(Attachment 1)

**입학지원서(Application Form)**

**※한국어나 영어로 타자를 치거나 깨끗이 쓸 것(Please TYPE or PRINT clearly in Korean or English)**

**GRADUATE SCHOOL OF INJE UNIVERSITY**

**⏹ 희망과정 (Applying Degree Program)**

|  |  |
| --- | --- |
| [ ]석사과정(Master’s) | [ ]박사과정(Doctoral) |

**⏹ 희망학과 및 지도교수(Applying Department and Academic Adviser)**

Department of [ ] / Adviser [ ]

English Track (O/X) [ ]

**⏹ 지원자 개인신상 (Personal Data)**

**1)성명(Name)**

사진(Photo)

3\*4

-영문(English)/성(Family Name)

이름(Given Name)

-한글성명(Name in Korean, if applicable)

**2)생년월일(Date of Birth):** (Year) (Month) (Date)

**3)국적(Nationality)**:

**4)출생지(Place of Birth)**:

**5)여권번호(Passport No.)**:

**6)성별(Sex)**: 남(M)[ ]/여(F)[ ]

**7)주소**

**현주소(Current Address)**:〒

**집주소(Home Address)**:〒

**8)전화(Phone No.)**: 자택(Home): 팩스(Fax):

이동전화(C.P):

**9)메일(e-mail)**: @

**11)비상연락망 (Name of person to contact in case of an emergency)**

이름(Name): 전화(Phone No.):

주소(Address):

**12)국내체류자 기재사항(For applicant who is currently staying in Korea only)**

비자종류(Type of Visa): ( )

외국인등록번호(Alien Registration Number):( - )

체류기간 만료일(Expiry Date of Visa) :( / / )

소속기관(Name of Organization): ( )

**⏹어학능력(Language Proficiency)**

1. **한국어능력(Korean Proficiency) – TOPIK( )**

기초(Beginner)[ ] 초급(Basic)[ ] 중급(Intermediate)[ ] 고급(Advance)[ ]

1. **영어능력(English Proficiency)**

TOEFL (Score: ) TOEIC (Score: ) IELTS (Score: )

Other Test (Name and Score: )

1. **기타 외국어 능력 (Proficiency in Other Languages)**

언어(Language): /상(Excellent)[ ] 중(Fair)[ ] 하(Poor)[ ]

**⏹ 학력 (Academic Career)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 출신학교명 (Name of Univ) | 과정(Course) | 전공(Major) | 평균평점(GPA) | 기간(Period) |
| 대학(교)  (University) |  |  |  | ~ |
| 대학(교)  (University) |  |  |  | ~ |

**⏹ 직업 혹은 연구경력사항 (Occupation or Research Career)**

|  |  |  |  |
| --- | --- | --- | --- |
| 기관명 (Name of Institution or Company) | 기간(Period) | 직책(Position) | 담당업무(Operation or Duty) |
|  | ~ |  |  |
|  | ~ |  |  |
|  | ~ |  |  |

**⏹ 가족사항 (Family Relationship)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 구분 | 성명(Name)/한자(漢語) | 성명(Name)/영문(English) | 생년월일  (Birth) | 직장명  (Place of Work) | 수입(월)  (salary in USD) |
| 부  (Father) |  |  |  |  |  |
| 모  (Mother) |  |  |  |  |  |

**⏹ 기숙사 신청 (Application for Dormitory)**

1)입주신청(Live In) [ ] 입주 미신청(Live Out) [ ]

2)기숙사신청(Dorm Application)

김해캠퍼스Gimhae campus - 인정관(Biotech Village) [ ] 양현재(International House) [ ]

부산캠퍼스Busan campus - 의학과 기숙사(Dormitory for Medical Student)[ ]

**⏹ 유학경비조달방법 (How to support tuition fees and living expenses)**

(해당란 표시하고 을 채우세요 Please tick and fill out as appropriate)

**[ ] 본인부담(Applicant’s personal fund)**

**[ ] 보증인부담(Sponsor’s support)**

* 보증인 성명(Sponsor’s name):
* 관계(Relationship):

**[ ] 장학금(Scholarships; sponsored by)**

* [ ]한국정부초청(Korean Government)
* [ ]대학초청(University)
* [ ]자국정부파견(Government of home country)
* [ ]기타(Others): ( )

**[ ] 기타(Fund from other source): ( )**

**⏹ 자기소개 및 유학목적(Self-Introduction & Purpose of Study in Korea)**

**:**

**⏹ 학업계획 (Study Plan)**

**\* 대학원 졸업을 위해서는 한국어 중급이상을 필히 이수해야 함.**

**(Korean Class Level 2 must be passed to complete the coursework)**

**위 지원서에 기재된 내용은 사실임을 확인합니다**.

**(I certify that the information provided in this application is correct and true)**

**20 년(Year) 월(Month) 일(Date)**

**작성자(Applicant’s Name): 인(Signature)**

**Graduate School, Inje University**

**197 Inje-ro, Gimhae, Gyeongnam, Korea**

**Tel: +82-55-320-3642/Fax: +82-55-336-0225 /email: heeeq@inje.ac.kr**

**개인정보 수집 및 이용에 대한 동의서**

**Consent to Collect and Use Personal Data**

**Ⅰ. 개인정보 수집 및 이용에 대한 동의 Consent to collect and use personal data**

수집된 개인정보는 입학전형 외에는 다른 목적으로는 절대 사용되지 않습니다. (다만, 합격 시

학력조회, 장학, 학사, 통계업무, 외국인 유학생 보험, 대학에서 제공하는 기타 안내 등으로 활용)

Graduate School of Inje University uses collected personal data for admission process only. However, admitted students’ personal data can be used for education verification, scholarship award, academic record, statistics report, health insurance, and important notices from school.

**1.** **수집하는 개인정보 Items to be collected and used**

지원자 정보(성명, 외국인등록번호, 성별, 생년월일, 주소, E메일, 전화번호, 휴대전화번호, 직장명, 직위, 사진), 학교정보(학과명, 학위등록번호, 입학일자, 졸업일자 등), 경력정보 등

Applicant’s Information(name, alien registration number, sex, birth date, address, E-mail, telephone number, cell phone number, workplace, position, photo), school information(department name, degree registration number, school entrance and graduation date, etc.), career information etc.

**2. 개인정보의 수집·이용 목적** **Purpose of collection and use**

입학전형(제출서류 진위여부 확인 등)으로 활용(다만, 합격 시 학력조회, 장학, 학사, 통계업무, 외국인 유학생 보험, 대학에서 제공하는 기타 안내 등으로 활용)

Purpose of collection and use of personal data is to verify authenticity of submitted documents. However, admitted students’ data can be used for scholarship award, academic record, statistics report, health insurance, and important notices from school.

**3. 개인정보의 보유 및 이용 기간** **Possession** **period**

개인정보 보유기간의 경과, 처리목적 달성 등 개인정보가 불필요하게 되었을 때에는 지체 없이 해당 개인정보를 파기합니다.

Personal data will be immediately destroyed when they are no longer useful due to accomplishment of their purpose, and expiration of their possession period..

**4. 개인정보의 수집 및 이용에 대해 거부**할 권리가 있으며, 이를 거부할 경우 원서를 접수할 수 없습니다.

You have the right to refuse to provide your personal data and allow the usage of them. However, if you choose to refuse it, your application will not be processed.

|  |
| --- |
| 개인정보의 수집 및 이용에 동의하십니까? □ 동의함 □ 동의하지 않음 Do you consent for us to collect and use your personal data?  🞎 Yes, I do consent. 🞎 No, I do not consent. |

**Ⅱ. 고유식별정보 수집 및 이용에 대한 동의 Consent to collect and use unique identification information**

원서 접수 및 입학 전형을 위해 고유식별정보(주민등록번호, 외국인등록번호, 여권번호)를 수집하고 있습니다. (근거 법령: 고등교육법 시행령 제73조(고유식별정보의 처리))

According to Article 73 of Higher Education Act in Korea, Graduate School of Inje University collects and uses applicant’s unique identification information (identification number, alien registration number, passport number) for admission process.

|  |
| --- |
| 고유식별정보 수집 및 이용에 동의하십니까? □ 동의함 □ 동의하지 않음 Do you consent for us to collect and use your unique identification information?  🞎 Yes, I do consent. 🞎 No, I do not consent.  \* 고유식별정보 수집을 거부할 경우 원서를 접수할 수 없습니다. You have the right to refuse to provide and allow the usage of your unique identification information. However, if you choose to refuse it, your application will not be processed. |

20 . . .(yyyy/mm/dd)

성명 Name: 자필 서명 Signature:

인제대학교 대학원장 귀하

To the Dean of Graduate School of Inje University

(Attachment 2)

**Letter of Recommendation**

**⏹ Applicant’s Information**

Name of Applicant: (given name) (family name)

Nationality:

Applying Degree Program:  □ Master’s □ Doctoral Applying Major:

**⏹ For recommender**:

The person named above applied for graduate program of Inje University. We ask for your frank and candid evaluation on the applicant. Please answer the questions below.

1. Please evaluate the applicant's qualities in the table given below. Rate the applicant compared to other classmates who are/were in the same school year with him/her.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Classification | Truly Exceptional | Excellent | Very Good | Good | Below Average | N/A |
| Top 2% | Top 10% | Top 25% | Middle 50% | Lower 25% |
| Academic Achievement |  |  |  |  |  |  |
| Future Academic Potential |  |  |  |  |  |  |
| Language Proficiency |  |  |  |  |  |  |
| Responsibility/Independence |  |  |  |  |  |  |
| Creativity/Originality |  |  |  |  |  |  |
| Communication Skills |  |  |  |  |  |  |
| Interpersonal skills |  |  |  |  |  |  |
| Leadership |  |  |  |  |  |  |

1. How long have you known the applicant and in what relationship?
2. What do you consider to be the applicant’s strengths?
3. What do you consider to be the applicant’s weaknesses?
4. How well do you think the applicant has thought out plans for graduate study?
5. Please comment on the applicant’s performancerecord, potential, or personal qualities which you believe would be helpful in considering the applicant’s application for the proposed degree program.

Recommender’s Name Date

Recommender’s Signature

Position or Title:

University (Institution):

Address:

(zip-code: - )

Tel: Fax:

(Attachment 3)

**Letter of Consent on Education Verification**

To whom it may concern.

This letter is to confirm that I graduated from (name of attended school) .

By making application for admission to INJE University, I have agreed to allow administrators to officially request my academic records from previously graduated schools.

In this regard, I would like to request your full assistance when they contact you regarding verification of enrollment and transcripts.

* Student Name:
* Student ID Number at previously attended school:
* Date of Birth:
* Date of Admission(or Transfer):
* Date of Graduation(or Withdrawal):
* Contact information of the Registrar at previously attended school

1. Registrar’s name:
2. Address:
3. Telephone/Fax Number : /
4. Homepage:
5. E-mail:

Sincerely Yours

\*

Signature Date (MM-DD-YYYY)

(Attachment 4)

**석·박사과정 외국인 전일제 장학금 지급 신청서**

Application form for full-time scholarship

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 성명  Name | |  | 생년월일  Date of Birth |  | 국적Nationality |  |
| 지원학과  Applying Department | |  | 지원과정  Applying Degree Program |  | 연락처  Contact Information | Tel.  E-mail: |
| 연구계획 요약 Brief summary of research plan | | | | | | |
|  | | | | | | |
| 전일제장학생으로서 학업과 연구활동에 주력할 것을 서약하며 장학금을 신청합니다.  I hereby apply for fulltime scholarship and pledge to devote myself to study and  research as a full-time scholarship student at Inje University  년(yyyy) 월(mm) 일(dd)  신청인 성명Applicant Name: (인) signature | | | | | | |
| 유의사항Important Note | 1. 전일제 대학원생으로 학비감면을 받은 후 취업할 경우 장학금 혜택을 받을 수 없으며, 대학원 행정실(320-3642)로 취업사실을 통보해야 합니다. 만일, 취업사실 통보의무를 불이행할 경우에는 기 지급한 장학금 전액을 반환해야 합니다.  If a full-time scholarship student has a full time job, the student will lose the scholarship and he or she must report to the office of graduate school. Otherwise, the student must return all amount of the scholarship.  2. 개인적인 사유로 자퇴 또는 휴학할 경우 지급된 장학금을 반환해야 합니다.  In case the full-time scholarship student takes a break or withdrawal with personal reason, the student must return the full-time scholarship. | | | | | |
| \*Do not write in this area  **위 학생의 장학금 신청을 승인합니다.**   |  |  |  | | --- | --- | --- | | **추천구분**  **□ R. A(연구․실험보조)**  **□ T. A(교육․수업보조)** | **Full time** | 지급사유  (해당 TOPIK 급수 또는 공인영어 성적 기재) | | 85% ( ) |  | | 70% ( ) |  | | 50% ( ) |  |   **지도교수 또는 학과주임 교수: (인)**    **인제대학교 대학원장 귀하** | | | | | | |

**★전일제 대학원생 RA, TA 안내 Guide for Full-time students**

전일제 대학원생은 연구조교(Research Assistants), 교육조교(Teaching Assistants)로서 일정시간을 연구·실험 및 교육·수업 보조를 하기로 하였기에 **글로벌리더장학금(최대 85%)**을 지급합니다. 이와 관련하여 전일제 대학원생 활동 지침을 안내하오니 참고하여 주시기 바랍니다.

Full-time international students can receive full-time scholarship (85% of tuition waiver) by fulfilling duties of RA(Research Assistants) or TA(Teaching Assistants). In this regard, please refer the following guide for full-time student’s activity.

**1. 전일제 장학생 기준 Definition of Full-time students**

① 학업 외 별도 직업이 없으며 No regular job(no employment insurance) in Korea

② 지도교수의 지도에 따라 연구조교 혹은 교육조교의 의무를 성실히 수행하는 대학원생

A student fulfilling their duties as RA or TA for the time according to his/her academic advisor’s

instruction.

**1) 연구조교 Duty of Research Assistant**

⦁ 연구와 관련된 활동을 보조 Assistant for Professor’s research activity

ex) 실험/실습 보조, 연구 자료 준비, 데이터 분석 등

Preparation of experiment, Research data collection, Analysis on research data, etc.

⦁ 연구조교로서 활동 시간은 주당 20시간 이상이 원칙

RA’s working time is more than 20 hours per week.

⦁ 그 외 시간은 본인의 학습에 전념

Full-time Students have to focus on their own study besides RA activity.

**2) 교육조교 Duty of Teaching Assistant**

⦁ 교육과 관련된 활동을 보조 Assistant for professor’s teaching activity

ex) 일부 교실 수업, 강의 자료 준비, 시험 감독 및 평가 등

Preparation of class, Preparation of teaching material for class, Supervision and grading quiz etc.

⦁ 교육조교로서 활동 시간은 주당 20시간 이상이 원칙

TA’s working time is more than 20 hours per week.

⦁ 그 외 시간은 본인의 학습에 전념

Full-time Students have to focus on their own study besides TA activity.

**2. 유의사항 Important Notes**

**1) 전일제 대학원생 활동일지 학기당 2회 제출(중간고사/기말고사 기준)**

**Full-time students have to submit daily report of full-time student’s activity 2 times per semester(midterm/final term examination)**

**2)전일제 장학금 지급 시 지도교수 추천 필수**

**Academic advisor’s recommendation is essential for full-time scholarship.**

**3)전일제 대학원생 일지 미 제출 시 다음 학기 전일제 장학금 신청 불가**

**If a full-time student do not submit daily forms within the deadline, full-time scholarship is not applicable next semester.**