekistan-KOICA partner institutions or Uzbekistan-KOICA partner public companies

※ Cannot concurrently apply for General Admission, International Admissions, KOICA Scholarship, I-CORE.  
If an applicant applies for more than one admission type, all of their applications will be revoked.

## Eligibility

Degree Program	Eligibility Criteria
<b>Doctoral Program</b>	- Applicants with a master's degree or who are expected to receive one by February 2023 ※ Those acknowledged as having qualifications equivalent to or greater than those required to obtain a master's degree under the relevant laws and regulations
<b>Integrated / Master's Program</b>	- Applicants with a bachelor's degree or who are expected to receive one by February 2023 ※ Those acknowledged as having qualifications equivalent to or greater than those required to obtain a bachelor's degree under the relevant laws and regulations

## Timeline

Step	Schedule
<b>Application by online admission system</b>	<b>Non-Korean Citizen</b> 21st September(Wed.) 10:00(KST) ~ 1st November(Tue.) 17:00(KST), 2022
	<b>Koreans Living Overseas</b> 12th October(Wed.) 10:00(KST) ~ 1st November(Tue.) 17:00(KST), 2022
	<b>KOICA Scholarship</b>
<b>Supplemental Document Submission</b>	9th(Wed.) ~ 11th(Fri.) November, 2022
<b>Announcement of Successful Applicants of the First Selection</b>	23rd November (Wed.) 17:00(KST), 2022
<b>In-depth Interview</b>	28th November (Mon.) ~ 2nd December (Fri.), 2022
<b>Announcement of Final Successful Applicants</b>	12th December (Mon.) 17:00(KST), 2022
<b>Admission Registration</b>	13th ~ 15th December (Mon.) 17:00(KST), 2022
<b>Cancellation of Admission Registration</b>	16th December (Fri.) 2022
<b>Registration for Wait-listed Candidates</b>	Notifications sent individually (after 16th December)

## Information of School/Campus and Major

- The majors are subject to change without prior notice depending on the university policy
- 'Inte.' means Integrated programs.
- Refer to UST major information on UST admission website.

School/Campus	Major	Non-Korean Citizen			Koreans Living Overseas			
		Ph.D.	Inte.	Ms.	Ph.D.	Inte.	Ms.	
<b>KOPRI</b> Korea Polar Research Institute	<b>Polar Science</b>	○	○	×	×	×	×	
<b>KIT</b> Korea Institute of Toxicology	<b>Human and Environmental Toxicology</b>	○	○	○	×	×	×	
<b>KICT</b> Korea Institute of Civil Engineering and Building Technology	<b>Civil &amp; Environmental Engineering</b> Construction Environment Engineering	○	○	×	×	×	×	
	<b>Civil &amp; Environmental Engineering</b> Urban & Geotechnical Engineering	○	○	×	×	×	×	
<b>KIST</b> Korea Institute of Science & Technology	<b>AI-Robotics</b>	○	○	○	○	○	○	
	<b>Nanoscience and Technology</b>	○	○	○	○	○	○	
	<b>Division of Bio-Medical Science &amp; Technology</b>	Biomedical Engineering	○	○	○	○	○	○
		Neuroscience	○	○	○	○	○	○
		Biological Chemistry	○	○	○	○	○	○
<b>Division of Energy &amp; Environment Technology</b>	Energy Engineering	○	○	○	○	○	○	
	Environment Engineering	○	○	○	○	○	○	
<b>KISTI</b> Korea Institute of Science & Technology Information	<b>Data &amp; High Performance Computing Science</b>	○	○	○	×	×	×	
	<b>Applied AI</b>	○	○	○	×	×	×	

School/Campus	Major	Non-Korean Citizen			Koreans Living Overseas			
		Ph.D.	Inte.	Ms.	Ph.D.	Inte.	Ms.	
<b>KIMM</b> Korea Institute of Machinery & Materials	<b>Mechanical Engineering</b>	Nano-Mechatronics	○	○	○	○	○	○
		Robot-Manufacturing Systems	○	○	○	○	○	○
		Environment-Energy Machinery	○	○	○	○	○	○
<b>KBSI</b> Korea Basic Science Institute	<b>Bio-Analytical Science</b>	○	○	○	×	×	×	
<b>KRIBB</b> Korea Research Institute of Bioscience & Biotechnology	<b>Biotechnology</b>	Nanobio technology	○	○	×	○	○	×
		Biosystems and Bioengineering	○	○	○	○	○	○
		Applied Biological Engineering	○	×	×	○	×	×
		Environmental Biotechnology	○	○	○	○	○	○
		Functional Genomics	○	○	○	○	○	○
<b>Bioscience</b>	Proteome Structural Biology	○	○	○	○	○	○	
	Bioinformatics	○	○	×	○	○	○	
	Bio-Molecular Science	○	○	○	○	○	○	
<b>KITECH</b> Korea Institute of Industrial Technology	<b>Convergence Manufacturing System Engineering</b>	Industrial Materials and Smart Manufacturing Engineering	○	○	○	×	×	×
		Green Process and Energy System Engineering	○	○	○	×	×	×
<b>KFRI</b> Korea Food Research Institute	<b>Food Biotechnology</b>	○	○	○	×	×	×	

## Information of School/Campus and Major

School/Campus	Major	Non-Korean Citizen			Koreans Living Overseas			
		Ph.D.	Inte.	Ms.	Ph.D.	Inte.	Ms.	
KIER Korea Institute of Energy Research	Energy Engineering	Hydrogen Energy Engineering	○	○	○	×	×	×
		Energy System Engineering	○	○	○	×	×	×
		Renewable Energy Engineering	○	○	○	×	×	×
		Clean Energy Engineering	○	○	○	×	×	×
KINS Korea Institute of Nuclear Safety	Nuclear and Radiation Safety	×	○	×	×	×	×	
KAERI Korea Atomic Energy Research Institute	Radiation Science	Accelerators and Quantum Beams	○	○	○	×	×	×
		Radiation Life Science	○	×	×	×	×	×
	Nuclear Science and Technology	Radiochemistry	○	○	×	○	○	×
Quantum Energy Chemical Engineering		○	○	○	○	○	○	
Nuclear System Engineering		○	○	○	×	×	×	
	Nuclear and Radiation Safety	○	○	○	×	×	×	
KIRAMS Korea Institute of Radiological & Medical Sciences	Radiological & Medico-Oncological Sciences	○	○	○	×	×	×	
KIMS Korea Institute of Materials Science	Advanced Materials Engineering	○	○	×	×	×	×	
KERI Korea Electrotechnology Research Institute	Electric Energy & Materials Engineering	Electro-functional Materials Engineering	○	○	○	×	×	×
		Electric Energy Conversion Engineering	○	○	○	×	×	×

School/Campus	Major	Non-Korean Citizen			Koreans Living Overseas			
		Ph.D.	Inte.	Ms.	Ph.D.	Inte.	Ms.	
ETRI Electronics and Telecommunications Research Institute	Advanced Materials and Device Engineering	○	○	○	×	×	×	
		Artificial Intelligence	○	○	○	×	×	×
	Information and Communication Engineering	Information Security Engineering	○	○	○	×	×	×
		Communication and Media Engineering	○	○	○	×	×	×
KIGAM Korea Institute of Geoscience & Mineral Resources	Geological Science	○	○	○	×	×	×	
	Resources Engineering	○	○	○	×	×	×	
KASI Korea Astronomy & Space Science Institute	Astronomy and Space Science	○	○	×	×	×	×	
KRRI Korea Railroad Research Institute	Transportation System Engineering	○	○	○	×	×	×	
IPK Institut Pasteur Korea	Division of Bio-Medical Science & Technology	Biological Chemistry	○	○	○	×	×	×

## Information of School/Campus and Major

School/Campus	Major		Non-Korean Citizen			Koreans Living Overseas		
			Ph.D.	Inte.	Ms.	Ph.D.	Inte.	Ms.
KRISST Korea Research Institute of Standards and Science	Applied Measurement Science	Nanoconvergence Measurement	○	○	○	○	○	○
		BioMedical Measurement	○	○	○	○	○	○
	Precision Measurement	Measurement Engineering	○	○	○	○	○	○
		Measurement Science	○	○	○	○	○	○
KIOM Korea Institute of Oriental Medicine	Korean Convergence Medical Science		○	○	×	×	×	×
KIOST Korea Institute of Ocean Science & Technology	Ocean Science	Applied Ocean Science	○	○	○	×	×	×
		Oceanography	○	○	○	×	×	×
	Marine Technology & Convergence Engineering	Ocean and Coastal Engineering	○	○	○	×	×	×
		Marine Biotechnology	○	○	○	×	×	×
KRICT Korea Research Institute of Chemical Technology	Medicinal Chemistry and Pharmacology	Pharmacology	○	○	○	×	×	×
		Medicinal Chemistry	○	○	○	×	×	×
	Advanced Materials and Chemical Engineering	Chemical Engineering	○	○	○	×	×	×
		Advanced Materials	○	○	○	×	×	×

School/Campus	Major		KOICA Scholarship		
			Ph.D.	Inte.	Ms.
KRICT Korea Research Institute of Chemical Technology	Advanced Materials and Chemical Engineering	Chemical Engineering	○	×	○
		Advanced Materials	○	×	○

## International Admission guidelines

### Online Application Process

Step 0	<ul style="list-style-type: none"> <li>- Create an account and consent to the provision of personal information</li> <li>- Fill out the basic survey</li> </ul>
Step 1	<ul style="list-style-type: none"> <li>- Enter basic application information               <ul style="list-style-type: none"> <li>· Prospective information, such as desired campus, major, and degree program</li> <li>· Historical information, such as university or graduate school from which you received your degree, educational transcript, English proficiency test score, and picture</li> </ul> </li> </ul>
Step 2	<ul style="list-style-type: none"> <li>- Personal medical check(self-assessment)</li> </ul>
Step 3	<ul style="list-style-type: none"> <li>- Submit statement of Proposal for Study</li> </ul>
Step 4	<ul style="list-style-type: none"> <li>- Upload required documents</li> </ul>
Step 5	<ul style="list-style-type: none"> <li>- Confirm application information, pay the application fee, and complete the application</li> </ul>

# International Admission guidelines

## Application Method

Access UST admissions system	- Access UST admissions system ( <a href="http://apply.ust.ac.kr">http://apply.ust.ac.kr</a> )
Create an account in the system	- Check whether your birth date and e-mail address are entered correctly - Create only one account(multiple applications are not permitted) ※ The applications or admission of those who submit more than one application will be revoked.
Apply for admission	<p><b>Fill out the survey and personal medical self-assessment</b></p> <p><b>Application form completion</b></p> <ul style="list-style-type: none"> <li>- Select only one school/campus, major, and degree program</li> <li>- Enter all information according to online guidelines and save them when they have been properly entered</li> <li>- If your family working at UST professor or staff member when you apply to UST, write his/her name and affiliation(For fairness of admission process)                      ※ Family: Spouse, Applicant's parents, Spouse's parents, Relatives within four degrees                      ※ The application or admission of those who submit false information will be revoked</li> </ul> <p><b>Documents submission</b></p> <ul style="list-style-type: none"> <li>- Documents submission in support of application</li> <li>- Directly upload documents to the admission system (only JPG, PDF, HWP and MS-WORD files are accepted)                      ※ Documents must be less than 5 MB</li> <li>- Upload all documents according to online guidelines and save them when they have been properly uploaded</li> </ul> <p><b>Application fee payment</b></p> <ul style="list-style-type: none"> <li>- Pay the application fee of USD 30 or KRW 35,000 via credit card                     <ol style="list-style-type: none"> <li>① If using <b>KGInicis</b>, you must use a credit card</li> <li>② If using <b>Paypal</b>, you must use a credit card issued <b>outside of Korea</b></li> </ol>                     ※ No applicant will be exempted from paying application fees                      ※ Application fees will not be refunded</li> </ul>
Complete the application	<ul style="list-style-type: none"> <li>- Check to ensure that all information has been properly entered and that all files have been properly uploaded before completing the application</li> <li>- Application process is complete only when ① the admission application has been completed, ② all relevant documents have been submitted, ③ application fees have been paid                      ※ Note: Application information and documents cannot be revised after the application deadline has passed</li> <li>- Completed admission applications can be printed out after application process has been completed</li> </ul>

# International Admission guidelines

## List of Required Documents

(○: Mandatory, -: Not Applicable)

Documents	Integrated / Master's Program	Doctoral Program	Notes
Proposal for Study	○	○	- Directly fill out the form in the online admission system
Bachelor's Degree or Certificate of Expected Graduation	○	○	- Prospective graduates may submit a certificate of expected degree - If certificate of expected degree can not be issued, certificate of enrollment is acceptable
Transcript of Bachelor's Program	○	○	- Transcripts show grades as a percentage - Even though a transcript does not show a percentage, It can be uploaded as well - Transfer students should submit transcripts from all schools that they have attended
Master's Degree or Certificate of Expected Graduation	-	○	- Prospective graduates may submit a certificate of expected degree - If certificate of expected degree can not be issued, certificate of enrollment is acceptable
Transcript of Master's Program	-	○	- Transcripts show grades as a percentage - Even though a transcript does not show a percentage, It can be uploaded as well - Transfer students should submit transcripts from all schools that they have attended
Master's Degree Thesis	-	○	- Submit the title and abstract(Refer to the form, UST Admission Website → Notice → Forms)
Official English Test Score	○	○	- Specific details about score criteria, term of validity, submission exemptions, conditions for granting deferrals, etc. refer to p.8 for more information - You may be requested to submit an original score report
Certification of Previous Employment	△	△	- Upload documents certifying previous employment e.g.) Certificate of Employment ※ Details that cannot be proven will not be acknowledged
Other Documents Proving Your Excellence	△	△	- Submit other documents that can prove your excellence, such as research papers, patents, other education experiences, awards, not covered by transcripts listed above, and language proficiency grade ※ Details that cannot be proven will not be acknowledged · For research papers : submit the title and an abstract containing the authors' names and a summary of the paper. · For patents : submit the patent application or registration certificate. · For awards, certificates, other education courses, etc. : submit relevant supporting documents as appropriate

※ Please do not upload full papers. 1 or 2 page is enough each.

## International Admission guidelines

### Mandatory Documents for Each Admission Type

<p>Non-Korean Citizen / KOICA Scholarship</p>	<ul style="list-style-type: none"> <li>- Recommendation letter (at least 1, maximum of 2)             <ul style="list-style-type: none"> <li>· The recommendation letter form can be downloaded from the UST admissions website (Notice → Forms)</li> </ul> </li> <li>- Choose one of the following submission methods:             <ul style="list-style-type: none"> <li>① UST Online Admission System                 <ul style="list-style-type: none"> <li>· When completing the online application, fill out recommender information, including one's e-mail addresses</li> <li>· Confirm whether your recommenders were properly able to submit their letters as only those letters submitted before the deadline will be valid</li> <li>※ When your recommender email your recommendation to UST, Notification email will be sent to you</li> </ul> </li> <li>② Recommenders may submit their letters of recommendation directly via postal mail or e-mail                 <ul style="list-style-type: none"> <li>· Letters submitted in this fashion must be accompanied by the UST letter of recommendation form which can be downloaded from the UST admissions website(Notice → Forms)</li> <li>· Postal address (34113) Admissions Division, University of Science and Technology, 217 Gajeong-ro, Yuseong-gu, Daejeon, Republic of Korea</li> <li>※ Only letters received by mail services that offer delivery tracking services will be accepted(e.g., Registered Post, EMS, and UPS etc)</li> <li>※ Only recommendation letters arrived by the deadline will be considered</li> <li>※ Applicant can not send or email the recommendation letter directly</li> </ul> </li> </ul> </li> <li>- Only recommender can send or email the recommendation letter to UST(f_adm@ust.ac.kr)</li> <li>- Recommender eligibility             <ul style="list-style-type: none"> <li>· Academic advisor at the university from which you have graduated</li> <li>· Direct supervisor at your current or former workplace</li> </ul> </li> <li>* Additional Recommendation letter for KOICA Scholarship             <ul style="list-style-type: none"> <li>- It is mandatory for the applicants on KOICA Scholarship to submit an additional recommendation letter from Uzbekistan-KOICA partner institutions</li> </ul> </li> </ul>
<p>Koreans Living Overseas</p>	<ul style="list-style-type: none"> <li>- Elementary, middle, and high school graduation certificates</li> <li>- Elementary, middle, and high school transcript that include attendance periods</li> <li>- Immigration records</li> </ul>

## International Admission guidelines

### Supplemental Documents Submission

<p>Schedule</p>	<p>9th(Wed.) ~ 11th(Fri.) November, 2022</p>
<p>Key Details</p>	<ul style="list-style-type: none"> <li>- UST notifies applicants individually about which supplementary documents They must submit via e-mail</li> <li>- Those who are required to submit supplementary documents must do within the given timeline</li> <li>- All supplementary documents should be submitted via f_adm@ust.ac.kr</li> </ul>
<p>Notes</p>	<ul style="list-style-type: none"> <li>- Applicants must correctly enter their e-mail addresses because supplementary documents information will be delivered via e-mail. Applicants are responsible for the consequences of entering their e-mail address incorrectly or not checking their e-mail frequently enough</li> <li>- Application information and submitted documents cannot be revised over the supplementary document submission period</li> </ul>

## Official English Test Scores

### Test Type and Score Criteria

Type	TOEFL		New TEPS	IELTS
	iBT	PBT(revised)		
General	79	59	277	6
Hearing disabled	20	20	166	3

- ※ Only scores taken and announced between 11th November, 2020 and 11th November, 2022 will be considered
- ※ Hearing disabled applicants must submit certificate of disability from Korean Ministry of Health and Welfare
- ※ TOEFL-ITP, TOEIC, TOEIC Institutional Program, duolingo are not acceptable.
- ※ If cannot submit English Score by 1st November, click "Submit Later" and submit by 11th November, 2022

### Applicants Exempt from Submitting Official English Test Scores

- UST graduates and prospective graduates.
- Applicants who studied for at least one year and have received or are expected to receive a degree from a university or graduate school in the U.S., the U.K., Canada, Australia, New Zealand, Ireland, or South Africa.

### Official English Test Score Authenticity

UST will confirm the authenticity of the official English test scores submitted by applicants through the administering institutions. The application or admission of applicants who are found to have submitted false scores will be revoked and they will be prohibited from applying for admission again for 5 years.

## Application Evaluation Information by Stage

### Document Screening Stage

- Evaluation Criteria**
- **Growth potential:** Applicants will be evaluated on their potential for adapting to the UST educational system and developing into prominent researchers
  - **Research capacity:** Applicants will be evaluated on when, how, and the extent to which they have completed basic courses and research related to the major for which they have applied
  - Applicants will be comprehensively evaluated on criteria such as the relevance of their work experience and research achievements to the major for which they have applied
  - Applicants' foreign language proficiency will be evaluated based on the level of foreign language proficiency required for the major for which they have applied
- Evaluation Method**
- The application document evaluation committee for each major for each school or campus will evaluate applicants based on the documents they have submitted to determine the degree to which they have the qualities UST desires

### in-depth Interviews

- Evaluation Criteria**
- Applicants' ability to conduct research in the field of the major for which they have applied, their enthusiasm for their studies and research, their successfully complete presentations and experiments, etc.
  - Major-related knowledge: evaluates applicants' academic ability as determined by formal academic courses completed, research experience, etc.
  - Growth potential: evaluates applicants' statement of purpose, research proposal, and post-graduation career plan
  - Personal character and aptitude: evaluates whether applicants have the qualities fit for study as UST
- Evaluation Method**
- Interview Period: 28th November(Mon.) ~ 2nd December(Fri.)
  - Applicants will be individually notified of their interview method, venue, and other information when document screening results are announced on the UST admissions system
  - Evaluation committees for each major for each school or campus will evaluate applicant competence according to UST's desired applicant qualities and evaluation criteria
- Caution**
- Non attendance, proxy and cheating applicants will be rejected
  - Applicants have to bring ID certificate and test card to verify applicants' identity

# Admission Registration

## Registration Period

13th ~ 15th December(Mon.), 17:00(KST) 2022 ※ May subject to change  
※ Applicants will be individually notified of registration information when final result announced

## Registration Procedure

online registration, submission of registration documents, and entrance fee payment

## Documents Required for Registration

### 1. All successful applicants must submit original of the following documents

- Bachelor's degree diploma with apostille or consular confirmation
- Transcript for all semesters of undergraduate school with apostille or consular confirmation
- Master's degree diploma(applying to doctoral program) with apostille or consular confirmation
- Transcript for all semesters of graduate school(applying to doctoral program) with apostille or consular confirmation
- Criminal record with apostille or consular confirmation

### 2. Submit the following documents

- Copy of passport
- Copies of parents' passports or their identification cards showing their nationality
- Birth certificate or family relation certificate that proves the parent-child relationship  
※ The list of required documents may be changed.

### 3. Submit certificate of indentity inquiry

- Criminal record with apostille or consular confirmation
- Criminal record translated to Korean etc.

4. Successful applicants who applied as a prospective graduate must submit their diploma and transcript, which must state the date on which the degree was awarded or the degree registration number. If such applicants fail to submit these documents, their admission will be withdrawn

5. Successful applicants who applied as a graduate or prospective graduate of a foreign university should additionally comply with the following criteria:

- Documents: submit the diploma or graduation certificate submitted for admission application and a transcript of all undergraduate or graduate semesters as applicable and an apostille certificate for each
- Submission deadline: 15th December(Mon.), 17:00(KST) 2022 ※ May subject to change
- Place of Issuance: the institution designated by the government of each school's respective Country(e.g. the Ministry of Foreign Affairs in the case of South Korea)
- Applicants who have received degrees from schools in China may submit certificates issued by the China Academic Degrees & Graduate Education Development Center ("CDGDC")

# Admission Registration



## Note about Apostille

1. For information about each country's apostille(Refer to [www.hcch.net](http://www.hcch.net))
2. If it is difficult to obtain an apostille certificate because the relevant country is not a member of the Apostille Convention, consular confirmations can be replace the apostille certificate
3. Applicants who have received or are expected to receive a master's degree from UST and have submitted the apostille certificates for their diploma and transcript in the past, do not have to submit apostille



## What is the Apostille Convention?

The Apostille Convention is a multilateral treaty that facilitates the mutual certification of official documents between member states through the laws of the country issuing the official document. This treaty was created to replace older complex authentication procedures

## UST Newcomers' orientation

- Group training conducted before school starts to help freshmen successfully adjust to the UST environment
- Consists of capacity-building science, technology, and R&D programs and activities  
※ Participation in the Newcomers' orientation is one of the requirements for graduation stipulated in Section 1-10 Article 4 (Requirements for Obtaining Degree) of the Rules on the Granting of Degrees(Detailed schedule for the orientation will be provided)

## FAQ

### Q1. After completion of Online Application, Do I need to send the documents by EMS to UST?

A1. No. You don't need to send the original documents by EMS

### Q2. I don't have certificate of degree and certificate of expected degree. Because I am going to be graduated this semester, What kind of document do I upload?

A2. In your case, as you are enrolled student, upload certificate of enrollment please.

### Q3. Is contacting to prospective advisor mandatory?

A3. No. It is not mandatory. It depends on your decision. If you contact prospective advisor, you will well know research filed, project etc

### Q4. I can not use PayPal in my country. Can I pay the fee by bank transmission or debit card?

A4. No. We only accept PayPal or Inicis. Please ask for your family members or friends

### Q5. How Can I know my recommendation letter well received?

A5. When UST get your recommendation letter, Notification letter automatically sends to you.

## Others

### Notice of UST Student Researcher Labor Contract

According to the government policy to protect the rights of graduate student researcher and improve the academic environment, UST student researcher are expected to sign UST Student Researcher Labor Contract with their campuses(March 2023)

- ※ Whether to sign contract and the policies can be different depends on campus
- ※ There can be some exceptions to make the Labor Contract like below etc.
  - \* International student researchers admitted in accordance with international agreements(conventions) between countries(institutions) who do not participate in research projects(work)
  - \* The student researchers who study in the Campus that has not decided to introduce the Labor Contract policy

The Labor Contract is prepared as following. However, some changes may be occurred depending on the policies of each campus

- Compulsory(Social) Insurance(National health insurance, Industrial accident compensation insurance etc.)
  - ※ International student researchers may face limitation(s) based on student visa type and when admitted under special agreement
- Employment Conditions(Conditions including working and recess hours) and Studying Hours : Commitment shall follow Korean law related to labor and regulations of each campus
- The obligation as a worker(for example, faithful labor, commuting time, prohibition of concurrent offices etc.) occurs
- If a program implemented by organizations excludes workers or who joined the compulsory insurance, the participation and benefit of UST student researchers who conclude Labor Contracts may be restricted
- As a result of signing UST Student Researchers Labor Contract, the final successful applicant have to submit the certificate of identity inquiry and result of medical check-up to campus/school
  - ※ Required documents to be submitted may different for each campus
  - ※ Applicants who did not submit the certificates may be canceled to admission
  - ※ Applicants who have been found to be disqualification for identity inquiry or medical check-up may be canceled to admission(depends on campus policy)
  - ※ No support by UST or campus to applicants for identity inquiry and medical check-up(Roundtrip fee, Residence fee, etc.)

#### Inquiry

- Detailed contract condition: Campus coordinators
- Labor Contract Policy: Student Service Division, ken1986@ust.ac.kr

### Key Points for Consideration

#### 1. Application Form Completion

- Applicants Cannot concurrently apply for General Admission, International Admissions, KOICA Scholarship, I-CORE. If an applicant applies for more than one admission type, all of their applications will be revoked.
- Applicants must correctly enter their e-mail addresses because important notifications are sent via e-mail. Applicants will be held accountable for any consequences arising from incorrectly entering their e-mail addresses or for not checking their e-mail. (If changed, inform to f\_adm@ust.ac.kr)
- Applicants must consent to the collection and use of personal information when applying or registering for admission. Such personal information will be used to create the school register for successful applicants.
- For fairness of admission process, if your family working at UST professor or staff write his/her name and affiliation when you apply.
  - ※ Applicant's responsibility for any disadvantages caused by intentional misuse

#### 2. Admissions Process

- In principle, all application documents should be submitted in Korean or English. Translations of documents not written in Korean or English must be provided with traditional or consular notarizations.
- Applicants should submit application documents in file formats that can be easily printed, such as PDF, because it is difficult to review documents submitted as pictures.
- Admissions evaluation details and scores will not be disclosed.
- Applicants will be held accountable for any consequences resulting from providing incorrect information on their applications or from failure to provide all necessary documents.
- Applications and submitted documents cannot be changed outside of the supplementary document submission period. If applicants do not submit all required documents or if the content of such documents cannot be confirmed, such applicants will be disqualified from the application screening process.
- The application or admission of applicants found to have provided false information on their applications or to have engaged in plagiarism, forgery, falsification, the use of proxies during in-depth interviews, or other cheating activities, their passing of admission process or entry into school will be revoked.
  - Applicants found to have engaged in cheating will be prohibited from applying for admission to UST for five years.
- Applicants who do not attend their interviews will be disqualified.

- Even during enrollment at or after graduation from UST, student researchers and alumni may have their admission or degree revoked if they are found to have been admitted through wrongful means or the validity of their past degrees cannot be verified.
- Applicants must submit at least one, but may submit up to two, recommendation letters.
- Applicants whose recommenders submit their recommendation letters online should confirm that the letter submission link was properly sent to the recommenders.
- Candidates who have passed the screening and in-depth interview will not be notified individually.  
(Applicants have to check by himself/herself)
- Matters not specified in this guideline are subject to the decision of the Graduate Committee.

### 3. Applicants Selection

- Even if the total number of the applicants is less than the incoming class size, UST may deny admission to unqualified applicants.

### 4. Full-time Enrollment

- In principle, all student researchers are required to be enrolled full-time, which means that they are expected to be attending class to engaged in educational program-related activities from 9 AM to 6 PM, Monday through Friday.

### 5. Self-quarantine

- Due to COVID-19 pandemic, when successful applicants first enter South Korea, they may be requested to search for their own self-quarantine accommodation (e.g. airbnb etc.).

※ UST cannot provide the dormitory or any accommodation for self-quarantine

### 6. Admission Registration

- All successful applicant must submit the certificate of degree and the academic transcript with apostille or consular confirmation each.
- We highly recommend that an applicant who passes 1st screening(document evaluation) gets apostille or consular confirmation in advance. The period of admission registration is short. However, It does not mean an applicant passes all procedure and become the successful applicant.

- We highly recommend that all successful applicants send the documents with apostille or consular confirmation by courier on the day final result releases.
- Before sending the documents, scan the documents for visa application.

### 7. Criminal Record Submission

- Criminal record must be with apostille or consular confirmation.
- Each campus has different policy regarding criminal record as follows;

School/Campus	Criminal Record Submission	Language Type(Kor./Eng.)
KOPRI	○	English
KRISO	×	×
KITOX	○	Korean & English both
KICT	○	Korean & English both
KIST	○	Korean & English both
KISTI	○	Korean & English both
KIMM	○	Korean
KBSI	○	English
KRIBB	○	English
KITECH	○	English
KFRI	○	English
KIER	×	×
KINS	○	English
KAERI	○	Korean & English both

## Others

School/Campus	Criminal Record Submission	Language Type(Kor./Eng.)
KIRAMS	○	Korean
KIMS	○	English or mother language 1 ea, Korean 3 ea
KERI	○	Korean
ETRI	○	Korean & English both
KIGAM	○	English
KASI	○	English
KRRI	○	English
IPK	×	×
KRISS	×	×
KIOM	○	Korean
KARI	×	×
KIOST	○	English
NFRI	○	Korean
KRICT	○	English

### 8. Others

- From March 1, 2021, according to the National Health Insurance Act, International student researchers are required to compulsorily subscribe to the National Health Insurance while in Korea.
- Student researchers have to pay the insurance premium for national health insurance. And student Researchers will receive the same insurance payment benefits as citizens of the Republic of Korea.

## Inquiry

1. Admission Inquiries(Process, Documents etc.)  
- Admissions Division f\_adm@ust.ac.kr, +82-42-865-2422
2. Application Technical Inquiries(Payments, Application online system etc.)  
- Digital Information Division hys8908@ust.ac.kr
3. Campus Representative Professor List

School/Campus	E-mail
Agency for Defense Development(ADD)	msk0401@add.re.kr
Korea Polar Research Institute(KOPRI)	shkang@kopri.re.kr
Institute for Basic Science(IBS)	cjl@ibs.re.kr
Korea Research Institute of Ships & Ocean Engineering(KRISO)	kimbw@kriso.re.kr
Korea Institute of Toxicology(KIT)	sjyoon@kitox.re.kr
Korea Institute of Civil Engineering and Building Technology(KICT)	hjoh@kict.re.kr
Korea Institute of Science & Technology(KIST)	hjlee@kist.re.kr
Korea Institute of Science & Technology Information(KISTI)	msjoh@kisti.re.kr
Korea Institute of Machinery & Materials(KIMM)	yhsong@kimm.re.kr
Korea Basic Science Institute(KBSI)	chulhyun@kbsi.re.kr
Korea Research Institute of Bioscience & Biotechnology(KRIBB)	dwlee@kitech.re.kr
Korea Institute of Industrial Technology(KITECH)	ihoh@kitech.re.kr
Korea Food Research Institute(KFRI)	tyhap@kfri.re.kr
Korea Institute of Energy Research(KIER)	dokkim@kier.re.kr
Korea Institute of Nuclear Safety(KINS)	mjj@kins.re.kr
Korea Atomic Energy Research Institute(KAERI)	kychoi@kaeri.re.kr
Korea Institute of Radiological & Medical Sciences(KIRAMS)	jeongj@kirams.re.kr
Korea Institute of Materials Science(KIMS)	lgh1636@kims.re.kr
Korea Electrotechnology Research Institute(KERI)	sweom@keri.re.kr
Electronics and Telecommunications Research Institute(ETRI)	jhy@etri.re.kr
Korea Institute of Geoscience & Mineral Resources(KIGAM)	jckim@kigam.re.kr
Korea Astronomy & Space Science Institute(KASI)	jahwang@kasi.re.kr
Korea Railroad Research Institute(KRRI)	whyu@krri.re.kr
Institut Pasteur Korea(IPK)	ipk-ustcampus@ip-korea.org
Korea Research Institute of Standards and Science(KRISS)	woolee@kriss.re.kr
Korea Institute of Oriental Medicine(KIOM)	smchoi@kiom.re.kr
Korea Aerospace Research Institute(KARI)	ssyang@kari.re.kr
Korea Institute of Ocean Science & Technology(KIOST)	hslee@kiost.ac.kr
Korea Institute of Fusion Energy(NFRI)	sglee@kfe.re.kr
Korea Research Institute of Chemical Technology(KRICT)	tmchung@kriect.re.kr

## Inquiry

### 4. Cheif Major Professor List

Major	E-mail
Weapon Systems Engineering	leejupark@add.re.kr
Polar Science	junhyucklee@kopri.re.kr
Basic Science	yhk@ibs.re.kr
Ship and Ocean Engineering	byunsh@kriso.re.kr
Green Mobility	hjkang@kriso.re.kr
Human and Environmental Toxicology	jwpark@kitox.re.kr
Civil & Environmental Engineering	wjkim1@kict.re.kr
AI-Robotics	asc@kist.re.kr
Nanoscience and Technology	jongho@kist.re.kr
Division of Bio-Medical Science & Technology	drahn@kist.re.kr
Division of Energy & Environment Technology	jmha@kist.re.kr
Data & High Performance Computing Science	jeong@kisti.re.kr
Applied AI	dmseo@kisti.re.kr
Mechanical Engineering	ojs6114@kimm.re.kr
Bio-Analytical Science	jakim98@kbsi.re.kr
Biotechnology	oskwon@kribb.re.kr
Bioscience	chullee@kribb.re.kr
Robotics	dwlee@kitech.re.kr
Convergence Manufacturing System Engineering	shshin@kitech.re.kr
Food Biotechnology	shnlee@kfri.re.kr
Energy Engineering	hyungoo@kier.re.kr
Nuclear and Radiation Safety	yooney@kins.re.kr

## Inquiry

Major	E-mail
Nuclear Science and Technology	hyyoon@kaeri.re.kr
Radiation Science	saylim@kaeri.re.kr
Radiological & Medico-Oncological Sciences	kjs@kiram.s.re.kr
Advanced Materials Engineering	keuh@kims.re.kr
Electric Energy & Materials Engineering	sweom@keri.re.kr
Science and Technology Management Policy	bukim@etri.re.kr
Advanced Materials and Device Engineering	limjw@etri.re.kr
Artificial Intelligence	stkim10@etri.re.kr
Information and Communication Engineering	daesung@etri.re.kr
Resources Engineering	jinlee@kigam.re.kr
Geological Science	hasife@kigam.re.kr
Astronomy and Space Science	sslee@kasi.re.kr
Transportation System Engineering	wjeong@krri.re.kr
Applied Measurement Science	askim@kriss.re.kr
Precision Measurement	jonghan@kriss.re.kr
Korean Convergence Medical Science	jaeukkim@kiom.re.kr
Aerospace System Engineering	haedkim@kari.re.kr
Ocean Science	yeonschang@kiost.ac.kr
Plasma and Nuclear Fusion	sglee@kfe.re.kr
Medicinal Chemistry and Pharmacology	kjchoi@kriect.re.kr
Advanced Materials and Chemical Engineering	shinws@kriect.re.kr



## 5. Campus Coordinator List(Dormitory, Contract etc.)

Major	E-mail
Agency for Defense Development(ADD)	sung3993@add.re.kr
Korea Polar Research Institute(KOPRI)	dmlgus89@kopri.re.kr
Institute for Basic Science(IBS)	heeyoung@ibs.re.kr
Korea Research Institute of Ships & Ocean Engineering(KRISO)	hana.choi@kriso.re.kr
Korea Institute of Toxicology(KIT)	jihee.kim@kitox.re.kr
Korea Institute of Civil Engineering and Building Technology(KICT)	eykim@kict.re.kr
Korea Institute of Science & Technology(KIST)	cookie@kist.re.kr
Korea Institute of Science & Technology Information(KISTI)	sim@kisti.re.kr
Korea Institute of Machinery & Materials(KIMM)	oji@kimm.re.kr
Korea Basic Science Institute(KBSI)	sura@kbsi.re.kr
Korea Research Institute of Bioscience & Biotechnology(KRIBB)	syim@kribb.re.kr
Korea Institute of Industrial Technology(KITECH)	njy@kitech.re.kr
Korea Food Research Institute(KFRI)	ust-kfri@kfri.re.kr
Korea Institute of Energy Research(KIER)	choisc@kier.re.kr
Korea Institute of Nuclear Safety(KINS)	k733jjh@kins.re.kr
Korea Atomic Energy Research Institute(KAERI)	ksy0317@kaeri.re.kr
Korea Institute of Radiological & Medical Sciences(KIRAMS)	gonij@kirams.re.kr
Korea Institute of Materials Science(KIMS)	demikim@kims.re.kr
Korea Electrotechnology Research Institute(KERI)	jspark01@keri.re.kr
Electronics and Telecommunications Research Institute(ETRI)	kmkim@etri.re.kr
Korea Institute of Geoscience & Mineral Resources(KIGAM)	phh@kigam.re.kr
Korea Astronomy & Space Science Institute(KASI)	sjang@kasi.re.kr
Korea Railroad Research Institute(KRRI)	eolee@krri.re.kr
Institut Pasteur Korea(IPK)	jinah.lee_01@ip-korea.org
Korea Research Institute of Standards and Science(KRISS)	jeseo@kriss.re.kr
Korea Institute of Oriental Medicine(KIOM)	134340y@kiom.re.kr
Korea Aerospace Research Institute(KARI)	freewill@kari.re.kr
Korea Institute of Ocean Science & Technology(KIOST)	rch0507@kiost.ac.kr
Korea Institute of Fusion Energy(NFRI)	hyunjung4429@kfe.re.kr
Korea Research Institute of Chemical Technology(KRICT)	yarn43@kricr.re.kr



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