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## I. Schedule of Academic Affairs

### □ Schedule of Academic Affairs for Graduate School in 2020

Category	Schedule(MM.DD)
Start of Spring Semester	3. 16.(Mon)
Course Add & Drop Period	3. 16.(Mon) ~ 3. 20.(Fri)
First quarter of Spring Semester	4. 8.(Wed)
Submission of Dissertation for Examination	3. 23.(Mon) ~ 3. 27.(Fri)
Submission of Thesis for Examination	3. 30.(Mon) ~ 4. 3.(Fri)
Submission of Thesis/Dissertation Proposals	4. 6.(Mon) ~ 4. 10.(Fri)
Thesis/Dissertation Examination Period	4. 6.(Mon) ~ 6. 19.(Fri)
Mid-term Exam Period	4. 27.(Mon) ~ 5. 1.(Fri)
Second quarter of Spring Semester	5. 6.(Wed)
Third quarter of Spring Semester	6. 1.(Mon)
University Foundation Day(Holiday)	6. 9.(Tue)
Make-up Classes	6. 15.(Mon) ~ 6. 19.(Fri)
Course Evaluation	6. 22.(Mon) ~ 7. 9.(Thu)
Final Exam Period	6. 22.(Mon) ~ 6. 26.(Fri)
End of Spring Semester	6. 26.(Fri)
Submission of Thesis/Dissertation Examination Results	6. 22.(Mon) ~ 6. 26.(Fri)
Summer Session	6. 30.(Thu) ~ 7. 24.(Fri)
Grade Posting Due	7. 3.(Fri)
Grade Revision Due	7. 8.(Wed)
Grade Submission Due	7. 9.(Thu)
Online uploading of the Thesis/Dissertation	7. 9.(Thu) ~ 7. 17.(Fri)
Enrollment for Graduate students who completed coursework	7. 13.(Mon) ~ 7. 31.(Fri)
Submit the final bound copies of Dissertation(Gwangju)	7. 20.(Mon) ~ 7. 21.(Tue)
Submit the final bound copies of Thesis(Gwangju)	7. 22.(Wed) ~ 7. 24.(Fri)
Submit the final bound copies of Thesis/Dissertation(Yeosu)	7. 22.(Wed) ~ 7. 23.(Thu)
Grade Submission Due for Summer Session	7. 30.(Thu)
Announcement of Thesis/Dissertation Submission Procedure	8. 3.(Mon)
Course Reservation	8. 3.(Mon) ~ 8. 4.(Tue)
Comprehensive Exam	7. 29.(Wed)
Foreign Language Exam	7. 30.(Thu)

Category	Schedule(MM.DD)
Course Registration	8. 7.(Fri) ~ 8. 14.(Fri)
Allocation of Academic Advisor for Thesis	8. 17.(Mon) ~ 9. 4.(Fri)
Tuition Payment Period	8. 24.(Mon) ~ 8. 27.(Thu)
Graduation Ceremony	8. 26.(Wed)
Start of Fall Semester	9. 1.(Tue)
Course Add & Drop Period	9. 1.(Tue) ~ 9. 7.(Mon)
First quarter of Fall Semester	9. 25.(Fri)
Submission of Dissertation for Examination	9. 28.(Mon) ~ 10. 5.(Mon)
Submission of Thesis for Examination	10. 5.(Mon) ~ 10. 12.(Mon)
Submission of Thesis/Dissertation Proposals	10. 12.(Mon) ~ 10. 16.(Fri)
Mid-term Exam Period	10. 19.(Mon) ~ 10. 23.(Fri)
Second quarter of Fall Semester	10. 28.(Wed)
Third quarter of Fall Semester	11. 24.(Tue)
Make-up Classes	12. 8.(Tue) ~ 12. 14.(Mon)
Course Evaluation	12. 11.(Fri) ~ 12. 24.(Thu)
Final Exam Period	12. 15.(Tue) ~ 12. 21.(Mon)
End of Fall Semester	12. 21.(Mon)
Submission of Thesis/Dissertation Examination Results	12. 21.(Mon) ~ 12. 24.(Thu)
Winter Session	12. 24.(Thu) ~ 2021. 1. 21.(Thu)
Grade Posting Due	12. 28.(Mon)
Grade Revision Due	12. 31.(Thu)
Grade Submission Due	2021. 1. 4.(Mon)
Enrollment for Graduate students who completed coursework	2021. 1. 18.(Mon) ~ 1. 29.(Fri)
Comprehensive Exam	2021. 1. 27.(Wed)
Foreign Language Exam	2021. 1. 28.(Thu)
Course Reservation	2021. 2. 8.(Mon) ~ 2. 9.(Tue)
Course Registration	2021. 2. 15.(Mon) ~ 2. 22.(Mon)
Announcement of Thesis/Dissertation Submission Procedure	2021. 2. 8.(Mon)
Allocation of Academic Advisor for Thesis	2021. 2. 15.(Mon) ~ 3. 5.(Fri)
Tuition Payment Period	2021. 2. 22.(Mon) ~ 2. 25.(Thu)
Graduation Ceremony	2021. 2. 26.(Fri)

## II. Guidelines for Academic General Affairs

### 1. Enrollment

#### ☐ Payment of Tuition

Students have to complete registration procedures by paying tuition and fees before the start of every semester so that they can keep status to study at CNU for the next semester.

- Tuition Payment Period
  - Spring semester, 2020: 2. 24.(Mon) ~ 2. 27.(Thu), 2020
  - Fall semester, 2020: 8. 24.(Mon) ~ 8. 27.(Thu), 2020
- Printing bill: Go to the CNU portal website → Sign in → My Academic affairs → Registration → Print Tuition Bill
- A virtual deposit account is provided for each one of student. Payment will be verified even if the deposit is made in another person's name.
- It is possible to pay through internet/phone banking, ATM, and at the bank counter.

#### ☐ Minimum payment registration requirement for course completion

Degree Course	Minimum semester for registration	Required credits for course completion	Supplementary Classes
Master's	4 semesters	24 credits	need to complete (if any)
Ph.D.	4 semesters	36 credits	
Integrated*	8 semesters	54 credits	

\* Integrated: Master's and PhD combined programs

※ Students should earn required credits with cumulative GPA of 3.0 or higher.

#### ☐ Students taking extra semester

(Master's and Ph.D: more than 5 semesters, Integrated program: more than 9 semesters)

- Graduate students who need to take an extra semester for course completion should pay the fee after they confirm the course registration.
- Tuition fees are calculated based on the number of credits(including supplementary courses) the student takes.
  - 1~3 credits: half of tuition
  - more than 4 credits: full tuition
- Students taking an extra semester can only register during additional registration period(after completion of course registration).

#### ☐ Tuition Installment Payment

- Those students with financial difficulties can make divided payments in four installments for the tuition unless he/she has received a scholarship.
- Go to the CNU portal website <http://portal.jnu.ac.kr> → sign in → My Academic Affairs → Registration → Application for: Tuition Fee Installment → Payment Plan Application
  - ※ The application period is latter January and latter July which will be notified through the bulletin board on the official website of the school.
  - ※ Please be aware that students who are taking an extra semester or newly enrolled students are not eligible to apply for Installment Payment.
  - ※ Please note that you will be expelled from the university in case of non-paying during the designated period. In addition, you must pay the full tuition amount if you missed the first payment in February or August even if you had applied for "Installment Payment".
- Installment Payment Period

Round	Payment Period
First	during the regular payment period (same with other current students)
Second	a month after the first payment made (late March and late September)
Third	a month after the second payment made (late April and late October)
Fourth	a month after the third payment made (late May and late November)

#### ☐ Tuition Refunds

- All new students who wish to receive a refund of tuition fees, due to admission withdrawal, must submit an Application Form to the administration office of the department to which they have applied to, prior to the beginning of the school term(Spring semester: March 1, Fall semester: September 1) in order to receive a full refund of tuition fees.
- Tuition Refund Rules
  - before the beginning of the semester: Full refund
  - ~ 30 days after the beginning of the semester: Refund 5/6 of tuition
  - 31 to 60 days after the beginning of the semester: Refund 2/3 of tuition
  - 61 to 90 days after the beginning of the semester: Refund 1/2 of tuition
  - more than 91 days after the beginning of the semester: No Refund

#### ☐ Early Completion

The required total semester terms may be allowed to be shortened if the student has maintained a high GPA as below:

Degree Course	CGPA	Required credits for course completion	reduced term of study
Master's	4.3 or higher	24 credits	up to 2 semesters
Ph.D.	4.3 or higher	36 credits	up to 1 semester
Integrated	4.0 or higher	54 credits	up to 3 semesters

## 2. Course Registration

### ☐ Course registration Dates

- Beginning of Spring semester 2020: March 16, 2020
- Course Registration Period: February 13<sup>th</sup> ~ February 20<sup>th</sup>
- Course Add & Drop Period: March 16<sup>th</sup> ~ March 20<sup>th</sup>

### ☐ Course Registration Procedure

- Click on the class registration system on the website: <http://sugang.jnu.ac.kr> or
- Go to the CNU portal website <http://portal.jnu.ac.kr> → sign in → Academic Support → My Academic Affairs → Courses → Course Registration
- \* For your information, Internet Explorer is the recommended web browser for using the CNU portal.
- \* Students should log in with their student ID and password. For freshmen, ID: application number, PW: yymmdd

### ☐ Checklist before class registration

- View the course schedules and syllabi with individual ID
- Maximum number of Credits: 9 credits per semester for regular graduate school
- \* The following students may apply for a special exemption to take more credits
  - 1) Students who had a GPA of above 4.0(more than A in all subjects) in the previous semester: 3 extra credits
  - 2) Students who register for a supplementary course: 6 extra credits
  - 3) Students who entered CNU under the MOU with partner institution: 3 extra credits
- Registration has to be done by oneself followed by the instruction of the academic advisor or corresponding department. (Every semester, there are cases of students who are unable to complete their coursework requirements because of carelessness or because they asked a third party to register for them.)
- Students must confirm the results of class registration themselves via the CNU portal system and correct any errors during the add/drop period(the schedule will be released in advance).
- PhD students cannot retake a class he/she has received credit for as an MA student.

### ☐ Class Schedule

	1	2	3	4	5	6	7	8	9
Mon Wed Fri	9:00 -9:50	10:00 -10:50	11:00 -11:50	12:00 -12:50	13:00 -13:50	14:00 -14:50	15:00 -15:50	16:00 -16:50	17:00 -17:00
Tues Thu	9:00 -10:15	10:30 -11:45	12:00 -13:15	13:30 -14:45	15:50 -16:15	16:30 -17:45			

### ☐ Academic Evaluation

Grade	Score	Grade Point Average(GPA)
A <sup>+</sup>	95 - 100	4.5
A	90 - 94	4.0
B <sup>+</sup>	85 - 89	3.5
B	80 - 84	3.0
C <sup>+</sup>	75 - 79	2.5
C	70 - 74	2.0
D	below 69	0

- \* For students of Master's course, no credit will be earned if the grade is D or lower and for the Ph.D. course, no credit will be earned for a grade of C+ or lower. In addition, you will be required to submit an explanatory note and a proof of bank statement (\$9,000) if your GPA of the previous semester is below 2.0 when you apply for visa extension. Therefore, please maintain good grades for successful study at university.
- Attendance should be more than 75% for each class.
- Students should check their grades during the designated period. For any review for your grade, you can contact the professor only during the Grade Correction Period.

### ☐ Supplementary Courses

Graduate students with a different major from a previous degree may optionally take supplementary courses depending on the departmental rules. The maximum number of credits of supplementary courses is 15 credits. Supplementary courses are mandatory credits that must be taken in addition to regular courses. They are not part of the credits required for the completion of one's major. They have to submit the Supplementary Course Registration Form before course registration.

If the change of the supplementary subject is needed, you have to submit the "Form for Change of Supplementary Courses to be Taken".

### ☐ Research Credits

Classification	Research Guidance (연구지도)	Research Training (연구연수)
Credit recognition	<ul style="list-style-type: none"> <li>• Master's: 3 credits</li> <li>• Ph.D: 6 credits</li> <li>• Integrated: 9 credits</li> </ul>	<ul style="list-style-type: none"> <li>• 2~3months: 3 credits</li> <li>• more than 3 months: 6 credits</li> <li>• up to 6 credits per academic course</li> </ul>
Including credits for degree completion	Yes	Yes
Grade Evaluation	S(합) / U(불)	P(합) / F(불)

- The research credits are not compulsory courses.
- Research Training: The research training is for students who are currently enrolled and wish to conduct research at an external organizations(Korea and abroad) for a period of time. The student can receive credits when the student submits a result report after undertaking research.

#### ☐ Course Withdrawal: dropping classes

- Students may withdraw from a class at the designated period: which comes in March and September (normally the fourth week after the start of classes, before 1/4 of the semester has finished). The exact date will be announced through the bulletin board on the school's official website.
- Class withdrawal is allowed only if there is a minimum of one course remaining after the withdrawal.
- Students may not enroll in another class after dropping a class.
- Go to the CNU portal website <http://portal.jnu.ac.kr> → sign in → My academic affairs → Course → Course Cancellation

#### ☐ Registration for students who have completed coursework (research registration / school register maintenance registration)

- Registration for students who have completed all required courses, but thesis can be made after submitting application if needed (students can maintain their status as a student of CNU graduate school while conducting the project such as BK21 or external research project). The application period which comes in January and July. The exact date will be announced through the bulletin board on the school's official website.
- The Fee for Research Registration is subjected to 8 % of the regular tuition.
- Go to the CNU portal website <http://portal.jnu.ac.kr> → sign in → My academic affairs → Registration → Graduate school registration after course completion

#### ☐ Recognition of Credits

Category	Applicability	Criteria for Credits
Completion of graduate school course	Graduate school courses already taken at CNU during a bachelor's program. (only access credits towards undergraduate graduation requirements)	9
Excess course credits acquired in graduate school	Excess course credits acquired by newly enrolled doctoral students at CNU during Master's program. (minimum grade for transfer is B)	12
Credit Transfers	Credit transfer courses can be taken from other graduate school (domestic or foreign) that have a credit transfer agreements with CNU	MA: 9 PhD: 12
Earning credits at other graduate schools	Credits taken and completed at a different graduate school (domestic or foreign) before admission to CNU are accepted	

\* For more details on the recognition of credits, please contact the corresponding department or graduate school. (062-530-5916)

### 3. Leave of Absence and Returning to School

- Leave of Absence: In the case of an illness, accident, or other unavoidable circumstances, a leave of absence may be taken by the student.
- Returning to School: The student must register for the following semester during the designated period to continue their studies once the term or excuse for the leave of absence has ended.

#### ☐ Application Period

Category	Application Period	Notes
Leave of Absence	Mar 17 <sup>th</sup> , 2020 ~ Mar 19 <sup>th</sup> , 2020	for those who have yet to pay the tuition fee
	Feb 24 <sup>th</sup> , 2020 ~ May 6 <sup>th</sup> , 2020	for those who already paid the tuition fee
Returning to School	Feb 28 <sup>th</sup> , 2020 ~ Mar 13 <sup>th</sup> , 2020	

#### ☐ Duration of Leave of Absence

Unit(year)	Duration of Coursework	Period for Leave of absence
Master's Degree Program	2	2
Doctoral Degree Program	2	3
Integrated Degree Program	4	4

\* The Master's program requirement is applied to students who initially applied for the Integrated program but only completed the master's portion of the program (Students who had discontinued the Integrated program).

#### ☐ Application Procedure

- Go to the CNU portal website <http://portal.jnu.ac.kr> → sign in → My academic affairs → Enrollment → Change Current Student Status
- \* In the case of a leave of absence due to illness, the student should submit the supporting documents to the department office.

#### ☐ Special Notes

- In case a student, who already paid the tuition fees, wants to apply for a leave of absence before 2/4 of the class days for the semester have been completed, the tuition fees will be exempted when student returns to school in next semester.

- The leave of absence(without tuition payment) is allowed during the designated period mentioned above. After the deadline, you can only apply for the general leave of absence only which requires you to pay the tuition. (exceptions: illness, childbirth, pregnancy)
- Scholarship recipients must pay the tuition fee before applying for a leave of absence. Otherwise, the whole tuition fee, with no scholarships, will be notified and paid by the student when returning from leave.
- Books checked out from a library should be returned.
- International students(D-2 visa holders) must return to their home countries during the leave of absence period. OIA will report the academic status change(from enrollment to leave of absence) to the immigration office when the leave of absence request is approved by university. Then the student must leave Korea within 2 weeks from the approval date even though they have valid staying period on their alien registration card. Otherwise, it will be regarded as an illegal residency in Korea.
- After expiration of Leave of Absence, the student must apply for reinstatement during the designated period.
- Students will be dismissed if they failed to reinstate after the expiration of leave of absence.

#### 4. Change of Department(major)

Any student who wants to change their department/major based on their aptitude or desire in the general graduate school.

- Eligibility: students who are currently enrolled or expected to return to school

##### ☐ Application Period

- Spring semester: in early January
- Fall semester: in early July
- ※ The exact date will be announced through the bulletin board on the school's official website.

##### ☐ Application Procedure

Complete the Change of Major Form(attach transcript) → submit the document to the Department Chair(desired major) → select the qualified students → send the result to the Office of Academic Affairs → check the results, Pass or Fail(official website) → submit the credit recognition from the change of department

##### ☐ Special Notes

- Changing your major is allowed only once.
- If a student has completed the course and earned credit, partial or full credit may be recognized for major courses that overlap with the curriculum of the new department(major) and electives that are closely related to the curriculum of the new department(major).



## 5. Scholarship

### ☐ Scholarship for New-incoming Students

- Applicable students : graduate students applied under international admissions

Name of Scholarship	Benefits	Eligibility
Global Scholarship	Entire exemption of tuition for the first semester	Both admission and scholarship award evaluation will be conducted automatically and simultaneously. You do not need to submit a special application form for this scholarship. However, for SRS, you should have a prospective academic advisor at CNU to be considered as a candidate. Please submit a valid TOPIK Level 6 certificate when you apply for admission.
Strategic Researcher Scholarship(SRS)	Entire exemption of tuition for the first semester	
Topik Level 6 Scholarship	Entire exemption of tuition for the first semester	

\* These scholarship benefits are only for the first semester after enrollment.

\* Double Scholarship Restrictions: It is not possible to receive more than one of the scholarships mentioned above at the same time.

### ☐ Internal & External Scholarship

Name of Scholarship	Benefits	Eligibility
Academic Excellence Scholarship	Partial exemption of tuition	Selected every semester in accordance with scholarship/college guidelines without making separate requests from each student
Teaching Assistant (Work Scholarship)	1,920,000won/ semester	Recommended by academic advisor Needs to provide practical help(32hours/ month) related to academic instruction or practicum
Research Assistant (Work Scholarship)	1,440,000won/ semester	Recommended by academic advisor Needs to provide research assistance (24hours/ month)
BK21 Plus	MA: 600,000won/month PhD: 1,000,000won/month	BK21 Plus participating graduate students
Korea Government Scholarship Program	Tuition, airfare, monthly allowance, Korean Language Training Costs	Corresponding international students only (Contact: Ms. Eunhui CHA, 062-530-1277)
Samsung Global-Hope Scholarship	3,500,000won ~ 5,000,000/ semester	International students recommended by academic advisor who have outstanding academic records and performance

## 6. CNU Learning Resources

### ☐ Academic Conference Travel Grant

- Eligibility: Full-time enrolled graduate students who present a paper at professional conferences as the first author(oral and poster presentations)
- Benefits: Grant amounts will depend on the location of the conference.

Type of Support	Benefits	Number of times
Domestic academic conference	Gwangju/ Yeosu: 50,000won Other cities: 80,000won	up to twice a year
International academic conference	Asia: 400,000won Australia/ Eastern Russia: 600,000won Other destinations: 800,000won	once a year

\* Support will not be provided if the student is already receiving support from a different organization or entity.

- Application Procedure: CNU portal login → My academic affairs → [Graduate School] self-improvement Records → Application for Program
- Submission Deadline: Student needs to attach all the following documents within 30 days.
  - Application form
  - Results report
  - Proceeding book
  - Photos at conference when presenting

\* For more questions, please contact the Office of Graduate School at 062-530-5917.

### ☐ Research Paper Grant

- Eligibility: Full-time enrolled graduate students(including students who have completed coursework but are still registered) when they publish offline articles as the lead author
- Benefits: 500,000 won (once per degree)
- Recognition range

Area	Type of publication	Number of times
Humanities and Social Sciences	SSCI, SCI, A&HCI	Students are eligible for only one research grant per academic career. (master's/doctorate/integrated course)
	Journals listed (or under consideration) in the Korean Research Federation's list of recognized publications	
Natural or Applied Sciences	SCI, SCIE	

- Application: CNU portal login → My academic affairs → [Graduate School] self-improvement Records → Application for Program

\* For more questions, please contact the Office of Graduate School at 062-530-5917.

## □ Study Abroad Grant

- Overview: To provide graduate students with the opportunity to cultivate their ability to meet the global challenges, and to conduct on-site field research abroad in a wide variety of fields
- Eligibility: Full-time enrolled graduate students who have earned 12 credits or more and achieved a CGPA of at least 3.5
  - MA and PhD students: completed more than two semesters
  - Integrated students: completed more than three semesters
- Benefits:

Region	Per month	Period
East Asia and Southeast Asia	1,200,000	two months ~ six months
South Asia and Southwest Asia	1,500,000	
Russia, Eastern Europe and Central Asia	1,800,000	
Europe, Canada, USA, South America, Australia and other destinations	2,000,000	

- \* The size of funding is subject to change.
- \* International students should not choose one's country of origin for the destination of study abroad grant.
- The student could receive credits(research training) when the student submit an outcome report after undertaking research.
- Application Procedure: submit an application form to the academic advisor(by student) → review the application form and prepare a recommendation letter(by academic advisor) → send an official document(by college) → screening → selection
  - \* A letter of invitation from the universities or institutions across the world should be submitted before the day of departure.
- Selection Criteria: suitability for qualification, excellence of research plan, growth potential(research performance within two years, language qualification etc.)
- Responsibilities: submission of a result report within one month after the end of the program
- Credit recognition

No.	Course Code	Title of Course		Credits
		Korean	English	
1	GR23476	연구연수1	Research Training 1	3 credits (training period: 2~3months)
2	GR23477	연구연수2	Research Training 2	6 credits (training period: more than 3 months)

## □ Academic Research Group Project

- Eligibility: research group formed among graduate students who are currently enrolled or have recently completed coursework and undergraduate students (2~4 members)
- Benefits: 1,000,000won ~ 2,000,000won per group(500,000won or less per person)

- Application Procedure: submission of application to the relevant department → screening → selection
- Responsibilities: submission of achievement(choose one), must meet at least 5 times during a period of 5 months or more
  - oral presentation(once)
  - poster presentation(twice)
  - KCI Accredited Journals
  - participating in a contest
- \* oral and poster: at least regional academic conference level

## □ Thesis proofreading and editing

- Eligibility: master's/doctorate/integrated course students who write thesis in foreign language (enrolled students and students who have completed coursework but are still registered for thesis)
- Benefits: 500,000won or less per person (if less, actual expense)
- Thesis writing in a foreign language(English, French, Japanese, Chinese, Germany)
  - \* In case of international students, no support for thesis writing in their native language.
  - \* No support for translation(Korean → English)
- Application Procedure:
  - ① Fill in the application form → recommendation of academic advisor → verification of Department Chair
  - ② CNU portal login → My academic affairs → [Graduate School] self-improvement Records → Application for Program → upload the application form and required document

## □ Korean Language Classes

- Eligibility: Full-time enrolled graduate students who wish to learn the Korean language
- Benefits: CNU OIA supports tuition fee up to two times for graduate students
- The course has a wide range of levels including Hangul (Korean alphabet) class for beginners and free discussion class for advanced learners. This special course meets one hour a day (Monday-Friday) for 7 weeks (35 total classroom hours).
- Application Procedure: Notice from OIA via e-mail → online application



## 7. Family Resources

Balancing your life as a scholar and as a parent in graduate school may get challenging. CNU is committed to supporting graduate students with children and strives to provide resources and support necessary to help graduate student parents thrive in their time at CNU.

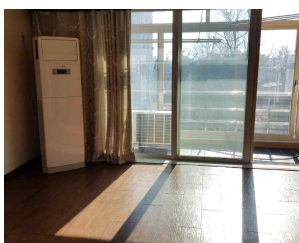
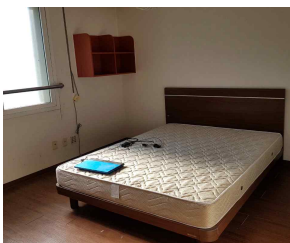
### ☐ Pregnancy and Parental Leave of Absence

- Maternity leave could start on whichever date
- Cumulative leave totals: In case where a Pregnancy, delivery, taking care of babies would not include the Period for Leave of absence.
- Document to be submitted: certificate of pregnancy, delivery or family relationships

### ☐ On-campus University Housing

Students with family members have the option of on campus apartments with two bedrooms(Residence hall 7). This category of campus housing includes specialized housing for graduate married students and students with children. Graduate students spend a great deal of time on campus, so it helps to be close. Family-friendly housing is important to many students with children to facilitate managing their family life and education.

- Document to be submitted: certificate of family relationships
- Procedure: document submission to the corresponding department office → official request to the residence office → screening → result announcement
- Rental: 450,000won/month



### ☐ On-campus Daycare Center

One benefit CNU offers is a childcare program for faculty, staff and graduate students. CNU has affiliations with CNU Daycare Center on campus. They provide a safe environment for kids aged twelve months to six years and the fun activities that each child needs.

- Procedure: application submission in early November to the Daycare center.

## III. Thesis / Dissertation

### 1. Eligibility Exams(Foreign Language & Comprehensive Exam)

Announcement of application for exemption from Foreign language & Comprehensive exam(June, December)  
 → Application(those who are qualified/ early July, early January)  
 → Check the result  
 Application for Foreign language & Comprehensive exam(July, January)  
 → Foreign language & Comprehensive exam  
 → Check the results

### ☐ Foreign Language Exam

- Eligibility: Any student who has completed at least one semester
- Date of Exam: July 30, 2020 / January 28, 2021
- Procedure: Fill in the application form → Submit it to the department

Degree	Exam Subject	Timing	Passing Criteria
Master's	Select one: English, German, French, Chinese, Japanese, Chinese Character, Korean(Only foreigner)	70 minutes	60 points or higher out of the total of 100 points
Ph.D & Integrated	Select one or two(depend on department): English, German, French, Chinese, Japanese, Chinese Character, Korean(Only foreigner)		

#### - Notes

- If unable to pass, re-taking of the exam is possible regardless of number of tests taken
- Please bring the pen for computer, black ballpoint pen(pencil is not available), correction tapes and identification card(National ID, driver's license, passport, Alien Registration card). If you do not have your identification card, you will be prohibited from taking the test.
- How to check the results: You can check the results, Pass or Fail.  
portal Login → Academic Support → My Academic Affairs → Graduation → (Graduate School) Thesis Qualification

### ☐ Exemption from the Foreign Language Exam

Students who have completed at least one semester qualify with the minimum level of exemption guidelines. Those are required to submit the documents to the office of related department within the designated period.

- Exemption Criteria: Type of language test and passing grade is different for every

department. Please check the criteria on the bulletin board of the graduate school website. The period of validity is based on 2 years from the acquisition date of the language test score.

- Procedure: Fill in the application for exemption → Submit it to the department with original copy of language examination score certificate(original copy will be returned after confirmation, if needed) within the designated period

#### ☐ Comprehensive Exam

- Eligibility
  - Master's students who have acquired a minimum of 18 credits with recommendation from the academic advisor
  - Doctoral students who have acquired a minimum of 27 credits with recommendation from the academic advisor
  - Integrated students who have acquired a minimum of 51 credits with recommendation from the academic advisor

Degree	Exam Subjects	Timing
Master's	two subjects or more	70 minutes / subject
Ph.D & Integrated	three subjects or more	

- Date of Exam: July 29, 2020 / January 27, 2021
- \* Specific Information about the date of the exam will be announced by Department Office, and the schedule may be modified depending on the situation.
- Passing Criteria
  - The passing grade average is at least 70 out of 100. Students must acquire more than 50 out of 100 points in every subject.
  - If a student fails part of the comprehensive exam, the student has the opportunity to retake the corresponding subject in a year. (Partial passing) In this case, a student's average should be at least 70 out of 100.
- Notes
  - The contents of Comprehensive Exam will be determined by each department.
  - If students who enrolled in the Integrated Course want to get only a Master's degree, they will be held to the standard of the comprehensive examination for a Master's degree. In the case of students who applied for changing courses from Master's to Integrated course, they will be held to the criteria of the comprehensive examination for the Ph.D course.
  - For more details about the comprehensive examination, please contact the concerned department's office.

#### ☐ Exemption from the Comprehensive Exam

- Eligibility: A student completed minimum of 18 credits for Master's, 27 credits for Doctoral and 51 credits for Integrated respectively with recommendation from the academic advisor.
- The Exemption Criteria

- CGPA of 4.2 or higher or
- Students who have published at least one research paper as the lead author in a publication list at the National Research Foundation of Korea or SCI(SSCI).  
Only at the Department of Mathematics & Statistics(Major of Mathematics) will a credit of corresponding author will be allowed.

※ The exemption criteria of comprehensive exam does not apply to every department. Some departments ask students to take the comprehensive exam unconditionally. Please check the internal regulations of the department for detailed information.

- Procedure: Fill in the application for exemption → Submit it to the department with official transcript or research paper within the designated period

## 2. Thesis/Dissertation Proposal Submission

A student must submit a Thesis/Dissertation Proposal to the Head of the Department at least 6 months prior to the submission of a Thesis/Dissertation for examination, or at any specific deadline that the department assigns. Students can submit a graduate thesis/dissertation after one semester with guidance from their advisors.

#### ☐ Application Procedure

Fill out a Thesis/Dissertation Proposal Form(download from Graduate School) → Get approval on the Thesis/Dissertation Proposal Form from the academic advisor → Submit the approved copy to the department

※ If the title of a Thesis/Dissertation is changed, then the Thesis/Dissertation title change form is required to be submitted to the department.

#### ☐ Period of Submission

- Spring Semester: April 6 ~ 10, 2020
- Fall Semester: October 12 ~ 16, 2020

### 3. Thesis/Dissertation Examination Schedule

Contents	Person in Charge	Ph.D.	Master's	Notes
		Due Date		
Submission of Required Documents for Thesis/Dissertation Examination	Student	Mar 23 ~ Mar 27, 2020	Mar 30 ~ Apr 3, 2020	draft copy of the thesis/dissertation MA: 3 copies Phd: 5 copies
Payment of Thesis/Dissertation examination fee	Student	~ Mar 27 300,000won	~ Apr 3 100,000won	광주은행 074-107-437304 전남 대학교(논문심사료)
Selection of Examination committee members	Head of department			
Thesis/Dissertation Examination	Chair of the Examination Committee	at least three examinations	at least two examinations	including the Oral Defense
Oral Defense with a public audience	Head of department	during the Thesis/Dissertation examination period		
Final Submission Requirement for the Thesis/Dissertation Examination	Student	Jun 22 ~ Jun 26, 2020		
Online uploading of the thesis/dissertation	Student	Jul 9 ~ Jul 17, 2020		Library homepage
Submission of final bound copies of thesis/dissertation	Student	G* Jul 20 ~ 21 Y* Jul 22 ~ 23	G Jul 22 ~ 24 Y Jul 22 ~ 23	complete bound version
Graduate School Committee	Graduate School	sometime in Aug 2020		Final approval of Thesis/Dissertation
Graduation ceremony		Aug 26, 2020		

\* G: Gwangju campus, Y: Yeosu campus

※ The schedule is subject to change. You should check out the announcements from your department office.

### 4. Thesis/Dissertation Examination and Procedures

#### □ Eligibility Requirements to Submit Dissertation for Examination

- Students who passed the qualification examinations(foreign language/ comprehensive exam)
- Students who completed the online training course for Research ethics produced by KIRD
- Students assigned to take supplementary courses must have the acquired credits
- Students who have finished coursework and current students who are expecting to complete their coursework within the current semester
- Students who have qualified in the individual departmental rules

#### □ Submission Deadline for Thesis/Dissertation Examination

Category	Master's degree	Doctoral degree
Spring Semester	March 30 ~ April 3, 2020	March 23 ~ 27, 2020

※ All documents and theses/dissertations should be submitted to the corresponding department office.

#### □ Submission of Required Documents for Thesis/Dissertation Examination

- Application for Thesis/Dissertation examination form
- Thesis/Dissertation for examination (three copies for Master's, five copies for Ph.D.)
- Payment receipt of examination fee
  - Account information for Examination Fee Payment:  
Kwangju Bank 074-107-437304 Chonnam National University (Examination Fee)
  - Examination Fees (Master's: 100,000 won, PhD: 300,000 won) must be wire-transferred to the designated bank account together with the sender's student ID during the submission period of Theses/Dissertations for the examination.
- Recommendation for Thesis/Dissertation Examination Committee (written by the head of department)
- Research ethics Compliance Statement
  - ※ All forms for submission of thesis/dissertation can be downloaded from the graduate school website.

#### □ Members of the Thesis/Dissertation Examination Committee and Qualifications

- Members of the Thesis/Dissertation examination committee shall be recommended by the candidate's academic advisor and appointed by the dean of the candidate's college and shall report directly to the president of the university concurrently.
- A Thesis/Dissertation examination committee shall be composed of at least three members for master's degree programs and at least five members for doctoral degree program. Each committee member of qualifications are CNU professors, honorary professors and outside professional.
- Whether to include outside professionals or the limitation number are decides in the departmental rules.

- Besides the candidate's academic advisor, the chair of the examination committee shall be selected from among the committee members. The committee chair is appointed by the head of the department.
- A member of Thesis/Dissertation examination committee shall not leave Korea due to overseas business trip or secondment during the examination period. However, when obtaining President's approval, it is the exception to the rule.
- In the event the conditions specified in paragraph 5 of this Article, the member of the committee shall submit the examination plan.

#### □ Thesis/Dissertation Examination

- Examination shall be led by the committee chair and must be performed three times or more for a doctoral degree and twice or more for a master's degree including oral defense.
- The oral defense with a public audience should be scheduled anytime during the examination period. Oral defense with a public audience should be held under the supervision of the Dean of the college. When submitting the final examination form, the dean of relevant college shall report the final examination results to the president of the university.
- Theses/Dissertations are accepted upon approval by 2/3 of the examination committee members for a master's degree, and 4/5 of the examination committee members for a doctoral degree.
- Students who were admitted under the MOU with a foreign university, could proceed with the examination procedure overseas.
- The abstract will be included in both Korean and English.

#### □ Final Submission Requirement for the Thesis/Dissertation Examination

- Submission period: Jun 22, 2020 ~ Jun 26, 2020
- Required Documents

Master's degree	Doctoral degree
<ul style="list-style-type: none"> <li>• Signed Examination Approval Form from each examiner(three copies in total)</li> <li>• Signed Thesis Examination Result Report from each examiner(three copies in total)</li> <li>• One copy of the Originality Report of Turnitin(checking plagiarism) Program</li> <li>• One copy of the Digital Receipt of Turinitin Program</li> </ul>	<ul style="list-style-type: none"> <li>• Signed Examination Approval Form from each examiner(five copies in total)</li> <li>• Signed Dissertation Examination Result Report from each examiner(five copies in total)</li> <li>• One copy of the Dissertation Examination Schedule</li> <li>• Three copies(or more) of the Interim Examination Reports</li> <li>• One copy of the Dissertation Examination Report in Summary</li> <li>• One copy of the Originality Report of Turnitin(checking plagiarism) Program</li> <li>• One copy of the Digital Receipt of Turinitin Program</li> </ul>

\* If the title of a Thesis/Dissertation is changed, then the Thesis/Dissertation title change form

is required to be submitted to the department.

- \* If the student would like to extend the submission deadline owing to unavoidable circumstances, please submit the application for postponement of examination of thesis/dissertation.

#### □ Submission of PDF version of Thesis/Dissertation

- Submission period: Jul 9, 2020 ~ Jul 17, 2020
- Procedure
  - Library Homepage (<http://lib.jnu.ac.kr>) → Main Page → [Thesis/Dissertation Submission]
  - Click on "d-Collection" at the bottom of the main page.
  - Log in first and click the "Notice and Thesis/Dissertation Submission Manual".
  - Follow the guideline of the manual and upload the thesis/dissertation.
  - Check that the candidate information is properly completed and correct any errors if necessary.
  - Ensure all remaining steps are reviewed and completed in full.
- Notes
  - Within 24 hours after uploading, be sure to check out the status whether the thesis/dissertation is finally approved by the administrator.
  - After confirmation, print out the "Author Permission Agreement"(Copyright and License Agreement) on the approval notice screen and submit it on the back side of the confirmation sheet\* when submitting the thesis/dissertation.
- \* confirmation sheet: A master's thesis requires a confirmation signature or seal of each of the three members of the Thesis Examination Committee and a doctoral requires those of each of the five members.

#### □ Submission of final printed Thesis/Dissertation

- Submission period

Category	Gwangju Campus	Yeosu Campus
Master's degree	Jul 22, 2020 ~ Jul 24, 2020	Jul 22, 2020 ~ Jul 23, 2020
Doctoral degree	Jul 20, 2020 ~ Jul 21, 2020	

- Number of copies to be submitted: three copies (Department of Law: five copies)
- After the examination is completed, the final printed thesis/dissertation should be submitted to the Central Library by the given date. One of the submitted copies should be attached with the original copy of the 'Author Permission Agreement' on the back side of the 'Confirmation sheet' containing seals of all members of the Thesis/Dissertation Examination Committee. The other two copies of the thesis/dissertation should be attached with duplicates of the original signed copies.

#### □ Graduate School Committee

- Date: August 2020
- Agenda: Final approval of Theses/Dissertations

## 5. Degree Conferral Criteria

### ☐ Master's Degree

- Credit requirement: Students who have completed at least 24 credits(completed credits) Students may be prohibited from receiving the degree even after successfully defending their degree theses if they do not meet the credit requirement for degree completion. (e.g. credits not acknowledged as completed due to an inadequate grade, such as an F)
- Cumulative GPA: Students with a cumulative GPA of 3.0/4.5 or higher
- Qualification Examination: Student who have passed the foreign language and comprehensive examinations
- Semesters enrolled: Students who have enrolled in at least 4 semesters (those who have taken directed research for more than 1 semester with guidance from a thesis advisor after submitting a thesis proposal and being approved)
- Students whose graduate thesis has been approved by the examination committee
- Students who have not exceeded 10 semesters (registered) since the date of admission (Note: Periods of leave of absence are not included in the registered semesters)

### ☐ Doctoral Degree

- Credit requirement: Students who have completed at least 36 credits(completed credits)
- Cumulative GPA: Students with a cumulative GPA of 3.0/4.5 or higher
- Qualification Examination: Student who have passed the foreign language and comprehensive examinations
- Semesters enrolled: Students who have enrolled in at least 4 semesters (those who have taken directed research for more than 1 semester with guidance from a thesis advisor after submitting a thesis proposal and being approved)
- Students whose graduate dissertation has been approved by the examination committee
- Students who have not exceeded 14 semesters (registered) since the date of admission (Note: Periods of leave of absence are not included in the registered semesters)

### ☐ Integrated Degree

- Credit requirement: Students who have completed at least 54 credits(completed credits)
- Cumulative GPA: Students with a cumulative GPA of 3.0/4.5 or higher
- Qualification Examination: Student who have passed the foreign language and comprehensive examinations
- Semesters enrolled: Students who have enrolled in at least 8 semesters (those who have taken directed research for more than 1 semester with guidance from a thesis advisor after submitting a thesis proposal and being approved)
- Students whose graduate dissertation has been approved by the examination committee
- Students who have not exceeded 16 semesters (registered) since the date of admission (Note: Periods of leave of absence are not included in the registered semesters)

## IV. Contact Information

### ☐ Gwangju Campus(city code: 062) Contact Number of Department/Colleges

Colleges	Department Offices		
	Name of department	Contact Number	Location
Business Administration ☎ 530 - 1412	Business Administration	530 - 1451	College of Business Administration Building 2 Room# 106
	Economics	530 - 1540	College of Business Administration Building 2 Room# 109
	International Trade	530 - 1450	College of Business Administration Building 2 Room# 107
	Electronic Commerce	530 - 1448	College of Business Administration Building 1 Room# 328
	Regional Development	530 - 1560	College of Business Administration Building 2 Room# 110
	Accounting	530 - 1470	College of Business Administration Building 2 Room# 108
Engineering ☎ 530 - 1607	Architectural Engineering	530 - 1630	College of Engineering Building 2 Room# 310
	Polymer Engineering	530 - 1870	College of Engineering Building 4 Room# 315
	Photonics Engineering	530 - 1711	College of Engineering Building 6 Room# 203
	Mechanical Engineering	530 - 1660	College of Engineering Building 1-A Room# 302-2
	Bioenergy & Biomaterial	530 - 1048	College of Engineering Building 5-B Room# 217
	Industrial Engineering	530 - 1780	College of Engineering Building 1-A Room# 504
	Materials Science & Engineering	530 - 1711	College of Engineering Building 6 Room# 203
	Advanced Chemicals & Engineering	530 - 1880	College of Engineering Building 5-B Room# 312
	Energy & Resources Engineering	530 - 1720	College of Engineering Building 3-A Room# 111
	Biomedical Engineering	530 - 4849	School of Dentistry Building 2 Room# 104
	Electrical Engineering	530 - 1740	College of Engineering Building 6 Room# 505
	Electronics & Computer Engineering - Computer Science - Computer Engineering - Electronics Engineering	530 - 3420 530-3420 530-1751 530-1800	College of Engineering Building 7 Room# 229
	Information security	530 - 3714	College of Engineering Building 7 Room# 802
	Civil Engineering	530 - 1650	College of Engineering Building 3-B Room# 206
	Chemical Engineering	530 - 1820	College of Engineering Building 5-B Room# 326
	Environment & Energy Engineering	530 - 1860	College of Engineering Building 3-A Room# 203

Colleges	Department Offices		
	Name of department	Contact Number	Location
Agriculture and life Sciences ☎ 530 - 2005	Agricultural Economics	530 - 2170	College of Agriculture and life Sciences Building 4 Room# 322
	Agricultural Chemistry	530 - 2130	College of Agriculture and life Sciences Building 6 Room# 301
	Animal Science & Biotechnology	530 - 2120	College of Agriculture and life Sciences Building 4 Room# 529
	Animal Science & Bioindustry	530 - 2120	College of Agriculture and life Sciences Building 4 Room# 529
	Bioenergy Science & Technology	530 - 2043	College of Agriculture and life Sciences Building 4 Room# 121
	Biotechnology	530 - 2160	College of Agriculture and life Sciences Building 4 Room# 314
	Food Science & Technology	530 - 2140	College of Agriculture and life Sciences Building 3 Room# 101
	Horticulture	530 - 2060	College of Agriculture and life Sciences Building 4 Room# 201-1
	Applied Biology	530 - 2070	College of Agriculture and life Sciences Building 4 Room# 201-1
	Applied Plant Science	530 - 2050	College of Agriculture and life Sciences Building 4 Room# 222
	Wood Science & Landscape Architecture	530 - 2090, 2100	College of Agriculture and life Sciences Building 3 Room# 206,407
	Wood Science & Engineering	530 - 2090	College of Agriculture and life Sciences Building 3 Room# 206
	Forestry	530 - 2080	College of Agriculture and life Sciences Building 3 Room# 308
	Landscape Architecture	530 - 2100	College of Agriculture and life Sciences Building 3 Room# 409
	Rural & Biosystems Engineering	530 - 2150	College of Agriculture and life Sciences Building 1 Room# 216
Law ☎ 530 - 2207	Law	530 - 2220	Law School Building 1 Room# 112
Education ☎ 530 - 2306	Science Education	530 - 2480	College of Education Building 4 Room# 205A
	Education	530 - 2340	College of Education Building 1 Room# 403B
	Korean Language Education	530 - 2410	College of Education Building 3 Room# 103
	Social Studies Education	530 - 2370	College of Education Building 3 Room# 206
	English Language Education	530 - 2430	College of Education Building 3 Room# 406
	Early Childhood Education	530 - 2360	College of Education Building 3 Room# 110
	Teaching Korean as a Foreign Language	530 - 3188	College of Humanities Building 1 Room# 213

Colleges	Department Offices		
	Name of department	Contact Number	Location
Social Sciences ☎ 530 - 2605	Archival Studies	530 - 2660	College of Social Science Building Room# 330
	Global Diaspora Studies(International Studies)	530 - 2706	College of Social Science Building Room# 142
	Library & Information Science	530 - 2660	College of Social Science Building Room# 330
	Sociology	530 - 2640	College of Social Science Building Room# 163
	Communication	530 - 2670	College of Social Science Building Room# 360
	Psychology	530 - 2650	College of Social Science Building Room# 260
	Anthropology	530 - 2690	College of Social Science Building Room# 242
	Political Science	530 - 2620	College of Social Science Building Room# 460
	Geology	530 - 2680	College of Social Science Building Room# 430
	Public Administration	530 - 2250	College of Social Science Building Room# 147
	Social Welfare	530 - 1320	College of Human Ecology Building Room# 412
Human Ecology ☎ 530 - 1305	Family Environment & Welfare	530 - 1320	College of Human Ecology Building Room# 412
	Food & Nutrition	530 - 1350	College of Human Ecology Building Room# 325
	Interior Design	530 - 1322	College of Human Ecology Building Room# 412
	Clothing & Textile	530 - 1340	College of Human Ecology Building Room# 311
Veterinary Medicine ☎ 530 - 2806	Veterinary Medicine	530 - 2806	College of Veterinary Medicine Main Building 1 <sup>st</sup> Fl.
Pharmacy ☎ 530 -2905	Pharmacy	530 - 2920	College of Pharmacy Building 1 Room# 210
Arts ☎ 530 - 3001	Korean Traditional Music	530 - 3050	College of Arts Building 3 Room# 105
	Fine Arts	530 - 3020	College of Arts Building 2 Room# 204
	Music	530 - 3030	College of Arts Building 3 Room# 201
Medical School ☎ 220 - 4015	Interdisciplinary program of Molecular Medicine	061-379-2750	Please refer to the CNU Medical School website <a href="http://medicine.jnu.ac.kr/english">http://medicine.jnu.ac.kr/english</a>
	Biomedical Science	061-379-2541 (Hwasun campus)	
	Medical Science	062-220-4015 (Hakdong campus) 061-379-2540 (Hwasun campus)	



Colleges	Department Offices		
	Name of department	Contact Number	Location
Humanities ☎ 530 - 3105	Korean Language & Literature	530 - 3130	College of Humanities Building 2 Room# 127
	German Language & Literature	530 - 3170	College of Humanities Building 2 Room# 129
	French Language & Literature	530 - 3190	College of Humanities Building 2 Room# 130
	History	530 - 3240	College of Humanities Building 2 Room# 123
	Interdisciplinary Program of Asian Culture	530 - 0907	College of Humanities Building 2 Room# 131
	English Language & Literature	530 - 3150	College of Humanities Building 2 Room# 128
	Japanese Language & Literature	530 - 3210	College of Humanities Building 2 Room# 124
	Chinese Language & Literature	530 - 3200	College of Humanities Building 2 Room# 131
	Philosophy	530 - 3220	College of Humanities Building 2 Room# 122
	Translating Korean texts in Chinese characters into Modern Korean	530 - 3149	College of Humanities Building 2 Room# 126
	NGO	530 - 3916	May 18 Research Institute
Natural Sciences ☎ 530 - 3305	Physics	530 - 3350	College of Natural Sciences Building 4 Room# 205
	Mathematics / Statistics - Major of Mathematics - Major of Statistics	530 - 3330	College of Natural Sciences Building 1 Room# 332
		530 - 3330	College of Natural Sciences Building 1 Room# 332
		530 - 3440	College of Natural Sciences Building 1 Room# 207
	Geological & Environmental Sciences	530 - 3450	College of Natural Sciences Building 2 Room# 310
	Oceanography	530 - 3460	Basic Science Specialization Building B-212
	Chemistry	530 - 3370	Basic Science Specialization Building A-102
Biological Science & Biotechnology ☎ 530 - 1035	Biological Science & Biotechnology	530 - 1035	Yongji Hall Room# 506
School of Dentistry ☎ 530 - 5808	Dental Science	530 - 5808	School of Dentistry Clinical Dental Education Building 6 <sup>th</sup> Floor
Graduate school of Culture ☎ 530-4079	Cultural Studies	530 - 4079	Yongji Hall Room# 501

☐ Yeosu Campus(city code: 061) Contact Number of Department/Colleges

Colleges	Department Offices		Location
	Name of department	Contact Number	
Engineering Sciences ☎ 659 - 7005	Civil & Environmental Engineering	659 - 7240	College of Engineering Building 2 Room# 101
	Architecture	659 - 7330	College of Engineering Building 3 Room# 321
	Mechanical Design Engineering	659 - 7280	College of Engineering Building 2 Room# 202
	Refrigeration & Air-Conditioning Engineering	659 - 7270	College of Engineering Building 1 Room# 421
	Biomedical and Electronic Engineering	659 - 7360	College of Engineering Building 3 Room# 424
	Biotechnology & Chemical Engineering	659 - 7300	College of Engineering Building 1 Room# 520
	Production Engineering	659 - 7220	College of Engineering Building 3 Room# 120
	Electrical & Semiconductor Engineering	659 - 7310	College of Engineering Building 2 Room# 526
	Electronic Communication Engineering	659 - 7230	College of Engineering Building 2 Room# 326
	Computer Engineering	659 - 7250	College of Engineering Building 2 Room# 415
	Transportation & Logistics	659 - 7340	Humanities Building Room# 209
Culture & Social Sciences ☎ 659 - 7507	International Commerce	659 - 7530	Humanities Building Room# 613
	East Asia Studies	659 - 7580	Humanities Building Room# 416
	Culture Contents	659 - 7470	Natural Science Building Room# 708
	English Language	659 - 7510	Humanities Building Room# 713
Education ☎ 062-530-2306	Special Education	659 - 7610	Humanities Building Room# 814
Fisheries & Ocean system Sciences ☎ 659 - 7108	Fisheries Science	659 - 7160	Fisheries and Ocean Sciences Building Room# 807
	Aqualife Medicine	659 - 7170	Fisheries and Ocean Sciences Building Room# 608
	Naval Architecture & Ocean Engineering	659 - 7150	Fisheries and Ocean Sciences Building Room# 508
	Environmental Oceanography	659 - 7140	Fisheries and Ocean Sciences Building Room# 409



□ Gwangju Campus Map



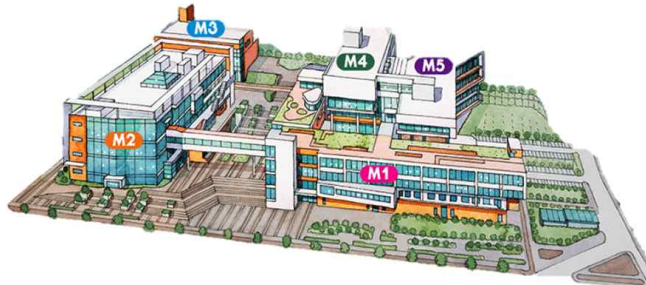
No.	Contents	No.	Contents	No.	Contents	No.	Contents
B04	College of Administration 1	D19	Minjumaru	B21	Residence Hall 9	E01	Main Gate
B05	College of Administration 2	D07	University Museum	C03	Residence & Facilities Management	B12	University Computing Center
C10	Automotive Engineering Building 1	A02	Law School 1	E11	West Gate	D20	Student Union 1
C12	College of Engineering 2	A03	Law School 2	A16	College of Veterinary Medicine 1	A04	Student Union 2
C15	College of Engineering 3	E04	Sports Ground 2	A15	College of Veterinary Medicine 2	E02	Sports Ground 1
C13	College of Engineering 4	E09	Bongji	A17	Experimental Animal House	B26	Goethe-Institut
C16	College of Engineering 5	E07	North Gate	D09	College of Pharmacy 1	B06	Jinli Building
C11	College of Engineering 6	B09	College of Education 1	D08	College of Pharmacy 2	B13	Changio Building 1
C14	College of Engineering 7	C17	College of Education 4	D03	Daycare Center	B14	Changio Building 2
D11	Center for Research Facilities	D05	College of Education 5	C08	Engine Test Laboratories	D06	Sports Center
B16	Convergence Education Building	A19	CNU High School	B17	College of Arts 1	D02	School of Dentistry Basic Dental Education Building
D10	Basic Science Specialization Building	A21	CNU High School Residence Hall	B19	College of Arts 2	A23	School of Dentistry Clinical Dental Education Building
A13	Agro-Bio Industry Technical Support Center	A22	CNU High School Sports Center	B20	College of Arts 3	A24	Environment Agriculture Laboratory
A09	College of Agriculture and life Sciences 1	A20	CNU Middle School	B22	Sculpture Building	E03	Tennis court 1
A07	College of Agriculture and life Sciences 2	A05	College of Social Sciences	B01	Yongbong Building	E08	Tennis court 2
A06	College of Agriculture and life Sciences 3	C07	Industry-Academic Cooperation Center 1	E05	Yongji	E10	Tennis court 3
A08	College of Agriculture and life Sciences 4	B24	Industry-Academic Cooperation Center 2	D17	Yongji Hall	C06	Power Plant
A14	College of Agriculture and life Sciences 5	B23	Industry-Academic Cooperation Center 3	B07	College of Humanities 1	A01	Prime Hall
A12	Agribusiness Incubation Center	D04	College of Human Ecology	B08	College of Humanities 2	B15	Reserve Officers Training Corps
D18	University Administration	C01	Residence Hall 3	B03	College of Humanities 3	D01	Korea Dinosaur Research Center
B10	Library Annex	C02	Residence Hall 4	C09	Mechanical Engineering Research Building	D15	Korea Basic Science Institute
B02	Main Library	C04	Residence Hall 5	D14	College of Natural Sciences 1	B18	College of AI Convergence
B11	Library Reading Room	C05	Residence Hall 6	D13	College of Natural Sciences 2	B25	Global & Research Hub
E06	East Gate	A11	Residence Hall 7	D12	College of Natural Sciences 3		
A18	Animal Hospital	A10	Residence Hall 8	D16	College of Natural Sciences 4		

□ Hackdong Campus Map



No.	Contents	No.	Contents
01	College of Medicine Building	10	Ward 2
02	College of Medicine Building 1	11	Ward 1
03	College of Medicine Building 2	12	Funeral Parlor
04	Medicine lecture Building	13	Animal Barn
05	College of Nursing	14	Namgang Hall
06	Ward 5	15	Student Union
07	Ward 3	16	Ward 7
08	Parking lot	17	Emergency Medical Center
09	Ward 6		

□ Hwasun Campus Map



No.	Contents
M1	Biomedical Education & Information Building
M2	Biomedical Convergence Research Building
M3	Animal Facility
M4	Basic Medical Research Building
M5	Basic Medical Research Building

□ Yeosu Campus Map



No.	Contents
F01	Culture Education Center
F02	Administration
F03	Library
F04	Dunduk Gate
F05	University-Industry Research Center
F06	Residence Hall
F07	Residence Hall
F08	Fisheries and Ocean Sciences Building
F09	Sports Park
F10	South Field
F11	Main Stadium
F12	Engineering Training Center
F13	Physical Science Center
F14	Humanities and Social Sciences Building
F15	Main Gate
F16	1st Engineering Building
F17	2nd Engineering Building
F18	3rd Engineering Building
F19	Chungram Hall
F20	Gymnasium
F21	Tennis Court
F22	Power Plant
F23	Student Building
F24	Experimental Center for Coastal & Harbor Engineering

## □ Office Contact Information

### [Office of Graduate School]

Academic Affairs	<a href="mailto:yrcho@jnu.ac.kr">yrcho@jnu.ac.kr</a>	062-530-5916
Foreign language and Comprehensive exam		062-530-5902
Dissertation/Thesis, Graduation and Course Completion		062-530-5905
RA/TA Scholarship		062-530-5915
Learning resources		062-530-5917
Career Development		062-530-5918

• Location: Room 601 in University Administration(D18)

### [Office of International Affairs: Gwangju Campus]

International Student Admissions	<a href="mailto:yjroh@jnu.ac.kr">yjroh@jnu.ac.kr</a>	062-530-5952
Insurance, Scholarship	<a href="mailto:sryoon@jnu.ac.kr">sryoon@jnu.ac.kr</a>	062-530-1271
General Affairs, Korean Class	<a href="mailto:chacha1052@jnu.ac.kr">chacha1052@jnu.ac.kr</a>	062-530-1277
Visa, Alien registration card	<a href="mailto:j80619@jnu.ac.kr">j80619@jnu.ac.kr</a>	062-530-5950

• Location: Room 214 in Global & Research Hub(G&R Hub, B25)

### [Office of Global Education Center: Yeosu Campus]

International Student Admissions	<a href="mailto:crong95@jnu.ac.kr">crong95@jnu.ac.kr</a>	061-659-7025
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• Location: Room 307 in Humanities and Social Sciences Building(F14)

### [Other Departments]

Academic Affairs	Leaves of absence, Re-enrollment, Expulsions, Readmissions, Changing major	062-530-1050
	Document Issuance	062-530-1054
	Course Registration	062-530-1063
Financial Affairs	Tuition Payment, Installment payment	062-530-1201
Health Service Center	Medical Check-up, Medication, Examination and Treatment	062-530-3602
	First-aid, Health consultation	061-659-6235
Counselling Center	Individual counseling, Psychological test	062-530-3784
General Administration	on-campus Car parking permit registration	062-530-1162