

# Spring 2014 Admissions Q&A

## Special Admission (Foreigners)

### [Application]

#### ○ Checklist of required documents for admission application

No.	Types of documents	Check
1	◦Application form	
2	◦Proposal for Study	
3	◦Official English Score <i>[Copy of Original]</i>	
4	◦Certificate of [Expected] Bachelor's degree <i>[Original]</i>	
5	◦Transcript of Bachelor's Program <i>[Original]</i>	
6	◦Certificate of Career/Employment <i>[Original]</i> (If applicable)	
7	◦Certificate of [Expected] Master's degree <i>[Original]</i> (Only for applicants for doctoral program)	
8	◦Transcript of Master's program <i>[Original]</i> (Only for applicants for doctoral program)	
9	◦Thesis for Master's degree <i>[Copy of Original]</i> (Only for applicants for doctoral program)	
10	◦Research Achievements <i>[Copy of Original]</i> (Only for applicants for doctoral program)	
11	◦Letter of Recommendation <i>[Original]</i> (Only for foreigner)	
12	◦A Copy of passport (Only for foreigner)	

## Q1. How do I apply for?

- UST accepts e-mail applications for foreigners of special admission in spring 2014. This is open to foreigners and overseas Koreans.

◦Email Address: [application@ust.ac.kr](mailto:application@ust.ac.kr)

◦Please title your e-mail as follows:

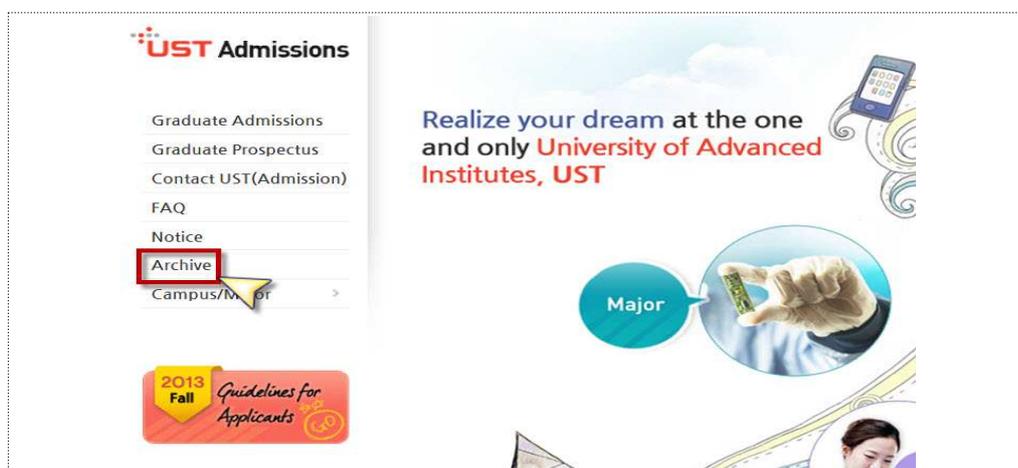
**Application of UST admission, Spring 2014.**

※ Please note that there are two different email accounts; one is for admission applications for foreigners ([application@ust.ac.kr](mailto:application@ust.ac.kr)) only and the other is for inquiries([admission@ust.ac.kr](mailto:admission@ust.ac.kr)). Please use the right email account.

## Q2. Where can I download document form of application for admission, letters of recommendation, proposal for study, and certificate of English as medium of instruction?

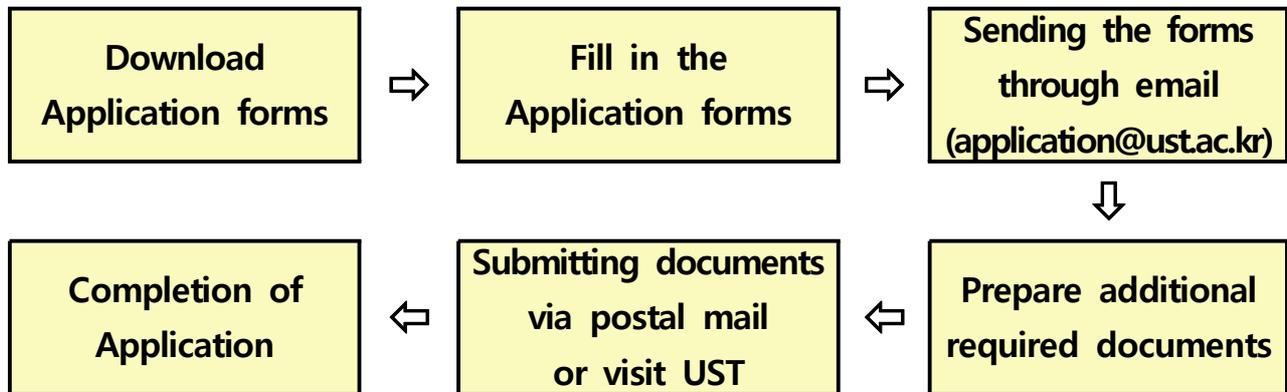
- Refer to the instructions below.

<http://admission.ust.ac.kr/en/index.do> → Archive



### Q3. Please describe the application process.

- The application process is shown below.



### Q4. Do you provide confirmation upon receiving application form?

- Yes, the UST Student Affairs Team will send the following confirmation e-mail.

- Thank you for applying to UST.
- Your application form has been arrived.
- All additional required documents should be arrived until Sep 25, 2013 by post or visiting UST.  
(Please refer to especially the page of 14~15 in the admission guide of spring 2014 for the further information.)
- It is Korean National Holiday from Sep. 18~ Sep. 20  
(We cannot give prompt response during the holiday.)

#### ※ Korean time (GMT+9)

- UST bears no responsibility for disadvantages that may arise from system errors, missing documents, or post-deadline applications. You are advised to submit all documents well in advance.

**Q5. Can I make changes to submitted documents?**

- No, they cannot be modified after submission. Only submit documents after they are finalized.

**Q6. Do you require original copies of my graduation certificate, transcript and etc.?**

- Yes, they must be submitted within the period.

If you cannot send the original document no matter that the reason is, you can submit the notarized photocopied documents from notary public. In case of submitting photocopied documents, the confirmation of collation should be indicated in the photocopied documents and then notarized from notary's office. The most important thing is to notify the true copy which is attested by notary public, university or issuing institution.

**Q7. Can I apply if I' m expecting to graduate?**

- Yes, you may apply if you are able to submit your graduation certificate by February 28, 2014.

**Q8. What if my certificates are not available in English?**

- You should attach notarized English translations to non-English certificates.

**Q9. How can I send the letter of recommendation ?**

- The letter of recommendation (Number of copy: 1) should be submitted with seal.

**Q10. Can I submit official English scores after the period of application deadline?**

- No, all documents including English scores must be submitted before the deadline.

**Q11. Can I replace official English scores (specified in the admissions guide) with TOEFL ITP or completion of language programs?**

- No, official English scores must be from one of the following, TOEFL (iBT, CBT, PBT), TOEIC, TEPS, IELTS.
- Your application will not be considered if you submit TOEFL ITP scores or proof of language training.

**Q12. Am I exempt from the English requirement if I graduated from a university in Singapore?**

- You are exempt from the English requirement only if you have received a degree from an English-speaking country (U.S., U.K. Canada, Australia, New Zealand, Ireland, or South Africa) with a minimum study period of two years.
- You are not exempt if your degree is attained from the Singapore branch of an American university.

**Q13. I graduated from the university in Kenya (which is one of 31 English-speaking countries designated by UST). I took all courses in the manner of English language. My submission of English scores for admission application can be deferred?**

- Yes, your submission of English scores can be deferred, only when applicants turning in 'Certificate of English as Medium of Instruction' using the prescribed form at the admission application.

**Q14. I graduated from the university in Vietnam (which is not one of 31 English-speaking countries designated by UST). I took all courses in the manner of English language. My submission of English scores for admission application can be deferred?**

- No, your submission of English scores cannot be deferred, even though applicants turning in 'Certificate of English as Medium of Instruction'. Vietnam is not one of 31 English-speaking countries designated by UST.

**Q15. Can I apply to both KIST and KRIBB?**

- No, dual applications are not permitted. Please select a major from one of the two campuses.
- Dual applications may be considered invalid.

**Your application is considered invalid if you select a non-existent campus or major in Admission Guide.**

**Q16. Must I choose an advisor?**

- No, it is optional. You leave the field blank if you have not decided on an advisor.

**Q17. Can I apply to a major that is not offered by the university?**

- No, your application is considered invalid if you select a non-existent campus or major in the admission guide.

**Q18. What does  and  mean in the admissions booklet?**

- For degree programs indicated with an , candidates are selected by advisors. Other programs are indicated with an .

**Q19. The admissions guide is not detailed enough. How do I get more information on research areas?**

- For details on specific research fields, please direct your inquiries to the program chair via e-mail.

## **[Application Screening]**

### **Q1. Do you reject candidates with a low GPA?**

- GPA is taken into account, but not an absolute criteria.

### **Q2. Do you favor students with a high English score?**

- Candidates are reviewed for admission as long as they fulfill the minimum English score.

## **[Interview]**

### **Q1. How are interviews conducted for overseas candidates?**

- Interviews are conducted via video conferences or phone. Longer questions may be asked through e-mail.

### **Q2. I' m in a different time zone. Can I adjust the interview schedule?**

- Yes, you may contact the program chair to adjust the schedule.