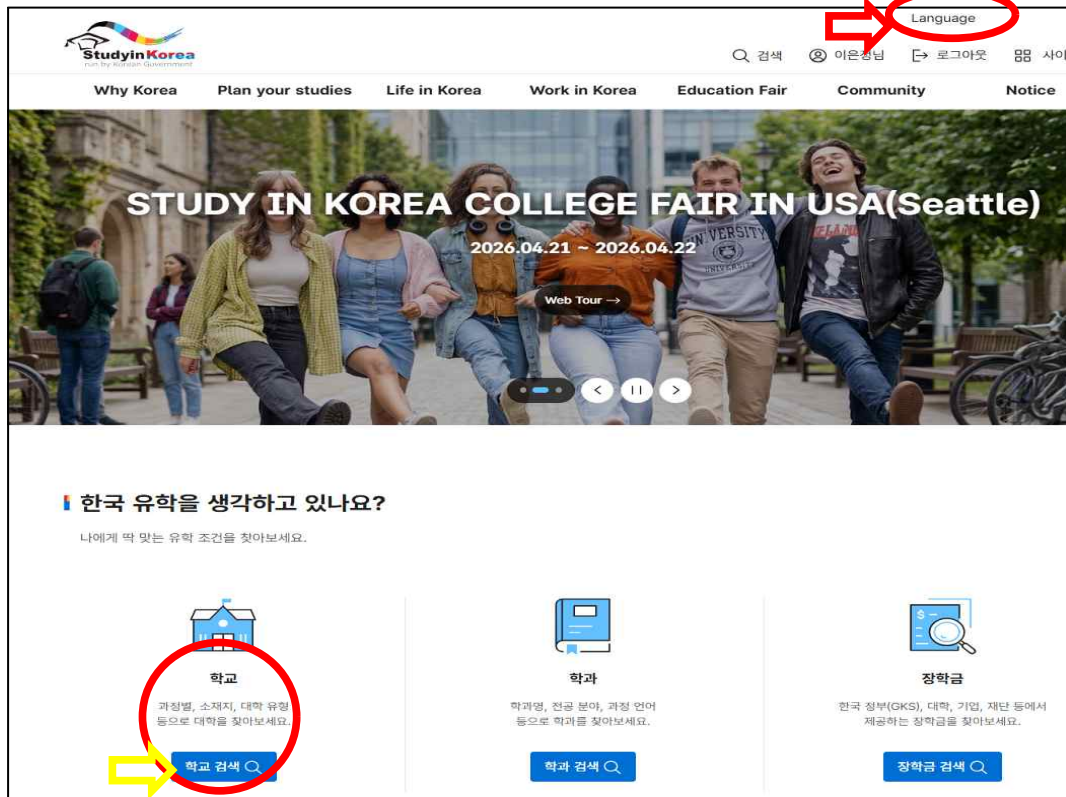


Online Application Guideline for Graduate Admission (International Students)

Office of the International Affairs, Kwangwoon University

※ Online application (available until 18:00)

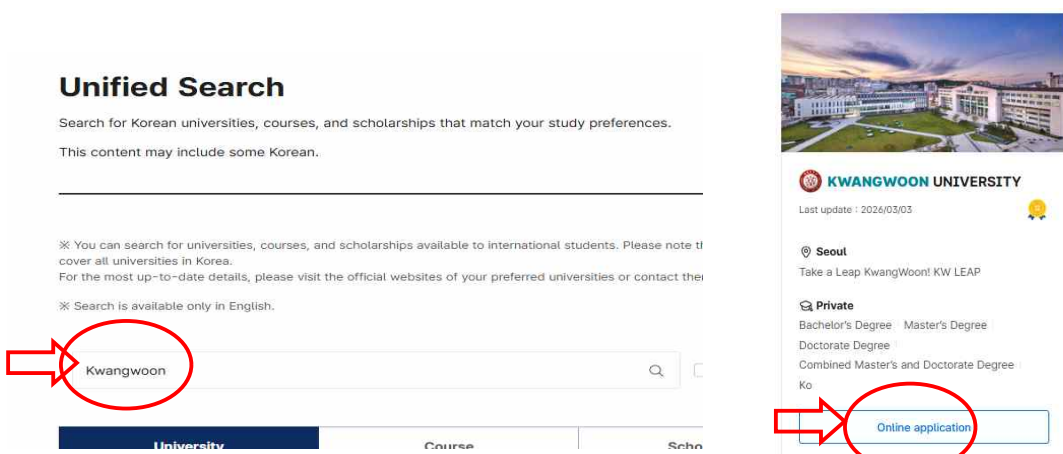
※ Website Link : <https://www.studyinkorea.go.kr/>



Step 1 : If you want to change the homepage language, please click the right-hand side corner "Language" to choose the language.

Step 2 : Click "Search for University" to choose the school that you want to apply.

Step 3 : Enter "Kwangwoon University", the school name in the Unified search, and Online application at the next page.



Step 4 : There are 3 choices for the Graduate School Admission.

- ⇒ Master
- ⇒ Doctorate (Ph.D.)
- ⇒ Combined Master's and Doctorate

COURSE LIST

	2026 Fall Graduate School Admission for International Students (Master's) 1st 2026.04.28~2026.05.08 KWANGWOON UNIVERSITY	 Planned
Master's Degree Freshman		
	2026 Fall Graduate School Admission for International Students (Doctorate) 1st 2026.04.28~2026.05.08 KWANGWOON UNIVERSITY	 Planned
Doctorate Degree Freshman		
	2026 Fall Graduate School Admission for International Students (Combined Master's & Doctorate) 1st 2026.04.28~2026.05.08 KWANGWOON UNIVERSITY	 Planned
Combined Master's and Doctorate Degree Freshman		

Notes: Please choose the **correct programme** that you want to apply for and it is not allowed to change the choices once submitted.

Step 5 : Click "next" button after you READ carefully all the guidelines on the webpage.

Notice _ _

- * Applicants who have passed the first round of admission must pay the registration deposit (commonly regardless of department) during the freshman registration deposit payment period after the announcement. The remaining tuition balance payment must be paid during the payment period.
- * There will be no additional recruitment after the 1st and 2nd rounds, and the schedule above is subject to change due to circumstances within and outside the university such as COVID-19.
- * Admission interviews for overseas applicants will be done upon arrival in Korea after conditional admission based on document screening.

Contact Information _
Tel 02-940-5016 / Fax 02-940-8682
Website : <http://oia.kw.ac.kr> <http://www.kw.ac.kr>
Email : nongyeadam@kw.ac.kr

next

Step 6 : Click "Full Agreement" to next step.

☒ full agreement

next

Step 7 : Enter all the information in the form as shown on website.

Personal Information (*) This field is required.

University to apply for.

KWANGWOON UNIVERSITY

* Department (major) applied for.

Select

* Name (in Korean)

이은정

If you do not have a Korean name, you may enter your English name

* Name (in English)

FIRST NAME

MIDDLE NAME

LAST NAME

passport name(indicated at the bottom)

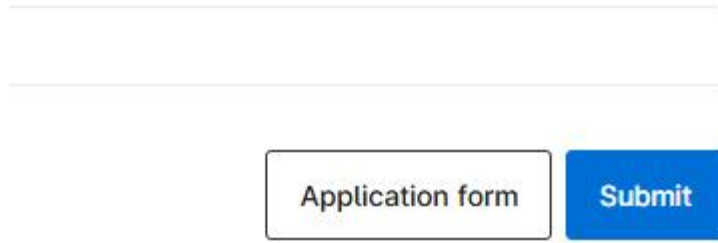
Example) HONG GILDONG

Writing example



Please correctly enter all the information and attached photos and passport copy on website and click the button "submit".

Step 8 : After you click the button "submit", there will be a pop-up window "Your submission is complete." shown on website, then click "Yes".



A screenshot of a web interface showing a large empty rectangular box at the top. Below it, there are two buttons: a white button with a black border labeled "Application form" and a solid blue button labeled "Submit".

MUST Make the payment process as follow!!

Step 9 : The page as below will be shown right directly after submission.
Please **CLICK** the button "Make Payment" as shown at below picture.

Online Study Abroad Application Information

You can check your online study abroad application information.

My Online Study Abroad Application Information

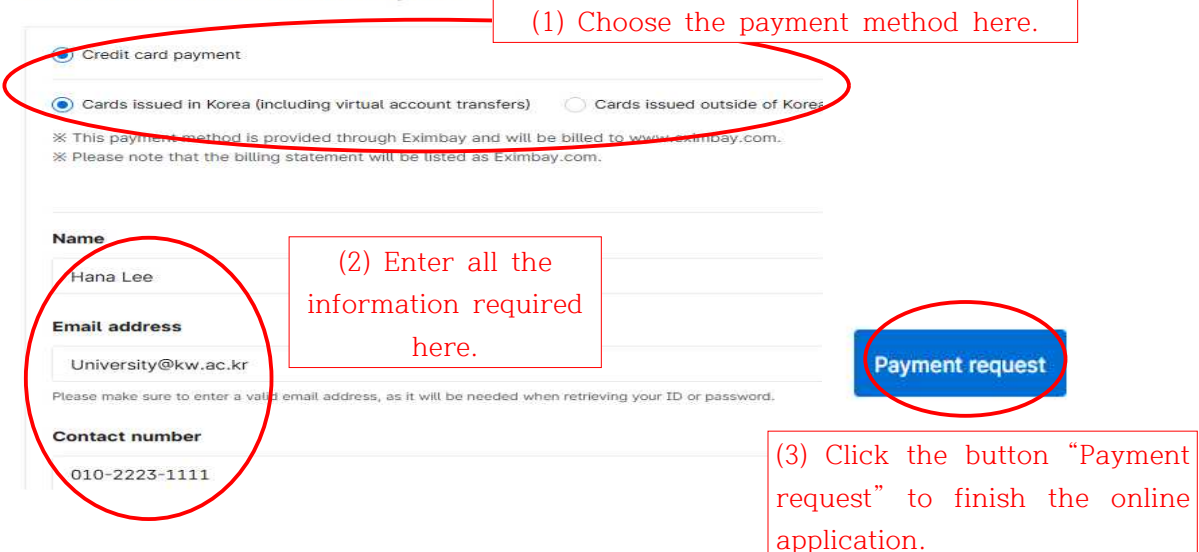
The detailed contents of your application are retained only for three months from the application deadline.



A screenshot of a web page titled "My Online Study Abroad Application Information". It shows application details for Kwangwoon University, including a registration number (2026005208) and a status of "Application Submitted". At the bottom, there are four buttons: "View details", "Payment", "Edit / Cancel", and "Request details". A red arrow points to the "Payment" button.

Step 10 : There will be the Payment page shown as below.

Payment information guide



A screenshot of a "Payment information guide" page. It features three radio button options for payment methods: "Credit card payment", "Cards issued in Korea (including virtual account transfers)", and "Cards issued outside of Korea". A red circle highlights the first two options, with a callout box stating "(1) Choose the payment method here." Below these are fields for "Name" (filled with "Hana Lee"), "Email address" (filled with "University@kw.ac.kr"), and "Contact number" (filled with "010-2223-1111"). A red circle highlights the "Email address" field, with a callout box stating "(2) Enter all the information required here." At the bottom right, there is a blue button labeled "Payment request", which is also circled in red, with a callout box stating "(3) Click the button 'Payment request' to finish the online application."

Step 11 : A pop-up window will be shown. (If not, please click the allow all pop-up windows in your browser setting or the alarm notice will be shown on the right-hand top corner to ask for allowing the pop-up window.) You can choose the language.

web payment - 프로필 1 - Microsoft Edge
https://secureapi.eximbay.com/Gateway/BasicP...

EXIMBAY

EN ▼

KWANGWOON UNIVERSITY

Product name KWANGWOON UNIVERSITY : 2026 Fall Graduate School Admission for International Students (Master's) 1st

Amount **KRW 83,500**

Agree to all mandatory terms ☐

☐ Terms and conditions (Mandatory) [Read more](#)

☐ Privacy policy (Mandatory) [Read more](#)

☐ Third-party provision of personal information (Mandatory) [Read more](#)

Step 12 : Click the button "Agree" all the agreements and click Next. PLEASE go through the payment step by applicants yourself. School will NOT help for paying the fee and there is **NO BANK ACCOUNT FOR TRANSFER**.

web payment - 프로필 1 - Microsoft Edge
https://secureapi.eximbay.com/Gateway/BasicProcessor/...

EXIMBAY

KWANGWOON UNIVERSITY

상품명 KWANGWOON UNIVERSITY : 2026 Fall Graduate School Admission for International Students (Master's) 1st

금액 **KRW 83,500**

VISA Mastercard AMERICAN EXPRESS JCB

Credit / Debit Card

UnionPay

web payment - Chrome
secureapi.eximbay.com/Gateway/BasicProcessor/230/LocalStep2.jsp

EXIMBAY

KWANGWOON UNIVERSITY

KWANGWOON UNIVERSITY : 2023 Fall Graduate School Admission for International Students (Master)

Amount **KRW 83,500**

Payment methods

Credit/Debit cards

Credit / Debit Card 🔴 Reward points 🔵 Installment fee free

Lotte BC KB

Hana Samsung Shinhan

Hyundai NH CITI

[See more](#)

Step 13 : After the payment, there will be a confirmation page shown on the website.
Then, please submit all the documents required **offline** by post or by person within the application period.

⇒ List of Documents required can refer to the Admission guideline p.7.

4. Documents for submission

NO.	Documents required	Form	M.A.	Ph.D.	MA. & Ph.D.
1	Application form ※ printed after online application	Original	○	○	○
2	Personal statement and Study plan ※ printed after online application	Original	○	○	○
3	Release of Information Form ※ printed after online application	Original	○	○	○
4	University Graduation (expected graduation) Certificate	Notarization	○	○	○
5	Graduate School (expected graduation) Certificate ※ Applicants who present expected graduation certificates must provide final diploma before opening of the first semester. If not, admission will be cancelled.	Notarization	X	○	X
6	Diploma Degree (University) Transcripts ※ Students need to translate their transcripts in Korean or English before submission. ※ Official Transcript should include GPA either in percentile or 4.5 scales. If there is no GPA information in percentile or scale, you should submit an additional supporting document issued by the university or please visit the following website. (http://www.wes.org/students/sgpask.asp) ※ If you are the transfer students for the undergraduate program, you are required to submit your previous university transcript additionally.	Notarization	○	○	○
7	Graduated School (master's) Transcripts ※ Students need to translate their transcripts in Korean or English before submission. ※ Official Transcript should include GPA either in percentile or 4.5 scales. If there is no GPA information in percentile or scale, you should submit an additional supporting document issued by the university or please visit the following website. (http://www.wes.org/students/sgpask.asp) ※ If you are the transfer students for the graduate program, you are required to submit your previous graduate school transcript additionally.	Notarization	X	○	X
8	Research performance report and published thesis ※ Print out after online application	Original	X	△	X
9	Certificate of Final Academic Achievement * Master's, combined master's and doctorate applicants: University graduation certificate * Doctoral applicants: Graduate school (master's course) graduation certificate	Original	○	○	○
10	Applicant's passport copy	Copy	○	○	○
11	Alien registration card (front, back) ※ Mandatory submission in case resident in Korea with foreigner registration	Copy	△	△	△
12	Certificate of family relationship ※ Nationality other than China : birth certificate or certificate of family relationship ※ Chinese Nationality : notarized translation of copy of family registry, family relationship certificate	Notarization	○	○	○
13	Applicant and parent's identification cards	Copy	○	○	○
14	Original certificate of Bank Statement with balance more than KRW 20,000,000 (applicant or parent) ※ Either of the following - Korean bank balance certificate and transaction statement for recent 3 months (as of date of application submission) - Overseas bank balance certificate (The effective period, if have, of the bank certificate shall expire after the admission date)	Original	○	○	○
15	Language certificates ※ Korean Proficiency test (TOPIK) qualification certificate ※ Attendance and Transcript Certificate of Korean Language Program ※ English language certificates : TOEFL/IELTS, etc.	Original	△	△	△
16	Application fee (KRW 80,000) ※ Need to pay during the Online Application (credit card payment) * Transfer transaction fee (KRW 3,500) is paid by the applicants.	-	○	○	○

※ ○ : Required, X : Not required, △ : Required only for eligible applicant

※ Please complete both online & offline application(documents submission) process within the application period.

※ About the Document submission :

- Available by visit or by post (Valid until arrival on the deadline)
- Address : Office of International Affairs, #102, Hwado building, 20 Kwangwoon-ro, Nowon-gu, Kwangwoon University (01897)