

Information on required documents for admission registration (Successful Candidates for the 2025 Spring 1st and Spring 2nd Graduate Admission)

- o Prepare the following documents to prove your academic background and finances in advance.
- o Documents required for submission
 - Academic Background Verification Documents

Category		Detailed Information
Submitted Documents	Degree in Korea	‘Original Documents’ for the final ‘Degree Certificate (Graduation Certificate) and Transcript’ * Priority submission of 'expected graduation certificate' to prove visa-related academic background
	Degree Abroad	‘Original Apostille(Consular Confirmation) documents’ for the final ‘Degree(Graduation) Certificate and Transcript’
Submission Deadline	Degree in Korea	~February 26th(Wed.), 2025 (2025.02.26.(Wed.), KST)
	Degree Abroad	~January 17th(Fri.), 2025 (2025.01.17.(Fri.), KST) * Koreans who do not need to issue visa can submit until the deadline who has degree in Korea.
Submission Address		Admissions Team, Room #105, Main Administrative Building(201), UNIST-gil 50, Ulju-gun, Ulsan (44919), Republic of Korea * Tel. 82-52-217-1180 * It can be submitted by mail(post) or in person * Business hours: 09:00am~18:00pm, Lunch Time: 12:00pm~13:00pm

※ Applicants who are(expected to) graduate from UNIST's undergraduate and graduate programs don't have to submit separate documents proving their academic background.

(We plan to verify the applicant's final academic background by requesting an academic background inquiry from the Educational Affairs Team of UNIST)

※ If the final accepted students do not submit the Apostille(Consular Confirmation) related to academic background verification documents within the deadline, the admission should be canceled.

※ Only documents issued within 2 months from the date of submission to the admissions team are valid, and documents issued before that time are not accepted.

※ If you can not issue a graduation certificate because you have not

yet graduated from a 'Korean university', first issue and submit the 'Expected Graduation Certificate', and then submit the original final 'Graduation Certificate and Transcript' after graduation by the deadline.

- ※ If it is not possible to submit 'Academic Background Verification Documents' within the specified deadline, please contact the admissions team and discuss in advance. (Inquiry: adm-g@unist.ac.kr)
- ※ If the original certificate is issued only once, make a copy of the document and get an apostille(consular confirmation) on the copy.
- ※ Submitted documents should never be returned to students after enrolled in UNIST.

- Financial Verification Documents

- In the case of international students who have finally accepted to the UNIST graduate program, must submit financial Verification documents to confirm that he/she can cover his/her living expenses in addition to the scholarship benefits provided.
- Submit a 'Bank Certificate of deposit(balance) or Bank Statement' of your own bank account with a balance equivalent to Below.

	Category	Detailed Information
Required Bank Account Balance Equivalent	Major in Science and Engineering (Master / Combined M-D)	None (Not Applicable)
	Major in Science and Engineering (Doctor)	None (Not Applicable)
	Major in Management Engineering (School of Business Administration) (Master / Combined M-D)	USD 4,000 or more (in Student's Bank Account)
	Major in Management Engineering (School of Business Administration) (Doctor)	USD 2,700 or more (in Student's Bank Account)
Submission Deadline	<u>~January 17th(Fri.), 2025 (2025.01.17.(Fri.), KST)</u>	
Submission Address	Admissions Team, Room #105, Main Administrative Building(201), UNIST-gil 50, Ulsu-gun, Ulsan (44919), Republic of Korea * Tel. 82-52-217-1180 * It can be submitted by mail(post) or in person * Business hours: 09:00am~18:00pm, Lunch Time: 12:00pm~13:00pm	

- ※ Admission will be canceled if financial verification document is not submitted.
- ※ All the documents must be shown in USD or the USD equivalent of foreign currency and be issued within 30 days unless it has its valid date.
- ※ All financial documents must be written in English and submitted in the original copy with notarization.(Or consular confirmation)
- ※ If you have a bank account in Korea, you can issue a 'Bank Certificate of deposit (balance) or Bank Statement' from the Korean bank and submit it without notarization.
- ※ If it is difficult to verify the balance in your bank account, you can issue and submit a 'Bank Certificate of deposit(balance) or Bank Statement' for your parent's bank account. In this case, you must also submit your family relationship certificate.

<Important Notes about APOSTILLE Requirements>

Since July 14, 2007, the Republic of Korea has been a part of the 1961 Hague Convention abolishing the Requirement of Legalization for Foreign Public Documents. The Convention provides for the simplified certification or public(including notarized) documents to be used in countries that have joined the convention. The APOSTILLE ensures that public documents issued in one signatory country will be recognized as valid in another signatory country.

(This document is required to be submitted only by finalists who have obtained a degree from a foreign(abroad) university.)

APOSTILLE certificates should be arrived in UNIST by 2025.01.17.(Fri.), (By Post or Visit) to Ms. Kim of UNIST Admissions Team.

(Mailing Address: Admissions Team, Room #105, Main Administrative Building(201), UNIST-gil 50, Ulsu-gun, Ulsan 44919, Republic of Korea)

For information regarding how to get an APOSTILLE, please refer to the website(www.hcch.net)

A. Newly admitted students from countries which are signatories to the convention must meet the following requirements:

1. Official certificates(Transcripts and diploma) should be submitted with the APOSTILLE attached.
2. All documents should be in English. Documents in another language should be accompanied by a notarized English translation.

*** Apostille or consular confirmed documents must be submitted in their original form, and the submission of copies of the original is prohibited.**

*** If the original certificate is issued only once, make a copy of the document and get an apostille(consular confirmation) on the copy.**

*** Submitted documents should never be returned to students after enrolled in UNIST.**

3. The use of the model Apostille certificate

The diagram shows a model Apostille certificate form with the following text and annotations:

Title (indicated by a bracket on the left): APOSTILLE
(Convention de La Haye du 5 octobre 1961)

10 numbered standard informational items (indicated by a bracket on the left):

1. Country:
2. This public document
3. has been signed by
4. acting in the capacity of
4. bears the seal/stamp of

Items 1 to 4 relate to the underlying document (indicated by a bracket on the right).

Certified

5. at
6. the
7. by
8. No
9. Seal/stamp:
10. Signature:

Items 5 to 10 relate to the Competent Authority issuing the Apostille (indicated by a bracket on the right).

B. Students admitted from countries which are NOT signatories to the convention and do not recognize the APOSTILLE must meet the following requirements:



1. Official certificates(Transcripts and diploma) must be legalized by **the Korean embassy or consulate.**
 2. All documents should be in English. Documents in another language should be accompanied by a notarized English translation.
- ※ **Who has studied in China** should submit the document issued by the Ministry of Chinese Education with the Apostille(by the Ministry of Foreign Affairs of China).

(中國高等教育學歷查詢報告; <http://www.chsi.com.cn>)

- Previously, transcripts and degree certificates(graduation certificates) had to be confirmed by the Korean consulate in China before submission, but as China mainland has become a country that signed the Apostille Convention, documents can now be submitted after getting an Apostille.

※ 取消外國公文書認證要求的公約; Hague Convention Abolishing the Requirement of Legalisation for Foreign Public Documents

- Related website: <https://www.hcch.net/en/states/authorities>

<p style="text-align: center; font-size: 24px;">公 证 书</p> <p style="text-align: center; margin-top: 100px;">中华人民共和国 重庆市公证处</p>		
Consular Confirmation	Apostille	

- * Submit documents that have been officially issued offline rather than printed documents from the online website.

[The list of countries for Apostille]

Albania	Georgia	Oman
Andorra	Germany	Panama
Antigua and Barbuda	Greece	Paraguay
Argentina	Grenada	Peru
Armenia	Guatemala	Poland
Australia	Guyana	Philippines
Austria	Honduras	Poland
Azerbaijan	Hungary	Portugal
Bahamas	Iceland	Republic of Moldova
Bahrain	India	Republic of North Macedonia
Barbados	Ireland	Romania
Belarus	Israel	Russian Federation
Belgium	Italy	Saint Kitts and Nevis
Belize	Japan	Saint Lucia
Bosnia and Herzegovina	Kazakhstan	Saint Vincent and the Grenadines
Botswana	Korea, Republic of (South)	Sao Tome and Principe
Brunei Darussalam	Kosovo	Samoa
Bulgaria	Kyrgyzstan	San Marino
Burundi	Latvia	Serbia
Cape Verde	Lesotho	Seychelles
Chile	Liberia	Slovakia
China(Hong Kong)	Liechtenstein	Slovenia
China(Macao)	Lithuania	South Africa
China(Mainland)	Luxembourg	Spain
Colombia	Malawi	Suriname
Cook Islands	Malta	Sweden
Costa Rica	Marshall Islands	Switzerland
Croatia	Mauritius	Tajikistan
Cyprus	Mexico	Tonga
Czech Republic	Monaco	Trinidad and Tobago
Denmark	Mongolia	Turkey
Dominica, Commonwealth of	Montenegro	Ukraine
Dominican Republic	Morocco	United Kingdom
Ecuador	Namibia	Uruguay
El Salvador	Netherlands	USA
Estonia	New Zealand	Uzbekistan
Fiji	Nicaragua	Vanuatu
Finland	Niue	Venezuela
France	Norway	

※ Please visit the website below for updated list of the countries

<https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41>