

Application Procedure

Step 1

Applying for a place in a program

Decide on the specific program(s) you wish to study and complete the application form(s).
Complete all relevant sections (A to C) of the application form and attach certified copies of all academic transcripts and any other items you may wish to include.
Send the completed application form directly to the International Admissions Office at GIST.
When the application form is delivered, the Admissions Office staff give you notice that your application has been received.

Step 2

Wait for a response

Successful applicants will receive a letter of invitation, including:
Guideline for Entrance, Enrollment Form, Health Form, Withdrawal Form, and Certificate of Admission.
(If application is unsuccessful, applicants will receive an explanatory letter.)

Step 3

Applying for a Student Visa

In order to apply for a student visa, you will need to obtain a student visa application form.
You can get the form from the Embassy of the Republic of Korea in your country.
When you apply for the visa, you must attach the Certificate of Admission to the application form.

Step 4

Enrollment

You must enroll at GIST within the deadline provided, ensuring that all required documents are included.
After you receive your visa, you can contact the staff at the 'Center for International Students and Scholars' and the staff of your department (school).
Both staff will work to assist in your application for scholarships and in arranging your travel to Korea.

Application Instructions for Graduate Admission

1. APPLICATION DEADLINES

All materials must be submitted by the following deadlines:

- Fall Semester deadline: April 15
- Spring Semester deadline: October 15

2. APPLICATIONS MUST BE SENT TO

Admissions Office, Gwangju Institute of Science & Technology, 261 Cheomdan-gwagiro (Oryong-dong) Buk-gu, Gwangju, 500-712, Republic of Korea
Tel: +82-62-970-2048; Email: admis@gist.ac.kr

3. APPLICATION FORM FOR GRADUATE ADMISSION

It is important that each blank is filled with accurate information.
Please read the following instructions before completing the application form.

Section A

Application Information

All blanks must be filled in using accurate information. Note that your application will NOT be processed until all requested information has been provided.
***Desired Program:** Please choose only one of the following three programs; M.S. program, Ph.D. program, and integrated M.S and Ph.D. program(M.S./Ph.D.). Even though you choose M.S - Ph.D. program, GIST may offer an admission to MS. Program only. Types of admission is at the discretion of GIST.

Personal Data

All names should be written exactly as they appear in your passport.
Please 'tick' all relevant boxes.

English Language Qualification(s)

All international applicants—with the exception of students whose native language is English—are subject must submit ONE of: a TOEFL score (above 213 CBT, 550 PBT, 80 iBT), IELTS score (above 6.5), TOEIC score (above 750), or TEPS score (above 680). An original score report must be sent directly to GIST by the administering institution. (GIST Institution Code: 0144)

Impairments

This information will assist GIST in monitoring and improving services to assist students with special

needs. Note that this information will not effect the review of your admission.

Recommendations

Please provide letters of recommendation in your application package.

Your Signature

By signing this section, the applicant understands and agrees to the rules and regulations pertaining to GIST's admissions policy.

Section B

International Student Data Form

From this page forward, this form will be used for review and application for scholarship.

Please make sure that all information is entered clearly and accurately.

Desired Program: Please choose only one of the following three programs; M.S. program, Ph.D. program, and integrated M.S and Ph.D. program(M.S./Ph.D.). Even though you choose M.S - Ph.D. program, GIST may offer an admission to MS. Program only. Types of admission is at the discretion of GIST.

Financial Aid: This information will be used in application for Government Scholarships.

If you cannot fill out the form accurately, you may leave a blank.

Personal Background & Record

Period: Please enter the Year and Month in which the applicant received his/her degree.

If applicant has not yet completed the degree program at the time of applying, please enter the date of the expected graduation and attach an official statement verifying the given information.

Major: Please enter the applicant's area of study at the institution.

Degree: Please enter the title of the degree received at the institution (e.g. Bachelor of Science).

GPA, Converted Point, Academic Standing: Please make sure to include all courses counted toward your degree and convert the awarded grades into the requested format if not already in the transcript.

Please compute the cumulative GPA based on a scale of 4.5 (4.0) and of 100—values must be verified by the institution's academic office.

Note: Official Transcripts & Certificates of Graduation or Completion of Degree

All transcripts and degree certificates must be submitted in their original form.

Official transcripts must show all courses, marks, and the awarded degree(s). Institutions using a grading system other than a GPA system based on 4.5 (4.0) or 100 must include an official description of their system along with values converted into the GPA system mentioned above. These values must be verified by the applicant's academic office with a signature or official seal. Transcripts must be sealed by the academic office and photocopies must contain the official seal of the issuing university.

All transcripts will be verified for authenticity with the issuing institution.

For applicants who have not yet completed their previous education at the time of applying and, therefore, unable to submit a Certificate of Degree or Completion of Degree, please have the academic office of your current university issue an official statement which includes the name of applicant, program, awarded degree(s) and date of expected graduation.

Study Background

Submit a statement that includes your current knowledge, education and work experience.

Personal Study Plan

Applicants are required to complete a Study Plan that states their intended research direction while attending GIST. Some applicants find it helpful to visit GIST departmental websites to learn more about our faculty and their fields of research.

Applicants with strong interests in a specific field or faculty are encouraged to contact the faculty member and discuss their research intentions prior to submitting their application.

Please type on the given form. You can include a separate sheet if you need more space.

Self Introduction

The purpose of this statements is to provide additional information on the applicant, information which may not be otherwise stated on the Application Form.

It is recommended that applicants take this opportunity to describe their personal interests, extracurricular activities, etc.

Please type on the given form. You can include a separate sheet if you need more space.

Section C

LETTERS OF RECOMMENDATION

Both letters of recommendation must be completed and mailed directly to the GIST Admissions Office by

the recommenders themselves.

Recommendation letters that are not sealed and signed will not be accepted.

4. BEFORE APPLYING TO GIST

Please review all instructions carefully before completing the application. Incorrect and uncompleted information may not be considered.

For more information, contact the Admissions Coordinator at admis@gist.ac.kr

GIST Application for Graduate Admission

This Application Form is for International Students ONLY

Closing Dates for Applications

- 15 October for Spring Semester entry / 15 April for Fall Semester entry
- Late applicants may not be considered for entry until the next semester

This application will not be processed unless all information has been provided. PLEASE PRINT CLEARLY or TYPE.

A-1 Application Information

- Proposed date of entrance: Spring Semester Fall Semester Year : (_____)
- Intended degree program: M.S. Ph.D. M.S./Ph.D. * See the Instruction!
- Department to which you wish to apply:
 - School of Information & Mechatronics (SIM)
 - Dept. of Materials Science & Engineering (MSE)
 - Dept. of Environmental Science & Engineering (ESE)
 - Dept. of Life Science (LS)
 - School of Photon Science & Technology (PhoST)
 - School of Medical System Engineering (SMSE)
- Proposed Laboratory in your favorite department at GIST: (or Desired academic advisor)
- Are you applying to more than one Department? If yes, indicate your second preference: (_____)

A-2 Checklist

- I have enclosed :
 - Application Form (Sections A to C)
 - Degree Certificate (verified by appropriate school official)
 - Transcripts of Academic Work (in sealed envelopes)
 - Two letters of Recommendation (in sealed envelopes)
 - Two Color Photographs (4X5 cm)
 - English Test score (I have requested ETS, British Council or TEPS to send GIST my Test Score)
 - Certificate of Proficiency in English (issued by the President or Dean of your school)

(Application for conditional admission ONLY in sealed envelope.)
- If my application and English Test score arrives after the deadline,
I want to be considered for admission in the subsequent semester. Yes No
- How did you come to know about GIST?
 - From Internet From GIST students From my Advisor From Academic Society
 - From Brochure or Poster that GIST sent Other: (_____)

A-3 Personal Data

9. Personal Details:

- Title: Dr. Mr. Miss Mrs. Ms. Etc.: (_____)
- First Name / Given Name:
- Middle Name(s) :
- Family Name / Surname:
- Date of Birth: e.g. MM-DD-YYYY
- Gender / Marital Status: Male Female / Single Married
- Nationality:

10. Correspondence Address (Please note: This is the address to which the University will send all correspondence.)

- Number and Street:
- Suburb / Town / City:
- State / Country:
- Postal / Zip Code:
- Phone: e.g. Country-Area-Phone number
- Email Address:

A-4 English Language Qualification(s)

11. Is English your native language? Yes No
- If 'No', what is your native language? Not English, but (_____)

12. Is/was English the language of instruction for your first degree? Yes No

13. Have you completed any of the following Language Tests in the last two years?

	Tests	Score:	Date Obtained : e.g MM-YY
You must provide a copy of your original English language test score report with your application.	<input type="checkbox"/> TOEFL(CBT)	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> TOEFL(PBT)	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> TOEFL(iBT)	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> IELTS	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> TOEIC	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/> TEPS	<input type="text"/>	<input type="text"/>
Applicants from countries that do not offer official English tests, or applicants for whom it is not possible to take such tests owing to unavoidable circumstances may be permitted to apply for admission to the Institute based on conditional admission. Please see the guidelines for further information.	<input type="checkbox"/> GRE	(GRE is optional)	<input type="text"/>

14. Do you wish to apply for conditional admission? Yes No

If yes, you should submit a Certificate of Proficiency in English.

And the certificate must be issued by the President or Dean of your school in sealed envelope

The conditional admission is very limited.

Although you get a conditional admission, you have to submit the score within 10 months from your entrance.

B-1 International Student Data Form

This page will be used for your application for scholarships. PLEASE PRINT CLEARLY or TYPE.

1. Full Name Given Name: _____
Surname: _____

2. Date of Birth (e.g. MM-DD-YY) _____ (Age: _____)

3. Gender/Marital Status Male Female / Single Married

4. Nationality (e.g. Korean) _____

5. Present Address Email: _____
Telephone: _____
Address : _____



6. Most Recent Scholastic Achievement University: _____
Location (e.g. country and city): _____

Major or Department: _____
Degree: B.S. M.S.
Grade Point : (_____) points (Grade point average must be calculated on a maximum scale of 100 poi
Subject of Graduation Thesis: (if applicable) _____

7. Study Period at GIST Years of Study (e.g. YYYY-MM-DD to YYYY-MM-DD): _____

· Total Period: (_____) years (_____) months

Scholarship (e.g. YYYY-MM-DD to YYYY-MM-DD): _____

· Total Period: (_____) years (_____) months

8. Desired Program University: Gwangju Institute of Science & Technology

Major or Department: SIM MSE ESE LS PhoST SMSE

Desired Program: M.S. Ph.D. M.S./Ph.D. * See the Instruction!

9. Language Proficiency English Score: (_____)points (PBT CBT iBT TOEIC TEPS)

Korean: Good Fair Poor None

10. Financial Aid	Government Scholarship:	Kr₩ (_____) thousands/year		
	Other Financial Aid	Institution	Amounts (thousands)	Period
			Kr₩ (_____)	
			Kr₩ (_____)	
	Total:		Kr₩ (_____)	

To: President of GIST

Date: _____ (e.g. YYYY-MM-DD)

Applicant's Name: _____ (signature)

GIST Academic Advisor's Name: _____ (signature)

B-2 Personal Background & Record

This page will be used in application for scholarship. PLEASE PRINT CLEARLY or TYPE.

1. Academic Background

Period (YY-MM to YY-MM)	College / University	Location (country)	Major	Degree	Academic Advisor

· Written in chronological order (including high school)

2. Academic Record

This must match your transcript. Note that **OFFICIAL TRANSCRIPTS** must be sealed by the institution's academic office.

School Year	GPA	1st Year	2nd Year	3rd Year	4th Year	Converted Point	Academic Standing
Semester		1st/2nd/3rd	1st/2nd/3rd	1st/2nd/3rd	1st/2nd/3rd		
B.S.							
M.S.							
Ph.D.							

· Fill out the M.S row (if applying for a doctorate program).

· GPA (Grade Point Average): Applicant's score / perfect score (e.g. 3.99 / 4.5).

· Converted Point: Must be calculated on a maximum scale of 100 points).

· Academic Standing: Applicant's rank / total number of students in applicant's major class (e.g. 5/120).

3. Work & Research Experience

Period (YY-MM to YY-MM)	Institution or Company	Position held and brief description of responsibilities

· Written in chronological order

4. Family Background

Relationship	Name	Date of Birth	Residence/City	Occupation

B-3 Study Background

Please type on the given form. You can include a separate sheet if you need more space.

1. Knowledge of Major Field

· Your knowledge, education, work experience, etc. in relation to your intended major field of study.

2. Reason for Study in Korea

3. Key Achievements

· Important books, theses, reports, patents, R&D, prizes, scholarships, etc.

B-4 Personal Study Plan

Please type on the given form. You can include a separate sheet if you need more space.

1. Goal of Study & Study Plan

· Goal of study, title, or subject of planned research and detailed study plan.

2. Action Plan after Study

· Action plan in Korea or other country after completion of study at GIST.

B-5 Self Introduction

Please type on the given form. You can include a separate sheet if you need more space.

1. Self Introduction

- Brief life history (growth process, home & social environment), your view of life, educational background, your hopes & wishes, etc.
- Maximum 1 page.

To the applicant:

Please fill in your name and other information below. Deliver or mail this to the person who will write this recommendation. Ask your recommender to seal this in an official envelope and sign across the back after it has been written. Recommendation that are not sealed and signed will not be accepted.

Applicant Information

- Name of Applicant:
- Desired Program: M.S. Ph.D. M.S./Ph.D.
- Nationality:
- Intended Department:

To the Recommender:

The person named above has applied for 'Korean Government Scholarship'. We ask your assistance, and would appreciate your frank and candid appraisal of the applicant.

2. How long have you known the applicant and in what relationship?

3. What do you consider to be the applicant's strengths?

4. What do you consider to be the applicant's weaknesses?

5. How well do you think the applicant has thought out plans for graduate study?

6. Do you know of any medical or emotional condition which might affect the applicant's performance at the University? If so, please explain.

C-2 Letter of Recommendation 2/2

7. Please give us your appraisal of the applicant in terms of the qualities listed below.
Rate the applicant in comparison with others.

	Unusually Outstanding (Top 5%)	Superior (Top 10%)	Excellent (Top 15%)	Good (Top 3rd)	Average (Middle 3rd)	Poor (Bottom 3rd)	No Information
Academic Achievements							
Intellectual Skills							
Research and Creative Abilities							
Interests and Motivations							
Relevant Work Experience							
Ability to Work with Others							
Potential for Success in Graduate School							

8. Please comment on the ratings that you have assigned in #7 and make any additional statement about the applicant's record, potential, or personal qualities which you believe would be helpful in considering the applicant's application for the proposed degree program.

To the Recommender :

Please return this form sealed in an official envelope and signed across the back to the applicant.

We greatly appreciate your willingness to assist us in this manner and will give serious consideration to your comments.

Recommender Information

- Title:
- Legal Name:
- University or College (Full name):
- Department and Position:
- Email Address:

Recommender Signature

- Signature: (here)
- Date:

To the applicant:

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Research and Creative Abilities							
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Relevant Work Experience							
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Recommender Information

- Title:
- Legal Name:
- University or College (Full name):
- Department and Position:
- Email Address:

Recommender Signature

- Signature: (here)
- Date: