

Fall 2021

ADMISSIONS GUIDELINE FOR INTERNATIONAL STUDENTS



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ABOUT YONSEI GSIS

Thank you for your interest in the Yonsei Graduate School of International Studies (GSIS). The Graduate School of International Studies lies at the center of Yonsei's commitment to internationalization and the education of global leaders. Yonsei GSIS was first established in 1987, motivated by a desire to meet the growing demand for international academic institutions, and was the first professional school dedicated exclusively to international studies in Korea. International students from all over the world provide a unique, multicultural learning environment where diversity is not just a slogan, but an enduring feature of the school's globalized student culture.

The core mission of Yonsei GSIS is to educate and train global leaders who transform themselves so that they can transform the world. In order to achieve this goal, programs at Yonsei GSIS offer a dynamic and rigorous curriculum taught by Korea's leading academics, equipping students with the theoretical knowledge and practical skills necessary to excel in the public and private sectors of the global arena.

This admissions guideline provides information pertaining to the application process, eligibility, and admissions criteria. Should you have any further questions or seek additional information, please contact our staff at the information listed below.

YONSEI GSIS: INTERNATIONAL ADMISSIONS OFFICE

Website <http://gsis.yonsei.ac.kr>

Email gsis@yonsei.ac.kr

Telephone +82-2-2123-8484

Mailing Address

English Room 510, New Millennium Hall, Yonsei University

50 Yonsei-ro, Seodaemun-gu, Seoul, South Korea 03722

Korean [03722] 서울특별시 서대문구 연세로 50 새천년관 510 호

Office Hours Weekdays, 9:00 AM to 5:00 PM (Lunch Break: 12:00 PM to 1:00 PM)

Summer & Winter Vacation, office closes earlier at 3:00 PM

YONSEI GSIS PROGRAMS

Yonsei GSIS offers Master and Doctoral Programs in the following fields:

Master's Degree		Doctoral Degree	
Program	Degree	Program	Degree
Korean Studies	Master of Arts in Korean Studies (MKS)	Korean Studies	Ph.D. in Korean Studies
Global Studies: International Cooperation (PIC)	Master of Global Affairs & Policy (MGAP)	International Cooperation	Ph.D. in International Studies (International Relations)
Global Studies: International Trade, Finance & Management (ITFM)	Master of Global Economy & Strategy (MGES)	International Trade & Finance	Ph.D. in International Studies (International Political Economy)
		International Management	Ph.D. in Strategy & Organization

ADMISSIONS TIMELINE

	Step	Timeline & Details
1	Online Application	March 15 (Mon) 2021 to April 30 (Fri) 2021 (by 17:00 KST) <ul style="list-style-type: none"> Click "Online Application" located in the International Students tab and create an account. Online Application
2	Submission of Documents	March 15 (Mon), 2021 to May 3 (Mon), 2021 (by 17:00 KST) <ul style="list-style-type: none"> All documents must be post mailed. Please refer to pages 4-9 for documents that must be submitted. The documents must arrive at the Yonsei GSIS office by the designated deadline. <i>Late documents will not be accepted.</i> You are advised to submit your documents early in the application period for timely processing and opportunities to submit any missing documents.
3	Announcement of Admissions Decision	June 4 2021 (by 18:00 KST) <ul style="list-style-type: none"> Results will be posted on the GSIS website. Your email address (used for online application) and date of birth will be required.
4	Tuition Payment	July 2021 (TBA)
5	Orientation	Late August 2021 (TBA)

The scheduled dates above are subject to change. Please check the GSIS website for any changes.

IMPORTANT THINGS TO KNOW BEFORE APPLYING

SUBMISSION OF DOCUMENTS

- All submitted records and documents become the property of Yonsei GSIS and **will not be returned** to the students in any case. Similarly, the application fee is **nonrefundable**.
- If an applicant's personal information has been modified (i.e. change in name, nationality, etc.), the applicant should submit a photocopy of the document that records the change.
- **All documents must be submitted by the application deadline** in order to be considered for admission.
- All applicants are eligible for the Incoming Student Award Scholarship. **Please keep in mind that there is no application necessary.**
- In the case that you are caught lying or forging documents, your admission will be immediately cancelled.

OTHER

- ***Yonsei GSIS does not disclose any information related to the process or evaluation of admissions decisions. Please do not contact the GSIS faculty for updates or information regarding admissions or financial decisions as they will not be reversed.***
- Should the student be an expected graduate from an undergraduate program, then an offer of admission is not binding until the GSIS office verifies that the student has graduated with a bachelor's degree.
- The admissions board reserves the right to request an interview from the applicant. If an interview is requested, the applicant will be notified. The admissions board will not take responsibility in the case that the applicant is unable to be contacted due to incorrectly inputted contact information.
- Yonsei GSIS welcomes students from diverse academic backgrounds, recognizing that different fields of expertise provide unique perspectives, contributing to an actively advancing learning atmosphere.
- **The program begins on Monday, August 30, 2021.**

INTERNATIONAL ADMISSION I

ELIGIBILITY

- Both the applicant and their parents are **not** citizens of Korea.
 - Ethnic Koreans with foreign citizenship must submit documents proving the renunciation of Korean citizenship for both them **and** their parents by the application deadline.
- Applicants to the **master program** must hold, or expect to hold prior to entering Yonsei GSIS, a bachelor's degree or its equivalent (or higher) degree from an accredited college or university.
- Applicants to the **doctoral program** must hold, or expect to hold prior to entering Yonsei GSIS, a master's degree or its equivalent (or higher) degree from an accredited college or university.

REQUIRED DOCUMENTS

❖ **SUBMISSIONS VIA EMAIL ARE NOT ACCEPTED.**

❖ **ALL DOCUMENTS MUST BE IN ENGLISH.** If documents are in another language, the applicant must submit the original notarized/certified translation into English.

❖ **There are some COVID-19 exceptions for document submission:**

- 1) In the case (for prospective graduating students) that submitting a sealed certificate/letter of expected graduation or certificate of enrollment is difficult due to the pandemic, please have your university send us a letter or certificate directly through email.
- 2) In the case that submitting a sealed transcript is difficult due to the pandemic, please have your university send us an electronic transcript directly through email. [A sealed transcript is still required to be sent before the decision announcement.](#)
- 3) In the case that submitting sealed recommendation letters is difficult due to the current pandemic, please have your recommenders send us their letters directly through email. Please make a note of this in your application package.

No.	Documents	Submission
1	GSIS Online Application (Link) <ul style="list-style-type: none">• Your <u>name</u>, <u>nationality</u>, and <u>date of birth</u> should match the corresponding information on your passport exactly. Please input your first, middle, and last names in the correct place when registering your ID.• Your contact information (phone number, email address, etc.) should be your personal information and not that of your agency.• If you are having trouble uploading the ID photo, please email us with the photo that you would like to upload and we will insert it for you.• Please keep in mind that once you submit the online application, you can no longer make any changes.• Please print out the online application and include it in your application package.	

2	<p>Personal Statement and Study Plan [Form 1 or free form]</p> <ul style="list-style-type: none"> • If you decide to use a free form study plan, it must be no longer than 3 pages total (Times New Roman, 12 pt., <u>double-spaced</u>, 1" margins). • This should give the admissions board insight into your character and integrity as a student and future leader, as well as your plans for the future and how they relate to your chosen field of study. 	
3-1	<p>Official Bachelor's Diploma or Graduation Certificate</p> <ul style="list-style-type: none"> • A photocopy of the official bachelor's diploma or graduation certificate. • Prospective graduating students should submit their sealed certificate/letter of expected graduation or certificate of enrollment (original). <ul style="list-style-type: none"> – The expected date of graduation should be written on the certificate. – The anticipated date must be prior to the start of the semester. • If you will graduate/graduated from a Korean university, you should submit a certificate of expected graduation/graduation certificate printed out (i.e. issued within three months) from your undergraduate portal system. 	
3-2	<p>❖ (Original) Official Bachelor's Transcript</p> <ul style="list-style-type: none"> • Official transcripts must be <u>officially issued</u> and <u>sealed</u> by your undergraduate institution. Under no circumstances should you open these envelopes. Opened envelopes are invalid. The sealed transcript may be included in your application package or sent by the Institution directly to the GSIS office. • For schools that use a third-party service like National Student Clearinghouse or Parchment, your transcript must be sent directly by the service. • If you graduated from a Korean university, instead of submitting a sealed transcript, you may submit a transcript printed out (i.e. <u>issued within three months</u>) from your undergraduate portal system. • If the transcript does not include the grade point average (GPA) or does not specify the GPA scale (e.g. 4.0/4.3/4.5 scale), please submit an official document issued by your university describing their grading system. • If you have previously transferred schools or participated in exchange/study abroad programs, you must submit transcripts from those schools as well, unless the transferred credits and grades are clearly stated on your primary transcript. • <i>If your transcript has been translated and notarized or apostilled, you do not need to submit an additional sealed copy.</i> 	
4	<p>❖ (Original) Two Letters of Recommendation [Form 2 or free form]</p> <ul style="list-style-type: none"> • The letters must be sealed, <u>with the recommender's signature over the envelope's seal</u>. <i>Opened letters are considered invalid.</i> • All letters of recommendation must be written in English. • The letter must include the name, title, and contact information of the recommender. The recommender may be either an <u>academic</u> or a <u>professional</u> reference. • The sealed letters may be included in your application package or sent by the recommender directly to the GSIS office. <u>If they are being sent by your recommender, please make a note in your application package.</u> • Letters of Recommendation provide the opportunity for the admissions board to gain insight about your performance in either an academic or professional setting. Your recommenders should be those who can express specific and relevant details to your academic or professional abilities. 	

5	<p>❖ (Original) Proof of English Language Proficiency</p> <p>You only need one of the following:</p> <ol style="list-style-type: none"> We accept <u>TOEFL iBT</u>, <u>IELTS</u>, and <u>TOEIC</u> English Proficiency Tests if the GSIS application deadline falls within 2 years of the date of examination (i.e. must be valid). <ul style="list-style-type: none"> If you took the IELTS exam, you only need to submit a copy in your application package. We can use the TRF code to verify your scores. TOEFL scores can be sent electronically to C455 (Yonsei University – Graduate School of International Studies). We accept TOEFL MyBest scores. This requirement will be automatically waived (<i>no waiver form necessary</i>) if the applicant is a native speaker from one of the following countries: <i>United States, United Kingdom, Canada, Australia, New Zealand, Ireland, or South Africa</i>. This requirement will be waived if the applicant fulfills one of the following: <ol style="list-style-type: none"> If the applicant completed high school in one of the countries listed above in #2, please submit the diploma or transcript from that institution. If the applicant completed high school in a non-English speaking country but the medium of instruction was 100% in English, please submit the diploma or transcript AND a letter confirming the medium of instruction. If the applicant completed undergraduate in one of the countries listed above in #2, the official Bachelor’s transcript (see 3-2) is sufficient proof. If the applicant completed undergraduate in a non-English speaking country but the medium of instruction was 100% in English, please submit a letter confirming the medium of instruction. For other situations where an applicant cannot meet the conditions specified above but still considers their English proficient, submit a waiver request form [Form 3]. You may attach supporting documents. The request may or may not be approved. 	
6	<p>❖ (Original) Verification of Deposit</p> <ul style="list-style-type: none"> This is a requirement to receive the D-2 visa. A bank statement or letter from the bank indicating that you maintains an account with a minimum of \$20,000 USD or more. If you would like to submit more than one bank statement, you may if it belongs to your financial sponsor (e.g. parent or guardian). If your name is not on the bank statement or letter, you must submit (a) letter(s) of sponsorship [Form 4]. It should be current (certificate issued within three months of your application’s submission deadline) and liquid (able to be accessed immediately). For applicants that have received sponsorship from POSCO, Fulbright, etc., please submit the sponsorship letter in place of the bank statement. ▶ Chinese students: You must freeze your bank account with a minimum balance of 20,000 USD by the beginning of the semester. 	
7	<p>Copy of Applicant’s Passport</p> <ul style="list-style-type: none"> The passport must be valid. If you are currently residing in South Korea, please submit a copy of your existing ARC. ▶ Chinese students must also submit a copy of their national ID (居民身份證). 	
8	<p>Copies of Both Parents’ Passports</p> <ul style="list-style-type: none"> The passports must be valid. In the case that your parents do not possess passports, other identification cards proving their nationality will be accepted. Birth certificates will not be accepted as a substitute for their passports. In the case of divorce or death, related documents should be submitted. You do not have to submit the corresponding parent’s passport. ▶ Chinese students need only submit a copy of their parents’ national IDs. 	

9	Proof of Family Relationship <ul style="list-style-type: none"> A copy of a birth certificate or household register that clearly indicates the relationship between the applicant and their parents. In the case of adoption, adoption documents should be submitted. ▶ Chinese students need only submit a translated and notarized Household Register (居民戶口簿) and Certificate of Kinship. These should be the original notarizations, not photocopies. 											
10	Release of Student Information Form [Form 5]											
11	Agreement for Collection and Use of Personal Data [Form 6]											
12	Application Fee <table border="0" data-bbox="300 600 1222 853"> <tr> <td>Account Holder</td> <td>(학)연세대학교 / Yonsei University</td> </tr> <tr> <td>Account Number</td> <td>[USD] 126-048165-41-001 [KRW] 126-000074-18-858</td> </tr> <tr> <td>Name of Bank</td> <td>Woori Bank</td> </tr> <tr> <td>Bank Address</td> <td>Yonsei University, 50 Yonsei-ro, Seodaemun-gu, Seoul 03722 Korea</td> </tr> <tr> <td>SWIFT Code</td> <td>HVBKRRSEXXX</td> </tr> </table> <ul style="list-style-type: none"> The fee may be paid in either USD (\$80) or KRW (80,000) and is non-refundable. The money must be paid by either domestic bank transfer or international wire transfer. Cash, money orders, and other methods of payment are not accepted. International wire transfers may be subject to fees by both the sending and receiving bank. The applicant is responsible for paying these fees. Provide a copy of your wire transfer receipt so we can help verify the transfer. If the fee is transferred from someone else's account, please change the remitter's name to the applicant's name. If you accidentally transfer the fee under another person's name, please make a note of that remitter's name. 	Account Holder	(학)연세대학교 / Yonsei University	Account Number	[USD] 126-048165-41-001 [KRW] 126-000074-18-858	Name of Bank	Woori Bank	Bank Address	Yonsei University, 50 Yonsei-ro, Seodaemun-gu, Seoul 03722 Korea	SWIFT Code	HVBKRRSEXXX	
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SWIFT Code	HVBKRRSEXXX											
The following documents are additionally required for the doctoral program only:												
13	Research Proposal <ul style="list-style-type: none"> Minimum 3 pages (Times New Roman, 12 pt., double-spaced, 1" margins, <u>print on one side of the paper only</u>). This proposal is not merely another study plan but is more similar to a thesis outline, including the title, table of contents, outline of research plan, etc. 											
14	Writing Sample <ul style="list-style-type: none"> Master's Thesis, Graduate Term Paper, or Published Papers (min. 40 pages, English, <u>print on one side of the paper only</u>) 											
15-1	Official Master's Diploma or Graduation Certificate (same guidelines as 3-1)											
15-2	❖ (Original) Official Master's Transcript (same guidelines as 3-2)											

INTERNATIONAL ADMISSION II

ELIGIBILITY

- The applicant and/or their parents **have Korean citizenship**. However, the applicant has received all of their education outside of Korea, from elementary school through to the completion of the undergraduate degree.
- Applicants to the **master program** must hold, or expect to hold prior to entering Yonsei GSIS, a bachelor's degree or its equivalent (or higher) degree from an accredited college or university.
- Applicants to the **doctoral program** must hold, or expect to hold prior to entering Yonsei GSIS, a master's degree or its equivalent (or higher) degree from an accredited college or university.

REQUIRED DOCUMENTS

✦ **SUBMISSIONS VIA EMAIL ARE NOT ACCEPTED.**

✦ **ALL DOCUMENTS MUST BE IN ENGLISH.** If documents are in another language, the applicant must submit the original notarized/certified translation into English.

✦ **There are some COVID-19 exceptions for document submission**

- 1) In the case (for prospective graduating students) that submitting a sealed certificate/letter of expected graduation or certificate of enrollment is difficult due to the pandemic, please have your university send us a letter or certificate directly through email.
- 2) In the case that submitting a sealed transcript is difficult due to the pandemic, please have your university send us an electronic transcript directly through email. [A sealed transcript is still required to be sent before the decision announcement.](#)
- 3) In the case that submitting sealed recommendation letters is difficult due to the current pandemic, please have your recommenders send us their letters directly through email. Please make a note of this in your application package.

No.	Documents	Submission
	<p>Please submit the same required documents from pages 5-8: Master's Degree) Documents 1 to 12, excluding 9 (proof of family relationship) Doctoral Degree) Documents 1 to 15-2, excluding 9 (proof of family relationship)</p>	
The following documents are additionally required for International Admission II only:		
16	<p>Education Summary [Form 7]</p> <ul style="list-style-type: none"> • Please summarize your education from grades 1-12. 	
17	<p>Elementary ▪ Middle ▪ High School Records</p> <ul style="list-style-type: none"> • These records should indicate the dates of attendance, from grades 1-12. 	
18	<p>Certificate of Entry and Exit (출입국사실증명서)</p> <ul style="list-style-type: none"> • Issued by the Korean Embassy/Korean Immigration Office/주민센터. • This should contain information from the applicant's date of birth to the date of certificate issuance. 	
19	<p>Certificate of Family Relations (가족관계증명서)</p> <ul style="list-style-type: none"> • Issued by the Korean Embassy/Korean Immigration Office/주민센터. 	

ADMISSIONS CRITERIA

Admissions decisions are made based on the overall strength of the candidate's application, including academic achievements and potential as well as personal accomplishments.

The admissions board takes a number of factors into consideration, including GPA, personal statement and study plan, letters of recommendation, and English proficiency. The appropriateness of the candidate's academic and career goals, as well as preparation for the desired program will also be considered.

IMPORTANT INFORMATION FOR ADMITTED STUDENTS

An admissions offer will be rescinded if false information or unfair practice for admissions is found to have been used at any time during the application period. This applies even after the student has enrolled at Yonsei GSIS.

TUITION PAYMENT

The tuition for Fall 2021 is proposed to be 7,020,000 KRW per semester. There is a one-time admissions fee of 1,195,000 KRW, applicable to new incoming students only. Admitted students who accept the offer of admission are expected to pay the one-time admissions fee and tuition during the designated period. If the amount is not paid, then admission will be rescinded.

VISA

Following the policies of the Korean Immigration Office, the Certificate of Admission will only be issued to admitted students who require a D-2 visa after the tuition payment is transferred and confirmed.

HOUSING

Yonsei GSIS does not oversee housing for students. Applications and questions regarding housing should be directed to the relevant dormitories. Information about the three main dormitories (SK Global House, International House, Muak Dormitories) can be found [here](#).

DEFERRAL

Admitted students may defer enrollment into the GSIS program for up to two semesters. This decision must be made before the designated tuition payment period. The student is required to complete a **Letter of Deferral** that must be submitted to the GSIS office.

APOSTILLE

The Republic of Korea is a signatory member of The Hague Apostille Convention. The apostille ensures that public documents issued in one signatory country will be considered as valid in another signatory country. For more information about apostilles, please refer to <http://www.hcch.net/>. **Apostilles should be submitted by the second week of semester.**

Students who graduated from institutions in HAC signatory countries:

- Official apostilles of your diploma and official transcript.
- All documents must be in English. Any other language requires a notarized translation.

Students who graduated from institutions in China:

- Verifications of your Degree and Academic Records issued by the China Academic Degrees & Graduate Education Development Center (CDGDC) or China Higher Education Student Information and Career Center (CHESICC/CHSI). These should be issued in English or you must submit a notarized translation into English.

Students who graduated from institutions in HAC non-signatory countries:

- Verifications of your diploma and official transcript by the local Korean embassy in the country you graduated from.

Students who graduated from institutions in Korea:

- Official verification other than your certificate of graduation and official transcript are not required.

CONTACT US

Website <http://gsis.yonsei.ac.kr>

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Mailing Address

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