< Form 1 >

Name of Applicant: Nationality:

**Admission Required Document Checklist**

☑ Please complete this checklist and submit all the applicable items.

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|  | 1. Application Forms | Original copy (Form 2) |
|  | 2. Recommendation Letters (THREE letters) | Original copy (Form 3) |
|  | 3. Study Plan | Original copy (Form 4) |
|  | 4. Release of Information Form | Original copy (Form 5) |
|  | 5. Official Degree Certificate (Undergraduate, Graduate) | Certified original copy  \*by Korean Embassy or  Apostille from Ministry of Foreign Affairs |
|  | 6. **Official** Transcript **(Undergraduate, Graduate)** | Certified original copy  \*by Korean Embassy or  Apostille from Ministry of Foreign Affairs |
|  | 7. English Proficiency Test Reports (EPT)  OR Official Letter from the Ministry | Original copy |
|  | 8. Curriculum Vitae | Copy |
|  | 9. A copy of the Applicant’s passport | Copy |
|  | 10. Copies of both parents’ passports | Certified Original Copy |
|  | 11. Official Document indicating parent-child relationship | Certified Original Copy |
|  | 12. Employment Certificate | Original copy |
|  | Optional 1. List of Honors and Awards | Original copy |
|  | Optional 2. School Profile / Credit Rating System | Original copy |
|  | Optional 3. Vaccination Certificate | copy |