

**Fall 2019 Green School
Graduate School of Energy and Environment
Admissions Guidelines**



**Korea University
Green School
Graduate School of Energy and Environment**

Fall 2019 GREENSCHOOL (Graduate School of Energy & Environment)
Master's/Doctoral/Master's-Doctoral Integrated Special Admission Guidelines

■ **Application Calendar**

	Period	Location/Remarks
Application	April 22(Mon) ~ May 7(Tue), 2019	▶ Green School website: http://greenschool.korea.ac.kr/ ▶ Application Fee Master 70,000KRW, Doctoral 80,000KRW
Document Submission	April 22(Mon) ~ May 7(Tue), 2019	
Oral Examination	May 25(Sat), 2019	
Result Notification	June 18(Tue), 2019	▶ Green School website: http://greenschool.korea.ac.kr/

■ **Department & Majors**

a. Department: Energy and Environmental Policy

b. Majors: Renewable Energy, Energy and Environmental Policy, Advanced Environmental Science

1. Qualification

1.1 Master's Program

a. Those who have obtained or will obtain a bachelor's degree in **August 2019** from Korean or overseas universities

b. Those who have completed a full educational curriculum of at last 16 years (primary, secondary and tertiary level) at foreign regular schools

c. Those who have been recognized as having an equivalent or superior educational background by law

1.2 Doctoral Program

a. Those who have obtained or will obtain a master's degree in **August 2019** from Korean or overseas universities

b. Those who have been recognized as having an equivalent or superior educational background by law

c. For the energy & environment policy field, students must be recommended by one or more referees

✓ Students from any major or field may apply. However, students must complete additional prerequisite courses designated by the graduate school if their assigned academic advisor determines that their major is not sufficiently relevant.

2. Selection Methods: Document Screening & Oral Examination

2.1 Document Screening

- a. Master's Program: academic achievement (undergraduate grade point average ((GPA)) and major subject GPA), research ability (research career, research plan, and personality/attitude), and other criteria
- b. Doctoral Program: academic achievement (undergraduate/graduate GPA and major subject GPA), research/research paper achievement (creativity and usefulness), research ability (research career/achievement, research plan, and personality/attitude), and other criteria
- c. Master's-Doctoral Integrated Program: academic achievement (undergraduate GPA and major subject GPA), research ability (research career/achievement, research plan, and personality/attitude), and other criteria

2.2 Oral Examination

- a. Master's Program: basic knowledge, major knowledge, presentation competence, and other criteria (personality and character)
- b. Doctoral Program: basic knowledge, major knowledge, Master's thesis, presentation competence, and other criteria (personality and character)
- c. Master's-Doctoral Integrated Program: basic knowledge, major knowledge, presentation competence, and other criteria (personality and character)

2.3 Duplicate applications are not allowed for the same program. However, applicants for the master's-doctoral integrated program may also apply to the master's program in the same field. If the applicant is not accepted into the master's-doctoral integrated program, the individual shall be screened for the master's program admission without any additional steps in the admission process.

2.4 In document screening and oral examination, fields may be changed based on conformity between the applicant and the field.

3. Application for Admission

3.1 Step 1: Complete the application form **(attached the application forms)**

a. **Application Period: April 22 (Mon) – May 7 (Tue), 2019 (4 p.m.)**

- ✓ The application form may be modified during the application period (modification is not possible once the application period closes).
- ✓ Complete the application form according to the procedure and pay the application fee (Master's: KRW 70,000; Doctoral/Master's-Doctoral Integrated: KRW 80,000).

3.2 Step 2: Pay the Application Fee

- a. Following payment instructions, pay the application fee into the school account during the application period.
- b. After payment (allow 2 to 3 days), visit the graduate school website (Admission Guide/Application Confirmation & Document Submission) to confirm your payment.

c. **Payment Period: April 22 (Mon) – May 7 (Tue), 2019 (4 p.m.)**

(Payment cannot be received after 4 p.m.)

3.3 Step 3: Send (or Submit) the Application Form

a. Print out the application form and submit it with supporting documents by mail or in person.

b. **Document Submission Period: April 22 (Mon) – May 7 (Tue) (6 p.m.)**

✓ **The application form and required documents must be postmarked no later than May 7, 2019 to be valid.**

c. Submit the Application Form and Required Documents to:

Administration Office, GREENSCHOOL (Graduate School of Energy & Environment)

Room 713, Innovation Building, Korea University.

145 Anam-Ro, Seongbuk-Gu, Seoul 02841, Korea

(Applicant name, Application form and required documents inside)

4. Required Documents: All submitted documents must be original

4.1 Master's/Master's-Doctoral Integrated Program

a. [Application Form](#)

[Research Proposal](#)

b. List of Required Documents: Check the list of required documents for the respective program and submit them with signature (use it as a cover page)

c. Undergraduate diploma (Graduates after February 1966 must submit their degree registration number) or certificate of expected graduation (If applicants fail to submit a diploma by the designated date, their admission offer will be revoked.)

d. Consent to Academic Background Verification form

e. Transcripts of all tertiary-level education (including double-major/transfer students): graduating students may send transcripts without their grades for the final semester

f. Career certificate (including social service careers) and certificate of employment (if applicable)

g. Certified English test scores, such as TOEFL, TOEIC, and TEPS, and any licenses in the relevant fields of energy and environment(optional)

h. Written approval of enrollment from the Minister of National Defense (active military only)

4.2 Doctoral Program

a. [Application Form](#)

[Research Proposal](#)

b. List of Required Documents: Check the list of required documents for the respective program and submit them with signature (use it as a cover page)

c. Transcripts of all tertiary-level education (including double-major/transfer students): graduating students may send transcripts without their grades for the final semester

- d. Master's degree certificate (Graduates after February 1966 must submit their degree registration number) or certificate of expected graduation (If applicants fail to submit a master's degree certificate by the designated date, their admission offer will be revoked.)
- e. Consent to Academic Background Verification form
- f. Master's program transcript (excluding final semester grades for graduating students)
- g. Summary of master's thesis
- h. **A letter of recommendation (open format): required for energy-environment policy track applicants**
- i. Career certificate (including social service careers) and certificate of employment (if applicable)
- j. Research paper or relevant research output
- k. Certified English test scores, such as TOEFL, TOEIC, and TEPS, and any licenses in the relevant fields of energy and environment(optional)
- l. Written approval of enrollment from the Minister of National Defense (active military only)

✓ Prescribed forms: Consent to Academic Background Verification; Written Approval of Enrollment from the Minister of National Defense (active military)

4.3. Instructions for Document Submission

- a. Graduation certificates and transcripts must be issued within three months of submission.
- b. Applicants from foreign universities/graduate schools must submit their transcripts and graduation certificates containing the school's address. Documents submitted must either be in English or notarized translations into Korean. A written Approval of Academic Background Verification and Confirmation of Academic Background Verification (prescribed form above) must also be submitted (to verify the applicant's academic affiliation with and performance in the school)
- c. A Written Approval of Enrollment from the Minister of National Defense may be submitted after being selected (However, those who fail to submit it by the date of enrollment will have their offer of admission canceled).
- d. **Those who fail to submit the required documents shall be excluded from the oral examination and be considered as having withdrawn.**

5. Additional Required Documents for Chinese Applicants

A. Chinese applicants who graduated from a Chinese university must submit a degree certificate issued by China Academic Degrees & Graduation Education Information(<http://www.cdgd.edu.cn>). In that case, translated (in English) and notarized copies of the applicant's degree and certificate of graduation issued by university should be additionally submitted. Applicants who are expected to graduate should submit the certificate of expected graduation or the certificate of enrollment (or registration) issued by university.

B. If the official transcript is written in Chinese, please submit the document translated into English and notarized.

C. (Chinese students in Korea) If you submit a bank statement issued by a bank in China, we recommend that you freeze your bank account with a minimum balance of RMB 130,000 (Seoul Campus) until August 31, 2019.

(Chinese students in China) For Chinese applicants who will apply for a D-2 (student visa) visa in China, we

recommend that you freeze your bank account with a minimum balance above until February 31, 2020.

E. Additional documents for Chinese applicants:

- 1) Two color photos taken within the past three months (3.5cm X 4.5cm)
- 2) Photocopies of your and your parents' resident registration card (居民證)

6. Required Documents Regarding Eligibility

Please prepare the documents required for your eligibility, either for A or B.

A. An applicant holding foreign citizenship whose parents are foreign citizens (not Korean citizens)

- 1) A certificate of both the applicant and his/her parent's nationality
- 2) A certificate of family relations

※ You can hand in a family register (戶口簿 for Chinese and 戶籍 for Japanese), a birth certificate, or a certificate of vital records to verify eligibility under A.

※ Chinese applicants should submit the family register (戶口簿) of your parents and yourself in place of a certificate of nationality.

(If your family register is bound with your parents, please submit one set of hard copies notarized in English. If your family register is separate from your parents', please submit yours and your parents', one set of each, respectively. You must also submit a certificate of family relations. All documents must be notarized in English.)

- In case of the following circumstances, please submit the appropriate document:

One of your parents is deceased (or parents are divorced): Death (or Divorce) Certificate

One of your parents is a naturalized citizen: photocopy of her/his ID (registration) card.

B. An applicant who completed his or her entire 16 years of education, from elementary school to university, in foreign countries (not Korea)

- 1) Please submit the graduation certificates and official transcripts from elementary, middle and high school.

7. Oral Examination Date & Location

7.1 Date: May 25 (Sat), 2019, 9 a.m.

7.2 Location

-Waiting Location: Korea University Engineering & Science Campus (to be announced)

-Interview Location: Korea University Engineering & Science Campus (to be announced)

7.3 What to Bring: test identification slip (online printout) and resident registration card (or other ID card)

8. Announcement of Successful Applicants

8.1 Date: June 18 (Tue), 2019, 10 a.m. (subject to change)

8.2 To check application results: Visit the graduate school website → click **Admission Guide** → **Successful Applicants**

- ✓ Successful applicants shall visit the administration office of the graduate school (with a test identification slip or ID card) and receive a notice of acceptance and a guide for successful applicants (see the graduate school homepage).

9. Application Fee

9.1 Master's Program: KRW 70,000

9.2 Master's-Doctoral Integrated/Doctoral Program: KRW 80,000

※ **Account Number: Hana Bank 391-910012-86104 (그린스쿨대학원 / Green School)**

10. Notes for Applicants

- ✓ All information entered on the application form shall be accurate.
- ✓ Applicants are responsible for any penalties caused by providing inaccurate information on the application form or failing to submit required documents. Application forms and documents will not be returned; application fees are not refundable.
- ✓ Applicants must bring their test identification slip and resident registration card to the oral examination.
- ✓ Upon completion of the oral examination, applicants shall leave the examination area directly afterward without revealing the contents of the oral examination to other applicants.
- ✓ Any applicant selected in an improper manner or who provided false information on the application form will have their offer of admission revoked.
- ✓ Applicants failing to graduate or receive a degree as expected prior to the date of enrollment will have their offer of admission revoked. Applicants withdrawing their enrollment after paying tuition will not receive refunds.



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