

For International Applicants

ADMISSION GUIDELINE

- Spring & Fall Semester 2024 -



KOREA ADVANCED INSTITUTE OF SCIENCE AND TECHNOLOGY

Contents

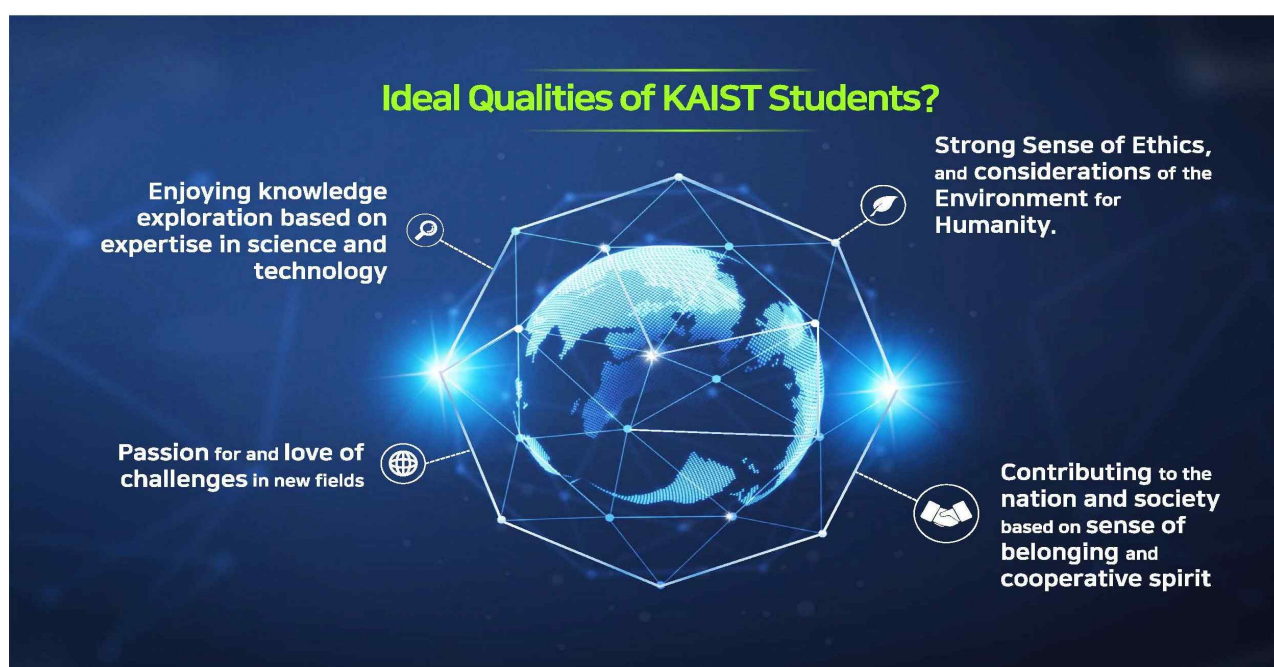
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Welcome!

We deeply appreciate your interest in KAIST. KAIST is the first and top science and technology university in Korea. KAIST was established in 1971 by the Korean Government to educate elite scientists and engineers committed to industrialization and economic growth in Korea.

Since then, KAIST and its 69,388 graduates have been the gateway to advanced science and technology, innovation, and entrepreneurship. KAIST has emerged as one of the most innovative universities with more than 10,700 students enrolled in five colleges and seven schools, including 1,127 international students from more than 90 countries.

KAIST continues to strive to make the world better through the pursuit in education, research, entrepreneurship and globalization.



OFFICE OF ADMISSIONS

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WEBSITE <https://admission.kaist.ac.kr/intl-undergraduate>

MAILING ADDRESS Undergraduate Admissions Team, Office of Admissions, KAIST,
#102, Yang Boon Soon Bldg. (E16-1), 291 Daehak-ro, Yuseong-gu, Daejeon
34141, Republic of Korea

WORKING HOURS Monday to Friday (excluding holidays), 9:00 AM to 6:00 PM (KST)

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Academic Programs for Undergraduate Students

College	School	Departments/Divisions
College of Natural Sciences ☞ http://natsci.kaist.ac.kr/eng	-	Physics
		Mathematical Sciences
		Chemistry
College of Life Science & Bioengineering ☞ https://bio.kaist.ac.kr/	-	Biological Sciences
		Brain and Cognitive Sciences
College of Engineering ☞ http://coeng.kaist.ac.kr/html/en	School of Mechanical & Aerospace Engineering	Mechanical Engineering
		Aerospace Engineering
	School of Electrical Engineering	Electrical Engineering
	School of Computing	Computer Science
	-	Civil & Environmental Engineering
		Bio & Brain Engineering
		Industrial Design
		Industrial & Systems Engineering
		Chemical & Biomolecular Engineering
		Materials Science & Engineering
		Nuclear & Quantum Engineering
College of Business ☞ https://btm.kaist.ac.kr/en/	-	Business and Technology Management
-	School of Transdisciplinary Studies ☞ http://sts.kaist.ac.kr/site/sts/	-

- ▶ Please note that KAIST operates a non-declared major system, allowing students to enroll without declaring a major. Upon reaching their second year, students have the opportunity to select a major that best aligns with their individual goals and interests without additional requirements or admission procedures. KAIST provides various resources, including academic fairs, lectures, seminars, and other programs to assist students in making informed decisions about their major.
- ▶ Please note that KAIST does not provide a transfer system. Therefore, regardless of the student's prior coursework or enrollment at other universities, they will be enrolled as a freshman upon admission.

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Application Timeline

KAIST has Two Application Tracks: EARLY and REGULAR

| EARLY |

Application Window Opens	Application & Document Deadline	Recommendation Letter Deadline	Admission Announcement	Firm Offer Announcement	Academic year Begins
SEP. 5 2023	OCT. 20 2023 (5:00 PM KST)	OCT. 27 2023 (5:00 PM KST)	JAN. 5 2024	Within 2 weeks from the verification	Spring 2024 Fall 2024

※ Applicants for the EARLY track have the option to choose either the Spring Semester or the Fall Semester before submitting the application, provided they meet the eligibility requirement (p. 8). However, it is important to note that once the application fee is paid, applicants cannot change their selected application track under any circumstances.

| REGULAR |

Application Window Opens	Application & Document Deadline	Recommendation Letter Deadline	Admission Announcement	Firm Offer Announcement	Academic year Begins
NOV. 7 2023	JAN. 12 2024 (5:00 PM KST)	JAN. 19 2024 (5:00 PM KST)	MAR. 29 2024	Within 2 weeks from the verification	Fall 2024

※ NOTE!

- 1) Please note that the dates for Admission Announcement are subject to change.
- 2) Submit your completed application and documents by the application deadline at 5:00 PM (KST: Korean Standard Time).
- 3) Upon completion of the application fee payment, an email will be sent to your recommender. Therefore, it is recommended to complete the payment as early as possible to allow your recommender sufficient time to submit the recommendation letter before the deadline.
- 4) Once the application fee has been paid, the application track cannot be changed (i.e. : from EARLY to REGULAR).
- 5) Due to the time-consuming nature of the application process, we strongly advise completing your online application at least one week prior to the application deadline.
- 6) Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted via email and provided with further instructions.

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Application Process at a Glance

Step 1	<ul style="list-style-type: none"> - Read the admission guidelines carefully. https://admission.kaist.ac.kr/intl-undergraduate/application/ApplicationGuide/guide - Get familiar with the application process & the specific requirements that are mandatory for submission.
Step 2	<ul style="list-style-type: none"> - Visit https://apply.kaist.ac.kr/InterApply/InterApply and create your account. - Fill out all the required fields on the online application form and check that all the information you entered has been saved properly.
Step 3	<ul style="list-style-type: none"> - Review your application to ensure that all the information is accurate and complete, with particular attention to the email address of your recommender.
Step 4	<ul style="list-style-type: none"> - Pay the application fee (80 USD or 80,000 KRW) by credit card or bank transfer. <ul style="list-style-type: none"> * Any additional charges, such as bank transfer fees, must be covered by the applicant. * Upon successful payment of the application fee, an email will be sent to your recommender providing instructions on how to submit their recommendation, and also you will be granted access to the Document Submission page, where you will be able to upload the required documents. * Once the payment of the application fee has been made, your application cannot be deleted or cancelled. However, you will still be able to update or modify your application within the designated application period.
Step 5-1	<ul style="list-style-type: none"> - Upload scanned copies of all required materials on the Doc. Submission page.
Step 5-2	<ul style="list-style-type: none"> - The recommendation Letter must be submitted by your recommender before the recommendation letter submission deadline.
Step 6	<ul style="list-style-type: none"> - Check the status of your application to confirm that all your documents have been successfully uploaded. <ul style="list-style-type: none"> * Applicants who are not of Korean origin are not required to submit the Loss of Korean Nationality and Certificate of Facts Concerning Entry & Exit issued by the Korean Immigration Office. * KAIST does not provide individual notifications to applicants regarding documents in their application. It is the sole responsibility of the applicant to verify whether all mandatory documents have been successfully submitted.
Step 7	<ul style="list-style-type: none"> - Your application will be automatically submitted upon the deadline. <ul style="list-style-type: none"> * There is no submission button.
[Submission Complete] ▷▶ [Document Review]	
Step 8	<ul style="list-style-type: none"> - Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted and provided with further instructions.
Step 9	<ul style="list-style-type: none"> - You can check the final results of your admission application by accessing the following link: https://apply.kaist.ac.kr/InterApply/InterApply/Login

※ **NOTE !** - Application Procedures

1) Overall

Step 1. Complete Online Application (including SOP)

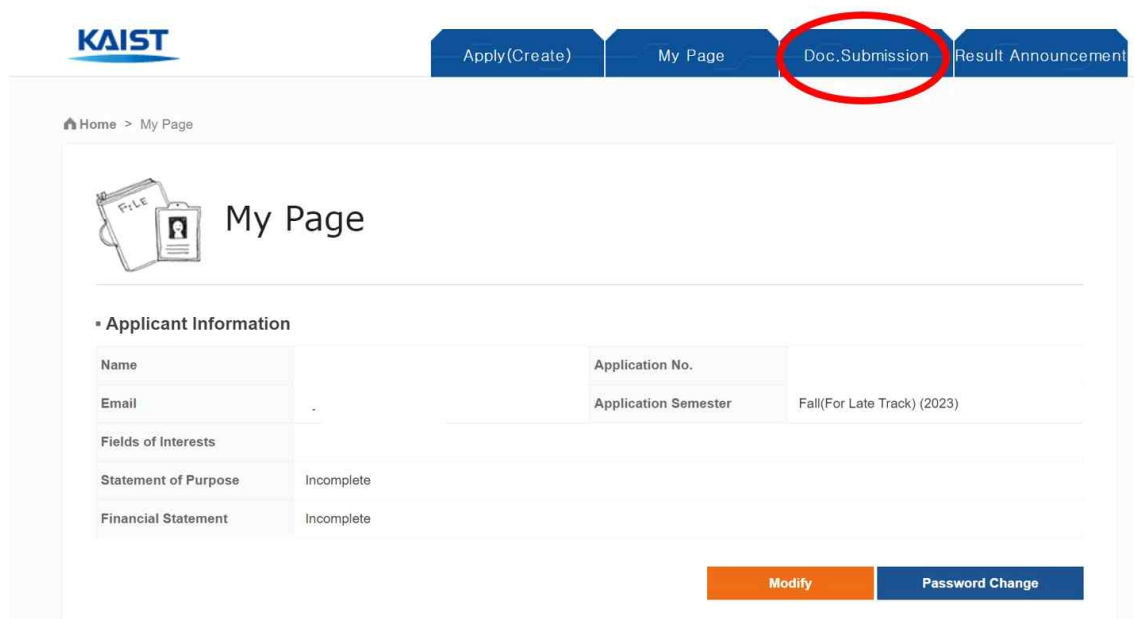
Step 2. Application Fee Payment

Step 3. Upload Documents (My page → Document Submission)

Step 4. Ensure that your designated recommender has submitted the recommendation letter through the email they received from KAIST.

=> Application Completed!


2) Details



KAIST

Apply(Create) My Page **Doc.Submission** Result Announcement

Home > My Page

 My Page

• Applicant Information

Name		Application No.	
Email		Application Semester	Fall(For Late Track) (2023)
Fields of Interests			
Statement of Purpose	Incomplete		
Financial Statement	Incomplete		

Modify Password Change

To Finalize your application, you must access the Doc. Submission page and upload all the necessary documents.

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Eligibility & Requirements

Please read the admission guidelines carefully!

It is the applicant's sole responsibility ① to familiarize themselves with the requirements, ② to ensure the timely submission of all essential materials, ③ and to check the status of their application on the website.

A. Eligibility : International applicants MUST meet all of the following requirements.

1.	<p>▶ Spring 2024 (EARLY only) Applicants who have graduated or will graduate from high school by <u>February 29th, 2024</u>.</p> <p>▶ Fall 2024 (EARLY/REGULAR) Applicants who have graduated or will graduate from high school by <u>August 31st, 2024</u>.</p>
2.	<p>▶ Applicants with <u>foreign citizenship</u></p> <div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 10px; margin: 10px 0;"> <p>※ International applicants MUST ADDITIONALLY satisfy one of the following two requirements:</p> <p>1) Neither of the applicant's parents is a Korean citizen; or</p> <p>2) Applicants of Korean origin must have received their entire elementary, junior high, and high school education outside of Korea. The education received must be at a level that is comparable and equivalent to the education provided in Korea.</p> <p>※ Note that international schools located in Korea are NOT acknowledged as foreign schools.</p> </div> <p>※ Applicants who hold Korean Citizenship (including dual citizenship) are <u>NOT eligible</u> to apply as international students.</p>

B. Requirements : List of Required Documents at a Glance

Item	Documents	Remarks
Submit Online	① Application Form	Mandatory
	② One Recommendation Letter * Upon successful payment of the application fee, an email will be sent to your recommender providing instructions on how to submit their recommendation.	Mandatory
Upload Online	③ High School or University Transcript	Mandatory
	④ Passport or National ID Copy	Mandatory
	⑤ Statement of Financial Resources	Mandatory
	⑥ Certificate of Facts Concerning Entry & Exit issued by the Korean Immigration Office	Mandatory for Korean Origin Only
	⑦ Loss of Korean Nationality	
	⑧ Standardized Official Test Score Report	Optional (Recommended)
	⑨ English Proficiency Test Score Report	
	⑩ Honors and Awards	Optional
	⑪ High School Profile	

C. Application Documents in Details

「MANDATORY」

① Application Form

- Complete application online (<https://apply.kaist.ac.kr/InterApply/InterApply>).

② Recommendation Letter

- Only ONE recommendation letter from a teacher will be taken into consideration.
- The recommendation letter is highly encouraged to be written by an academic advisor, homeroom teacher, or a math/science teacher.
- The letter must be written in English.
- Recommenders must submit their recommendation electronically through the online application platform, using the link that KAIST has provided them directly.
 - ※ Please ensure that the recommender's email address is accurately entered on the online application form. Also, we strongly suggest using Gmail or Yahoo accounts to avoid any filtering issues that may arise from local email accounts.
- Please note that the submission of the recommendation letter by your designated recommender is a mandatory requirement for the completion of your application.
- Recommendation letters CANNOT be submitted in hard copies.

③ High School & University Transcript

- Submission of official transcripts from all high schools (and universities) attended is mandatory.
- Transcripts must include year-by-year records of all coursework taken during the last three years of high school, including any coursework currently in progress.
- If available, the transcripts may also include a statement of personal rank in class/grade.

④ Passport or National ID Copy

- Submit a copy of your international passport or national ID card, along with an official document that indicates your nationality (such as a passport, national ID card, alien registration card, etc)
- Make sure to include a copy of the page that shows your passport number, date of issue and expiration, photo and name.

⑤ Statement of Financial Resources

- Complete the KAIST Scholarship or Sponsorship form (attached in the online application form).
 - You can select either KAIST Scholarship or Sponsorship.
 - Select "KAIST Scholarship", if you are not financially sponsored by government or organization.
- ※ If you select KAIST Scholarship :
- 1) Please upload documents you deem necessary in reflecting your financial status.
 - 2) NOTE that all the checked documents created in languages other than English should be translated and included along with their original copies.
- Select "Sponsorship", if you are financially sponsored by government or organization.

【KAIST Scholarship】

KAIST offers a full scholarship to every admitted international student, which covers full tuition fees, a monthly stipend of KRW 350,000, and national health insurance.

⑥ Certificate of Facts Concerning Entry & Exit (Korean origins only)

- A certificate issued by the Korean Immigration Office within two months of the application deadline is required. This certificate must show all entry and exit records from the applicant's date of birth up to the date of submission.
- Please be aware that admission may be negatively affected or rescinded if false information is found in the submitted materials, or if entry/exit records cannot be verified due to the use of dual passports.
- If obtaining the Certificate of Entry and Exit Records directly proves difficult, applicants may request a third party residing in Korea to obtain the certificate on their behalf. To do so, they will need to provide a copy of their passport, a power of attorney, and an application form. The Korea Immigration Service can be reached at +82-1345.

⑦ Loss of Korean Nationality (Korean origins only)

- Submit Family Relation Certificate, Proof of Loss of Korean Nationality, Family Census Register, etc.

「OPTIONAL」

⑧ Standardized Official Test Score Report

- We recommend one of the official Test Score Reports such as SAT, AP, IB, GCE A-Level, ACT, high school leaving exam, and university entrance exam results and Certificate of International Olympiad to be submitted.

※ **Important Note** : Official test scores for SAT, AP, and ACT must be sent to us by the testing agency through online reporting.

- Institution Code of KAIST for **SAT, and AP** score report: 4433
- Institution Code of KAIST for ACT score report: 7778
- Institution Code of KAIST for IB score report: 000559

☞ It typically takes 1~2 weeks for KAIST to receive official SAT, AP, and ACT test results when they are reported online by the testing agency. Therefore, applicants are advised to take the document submission deadline into consideration when reporting online to ensure that their scores can be received by KAIST before the deadline.

☞ You can check the status of your online reporting after the deadline has passed at the following link: <https://apply.kaist.ac.kr/OnlineReportingForeign>

- It is highly recommended that applicants submit test scores that demonstrate high proficiency in math and science, particularly in physics, chemistry, or biology.
- If the highest scores for each category are obtained from multiple examination dates, applicants may submit scores from multiple exams. The highest scores in each category will be taken into consideration.

※ **Predicted Scores (for EARLY Fall/REGULAR applicants) :**

For IB or GCE A-level test takers, we accept predicted score reports that are written and verified by a counselor or teacher at the school. However, admitted applicants must submit their official IB diploma/GCE Certificate as soon as it is received.

※ **IB or GCE A-Level Final Score:**

If you have already received your final IB or GCE A-level score, please submit it with your application.

- Certificate of International Olympiad can replace Standardized Official Test Score. Official test results can be sent directly from the testing agency to KAIST.
- Applicants who have submitted their High School Leaving Exam or University Entrance Exam results are requested to provide a one-page summary of the exam. This should cover the exam procedure, competition rate, results, and any other relevant information.

※ **Note to applicants with predicted scores (EARLY Fall/REGULAR applicants):**

Applicants who provide predicted IB or GCE A-level scores may be granted conditional admission. You must report your final IB or GCE A-level scores (IB: by July 15, A-level: by August 15) if you are granted conditional admission.

If there are significant discrepancies between your predicted scores and final scores, the conditional admission can be rescinded or chances of receiving the KAIST Scholarship may be at risk.

Be sure to check the firm offer announcement date to see your final admission result if you have received conditional admission.

⑨ Official English Proficiency Test (EPT) Score (TOEFL, TEPS, IELTS TOEIC only)

- It is strongly recommended that applicants obtain a score of above **TOEFL iBT 83, TEPS (NEW) 326, IELTS 6.5, or TOEIC Listening & Reading 720.**
 - The EPT must be taken within two years prior to the deadline of the online application.
 - Upload a copy of your EPT score as a PDF file in the document submission section. If you encounter an error code-99 while uploading, it may mean the original file is encrypted. In that case, print out your score, scan it, and upload the scanned file to resolve the issue.
- ※ **EPT Exemption** : Applicants may request an exemption from the EPT if they meet one of the following criteria. KAIST will review their documents and verify the submission of a letter of understanding issued by their high school, which should be uploaded to the document submission section of the online application system in order to confirm the exemption.
- 1) Applicants from English speaking countries
 - 2) Applicants who completed high school in which classes were taught in English, with English as the language of instruction and the language of the textbooks

*** NOTE : Submission of English Proficiency Test Score Report is optional; however, it is highly recommended to provide at least one score if you have already obtained it.**

⑩ Honors and Awards

- Applicants may submit **up to five** honors or awards obtained during their high school years.
- The list of honor and awards will only be considered valid if testimonials or evidence are submitted along with it.

⑪ High School Profile

- Submit official high school profiles, introductions, or brochures that have been published by the applicant's high school or the Ministry of Education.
- Additionally, you may submit your school's website, GPA rating system, college acceptance statistics, or any other relevant information that would help us understand your school better.
- The submitted school profile should be no more than five pages in length.

D. Applicants who completed (or will have completed) high school education in Korea

International students who have completed or will have completed their high school education in Korea (국내에 거주하는 국내 고교 출신 외국인 학생) are also welcome to apply for the KAIST Undergraduate program. Please check the eligibility and requirements below.

① Eligibility: Applicants must meet all of the following requirements.

- Both the applicant and his/her parents are not citizen of Korea.
- Applicants with foreign citizenship.

※ Applicants who hold dual citizenship (Korean & Foreign) are NOT eligible to apply as international students.

② List of Required Documents at a Glance

Criteria	Documents		Remarks
Document Review	Apply Online	① Application Form	Mandatory
		② One Recommendation Letter	
	Upload Online	③ High School / University Transcript ☞ Please submit official transcripts (생활기록부, Transcript of Academic Record) from the high school you attended.	Mandatory
		④ Official documents indicating both applicant & parents' nationality (passport copy)	Mandatory
		⑤ Statement of Financial Resource	Mandatory
		⑥ Standardized Official Test Score Report ☞ Please submit official test score reports such as SAT/AP/IB/GCE-A/Korean Scholastic Ability Test (수학능력시험), if available.	Optional (Recommended)
		⑦ English Proficiency Test Score Report ☞ It is strongly recommended that applicants obtain a score of above TOEFL iBT 83, TEPS (NEW) 326, IELTS 6.5, or TOEIC Listening & Reading 720. ※ Exemption requirement: Please refer to page 12	
		⑧ Honors and Awards	
		⑨ High School Profile	
Interview	Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted via email and provided with further instructions.		

Application fee costs 80 USD or 80,000 KRW.

We offer three payment options: 1) Payment by domestic or foreign credit card, 2) Domestic Bank Transfer, or 3) International Bank Transfer.

- ※ **NOTE :** ① The application fee is non-refundable and cannot be waived.
 ② Any additional charges, such as bank charges, should be covered by the applicants.
 Additionally, once you pay the application fee, you cannot change your admission track.

1) By Foreign or Domestic Credit Card Payment by the “Toss” Payment page

If you choose to pay using a credit or domestic card, an application number will be automatically generated upon payment. In this case, you are not required to submit an invoice or remittance receipt, as your application number will be generated immediately after payment confirmation.

2) By Domestic Bank Transfer (KRW 80,000) (Korean Bank)

In the event that you wish to have someone else in Korea pay the application fee on your behalf, you are required to fill out the invoice form and send it to us along with the remittance receipt via email (creative.adm@kaist.ac.kr). Once we have received and confirmed the payment, we will then issue your application number.

[Bank Transfer Information]

- Bank Name: Woori Bank (우리은행)
- Account Number: 025-310617-01-036 **(KRW Only)**
- Message: Applicant's full name

3) By International Bank Transfer (80 USD) (Local Bank)

If you choose to pay via bank transfer, you are required to fill out the invoice form and send it to us, along with the remittance receipt via email (creative.adm@kaist.ac.kr). Once we have confirmed receipt of the payment, we will then issue your application number.

- ※ Please note that bank transfers may take several weeks to process. If you choose to pay the fee via bank transfer, we strongly recommend that you initiate the transaction at least three weeks prior to the application deadline.

[Bank Transfer Information]

- Bank Name: Woori Bank
- Branch Name: KAIST Branch
- Bank Address: 291 Daehak-ro, Yuseong-gu, Daejeon, Korea (34141)
- Account Number: 270-003359-41185 **(USD Only)**
- Beneficiary: KAIST
- Swift Code: HVBKRRSExxx
- Message: Applicant's full name

- KAIST takes into consideration a number of factors when determining admission, including the applicants' academic achievements (especially in math and science), potential, interpersonal skills, personal accomplishments, integrity, and leadership.
- For academic achievements, applicants are reviewed in terms of the level of studies completed in math and science classes, quality of achievements, and characteristics of institutions attended.

1. Document Review The applicants will be initially screened based on the application documents.



2. Interview (optional)
 - Applicants who have been selected from the document review will proceed to an interview.
 - The applicants will be notified by email whether he or she will be called for an interview. The applicants must reply to the email promptly to confirm the interview. The interview date and time will be announced in the invitation for the interview.

Important Notes!

- | | |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Note 1 | KAIST has a zero-tolerance policy for falsified or counterfeit documents. Thus, we reserve the right to revoke an offer of admission, even after an applicant has been admitted or graduated, if any of the materials submitted are found to be false or counterfeit. |
| Note 2 | We strongly advise applicants to double-check their contact information for correctness before submitting the application. KAIST is not responsible for any missed communication with the applicant or consequences resulting from incorrect contact information provided by the applicant. |
| Note 3 | Once the application fee payment has been completed, applicants will not be able to change their admission track or receive a refund. |
| Note 4 | Applicants who fail to comply with KAIST's prescribed process and rules or do not submit all required documents will be disqualified. |
| Note 5 | Details of the evaluation process and scores shall not be disclosed. |
| Note 6 | Applicants with incomplete or improper application forms and supporting documents will be disqualified from the admissions process. |
| Note 7 | We highly recommend that applicants type all required documents instead of handwriting them. Typed documents are easier to read and less prone to errors, which can help ensure that your application is processed promptly and accurately. |
| Note 8 | All documents must be uploaded in PDF format, A4-sized, and clear and legible. |
| Note 9 | Applicants are required to submit original documents when requested to do so. KAIST may request additional documents from individual applicants if necessary. |
| Note 10 | All documents created in languages other than English must be translated and included along with the original copies. The translated copy should bear a seal from a recognized translation institution or notary office. |
| Note 11 | Please remember to keep your application number for further procedures, such as checking the final decision on your application. Your application number is a unique identifier that will help you track the progress of your application and stay informed of any updates. |
| Note 12 | We strongly advise applicants to regularly check the Admissions Office website to confirm the status of their application submission. Please note that we will not contact applicants individually regarding their application status. |
| Note 13 | Admitted students are not allowed to defer their enrollment to a later semester. If a student wishes to defer enrollment, they must reapply for admission. |
| Note 14 | It is mandatory for admitted students to submit Apostille Certificates within 15 days of enrollment. This documentation is required to complete the enrollment process, and failure to provide the necessary certificates may result in delays or cancellation of admission. |
| Note 15 | In the event that the name on the applicant's documents does not match the name provided on the application, the applicant is required to submit appropriate certification to verify their identity. |
| Note 16 | Admitted applicants who have chosen not to register for KAIST are kindly requested to inform the Office of Admissions of their decision prior to the designated reply date. |

Apostille Requirements (Applicable only if accepted)

Newly admitted students at KAIST are required to submit their Apostille certificates within 15 days after their enrollment in the university. It is important that students carefully read the instructions and prepare the necessary certificates before leaving their home country.

Public documents issued by public schools or institutions **outside of Korea** such as,

- 1) High school graduation diplomas,
- 2) High school transcripts, and
- 3) Standardized official test reports (high school leaving exam, university entrance exam or other nationally/internationally recognized exam results – only for those who have submitted these documents) should have an attached Apostille certificate.

※ Public documents from private schools or institutions should have notarial attestations before applying for Apostille certificates. These documents must be written in either English or Korean. If written in another language, they should be translated into English or Korean and notarized by a notary office before applying for an Apostille certificate.

- **What is an Apostille?** (☞ Please refer to: <https://www.hcch.net>)

Public documents, such as birth certificates, judgments, patents or notarial attestations of signatures, frequently need to be used abroad. However, before a public document can be used in a country other than the one that issued it, its origin often must be authenticated. The traditional method for authenticating public documents to be used abroad is called legalization. Because this legalization process is frequently, slow, cumbersome and costly, a large number of countries all over the world have signed a treaty that greatly simplifies the authentication of public documents to be used abroad. This treaty is called the Hague Convention of 5 October 1961 Abolishing the Requirement of Legalization for Foreign Public Documents. It is commonly known as the Apostille Convention. The treaty reduces the authentication process to a single formality: the issuance of an authentication certificate by an authority designated by the country where the public document was issued. This certificate is called an Apostille.

- **In which countries does the Apostille Convention apply?**

☞ Please refer to: List of Hague Apostille Convention Member Countries
<http://www.internationalapostille.com/hague-apostille-member-countries/>

※ If your public document was issued in a country where the Apostille Convention does not apply, you should submit a Certificate of Authentication issued by the Korean Embassy or Consulate in your country.

- **Where do I get an Apostille?**

Each country that is a party to the Convention must designate one or more authority that is entitled to issue Apostilles. These authorities are called Competent Authorities – only they are permitted to issue Apostilles.

☞ Please refer to: List of Competent Authorities of each member country
<https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41>

- **How much does an Apostille cost?**

Many Competent Authorities do charge for Apostilles. The price among Competent Authorities varies greatly. For practical information on the prices that individual countries charge, please refer to the details provide on <http://www.internationalapostille.com/rates/>.



For the 2024 Spring

KAIST International Graduate Admission

Application Guide



**Korea Advanced Institute of
Science and Technology
Office of Admissions**

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I

Drawing Your Future at KAIST

KAIST is a young and ambitious university who leads science and technology and contributes to the world for the better. Our history begins with our students. If you want to be a part of our audacious history, now is time to ask yourself what you want and to probe what KAIST has for you.

A

Scientific Questions to Probe BEFORE You Apply to KAIST

- a. What do I want to study at a graduate level?
 - b. [Does KAIST provide any courses in the field of my research interests?](#)
 - c. [Does KAIST have any laboratories in the field of my research interest?](#)
 - d. [Have I found and contacted faculty members whose research interests overlap mine?](#)
- ※ If you have found all the answers positive, now is time to LEARN something TECHNICAL regarding APPLICATION to KAIST graduate programs.

B

Technical Knowledge You Should Know to Apply to KAIST

- a. [Visit our official website and learn about timelines, eligibility, paper works and other things you should know to apply.](#)
- b. [Apply online within the designated term \(Application Fee KRW 80,000 or USD 80.\)](#)
- c. Send your application materials to our office by the due date.
 - ※ Recommendation letters are to be uploaded on our system directly by your referees.
 - ※ Monitor your application status and provide supplements if required.
- d. Check your email at regular intervals and attend an interview if required by the department you applied to.
- e. [Check the final decisions – \(if admitted\) you must express your decision on our offer.](#)
- f. Prepare for the transition to KAIST.

C

Transition to Our Advanced institute In South Korea

- a. Prepare for the school registration according to **the Registration Guide** to be announced with our final decisions.
- b. Apply for a visa with supporting materials from our office and other documents required by the Korean Embassy and book an air ticket to South Korea
- c. Submit documents required to register to KAIST and settle into our community
 - ※ Due to the COVID-19 pandemic, timelines, procedures, and required materials are changeable without prior notice. Our International Scholar and Student Service (ISSS) will notify you of any changes or updates you need to know.

A

Degree

- Applicants must hold or expect to hold a Bachelor's degree for Master or Master-Ph.D. Integrated program application or Master's degree for a Doctoral program application by **February, 2024**.

※ Notes

- Bachelor's degree must be equivalent to a Korean Bachelor's degree which takes four years of study [** learn and compare with the Korean system at WHED*](#)
- Equivalents

- University degree requiring four years of study
- Three-year Bologna compliant Bachelor's degree
- The first cycle qualification in the framework of qualifications for the European Higher Education Area (EHEA)
- Bachelor's degree with honors in British pattern education
- Cases other than above should provide a supplement to prove the equivalency

** Applicants with degrees that don't meet the equivalency above must **ADDITIONALLY** provide an Academic Credential Assessment report from KARIC - it usually takes 5 to 10 business days to receive the report. When applying, you must provide scanned copies of the graduation certificate and transcript. After retrieving the credential report email from KARIC, please forward it to advanced.adm@kaist.ac.kr so that KAIST can validate the credential report. [Learn more...](#)*

B

Citizenship

- Applicants must hold citizenship outside Korea.
** Korean citizens who hold dual citizenship are not eligible for KAIST International Graduate Admission cycles.*

※ **NOTE for International Applicants of Korean Ethnicity**

International applicants of Korean ethnicity, regardless of the place of birth, **MUST** additionally satisfy **ONE** of the two requirements below:

- NEITHER** parent is a citizen of Korea or;
- The applicant must have received the **ENTIRE** elementary, junior high, and high school education **OUTSIDE** of Korea at the comparable and equivalent level of education in Korea.

※ In this case, international schools located in Korea are not acknowledged as foreign schools. Applicants of Korean ethnicity who completed their entire education (elementary, junior high, high school, and undergraduate) outside of Korea should submit **the Certificate of the Facts Concerning the Entry & Exit** (“출입국사실증명서”) issued by the Korean Immigration Office. The certificate should have been issued within one month to the online application deadline.

International students of Korean ethnicity who do not meet the conditions above **CANNOT** apply for International Admissions. Instead, they can apply through the KAIST General Admission (“일반전형” at <http://admission.kaist.ac.kr/graduate>).

- Our official language of communication and instruction for international students at KAIST is **English**. All the applicants for International Admission must provide at least one of the following English proficiency test (EPT) scores:

** Recognized English language proficiency tests taken on or after September 14th, 2021*

**The result must be available before the online application deadline.*

Test	Min. Score	Submission	Remark
TOEFL iBT	83	Report <u>through the ETS website</u> and send us a legible copy of score report	(Institutional Code: 0195/ Dept. Code: 99) <i>(iBT MyBest Scores are NOT accepted)</i>
IELTS	6.5 band	A legible copy of the score report	Academic Mode, Overall Band Score
TOEIC	720	The original score report	Listening & Reading
TEPS	326	A legible copy of the score report	

** Test scores from Institutional Testing Program (ITP) are NOT accepted.*

** Programs that do not require EPT score: GDI-ITTP track, KINS-KAIST, RCA-KAIST, Impact MBA(KOICA-KAIST)*

- You are able to request a waiver of the requirement to prove an EPT score if you meet one of the following conditions:

- You do not need to provide an EPT score if you hold citizenship of the following countries **OR** have completed a qualification equivalent to a Bachelor's degree or higher from the following countries:

Antigua and Barbuda, Australia, the Bahamas, Barbados, Belize, Canada, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New Zealand, St Kitts, St Lucia, St Vincent, Trinidad and Tobago, U.K., U.S.A.

- You do not need to provide an EPT score if you hold citizenship of the following countries **AND** have completed a qualification equivalent to a Bachelor's degree or higher in English as the medium of instruction from the following countries:

** A certificate proving the medium of instruction must be supplemented.*

i.e., English Lecture Certificate

Botswana, Cameroon, Eswatini, Ethiopia, Fiji, Gambia, Ghana, India, Jamaica, Kenya, Kiribati, Lesotho, Liberia, Malawi, Marshall Islands, Mauritius, Federated States of Micronesia, Namibia, Nauru, Nigeria, Pakistan, Palau, Papua New Guinea, Philippines, Rwanda, Samoa, Seychelles, Sierra Leone, Singapore, Solomon Islands, Republic of South Africa, Sudan, Republic of South Sudan, Tanzania, Tonga, Tuvalu, Uganda, Vanuatu, Zambia, Zimbabwe

- Those enrolled in KAIST's regular degree programs DO NOT need to provide an EPT score.

- Undergraduate students who expect to graduate in February 2024

- Graduate students who expect to graduate in February 2024

** Those enrolled in the following programs and didn't submit an EPT score during the application are not eligible for a waiver: GDI-ITTP track, KINS-KAIST, RCA-KAIST, Impact MBA(KOICA-KAIST)*

※ *If you meet one of the conditions above, tick **EXEMPTION** in **English** section in **Step 2** of the online application.*

- [Masters program applicants](#) are asked to *find and indicate the names of up to three faculty members in the department you will apply to* whose research interests overlap yours and *write their names in Faculty section* in your online application

STEP 1.

- * *Master's applicants don't need to communicate with the faculty member (s) to name. However, [some programs require Master's applicants to communicate](#) before the application. For details, please check our **IX Degrees and Programs (page 15)** section and the website of the program you will apply to.*
- [Doctorate program applicants](#) – *including applicants for M.S.-Ph.D. integrated program* – are asked to find *one faculty member you want to obtain advice from in the department you will apply to* and indicate the name in your application **STEP 1**. Communication with the faculty member prior to your application is recommended.
- ※ *Please check whether we offer any program that meets your research interests at **IX Degrees and Programs (page 15)** first and learn about our faculty members at the [STARLIBRARY website \(click\)](#).*

III

Application Procedures at a Glance

STEP 1

ONLINE APPLICATION by September 14th, 2023

- Please use **a computer with a Windows-based operating system**.
- Access to our online application system at <https://apply.kaist.ac.kr/intergradapply>.
- Complete your online application.
 - Create an account and choose a degree and program of study at KAIST.
 - Enter your personal and academic backgrounds and prior experiences and achievements.
 - Write your statement of purpose and answer other questions KAIST requires.
 - Choose your financial resources – **you can apply for KAIST Scholarship in this step**.
 - Pay the application fee *online* – **KRW 80,000** or **USD 80**.
 - ※ *Our system will send automated emails to your referees with the information and instructions on uploading recommendation letters after your payment.*

STEP 2

APPLICATION MATERIALS by September 25th, 2023

- Print out your online application and address sticker through our system.
 - ※ *The program you have applied to may require additional application materials. Please read brief introductions of each program from [page 15](#), visit the website of the program you will apply to, and prepare for the additional materials.*
- Organize and review your application materials with the online application printouts as listed on [page 7](#).
- Post your application materials to our office * *You can print out our address through our system.*

Graduate Admissions Team, KAIST

110, 1st Floor, E 16-1 B/D

291 Daehak-ro, Yuseong-gu, Daejeon (Zip Code: 34141)

Republic of Korea

Office: +82-42-350-2352, 2354 / Email: advanced.adm@kaist.ac.kr

- [Monitor your application status on our system and provide supplements if required.](#)

Your application has been finished here !

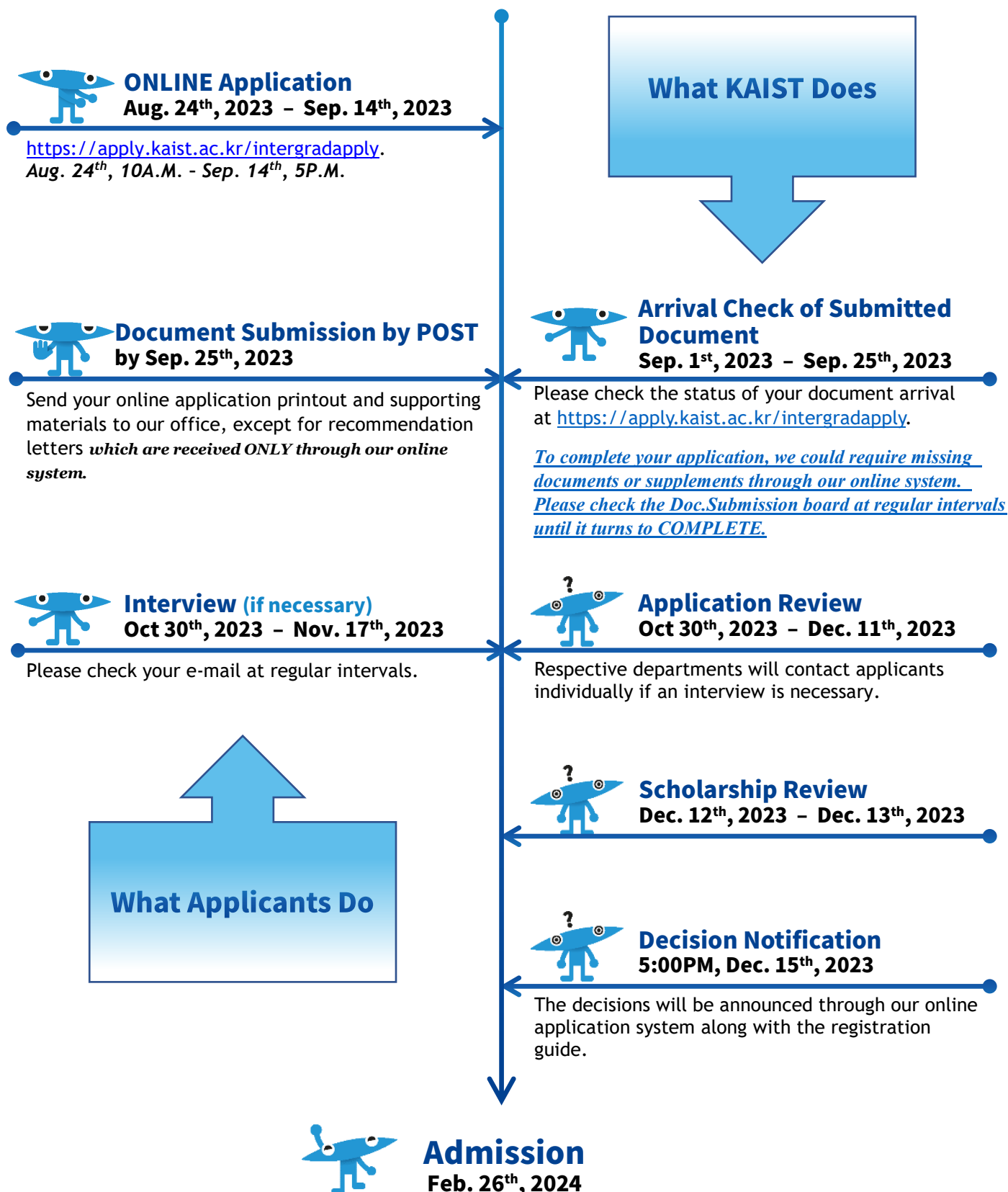
STEP 3

Keep yourself plugged into KAIST Admission until December 15th, 2023


- Check your email at regular intervals. Our office or a staff from the department you applied to might reach you for an interview or further qualification.
- KAIST will announce [our final decisions through our system](#) on the decision notification day.

IV

Timelines



※ THE TIMELINE IS BASED ON LOCAL TIME IN SOUTH KOREA AND IS SUBJECT TO CHANGE.

No.	 List and Order of the Application Materials	Note												
-	<input type="checkbox"/> Document Checklist	- This is included in your online application printout												
1	<input type="checkbox"/> Online Application Printout	- Complete your application by paying the application fee. - Check whether you have missed signing on the printouts.												
2	<input type="checkbox"/> Statement of Financial Resources Printout	- Review whether your supplements support your application printout.												
3	<input type="checkbox"/> Recommendation Letters	- Recommendation letters will be received electronically from the referees you register on our system. - You can check whether they have completed your letters and email your referees to request them on our system .												
4	<input type="checkbox"/> Certificate (s) of Degree or Diploma	- Please see <u>page 10 and 11 for the approved format</u> of the document.												
5	<input type="checkbox"/> Transcripts	- <i>* If you have attended more than one college or university before the completion of your degree, you must submit transcripts from each institution you have attended.</i> - Organize in the following order: Bachelor's degree → transcripts → Master's degree → transcripts												
6	<input type="checkbox"/> English Proficiency Test (EPT) Score	- Please check your eligibility and available evidence <table border="1"><tr><td><input type="checkbox"/></td><td>EPT score report</td><td><input type="checkbox"/></td><td>English lecture Cert.</td></tr><tr><td><input type="checkbox"/></td><td>Degree in an English native country</td><td><input type="checkbox"/></td><td>Currently enrolled in KAIST degree program</td></tr><tr><td><input type="checkbox"/></td><td colspan="3">CTZ of an English native country</td></tr></table> - For iBT score, please report through the ETS website (TOEFL: Institution code : 0195/ Dept. code: 99) - For TOEIC, you have to send us the original score report.	<input type="checkbox"/>	EPT score report	<input type="checkbox"/>	English lecture Cert.	<input type="checkbox"/>	Degree in an English native country	<input type="checkbox"/>	Currently enrolled in KAIST degree program	<input type="checkbox"/>	CTZ of an English native country		
<input type="checkbox"/>	EPT score report	<input type="checkbox"/>	English lecture Cert.											
<input type="checkbox"/>	Degree in an English native country	<input type="checkbox"/>	Currently enrolled in KAIST degree program											
<input type="checkbox"/>	CTZ of an English native country													
7	<input type="checkbox"/> Curriculum Vitae	- There is no designated form.												
8	<input type="checkbox"/> Identity Document of the Applicant	- A photocopy of the ID pages of your valid passport - This document is to check your citizenship.												
9	<input type="checkbox"/> Identity Document of BOTH Parents	- These documents are to check the citizenship of your parents. - If one specific parent holds the parental authority due to death, divorce, or other valid reasons, you must submit the citizenship certificate of the parent with legal custody												
10	<input type="checkbox"/> Certificate of Family Registration (<u>"가족관계증명서"</u>)	- You can replace it with an equivalent public document or a birth certificate indicating the relationship between you and your parents If you have family-related circumstances that are not reflected on the birth certificate like death or divorce, you must provide the relevant official documents.												
11	<input type="checkbox"/> The Certificate of the Facts Concerning the Entry & Exit (<u>"출입국사실증명서"</u>)	- ONLY for Korean Ethnicity if applicable - It must be issued within three months												
12	<input type="checkbox"/> List of Honors and Awards	Optional												
13	<input type="checkbox"/> Employment Certificate													
14	<input type="checkbox"/> School Profile / Credit Rating System													

※ For the detailed conditions of each document, please refer to the following guide.

※ The program you will apply to may require additional application materials. Please read brief introductions of each program from [page 15](#), visit the program's website, and prepare for the additional materials if required.

Our online system is optimized to the Windows operation systems. Please use a computer with a Windows-based OS.

▫ **Step 1_Program of Study and Personal Background**

Create an account with your valid email account, select a degree program you want to study at KAIST, and enter your personal information.

* You can apply to one degree program at each application term.

▫ **Step 2_Academic History, Performances, Experiences, and Referees**

Enter the required information such as academic history, EPT score, publication, work experiences, and referees.

* Applicants must provide the referees' professional or institutional email accounts for verification.

▫ **Step 3_Statement of Purpose**

Write the statement of purpose and answer other questions as below to present who you are, what you have achieved, and what you want to achieve at KAIST.

a. Please briefly answer the following questions with keywords (up to 500 Bytes for each question).

- **What you studied at the previous institution** * Required
- **Motivation for applying for the major** * Required
- **Brief study plan** * Required
- **Future plan after study** * Required
- **Honors and awards** * Optional
- **Introduction of the institution previously attended** * Optional

b. Write down a detailed and accurate statement of your purpose and objective in pursuing your study at KAIST (Up to 5,000 Bytes). * Required

▫ **Step 4_Statement of Financial Resources to Study at KAIST**

State your financial resources to cover the tuition fees and expenses for your study at KAIST. *If you want to apply to our graduate program with KAIST Scholarship, select **KAIST Scholarship** as your financial resource.*

* You can select **multiple options** to support your life at KAIST.

a. **Self-support or Parental Sponsor**

If you choose Self-support or Parental Sponsor as your financial resource, bank statements ending within a month of your application date must be provided to prove the financial capacity of USD 18,000 or more. If Self-support or Parental Sponsor is the only option of your financial resource, the ending balance must be at least USD 18,000 or more.*

* *The ending balance must be enough to cover your expenditure of one year on campus - tuition fees for two semesters and other expenses for one year. Please refer to our rate on page 22.*

b. **Government/Organization Scholarship**

A certificate or letter of sponsorship must be provided with the information of a responsible officer whom KAIST can reach. If the applicant is also awarded KAIST Scholarship, the financial aids from KAIST will deduct the amount covered by the other scholarship program.

* [Global Korea Scholarship \(GKS\) is an INDEPENDENT ADMISSION PROGRAM organized and hosted by National Institute for International Education \(NIIED\). If you want to apply to our graduate program through GKS, you must apply through either University Track or Embassy Track, according to GKS Application Guide. Learn more... \(click\)](#)

c. **KAIST Scholarship**

KAIST Scholarship is a financial aid program to support international students. KAIST will review applicants based on prior performance and future promises and will decide awardees and rates. Decisions will be announced with the final results. Benefits include full tuition fee grants , a monthly stipend of KRW 350,000 for Master's and KRW 400,000 for Doctoral students, and health insurance premiums supported by their advisors or programs. KAIST will review the performance of the beneficiaries every year and decide whether to prolong our financial aids.

* *The rate may vary by your participation in research projects and performance.*

◦ **Step 5_Submission of the Application Fee**

Submit the application fee of **KRW 80,000** or **USD 80** to complete your online application. Our system will instantly assign an application number to your application and automatically email your referees to upload recommendation letters after confirming your payment.

- You can take one of the four options below to pay the application fee. Our recommendation is to pay by credit card since it is the most responsive and instant means.

	Credit Card	Bank Transfer
Overseas	Responsive, Less Charge - <i>through our payment platform</i> - <i>international transaction activated</i>	Late, Expensive Charge - <i>applicants must email the transfer receipt at advanced.adm@kaist.ac.kr</i>
Korean Domestic	Responsive, Less Charge - <i>through our payment platform</i> - <i>online transaction activated</i>	Responsive, Less Charge - <i>through our payment platform</i> - <i>online transaction activated</i>

- ※ *The overseas bank transfer option will take a few days to reach us and a few more for KAIST to confirm the payment and assign your number – they are all manual.*
- ※ *You **CANNOT edit your online application after paying the fee.** Please proofread and complete your online application before you pay.*
- ※ *The application fee is **NOT subject to a refund and waiver.***

VII

Application Components & Requirements

a

Online Application & Statement of Financial Resources

- Applicants must submit printouts of the Online Application and Statement of Financial Resources. You can print out through our online system.
- If you have chosen other options than KAIST Scholarship as your financial resource, you must additionally provide evidence on the resource of your choice. (pages 8-9)

b

TWO RECOMMENDATION LETTERS **Do NOT ATTACH them to your application . We only accept them ONLINE.*

- Referees must upload recommendation letters on our system by the deadline of document submission. [Applicants can monitor the submission status of your letters and email to your referees to request letters through our system \(click\).](#)
- ※ *Recommendation letters must remain strictly undisclosed to applicants and must not be requested any reading or disclosure of the information given in the letters.*
- KAIST prefers those who taught you or supervised you at universities or work as your referees. If you would ask someone at work, please use a letterhead showing the company's contact information.
- Applicants must register the professional or institutional email accounts of their referees for verification.
 - ※ *Please note that the earlier you complete your online application, the more time your referees will have to write letters for you.*
 - ※ *Please do NOT ATTACH your letters to your application packages. We receive them ONLINE.*

c

OFFICIAL DEGREES / DIPLOMAS

- Applicants must submit official degrees or diplomas from the institutions they earned their Bachelor's or higher to prove their eligibility.
 - * **Original degrees or diplomas** are accepted. However, since our office doesn't return your application materials regardless of the final decisions, we strongly recommend you to take other options to prove your academic qualification.
 - * **Official degrees or diplomas** are certified copies of your degrees or diplomas issued and verified by a responsible officer of the institutions you attended and bearing raised or colored seal of the institutions or signature of the officer. They are also referred to as True Copy or Certified Copy in some countries.
 - * **E-documents** are also acceptable if they are provided through the official and approved channel from the issuing institute with a tool to verify them.
 - * **Authenticated by a notary public** is also acceptable if it bears the seal or signature of the officer.
 - * **Photocopies are not accepted** – Printouts of the original or certified copy that don't bear any tools to verify are NOT acceptable.

- If you expect to graduate, you can replace your degree or diploma with a certificate of the expected graduation or an official letter from your university supporting your graduation. The replacement must include your name, degree to be conferred, and date of graduation.
- If you receive your degree later than the beginning of our admission, the certificate or letter must bear the date when you complete your degree requirements
- * *Graduates from colleges and universities in China can substitute official degree with **China Higher Education Qualification Certificate** issued by **CHESICC** ([中国高等教育学生信息网](http://www.chesicc.com)).*

d

OFFICIAL TRANSCRIPTS

- Applicants must submit official transcripts from the institutions they earned their Bachelor's or higher degree to prove their academic performance.
 - * **Official transcripts** are certified copies of your transcripts issued and verified by a responsible officer of the institutions you attended and bearing raised or colored seal of the institutions or signature of the officer. They are also referred to as True Copy or Certified Copy in some countries.
 - * **E-documents** are also acceptable if they are provided through the official and approved channel from the issuing institute with a tool to verify them.
 - * **Authenticated by a notary public** are also acceptable if they bear the seal or signature of the officer.
 - * **Photocopies are not accepted** – Printouts of the original or certified copy that don't bear any tools to verify are NOT acceptable.
- Transcripts must include information on the grading systems, courses completed, grades or marks earned, cumulative grade points average (CGPA), personal rank (if possible), certificates or degree awarded, and **grading system** from the institutions you attended or attending.
 - * Graduates from colleges and universities in China can substitute official transcripts with **China Higher Education Student's Academic Transcripts** issued by **CHESICC** ([中国高等教育学生信息网](http://www.chesicc.com)).

e

ENGLISH PROFICIENCY TEST (EPT) REPORT

- **Our official language of communication and instruction for international students at KAIST is English.** Applicants of international graduate admissions must prove their English language proficiency with one of the qualifications described in the **English Language Proficiency** section on [page 3](#).

f**Curriculum Vitae**

- Applicants must provide summaries of their education, certifications, research experience, professional affiliations, and other information to present themselves to our student selection committees.

g**Citizenship of Applicants**

- Applicants must provide a public document proving their citizenship.
e.g., a photocopy of the passport, national ID card, alien registration card, or any other form of public documents indicating information such as the issuance number, date of issue and expiration, photo, and name.

h**Citizenship of Applicants' Parents**

- Applicants must provide public documents proving their parents' citizenship.
e.g., a photocopy of the passport, national ID card, alien registration card, or any other form of the public documents indicating information such as the issuance number, date of issue and expiration, photo, and name.
- If one specific parent holds the parental responsibility due to death, divorce, or other reasons, you must submit the citizenship certificate of the parent with legal custody.
e.g., a copy of a death certificate, divorce certificate, or any other corresponding documents explaining the situation.

i**Certificate of Family Registration (“가족관계증명서”)**

- Applicants must provide a public document proving the relationship with their parents. It must indicate the names of the applicant and parents and the relation.
e.g., certificate of family registration, family registration certificate (card), family relation certificate, birth certificate
- Applicants of Korean ethnicity who want to prove their eligibility with the loss of their parents' Korean citizenship must provide Family Relation Certificate (가족관계증명서) indicating the dates of losing their Korean citizenship, including the applicants'.
- Chinese applicants must provide either *Family Relation Certificate* (親屬關係證明) or *Family Registry Certificate* (戶口簿) or both translated and notarized by the public notary office to state their family relation
** Attestation from the Korean embassy is not necessary.*

The Certificate of the Facts Concerning the Entry & Exit (“출입국사실증명서”)

**ONLY for applicants of Korean ethnicity*

- Applicants of Korean ethnicity who want to prove their eligibility with their entire education completed overseas must provide the Certificate of the Facts Concerning the Entry & Exit (“출입국사실증명서”) issued by the Korean Immigration Office and official certificates or letters of completions from the primary and secondary schools.

Optional Documents

1. List of Honors and Awards **use Appendix*

- If you have honors, awards, fellowships, or any academic certificates or test reports to support your achievements, you can provide valid evidence along with the list

E.g. Graduate Record Examination (GRE/ Code: 4558. Please report through the ETS website to be recognized), Graduate Management Admissions Test (GMAT), Test of Proficiency in Korean (TOPIK), Korean Language Proficiency Test (KLPT), etc.

- Only those provided with evidence will be acknowledged in the evaluation.

2. Employment Certificate

- If there is work, internship, or assistantship experience related to your intended study or research at KAIST, please provide a certificate or official letter from where you worked. The certificate or letter must include information such as duration of work, position, and other information describing your job and duty.

3. School Profile

- School profiles of colleges or universities you attended or are attending will help our committee evaluate your applications in a useful context.
- It may include information about demography, programs, grading system, and ranking.

A Enrollments

- a. KAIST offers admissions to those who can study at KAIST full-time. Admitted students **must not have any professional responsibilities while studying at KAIST.**
- b. **KAIST has forbidden multiple enrollments of our students.** All the admitted students must have completed their degree programs before enrollment to KAIST and must not enroll in other institutions until completing their degree program at KAIST.

B Application

- a. Decisions on admissions and scholarships are independent. KAIST could offer admissions with or without scholarships.
- b. The program you will apply to may require additional application materials. Please read brief introductions of each program from [page 15](#), visit the program's website, and prepare for the additional materials if required.
- c. The application fee is non-refundable and not subject to a waiver.

C Application Materials

- a. All the application materials must be valid and up-to-date.
- b. Any application materials that you submit to KAIST become our property and will **NOT BE RETURNED**. Please learn how to prepare for your application materials at **V List of Application Materials** section, and choose options that will avoid submitting your original degrees and transcripts that are not obtainable again.
- c. All documents must be in English or Korean. Any materials written in other languages will have no value to support your application. All the mandatory application materials must be translated either in English or Korean preferably by the institutions that have issued them or by a public notary office. Optional documents must do the same to be accepted and recognized as evidence.
- d. KAIST accepts degree certificates, transcripts, English proficiency test score reports, and other supporting materials sent directly from the issuing institutes or agencies to our office in an official and approved channel.
- e. In case of any loss or damages in delivery, make a photocopy of your application materials.
- f. KAIST reserves the right to request additional materials from applicants for any further verification or qualification.
- g. *If any information in the submission of an application or the submitted materials is found to be false or counterfeit, KAIST(Office of Admissions) reserves the right to revoke your admission or withdraw an offer of admission even after having graduated from KAIST. In the event of discovery of fraudulent activities, future applications may be rejected for up to five years from the date of discovery.*

1. Degree Information

Admission Dates: **Spring (around March) / Fall (around September)**

The Degree Programs KAIST Offers:

- **Master's Degree**

The Master's degree generally requires two academic years of study.

- **MBA Degree**

The MBA degree is awarded in the department of Finance MBA and KAIST MBA.

- **Doctoral Degree**

The Ph.D. degree generally requires four or more academic years of study.

- **Integrated Master's and Doctoral Degree**

The integrated Master's and Doctoral degree program is a Doctoral degree program integrated with Master's degree program. It generally requires five academic years of study. The program starts with the Master's program, and candidates are promoted to the Doctoral program without the usual requirements of submitting the Master's thesis.

※ *In case of dropping out, Master's degree could be awarded if the candidate has completed all the requirements of the Master's degree.*

2. Programs

Main (Daejeon) Campus

College	Programs	Degree Offered			Contact Info.
		Master's	Ph.D. (Master's integrated)	Ph.D.	
Natural Science	Physics Condensed Matter Physics, Optics, Plasma Physics, Particle and Theoretical Physics, Soft Matter Physics, Nonlinear and Complex Systems, Biophysics <i>* Applicants are highly recommended to find a prospective advisor prior to the application.</i>		•	•	http://physics.kaist.ac.kr T. 82-42-350-2502 E. sueca@kaist.ac.kr
	Mathematical Sciences Algebra and Algebraic Geometry, Analysis and PDEs, Applied and Computational Mathematics, Discrete Mathematics, Financial Mathematics, Geometry and Topology, Mathematical Medicine and Biology, Mathematics for AI and Big Data, Number Theory, Probability, Statistics	•	•	•	http://mathsci.kaist.ac.kr T. 82-42-350-2703 E. evercho@kaist.ac.kr
	Chemistry Physical Chemistry, Organic Chemistry, Inorganic Chemistry, Analytical Chemistry, Polymer Chemistry, Bio Chemistry, Nano Chemistry, Chemical Biology		•	•	http://chem.kaist.ac.kr T. 82-42-350-2804 E. jiyeonlim@kaist.ac.kr
	- Graduate School of Quantum Science and Technology Quantum Computing, Quantum Communications, Quantum Sensing, Quantum Cryptography, Quantum Algorithm, Quantum Machine-Learning, Quantum Hybrid Systems, Quantum Internet and Networks		•	•	http://quantum.kaist.ac.kr T. 82-42-350-4432 thr. 4434 E. qst@kaist.ac.kr

College	Programs	Degree Offered			Contact Info.
		Master's	Ph.D. (Master's integrated)	Ph.D.	
Life Science and Bioengineering	Biological Sciences Biological/Biomedical Sciences (Cell Biology, Biochemistry, Structural Biology, Genetics, Epigenetics, Stem Cell Biology, Plant Biology, Developmental Biology, Neurobiology, Immunology), Biotechnology or Bioengineering (Applied Biophysics, Microbial and Cell Biotechnology, and Environmental Biotechnology, Synthetic Biotechnology)		•	•	http://bio.kaist.ac.kr T. 82-42-350-2605 E. sr_kim@kaist.ac.kr
	Graduate School of Medical Science and Engineering - Physician-Scientist Track Medical Sciences (Molecular Biology, Immunology, Virology, Stem Cell Biology, Vascular Biology, Pathology, Molecular Genetics, Neuroscience, Biochemistry, Structural Biology, Developmental Biology) and Biomedical Engineering (Cell and Tissue Engineering) <i>* Only open to applicants with a bachelor's degree (for M.S.-Ph.D. integrated) and a bachelor's degree and master's degree (for Ph.D.) from Medical, Dental or Oriental Medicine School. THE APPLICANTS MUST SUBMIT AN ORIGINAL OR CERTIFIED COPY OF MEDICAL LICENSE</i> - Medical Science and Engineering Track Medical Sciences (Vascular Biology, Stem Cell Biology, Regenerative Medicine, Developmental Biology, Immunology, Virology, Neuroscience, Metabolism, Liver Biology, Pathology, Structural Biology, Drug Design, Molecular Genetics, Molecular Biology). <i>* Only open to applicants majoring in science and engineering.</i>		•	•	https://gsmse.kaist.ac.kr/ T. 82-42-350-4252 E. seunghoc@kaist.ac.kr
	Brain and Cognitive Sciences BCS department is aimed to study the brain to understand the mind and to provide with engineering and clinical applications. We deeply explore the brain mechanisms at all levels from genes to neurons to circuits to behavior and examine links across these levels. Neurobiology and systems neuroscience are at the heart of the education and research areas. In particular, we explore theoretical and computational neuroscience to gain a fundamental yet integrated understanding of the structure and function of the brain. What makes our department's teaching and research unique is to emphasize cognitive science including psychology, linguistics, anthropology, philosophy, ethics, and aesthetics based on brain sciences. Finally, we expand our research to brain engineering and translational medicine on brain disorders, such as brain-machine interface, brain-inspired artificial intelligence, and computational psychiatry.		•		https://bcs.kaist.ac.kr/ T. 82-42-350-6502 E. bcs_gradadm@kaist.ac.kr
	- Graduate School of Engineering Biology System and Synthetic Biology, Genome Engineering, Biomolecular Design, Lab Automation, Bioinformatics, Machine Learning, Bioprocess Engineering, Industrial Biotechnology	•	•	•	https:// T. 84-42-350-4402 E. bek0328@kaist.ac.kr
Engineering	Mechanical Engineering Micro/Nano Systems, IT-based Intelligent Mechanical Systems, New Energy Systems, Biomedical Engineering, Mechanics and Design Innovation, Pro-human Engineering, Ocean Systems	•		•	http://me.kaist.ac.kr T. 82-42-350-3002 E. e_suk@kaist.ac.kr
	Aerospace Engineering Airborne Vehicle Technology Aerospace Information and Intelligence Propulsion and Energy Space Systems Aerodynamics and Structural Mechanics	•		•	http://ae.kaist.ac.kr T. 82-42-350-3706 E. sykim220@kaist.ac.kr
	Electrical Engineering Circuits and Systems, Nano Devices and Integrated Systems, Electromagnetics and Photonics, Communications, Computing, Networking, Security, and Signals and Systems <i>* Applicants are highly recommended to find a prospective advisor prior to the application.</i> <i>* Applicants whose potential advisor is already determined should write down the advisor's name on the application.</i>	•	•	•	http://ee.kaist.ac.kr T. 82-42-350-3402 E. barbie1975@kaist.ac.kr
	- The Robotics Program Robotics, Artificial Intelligence, Machine Learning, Unmanned System, Smart Future Mobility	•		•	https://rp.kaist.ac.kr/ T. 82-42-350-5976 E. albert.ahn@kaist.ac.kr

College	Programs	Degree Offered			Contact Info.
		Master's	Ph.D. (Master's integrated)	Ph.D.	
Engineering	School of Computing Computing Theory, Systems-Networks, Software Design, Secure Computing, Visual Computing, AI-Information Service, Social Computing, Interactive Computing <i>* Applicants are highly recommended to find a prospective advisor prior to the application.</i>	•	•	•	http://cs.kaist.ac.kr T. 82-42-350-3508 E. leeminjae@kaist.ac.kr
	- Graduate School of Information Security Cryptography, Software security, Network security, system security	•	•	•	http://gsis.kaist.ac.kr T. 82-42-350-8303 E. jisun813@kaist.ac.kr
	Kim Jaechul Graduate School of Artificial Intelligence Artificial Intelligence, Machine Learning, AI+Healthcare, AL+Autonomous Driving, AI+Manufacturing, AI+Security, AI+Emerging	•	•	•	http://qsai.kaist.ac.kr/ T. 82-42-350-1802 E. ssyang11@kaist.ac.kr
	Civil and Environmental Engineering Structural Engineering, Construction Materials, Geotechnical Engineering and Geosystems, Environmental Engineering and Sustainability, Smart Transportation and Mobility, IT and Robotics for Construction, Urban Planning and Design, Urban Analytics, Architecture, Resilient Infrastructure System Design	•		•	https://cee.kaist.ac.kr T. 82-42-350-3602 E. juyeon_lee@kaist.ac.kr
	- Environmental and Energy Technology Program	•		•	
	Bio and Brain Engineering Bioengineering and Brain Engineering including, Bioelectronics, Bioinformatics, Biomedical Imaging, BioNano/MEMS, Computational Neuroscience, Neural Engineering, Systems Biology, Tissue Engineering and Nanomedicine	•	•	•	http://bioeng.kaist.ac.kr T. 82-42-350-4303 E. ka007@kaist.ac.kr
	- Brain and Cognitive Engineering Brain Cognitive Science, Computational Neuroscience, Neuroinformatics, Brain Systems Biology, Neuro Cognitive Robotics, Brain-Machine Interface, Neuroprosthetics, Brain-Inspired Artificial Intelligence, Clinical Neuroengineering, Neuro Stem Cell and Tissue Engineering, Neuroimaging and Signal Analysis	•	•	•	http://bce.kaist.ac.kr/ T. 82-42-350-4305 E. bcprogram@kaist.ac.kr
	Industrial Design Design Driven Innovation, User-Centered Design, Human Computer Interaction, Design for Well-being and Social Innovation, Creative Design Thinking, Product Service System and Platform Design, Design for Co-Creation, Color psychology and emotional design, New design media, Interaction media, Entertainment media <i>* Digital portfolio showcasing past projects that exemplifies the candidate's capabilities and skills, regardless of the major of origin.</i>	•		•	http://id.kaist.ac.kr/education/ T. 82-42-350-4503 E. sesedolee@kaist.ac.kr
	Industrial & Systems Engineering Statistical & Data Science, Machine Learning & AI for Industrial Intelligence, Financial Optimization & Risk Analysis, Mathematical Optimization and Stochastic Modeling & Analysis Methods, Modeling, Analysis, Optimization, and Simulation of Complex Systems, Design and Operation of Production and Logistics Systems, Operation Management and Supply Chain Management, Human Computer Interaction and Ergonomics, Design and Operation of Services and Service Systems, Modeling and Optimization of Future Healthcare, Transportation, Energy, and Defense Systems	•	•	•	http://ie.kaist.ac.kr T. 82-42-350-3103 E. snk105@kaist.ac.kr
	- Graduate School of Data Science Data Science, Big Data, Knowledge Modeling and Representation, Knowledge Engineering, Business Intelligence, Human-Computer Interaction, User Experience, User Behavior Modeling, Human Decision Making, Data Mining and Knowledge Discovery, Intelligent System Modeling and Design, Intelligent Decision Support, Information Design, Content Networking, Pervasive Knowledge Services, Content Service, Service Modeling.	•	•	•	http://kse.kaist.ac.kr T. 82-42-350-3103 E. snk105@kaist.ac.kr
	Chemical and Biomolecular Engineering Synthetic/Systems biotechnology, BioRefinery, Nanobiotechnology, Protein Engineering, Molecular & Interface Engineering, Superlattice Nanomaterials, Microfluidic Systems, Functional Nano-Coatings, Semiconductor and metal nanocrystals, Nano Catalysis, Chemical Product / Process Design, Process Operation and Control, Green Catalysis, etc.	•		•	http://cbe.kaist.ac.kr T. 82-42-350-3902 E. leebr@kaist.ac.kr

College	Programs	Degree Offered			Contact Info.
		Master's	Ph.D. (Master's integrated)	Ph.D.	
	Materials Science & Engineering Computational Material Science and Electron Microscopy, Data-Storage Materials, Magnetic Materials, Electronic Packaging Materials, Optical Materials, Informational Materials for Energy/Biotechnology Applications, Energy Storage Materials, Energy Conversion Materials, Structural Materials, Heat-Resistant Materials, Biomaterials, Materials for Sustainable or Functional Nano Technology, and Materials/Device for Display and flexible electronic.	•		•	http://mse.kaist.ac.kr T. 82-42-350-3303 E. e_leeyj@kaist.ac.kr
	Nuclear and Quantum Engineering Peaceful Use of Energy Generated by Nuclear Fission and Fusion Reactions (Electric Power, Desalination, District Heating, Propulsion etc.) Nuclear Fuel Cycle, Nuclear Security and Nonproliferation, Nuclear Policy, Radiation Science and Technology, Radiation Applications, Radiation Medical Imaging, Radiation Devices.	•		•	http://nuclear.kaist.ac.kr T. 82-42-350-3804 E. sanho0822@kaist.ac.kr
	- RCA-KAIST Master's Degree Program Only open to THOSE WHO ARE RECOMMENDED BY NATIONAL RCA REPRESENTATIVE of his/her country. Visit website of the program for more information.	•			https://nuclear.kaist.ac.kr/eng/study/inter_program03.php T. 82-42-350-8511 E. juyeong@kaist.ac.kr
	Cho Chun Shik Graduate School of Mobility Eco-friendly Transportation Technology (Electric Vehicle, Hybrid Electric Vehicle, Wireless Electric Transfer, e-Mobility), Intelligent Transportation Technology (Autonomous Vehicle, Vehicular Communication for Cooperative Driving), Sustainable Transportation Technology (Efficient Urban Transportation Systems, Logistics Optimization, Future City Policy)	•		•	https://mo.kaist.ac.kr T. 82-42-350-1252 E. gsm@kaist.ac.kr
	-Graduate School of Green Growth and Sustainability Carbon Neutrality Technology & Policy Assessment, Carbon Neutrality Technology System, Green Energy System, Resource Recirculation Technology System, Climate & Energy Policy Analysis, Climate & Energy Data Analysis, Carbon Accounting and Disclosure, Climate Financial Risk Assessment, Sustainable Investing, Global Energy Politics and Trade, Integrated Assessment Modeling	•		•	http://gggs.kaist.ac.kr T. 82-42-350-2217 E. gggs@kaist.ac.kr
Liberal Arts and Convergence Science	School of Digital Humanities and Computational Social Sciences Digital Humanities (Text and Narrative Analysis, Digital History, AI Logic and Ethics), Computational Social Sciences (Social Data Analysis, Digital Politics, HCI and Communication, Environmental Policy Modelling), Language and Cognitive Science (Phonetics, Neurolinguistics, Music Cognition, Vision, Culture and Cognition) * We encourage applicants to find a prospective advisor before applying. Please include the advisor's name in the application form.	•			http://ghss.kaist.ac.kr T. 82-42-350-4604 E. hssdept@kaist.ac.kr
	Graduate School of Culture Technology Creative Technologies (Computer Graphics/Animation, Music Technology, AR, VR, HCI, Computational Design, Augmented Humans), Human & Culture Sciences (Network Science, Social Computing, Cognitive Science, Digital Heritage), Culture Industries (Computer Game, Art & Technology, Museum/Exhibition Technology) * Applicants are highly recommended to find a prospective advisor prior to the application. * The advisor's name should be included in the application form	•		•	http://ct.kaist.ac.kr T. 82-42-350-2903 E. yujeong0610@kaist.ac.kr
	Graduate School of Science and Technology Policy National Policy in Science and Technology, Health and Biomedical Policy, the National Innovation System, Dynamics of R&D Policy Decisions, Energy and Environment Policy, Aging and Welfare Technology Policy, Ethics of Emerging Technologies * Additional materials are required to apply for STP program. Please visit and check the following website: https://stp.kaist.ac.kr/0302	•	•	•	http://stp.kaist.ac.kr T. 82-42-350-4843 E. danielyoon@kaist.ac.kr
Business	Business and Technology Management Technology Management, Innovative Strategy and Policy, Entrepreneurship, Finance, Financial Economics, Supply Chain Management, Management Information Systems/E-business, Information Economics, Organizational Behavior, Human Resource Management, Information Sociology, Marketing, Accounting, Science and Technology Policy	•		•	http://btm.kaist.ac.kr T. 82-42-350-6308 E. kimne@kaist.ac.kr

College	Programs	Degree Offered			Contact Info.
		Master's	Ph.D. (Master's integrated)	Ph.D.	
	<p>Graduate School of Global Digital Innovation (GDI) - Global Information and Telecommunication Technology Program (GDI-ITTP) Track Only open to government officials, employees of public institutions or senior-level researchers at national research centers working in the IT-related fields in developing countries. <i>* GDI-ITTP requests additional 'GITTP APPLICATION' form</i></p> <p><i>To download the form:</i> https://gdi.kaist.ac.kr/boards/view/board_forms_en/12480</p> <p><i>Please visit the official website for more information at</i> https://gdi.kaist.ac.kr/</p> <p>- Global Technology and Innovation Program (GDI-GTIP) Track Non-thesis Master Program, open to those who are aiming to be the next generation global leader. Contact the program coordinator for more information. <i>* GDI-GTIP is NOT supported by KAIST Scholarship</i> <i>** GDI-GTIP is the ONLY program that additionally accepts the second choice regardless of the track or program, except for the GDI applicants.</i> <i>- If you want to apply for <u>GDI-GTIP track as a second choice</u>, check 'YES' in the first step of the online application.</i> <i>- GDI-GTIP track applications will be reviewed concurrently by both the first and second-choice programs. However, candidates receiving admission for the first-choice program will automatically be declined to GDI-GTIP track.</i></p>	•		•	https://gdi.kaist.ac.kr/ T. 82-42-350-6845 E. gdi.adm@kaist.ac.kr
		•			

Seoul Campus

College	Department /Division	Degree Offered			Contact Info.
		M.S.	Ph.D. (Master's integrated)	PhD	
Business	<p>Management Engineering The Department of ME deals with a variety of management issues in business and offers Master of Science (MS) and Doctoral programs in pursuit of academic advancement, one of the core objectives of KAIST. Specifically, The MS and Ph.D programs are systemized to cultivate students' research ability based on scientific methodology and theoretical expertise. The research areas involve Accounting, Economics, Finance, Technology & Strategy & Organization, Marketing, IT Management, Operations Strategy and Management Science.</p>	•	•	•	http://business.kaist.ac.kr T. 82-2-958-3603 E. kwsh93@kaist.ac.kr

1. Life in Daejeon

Dormitory

All students are provided with dormitories on campus. Each room is shared by one or two students and is furnished with beds, closets, desks, and chairs. Residents share bathrooms, laundry rooms, and lounges. Students pay a dormitory fee of approximately KRW 115,000 per month.

Medical service

Minor wounds and illnesses are treated at an on-campus healthcare center for free. For more serious illnesses, high quality professional medical service is offered on campus at the KAIST Clinic Pappalardo Center.

Sports facilities

KAIST has excellent facilities for table tennis, tennis, soccer, racketball, badminton, volleyball, and basketball. We also have swimming pools and fitness centers equipped with cycles, treadmills, barbells, etc.

Library

KAIST has two major libraries: the Main Library and the Undergraduate Branch Library. There are also a bookstore and a cafeteria on the first floor of the Main Library.

International Scholar and Student Services (ISSS)

ISSS supports international students with regard to their visa issuance/extension, school registration, housing, and orientation. ISSS also organizes various exciting activities, festivals, community services, etc.

- <http://iss.kaist.ac.kr>
- Email: iss@kaist.ac.kr
- Tel: +82-42-350-2481~2

Restaurants

There are three cafeterias, some fast-food restaurants, and cafes on campus. You will also find numerous restaurants located right outside of campus. KAIST also has an international kitchen. Many of our international students gather at this place to cook and eat together.

KAIST Language Center (KLC)

KLC offers language courses to improve the Korean and English skills of KAIST students and researchers. All of the classes offered by KLC are non-credit classes, and tuition is charged for each class. Also, KLC provides English proofreading services and Korean-English translation services.

- <http://lang.kaist.ac.kr>
- Email: language@kaist.ac.kr
- Tel: +82-42-350-8731~2

2. Life in Seoul (College of Business)

Dormitory

KAIST College of Business (KCB) students board at the on-campus dormitory. The three dorm buildings, Pajung, Sojung Hall, and Haejung Hall, are all located within 3-minute walking distance from each other and approximately 5-minute walking distance from the main buildings of the campus.

KCB students are mainly assigned in the Pajung Hall. The dorm rooms are designed for double occupancy. Each person is provided with a desk, a bed, and a wardrobe. The bathroom facilities with shower booth are shared. It costs KRW 160,000 (approx. USD 160) per month.

Medical service

The Nurse's Office is located on the 2nd floor of the Student Union Building. You can get medication for minor illnesses and injuries. There is a nominal fee for the purchase of medication.

Sports Facilities

There are outdoor tennis and basketball courts near the dormitories, and an indoor fitness center (gym) is located on the 1st floor of Building 7, which is connected to SUPLEX building. In addition, a newly built golf practice range is located on the ground floor of the Administration building (Building No. 1) and this facility is open to registered members only.

The gym is open 24 hours located on the 1st floor. Lockers and shower rooms are also facilitated inside the gym.

Library

Unlike traditional libraries, the KAIST College of Business students' library is a digital multi-media library. This gives students and faculty members the advantage of being able to obtain necessary resources in the comfort of one's computer at home. The digital library is joined with the Cyber Hall, a facility where students have access to the Internet 24 hours a day.

Restaurants

Student cafeteria serves Korean traditional / inter-national dishes. It is open Monday through Sunday providing lunch and dinner. Additionally, the Faculty Restaurant is on the 4th floor of the same building. Another place to eat is the Atrium located on 2nd floor of SUPLEX building. It houses both a café and a restaurant and open hours are as below. You can buy simple breakfast such as sandwiches at the Atrium.

Office for Exchange Students

The External Affairs Center coordinates exchange & overseas programs. It also offers language programs to enhance students' English proficiency skills.

- Exchange Program jelee@business.kaist.ac.kr
- Language Courses hslo07@business.kaist.ac.kr
Tel: +82-2-958-3244(Exchange Program) & Language Courses jelee@kaist.ac.kr Tel: +82-2-958-3244

1. Cost of Attendance

Planning your enrollment at KAIST, you should be aware of the estimated expenses that you will incur. The average budget for a single graduate student living on-campus with no dependents budget is listed below. Students living off campus can expect living expenses to be 35% to 50% higher.

- **Non-tuition average expenses (2023, currency in KRW): 5,350,000/6 months**

Dormitory approx. 700,000/6 months

Food approx. 3,500,000/6 months

Transportation approx. 100,000/6 months

Books and Supplies approx. 150,000/6 months

Medical Health Insurance approx. 900,000/6 months

Tuition & fees (2023, currency in KRW):

Graduate School of Global Digital Innovation

4,800,000/Semester

KAIST MBA 13,200,000/Semester

Finance MBA 15,910,000/Semester

Other departments 4,048,000/Semester

※ Subject to change on a yearly basis.

2. KAIST Scholarship

KAIST scholarship generally supports full tuition and fees. In addition, a monthly stipend of KRW 350,000 (for Master's candidates) or KRW 400,000 (for Doctoral candidates) and Medical Health Insurance premium will be supported by the recipient's advisors or programs.

* The coverage of KAIST Scholarship varies by individual.

3. Earnings on Campus

There are opportunities for international students to make earnings on campus. Wages are paid for research (RA), teaching (TA) or other work (Part-time assistant, etc.) performed during enrollment. Students can apply for positions after the entrance.

Appendix. Form - List of Honors and Awards

NOTE: To download the form, please click the following [LINK](#).



LIST OF HONORS AND AWARDS

for International Graduate Enrollment

Application Number		Applicant Name	
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Please list up to five honors or awards you have obtained during university in order of importance. Each item below will be considered valid only when the respective testimonial/evidence is submitted.

No	Title	Rank	Date (yyyy/mm)	Level of Recognition (National / International)
1			/	
	Issuing Institution:			
	Name:	Website:	Email:	
	Explanation of the Award/Honor (<i>up to 100 words</i>):			
2			/	
	Issuing Institution			
	Name:	Website:	Email:	
	Explanation of the Award/Honor (<i>up to 100 words</i>):			
3			/	
	Issuing Institution			
	Name:	Website:	Email:	
	Explanation of the Award/Honor (<i>up to 100 words</i>):			
4			/	
	Issuing Institution			
	Name:	Website:	Email:	
	Explanation of the Award/Honor (<i>up to 100 words</i>):			
5			/	
	Issuing Institution			
	Name:	Website:	Email:	
	Explanation of the Award/Honor (<i>up to 100 words</i>):			



Notice on Collection and Use of Personal Information

According to the Personal Information Protection Law, KAIST will obtain your agreement on collecting and using your personal information as below through our online system.

The Office of Admission will collect and use your personal information for the purpose of student selection and enrollment to KAIST.

I. Personal Information Required for Student Selection and Enrollment (Compulsory)

List of Information	Purpose	Legal Grounds	Holding Duration
(Compulsory information) name, address, phone/mobile number, country of citizenship, photo, institutions attended (institutions, degree, major field of study, dates attended, academic performance) (Optional information) English proficiency test score, work history (place of work, duration of service, job title, responsibilities), honors and awards, research field and topic	<ul style="list-style-type: none"> Student selection (All applicants) Enrollment (only for successful applicants) <ul style="list-style-type: none"> Registration on school register Academic history check Academic performance check Providing information regarding registration etc. 	<ul style="list-style-type: none"> Higher Education Act, Article 33(Admission Qualifications), Article 34 (Methods for Selecting Students) Enforcement Decree of the Higher Education Act, Article 35 (Data for Admission Screening) 	10 years

※ The subject of information has the right to deny the collection and use of their personal information. However, as the above information is compulsory for the student selection process, denial of information collection and use means that the subject of information may not apply to be considered in the selection process.

- Do you consent to the above collection and use of your personal information?

☐ I consent ☐ I do not consent

2. Unique Identifying Information Collection and Use (Compulsory)

Items	Purpose	Legal Grounds	Holding Duration
Passport number / Alien Registration Number (in case you have a valid number)	<ul style="list-style-type: none"> Admission screening and student selection (All applicants) Handling of violations in the application process (all applicants) Documentation of education such as school register entry and management etc. (Only for successful applicants) 	Enforcement Decree of the Higher Education Act, Article 73 (Handling of Unique Identifying Information)	10 years

※ The subject of information has the right to deny the collection and use of their personal information. However, as the above information is compulsory for the student selection process, denial of information collection and use means that the subject of information may not apply to be considered in the selection process.

- Do you consent to the above collection and use of your personal information?

☐ I consent ☐ I do not consent