

# **Regulations of the Graduate School of International Studies**

Amended by President's approval No. 699, Apr. 4, 2024

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## Chapter 1 General Provisions

### Article 1 (OBJECTIVE)

The Graduate School of International Studies (hereafter GSIS) has two principal objectives:

1. To educate and train the next generation of internationalized and democratic leaders from Korea and abroad in order to successfully meet the multiple challenges stemming from globalization.
2. To provide an interdisciplinary educational opportunity for foreign students in order to deepen and broaden their understanding of Korea.

## Chapter 2 Programs and Quota

### Article 2 (PROGRAM)

- (1) The GSIS offers Master's degree, Ph.D. degree, and combined degree program offering Master's degree/Ph.D. degree. In addition to these degree programs, the school offers a non-degree program.
- (2) The GSIS educational program offers other interdisciplinary cooperative degree programs as well among academia, research institutes, and industries on a contract research basis.

### Article 3 (MAJORS AND ADMISSIONS QUOTA)

- (1) The majors and admissions quota for the Master's degree and Ph.D. degree programs are listed below. However, the admissions quota for the combined program of Master's degree and Ph.D. degree programs will be determined within the admissions quotas of the Ph.D. degree program.

<Amended by President's approval No. 577, Apr. 12, 2022, Apr. 4, 2024>

Major		Quota
Master	Korean Studies International Cooperation International Trade, Finance & Management Global Citizenship & Cooperation Global Citizenship & Sustainable Development	59
Ph.D.	Korean Studies International Trade & Finance International Cooperation International Management	18

- (2) Despite the rules in paragraph 1, a different quota system will be applied to the applicants who fall under the following categories:
  1. Students who qualify according to articles of the Ministry of Education. <Amended by

President's approval No. 202, Feb. 11, 2022>

2. North Korean defectors or foreign students both of whose parents possess foreign citizenship.
  3. Foreign students or overseas Korean residents who have completed a total of 16 years of education or more in foreign institutions that must include elementary school, middle school, high school and university level. Otherwise one must have a foreign citizenship.
  4. According to Article 13 (1) 1 or 13 (1) 2 in the Enforcement Decree of the Higher Education Act, students who get accepted into the international dual degree programs of GSIS. <Newly Inserted by President's approval No. 202, Feb. 11, 2022>
- (3) Process for change of major shall be determined by related bylaws. <Newly Inserted by President's approval No. 937, Jun. 16, 2022>

### **Chapter 3 Admissions**

#### **Article 4 (ADMISSIONS AND SELECTION PERIODS)**

- (1) The admission period to GSIS programs (including re-admission) is prior to approximately 30 days before the beginning of each semester.
- (2) The important dates and timelines for admissions will be determined by the admission guidelines. <Amended by President's approval No. 202, Feb. 11, 2022>

#### **Article 5 (ADMISSIONS QUALIFICATIONS)**

To be admitted into GSIS programs, all applicants must meet the following qualifications.  
<Amended by President's approval No. 202, Feb. 11, 2022>

- (1) Master's degree Program: an applicant who possesses a Bachelor's degree from an accredited college or university in Korea or abroad; an applicant who is expected to receive a Bachelor's degree prior to the admission to GSIS; and an applicant who is evaluated to possess an equivalent academic background by the Ministry of Education.
- (2) Ph.D. degree Program: an applicant who possesses or is expected to receive a Master's degree in a Korean or foreign graduate school.
- (3) Combined degree Program: identical qualifications stated under the Article 5 (1) (Master's degree Program) will be applied. <Amended by President's approval No. 202, Feb. 11, 2022>

#### **Article 6 (APPLICATION PROCEDURE)**

Applicants must submit the required documents along with the application-processing fee.

#### **Article 7 (APPLICATION PROCESSING METHODS)**

Prospective students who apply must go through GSIS application processing procedures that are consisting of a regular application processing, special application and combined application processing. Admission decisions are made at the admissions committee meetings. They need to

be requested by the Dean and finally approved by the President of Yonsei University. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 8 (TRANSFER ADMISSIONS)

Transfer students will be accepted in accordance to the number of vacant spots from the admissions quota for the semester applied. The regulations concerning transfer students will be separately stated.

### **Chapter 4 Registrations, Temporary Leave of Absence, Expulsion, Reinstatement and Readmission**

#### Article 9 (ENTRANCE FEES AND TUITIONS)

- (1) Students admitted to GSIS are required to pay a fixed entrance fee within a specified period.
- (2) Students must pay the predetermined tuition upon registration.

#### Article 10 (REGISTRATION)

- (1) Students who are enrolled in the Master's degree program and the Ph.D. program have to register consecutively for the first four semesters. After four semesters, students have to post register until they receive their degree. According to the bylaw 8.3, the students whose course credits have been transferred can enroll only three full-time semesters.
- (2) Students who are enrolled in the combined degree program are required to register consecutively for six semesters. After six semesters, they are required to post register until they receive their degree.
- (3) Students in the combined degree program obtaining only a Master's degree will follow the rules for the Master's degree program.
- (4) The students who fulfill the degree requirements can shorten registration for the regular semester up to one semester. <Newly Inserted by President's approval No. 202, Feb. 11, 2022>

#### Article 11 (REDUCTION OF TUITION)

Application fee, tuition and other fees will not be reduced under any condition inclusive of an absence, suspension of attendance, removal or expulsion from the school register.

#### Article 12 (REFUND OF TUITION)

Paid tuition can be refunded for cases that are specified in the school regulations.

#### Article 13 (TEMPORARY LEAVE OF ABSENCE)

- (1) Students who expect to miss one-third or more days of entire semester due to illness or unavoidable circumstances, can apply for a temporary leave of absence by submitting an application form and receiving approval from the Dean of GSIS.
- (2) A leave of absence cannot exceed one year (two semesters, within two times) for a Master's degree program, two years (four semesters, within four times) for a Ph.D. program and three years (six semesters, within six times) for the combined degree program.
- (3) Period of mandatory military service, maternity leave, or childcare for children under the age of 8 (second grade or under for children who are enrolled in elementary schools) are recognized as special leaves of absence, and will not count as regular leaves of absence (1 year) normally allowed for students.

#### Article 14 (REINSTATEMENT)

Students who want to apply for reinstatement from their leave of absence status have to submit a reinstatement application form and receive permission from the Dean of GSIS before the registration deadline for the upcoming semester.

#### Article 15 (EXPULSION)

Students who fall under the following categories will be removed from the school register.

1. Students who do not apply for reinstatement within a specified time even after their leave of absence period has expired.
2. Students who do not register within the specified time.
3. Students who are judged to not be capable of pursuing further academic performance due to poor grades or other reasons. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 16 (VOLUNTARY WITHDRAWALS)

Students who want to voluntarily withdraw from the school have to submit a request form and receive permission from the Dean of GSIS.

#### Article 17 (READMISSION)

- (1) Readmission will be allowed only if the specified quota is not filled.
- (2) Students are permitted to apply for readmission only for once.
- (3) Students who have a poor academic record and are removed from the school register through disciplinary punishment or voluntary withdrawal cannot be readmitted to the school.

### **Chapter 5 Course and Credit**

#### Article 18 (COURSES AND ATTENDING PERIOD)

- (1) All the courses at the GSIS are conducted in English or in the language of the studied area. But, the medium of instruction can be used differently in accordance with the academic programs. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) Students cannot exceed four years (eight semesters) in the Master's degree program, seven years (fourteen semesters) in the Ph.D. program and eight years (sixteen semesters) in the combined degree program. However, the period of a leave of absence and removal from the school register will not be included.

#### Article 19 (REQUIRED CREDITS PER SEMESTER)

- (1) In principle, students cannot exceed more than fifteen credits per semester. But in the case of a student whose GPA is 4.15 or higher in the previous semester, the maximum course load will increase to 18 credit hours. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) Students can take non-major courses. But, it can be applied differently considering the academic programs. <Amended by President's approval No. 202, Feb. 11, 2022>
- (3) Credits earned from courses outside of one's major program will not be recognized as credits earned from the major program.

#### Article 20 (REQUIRED CREDITS)

- (1) The minimum number of required credits for students in the GSIS differs with each program. For students in the Master's degree program, it is 42 credits (for those who opt to write a Master's thesis) and 48 credits (for those who decide not to write a Master's thesis).
- (2) For students in the Ph.D. program, the minimum number of required credits is 48 credits. However, up to 24 credits that were completed during the Master's degree program can be counted in these 48 credits.
- (3) In the case of the combined degree program, the minimum number of required credits is 60.
- (4) The number of required and major courses that must be taken will be based on the regulations set by respective programs.
- (5) Deleted <2021.03.06.>

#### Article 21 (COURSES)

Courses will be open according to the curriculum. Students can choose their courses according to the advisement provided by their academic advisor.

#### Article 21.2 (GSIS BACHELOR & MASTER'S ACCELERATED DEGREE PROGRAM)

- (1) In the accelerated degree program students will work to complete both a bachelor and master's degree. A student may take up to a maximum of 12 credits for their desired master's program

while they are still an undergraduate.

- (2) The credits gained in the Master's program mentioned above may be recognized as credits for the desired Master's Degree. However, those credits are not included in the credits needed to complete the Bachelor's program.

#### Article 21.3 (COURSE REGISTRATION FOR FACULTY MEMBER'S CHILDREN)

- (1) In principle, the faculty member's children will not be allowed to take the courses of their own parents.
- (2) Notwithstanding paragraph 1 of this Article, if the student is obliged to take the course, he or she shall report it to the Program Chair and the Dean for approval in advance.

#### Article 22 (EVALUATION)

- (1) Evaluation of grades and grade point average (GPA) are as follows:

Grades	GPA	Explanation
A+	4.3	Excellent
A0	4.0	
A-	3.7	
B+	3.3.	Satisfactory
B0	3.0	
B-	2.7	
C+	2.3	Weak
C0	2.0	
C-	1.7	
F	0	Fail
W	--	Withdraw
P, NP	-	Pass, Non-pass

- (2) Students must apply to retake a course in which one has received an "F" grade during the course registration period. Credits obtained from a retaken course will be marked "R" on the transcript. If the student receives an "F" for a retaken course, student will be removed from the school register for the reason of poor academic performance.

#### Article 22.2 (EXAMS AND GRADING FOR FACULTY MEMBER'S CHILDREN)

- (1) In the case of pre-approved lectures between professors and their children, a faculty member designated by the Dean of the graduate school shall manage and supervise the exams.
- (2) Faculty members who fall under paragraph 1 of this Article shall report the basis for grade calculation, such as attendance, assignments, and examinations to the Program Chair and the Dean, and the retention period of the data shall be 10 years.

- (3) The Dean shall apply sanctions to faculty members who violate Article 21.3 and paragraph 1 or 2 of this Article and shall refer them to disciplinary action if they significantly breach its fairness in any way.

#### Article 23 (OVERALL G.P.A. TO COMPLETE PROGRAM)

A student's credits earned will be added to the number of completed credits if one has attended over two-thirds of the scheduled lectures and received a "C-" (GPA, 1.7) or better grade. However, the cumulative GPA of 3.0 (B0) or better is required to receive one's degree.

### **Chapter 6 Qualification Test, Thesis and Conferment of Degree**

#### Article 24 (QUALIFICATIONS FOR SUBMITTING THESIS)

- (1) Students in the Master's degree program have to earn required credits and receive the cumulative GPA of 3.7 or better.
- (2) Students in the Ph.D. degree program have to earn required credits and pass the language and comprehensive examinations.
- (3) Detailed rules relating to the language and comprehensive examinations will be stated separately.

#### Article 25 (COMPREHENSIVE EXAMINATION)

Students in Ph.D. degree program and combined degree program have to pass a "comprehensive examination" in order to receive a degree. Students who are qualified to take the "comprehensive examination" are those who have passed the foreign language examination and have completed the required number of semesters and credits. The required number of semesters and credits are as follows.

- (1) Deleted
- (2) Students in the Ph.D. program have to complete three semesters and earn more than 30 credits.
- (3) Students in the combined degree program have to complete four semesters and earn more than 40 credits.

#### Article 26 (FOREIGN LANGUAGE EXAMINATION)

- (1) Students in the Master's degree program, the Ph.D. program and the combined degree program have to pass the foreign language examination. But students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development program shall be exempt. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>
- (2) For students in the combined degree program who are only obtaining a Master's degree, the



foreign language examination for Master's degree students will be applied.

- (3) Rules and enforced regulations for the foreign language examination will be separately stated.

#### Article 27 (PASSING MARK STANDARDS)

For the Foreign language examination and every subject in the Comprehensive examination, 70 out of 100 points is considered to be a passing grade.

#### Article 28 (WRITING A THESIS)

- (1) Each student is qualified to submit a thesis after receiving research guidance for more than one semester for a M.A. candidate and more than two semesters for a Ph.D. candidate. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) For the combined degree program, the rules for a Ph.D. will be applied. For those students in the combined degree program obtaining only a Master's degree, the rules for the Master's degree will be applied.
- (3) In principle, the thesis must be written in English and the standard rules for the thesis will be stated separately.
- (4) The completed thesis has to be submitted both on-line and to the Central Library before a designated date after receiving approval from the academic advisor.

#### Article 29 (SUPERVISORY COMMITTEE)

Supervisory committee members who have received recognition from the Dean of GSIS will evaluate the thesis. A supervisory committee will be composed of three committee members in the case of a Master's thesis and five committee members in the case of a Ph.D. thesis. Among the members, one member should be chosen as the advisor and will lead the evaluating process. The advisor will have equal voting rights as the other members of the supervisory committee.

#### Article 30 (THESIS EVALUATION AND ITS PRESENTATION)

The supervisory committee will conduct an evaluation of the thesis as well as supervise a thesis presentation.

#### Article 31 (EVALUATION)

For a Master's thesis, if two-thirds of committee gives more than 80 out of 100 total points, the thesis is approved. For Ph.D., it will be approved if more than four committee members give 80 points or more.

#### Article 32 (RE-EVALUATION)

Students whose theses have failed in the evaluation process can re-submit the theses after revision for re-evaluation purposes in one or more semesters later.

#### Article 33 (CONFERMENT OF DEGREE)

Through the final evaluation of Graduate School Steering Committee and request from the Dean of GSIS, the President of Yonsei University will confer a degree to those who have fulfilled the specified requirements for the conferment of a degree.

#### Article 34 (TYPES OF DEGREES)

The degrees that the GSIS awards are classified according to the student's major field.

(1) Master's Degree <Amended by President's approval No. 577, Apr. 12, 2022>

<b>Major</b>	<b>Master's Degree</b>
Korean Studies	Master of Arts in Korean Studies (MKS)
International Cooperation	Master of Global Affairs & Policy (MGAP)
International Trade, Finance & Management	Master of Global Economy & Strategy (MGES)
Global Citizenship & Cooperation	Master of Global Civic Studies (MGCS)
Global Citizenship & Sustainable Development	Master of Global Civic Studies (MGCS)

(2) Doctoral Degree

<b>Major</b>	<b>Doctoral Degree</b>
Korean Studies	Ph.D. in Korean Studies
International Cooperation	Ph.D. in International Studies (International Relations)
International Trade, Finance	Ph.D. in International Studies (International Political Economy)
International Management	Ph.D. in Strategy & Organization

### **Chapter 7 Organization**

#### Article 35 (ORGANIZATION)

The Dean, the Associate Dean, full-time professors, and the office staff manage the GSIS.

#### Article 36 (CHAIRPERSON OF EACH MAJOR PROGRAM)

The President of Yonsei University will appoint a chairperson for each major program among GSIS teaching faculty members upon the recommendation of the Dean of GSIS.

#### Article 37 (STEERING COMMITTEE)

In GSIS, there is a Steering Committee, which is composed of five or more of full-time GSIS faculty members and appointed by the Dean of Yonsei GSIS. The Dean will become the chairman of committee. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 38 (FUNCTION OF THE STEERING COMMITTEE)

The Steering Committee will make decisions on the following matters.

- (1) Matters concerning student's admission and recognition of completion.
- (2) Matters concerning the establishment or abolishment of a program and the distribution of students' quota.
- (3) Matters concerning class schedules and contents.
- (4) Matters concerning the establishment and management of public lectures.
- (5) Matters concerning the formulation and modification of the regulations for GSIS or degree programs.
- (6) All other matters which concern the management of the GSIS.

#### Article 38.2. (FUNCTION OF THE YONSEI GRADUATE SCHOOL STEERING COMMITTEE)

<Newly Inserted by President' approval No. 202, Feb. 11, 2022>

The following matters must pass deliberation of the Yonsei Graduate School Steering Committee pursuant to the Article 2.2 of the Yonsei Graduate School Steering Committee regulations.

1. Matters concerning the establishment, abolishment, and a title modification of the major or the program (including agreed department or faculty)
2. Matters concerning an increase in total student enrollment quota and adjustment of it with other graduate schools.
3. Matters concerning recognition of completion and modification of degree requirements.
4. Matters concerning the cancellation of a Master, a Ph.D., an honorary doctoral degree.
5. Matters concerning the integrated management and association, cooperation are needed with other graduate schools.
6. Matters concerning which renders a necessity of cooperation with other graduate schools due to the mutual impact.

#### Article 39 (APPROVAL PROCESS)

The Dean of GSIS will summon the Steering Committee when needed. The committee will be in sessions when over a half of the members are present. The committee will pass a resolution with the approval of two-thirds of its attending members.

Article 40 (TERM OF OFFICE)

One's term of office for the Dean, Associate Dean, the chairperson of each major and members of the Steering Committee is two years.

### **Chapter 8 Non-Degree Program and Executive Program**

Article 41 (ADMISSION QUALIFICATION AND QUOTA)

- (1) GSIS provides non-degree programs as well as degree programs. The qualification of admission to a non-degree program at the GSIS is the same as that of each degree program.
- (2) Quota for non-degree program will be limited to a few students.

Article 42 (PROGRAM PERIOD)

The length of the program will be one year.

Article 43 (CERTIFICATE)

A certificate of completion will be issued to those who have completed one year of a non-degree program with certain research results. <Amended by President's approval No. 202, Feb. 11, 2022>

Article 44 (PROGRAM REQUIREMENTS)

Students who are enrolled in this program are expected to take up to eight courses, more than four of them from the respective majors.

Article 44-2 (EXECUTIVE PROGRAM)

GSIS can open an executive program under the approval of the GSIS Steering Committee and sanction of the Dean.

### **Chapter 9 Foreign Students**

Article 45 (ADMISSION QUALIFICATION)

According to Article 3 (2) foreigners or those having an equivalent status as to applying to Yonsei GSIS should be equivalent to or higher qualifications pursuant to Article 5. <Amended by President's approval No. 202, Feb. 11, 2022>

Article 46 (ADMISSION PERIOD AND APPLICATION PROCESS)

Admission periods and process will be conducted in accordance with Article 4 and 6.

Article 47 (ADMISSIONS)

According to Article 3 (2), foreign students can be admitted into the school outside of the standard admission quota.

**Chapter 10 Scholarship and Punishment <Amended by President's approval No. 202, Feb. 11, 2022>**

Article 48 (SCHOLARSHIP)

Scholarships will be given to students who have achieved the requisite academic level determined by the GSIS.

Article 49 (DISCIPLINARY PUNISHMENT)

Students whose actions violate the rules of the GSIS will be given disciplinary punishment.

**Chapter 11 Exchange Students**

Article 50 (QUALIFICATIONS)

Students in the GSIS can study abroad at a university that has an exchange program with Yonsei University after following a designated procedure. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022> <Amended by President's approval No. 609, Mar. 20, 2023>

Article 51 (RECOGNITION OF CREDITS)

Credits that are earned at another university can be recognized after evaluation by the GSIS. The rules concerning this matter will follow the rules that are stipulated in the rules for exchange students.

Article 52 (PROVISIONS)

Matters that are not discussed under the GSIS regulations will follow the rules of Yonsei University and the overall rules as set by the university for Graduate School.

**Chapter 12 Dual Degree Program**

#### Article 53 (QUALIFICATIONS)

Students in the GSIS can study at domestic and international graduate schools which have an agreement for a dual degree program with GSIS. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022> <Amended by President's approval No. 661, Mar. 28, 2023>

#### Article 54 (REGISTRATION)

Students who study at domestic or international graduate schools under the dual degree program must complete their registration according to the rules of agreement with each school.

#### Article 55 (CONFERMENT OF DEGREE)

According to the agreement for each dual degree, a degree from each school can be conferred when students have taken the required credits and completed other requirements of each school.

#### Article 56 (RECOGNITION OF CREDITS)

Among the credits earned under the dual degree program, up to a half of the required credits needed for graduation can be transferred. Transferring credits can be permitted only after review by the chair of the corresponding program, the Associate Dean and the Dean. However, transferable credits are dependent on each to the agreement.

#### Article 57 (STUDENT GUIDANCE)

Students under the dual degree program need to follow the rules of the school in which they are studying.

#### Article 58 (PROVISIONS)

Matters that are not discussed under the GSIS regulations shall be determined in accordance with the agreement with each graduate school. <Amended by President's approval No. 202, Feb. 11, 2022>

### **Chapter 13 Academic Affairs for Global Citizenship & Cooperation and Global Citizenship & Sustainable Development program**

<Newly Inserted by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022> <Amended by President's approval No. 609, Mar. 20, 2023>

Article 59 (TRACKS) <This Article Newly Inserted by President's approval No. 202, Feb. 11, 2022>

<This Article deleted by President's approval No. 577, Apr 12, 2022>

Article 60 (CLASS) <This Article Newly Inserted by President's approval No. 202, Feb. 11, 2022>

- (1) Courses of Global Citizenship & Sustainable Development Program shall be conducted in Korean, English, Chinese, Japanese, or the language of the area. . <Amended by President's approval No. 577, Apr. 12, 2022>
- (2) Courses of Global Citizenship & Cooperation Program shall be conducted in Chinese. <Amended by President's approval No. 577, Apr. 12, 2022>

Article 61 (COURSES) <This Article Newly Inserted by President's approval No. 202, Feb. 11, 2022>

- (1) Students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development program shall take the following number of credits.
  - A. Global Citizenship & Cooperation: 12 credits in core courses, 18 credits in required courses, and 18 credits in elective courses and be allowed take other major courses. <Amended by President's approval, Apr. 12, 2022, Jun. 14, 2023>
  - B. Global Citizenship & Sustainable Development: 9 credits in core courses, 18 credits in required courses, and 21 credits in elective courses (9 credits from English or Chinese or Japanese courses are mandatory), and be allowed to take other major courses <Amended by President's approval, Apr. 12, 2022, Jun. 14, 2023>
- (2) Students who are not in Global Citizenship & Cooperation program are not eligible for taking this major's courses, with the exception of Global Citizenship & Sustainable Development students who need to take these courses for the purpose of fulfilling their elective credit requirement (taking courses taught in a language other than Korean) <Newly inserted President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 2206, Nov. 14, 2023>
- (3) If students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development major want to register for courses in other majors, they are required to submit unexpired language proficiency test transcript as specified in each of the following subparagraphs during the course registration period. However, if the student's mother tongue or medium of instruction in which the student has graduated from matches with the instruction language of the course, the student may be exempted from this requirement.
  - A. If the language of instruction is English: TOEIC 930 or TOEFL 95 or IELTS 6.5 or higher
  - B. If the language of instruction is Chinese: New HSK Level 6 or higher <Newly established 2022.02.11.> <Amended 2023.03.20.>
  - C. If the language of instruction is Korean: TOPIK level 5 or higher (only applies to Global Citizenship & Cooperation major) <Newly established 2022.02.11><Amended 2023.03.28><Amended 2023.06.14>
- (4) If a student majoring in Global Citizenship & Cooperation submits a language proficiency test score of 5 or higher in the Test of Proficiency in Korean (TOPIK), or if the student's nationality is Korean,

the requirement to complete the 'Korean Language' class, which is a required major subject, can be waived. If required, students can take at least 6 credits of classes in Korean language, among classes in GSIS, general graduate school, and other professional graduate schools on campus, replacing the 'required course completion' requirement. <Newly established 2023.03.20.><Amended 2023.06.14>

- (5) If a student majoring in Global Citizenship & Cooperation, or Global Citizenship & Sustainable Development passes final thesis evaluation, the student may be waived from taking 6 credits in elective courses. <Newly established 2023.08.02>

## **Supplementary Provisions**

1. ~ 21. Omitted
22. The revisions in Article (3-1, 34-1) will become effective from April 30, 2021.
23. Articles (3 (2), 4 (2), 5, 7, 15 (3), 18 (1), 19 (2), 28 (1), 37, 38-2, 43, 45, Chapter 10, and 58) of the revised regulation will be enforced from September 1, 2021. But, Articles (10 (4), 19 (1), 26 (1), 50, 53, Chapter 13, 59, 60, and 61) of the revised regulation will be enforced from the incoming class of 2022.
24. Articles (3 (1), 26 (1), 34 (1), 50, 53, Chapter 13, 59, 60, and 61 (1)) of the revised regulation will be enforced from April 12, 2022.
25. Articles (3 (3)) of the revised regulation will be enforced from June 16, 2022.
26. Articles (50) of the revised regulation will be enforced from March 20, 2023,
27. Articles (61 (3)-(4)) of the revised regulation will be enforced from March 20, 2023, but shall be enforced from the incoming class of 2022.
28. Articles (53) of the revised regulation will be enforced from April 1, 2023.
29. Articles (61 (1)) of the revised regulation will be enforced from June 14. Credit requirements mentioned in 61 (1) B for Global Citizenship & Sustainable Development major will take effect from entering class of Spring 2024, and the previous regulations shall take effect on students who entered before Spring 2024.
30. Articles (61 (3)) of the revised regulation will be enforced from June 14.
31. Articles (61 (4)) of the revised regulation will be enforced from June 14. This revised regulation shall take effect on students who entered after Spring 2023 semester, and the previous regulations shall take effect on students who entered before then.
32. Articles (61 (5)) of the newly established regulation shall be enforced from August 2.
33. Articles (61 (2)) of the revised regulation will be enforced from November 14. This revised regulation shall take effect on students who entered and did not graduate before the date of enforcement.
34. Article (Chapter 2, Article 3) of the revised regulation shall take effect immediately.



# **By-laws of the Graduate School of International Studies**

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## 1. General Admissions Procedure

### Article 1 (OBJECTIVE)

The objective is to clearly list the detailed articles and formalities that are necessary in executing the rules for admission, which are stated in Chapter 3 of the Regulations of GSIS.

### Article 2 (APPLICATION DOCUMENTS)

Applicants who wish to apply for admissions need to submit the following documents to the GSIS within the specified time. <Amended by President's approval No. 202, Feb. 11, 2022>  
<Amended by President's approval No. 577, Apr. 12, 2022>

1. Master's degree program
  - (a) An Application form
  - (b) (repealed)
  - (c) Official university diploma(s) or a certificate showing expected graduation date
  - (d) Official university transcript(s)
  - (e) Original score report of authorized English proficiency test (Applied to the applicants for Korean Studies and Global Studies, and types of English proficiency tests and the requirements for waiver shall be specified in the admission guidelines.)
  - (f) An Essay regarding academic and future career plans
  - (g) Soldiers on active duty but who are not nominees of the army commissioned Education Board must submit an approval form issued by the Minister of National Defense.
  - (h) An original copy of an official document of the commissioned education and that of a Certificate of Career Service. (for those commissioned from corporations, Ministry of National Defense, Korean Government, Ministry of Interior and Safety, etc.)
  - (i) An original copy of TOPIK Level 4 or higher (for the applicants to Global Citizenship & Sustainable Development program, the waiver requirements shall be specified in the admission guidelines.)
  - (j) An original copy of HSK Level 5 or higher (for the applicants to Global Citizenship & Cooperation program, the waiver requirements shall be specified in the admission guidelines.)
  
2. Ph.D. degree program
  - (a) An Application form
  - (b) (repealed)
  - (c) A copy of undergraduate and graduate diploma(s) or a certificate showing expected graduation date

- (d) Official undergraduate and graduate transcript(s)
- (e) Original score report of authorized English proficiency test (Pertinent documents that demonstrate the fact that you completed university or master's program which conducted instruction in English can replace this requirement)
- (f) An essay regarding academic and future career plans
- (g) Soldiers on active duty but who are not nominees of the army commissioned Education Board must submit an approval form issued by the Minister of National Defense.
- (h) Official document(s) of commissioned education and a Certificate of Career Service (applicable to commissioned students from corporations, Ministry of National Defense, Ministry of Government Administration, Home Affairs, etc.)
- (i) Research Plan
- (j) Writing Sample
- (k) Two recommendation letters
- (l) Official GRE score (for relevant applicants)
- (m) Certificate of former employment(s) and research accomplishments (for relevant applicants)

3. For a combined degree program, required documents are the same as those required for the Master's degree program.

#### Article 3 (SUBJECTS AND CONTENTS OF THE ADMISSIONS EVALUATION)

For Master's degree program and Ph.D. degree program at the GSIS are as follows. <Amended by President's approval No. 202, Feb. 11, 2022>

1. Master's degree program
  - Application Documents Evaluation: University transcript(s), foreign language test scores, study plan and other elements specified by each major are subject to evaluation.
  - (Repealed)
  - Interview: The interview will be conducted in English or the corresponding language of studies. The applicant will be evaluated on basic knowledge and aptitude, passion and seriousness about the subject matter, English communication and expression skills and other items specified by each major.
2. Ph.D. degree program
  - Application Documents Evaluation: Transcripts from undergraduate and graduate schools, English proficiency scores (TOEFL or IELTS score), study plan, and other items specified by each major are subject to evaluation.
  - Interview: Requirements for the interview of the Master's degree program will be applied
3. Combined program of both Master's degree and Ph.D. degree programs: Requirements for the Master's degree program shall be applied.

#### Article 4 (ALLOCATION OF MARKS AND STANDARDS OF ADMISSIONS)

Allocation of marks for admissions is as follows. The minimum score for admissions shall be determined pursuant to the meeting of the admissions committee. <Amended by President's approval No. 202, Feb. 11, 2022>

1. Master's degree program
  - (a) Application Documents Evaluation: maximum of 70 points
  - (b) (Repealed)
  - (c) Interview: maximum of 30 points
2. Ph.D. degree program
  - (a) Application Documents Evaluation: Maximum of 70 points
  - (b) Interview: Maximum of 30 points
3. Combined degree program of Master's and Ph.D. degrees: Requirements for the Master's degree program shall be applied.

#### Article 5 (PASSING)

The dean or associate dean shall act as the chair of the admissions committee, and the committee shall be formed with the application reviewers. Admission decisions are made at the admissions committee meeting according to the total points of documents review and interview exam. They should be requested by the Dean and finally approved by the President of Yonsei University. <Amended by President's approval No. 202, Feb. 11, 2022, Apr. 4, 2024>

#### Article 6 (NEW STUDENTS REGISTRATION)

Admitted students must register within a designated period. If not, admission shall be nullified and admission offers can be given to the candidates on the waiting list. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 7 (APPLYING WITH NECESSARY MODIFICATION)

If there are no specified provisions available, the decisions made by the Steering Committee shall be followed. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Supplementary Rules

1. ~ 7. Omitted
8. Articles (2, 3, 4, 5, 6, 7) of the revised by-law will be enforced from September 1, 2021.
9. Article 2 of the revised by-law will be enforced from April 12, 2022.
10. Article 5 of the revised by-law shall be enforced from the date of amendment.

## 2. Admissions Procedure for International Students

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules for admission that are stated in Chapter 9 of the Regulations of the GSIS.

### Article 2 (DEFINITIONS)

According to Article 30 (7) of the enforcement decree of Higher Education Act, a “Foreigner” is defined as the following: <Amended by President’s approval No. 202, Feb. 11, 2022>

1. Foreign students both of whose parents possess foreign citizenship.
2. Person who has Korean citizenship and has completed his or her entire education abroad, from elementary to university education.

### Article 3 (APPLICATION PERIOD)

The important dates and timelines for admissions will follow the dates set by the general graduate school, but may also be determined by the GSIS admission guidelines.

<Amended by President’s approval No. 202, Feb. 11, 2022, Apr. 4, 2024>

### Article 4 (SELECTION CRITERIA)

The dean or associate dean shall act as the chair of the admissions committee, and the committee shall be formed with the application reviewers. The admission committee members selected by an approval of the Dean will examine the documents and the result of the documents evaluation will be reviewed by the meeting of the admission. The selected applicants will be admitted by a request of the Dean and an approval of the President of Yonsei University. <Amended by President’s approval No. 202, Feb. 11, 2022, Apr. 4, 2024>

### Article 5 (APPLICATION DOCUMENTS)

(1) Documents that are required from international applicants are as follows: <Amended by President’s approval No. 202, Feb. 11, 2022>

1. An Application form
2. Two letters of recommendation in English from either professors or employers
3. A copy of university diploma(s) or certificate of expected graduation
4. Official university transcript(s)
5. An Essay regarding future academic and career plans
6. (repealed)
7. (repealed)
8. An original copy of an authorized English Proficiency Test (applied to the applicants of Korean Studies and Global Studies, the types of English proficiency tests and waiver requirements shall be specified in the admission guidelines.)

9. An original copy of TOPIK Level 4 or higher (applied to the applicants for Global Citizenship & Sustainable Development program, the waiver requirements shall be specified in the admission guidelines.)
10. An original copy of HSK Level 5 or higher (applied to the applicants for Global Citizenship & Cooperation program, the waiver requirements shall be specified in the admission guidelines.)
11. Ph.D. applicants must submit the following additional documents
  - (a) Official transcript from graduate school (Master's degree course)
  - (b) A copy of diploma from graduate school (Master's degree course)
  - (c) Research Plan
  - (d) Writing Sample
  - (e) (repealed)
  - (f) (repealed)
12. For a combined degree program, required documents are the same as those required for the Master's degree program.
  - (2) All submitted documents must be written in English.

#### Article 6 (NON-DEGREE STUDENTS)

According to Chapter 8, Regulations of the GSIS, international students are eligible to take courses as non-degree students. The admission procedure for these students will follow rules that are stated in this bylaw.

#### Article 7 (APPLYING PROVISION)

If there are no specified provisions available, the decisions made by the Steering Committee shall be followed. <Amended by President's approval No. 202, Feb. 11, 2022>

#### **Supplementary Rules**

1. ~ 6. Omitted.
7. Articles (2, 3, 4, 5, and 7) of revised by-law will be enforced from September 1, 2021.
8. Article 5 of revised by-law will be enforced from April 12, 2022.
9. The amended articles (Article 3, 5) shall be enforced from the date of amendment.

### **3. Admissions Procedure for Transfer Students**

#### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules for admission that are stated in Article 8 (Transferring) of Chapter 3 (Admission) of the Regulations of the GSIS.

#### Article 2 (ADMISSIONS QUALIFICATION)

The qualifications to transfer into programs are as follows:

1. Students who have completed one or more semesters and acquired more than 9 academic credits in degree programs of an accredited Korean or foreign university or graduate school.
2. Students who have completed the non-degree program at one of the GSIS programs

#### Article 3 (SELECTION CRITERIA AND STANDARDS FOR ADMISSIONS)

- (1) The selecting process will be based on the evaluation of submitted documents and an oral examination.
- (2) Evaluation of submitted documents
  1. Transcripts from undergraduate and graduate school(s)
  2. Essay regarding academic or future plans
  3. Other items specified by each program
- (3) The oral examination will be conducted in English. Applicants will be evaluated on the following:
  1. Knowledge relevant to the major field of study
  2. Passion and seriousness about academic studies
  3. Aptitude for the major field of study
  4. Other specified items determined by each program
- (4) Each program will decide on specific selection criteria in evaluating submitted documents and oral examination.
- (5) Ph.D. applicants will be selected through evaluation of submitted documents and the oral examination.
- (6) For a combined degree program of Master's and Ph.D. degrees, required documents are the same as those required for the Master's degree program. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 4 (SELECTION PERIOD)

Admissions evaluation can be conducted more than once a year and the specific time will be decided by the Steering Committee.

## Article 5 (ALLOCATION OF MARKS AND STANDARDS OF ADMISSIONS)

(1) Distribution of points for transferring students is as follows:

1. Master's degree program
  - A. Evaluation of submitted documents: maximum of 70 points.
  - B. Oral examination: maximum of 30 points
  - C. (Repealed)
2. Ph.D. degree program
  - A. Evaluation of submitted documents: maximum of 70 points.
  - B. Interview: maximum of 30 points

3. The Combined program of Master's degree and Ph.D. programs: Same as those stated for the Master's degree program. <Amended by President's approval No. 202, Feb. 11, 2022>

(2) During the evaluation of the submitted documents and interview examination, each admission committee member will evaluate each applicant separately and confidentially. The scores from all the evaluators will be averaged out and it will be used to select new students.

## Article 6 (APPLICATION DOCUMENTS)

Applicants who want to enter as a transfer student must submit the following documents to the GSIS before the specified deadline. For foreigners, the rules for admission of foreign students will be applied. <Amended by President's approval No. 202, Feb. 11, 2022>

1. Application form
2. Official university diploma(s)
3. Transcripts from undergraduate and graduate school(s)
4. Essay regarding academic of future plan
5. Applicants for Ph.D. Program need to submit the following additional documents
  - A. Official transcript from Graduate School (Master's degree program)
  - B. Official diploma from Graduate School (Master's degree program)
  - C. Deleted <Amended by President's approval No. 202, Feb. 11, 2022>
  - D. Deleted <Amended by President's approval No. 202, Feb. 11, 2022>
  - E. Submit data that are listed above in provisions 1 through 4
6. For the Combined Program, requirements are the same as those listed for the Master's degree Program.

## Article 7 (APPLYING PROVISION)

For matters such as registration and admissions decision, as well as other matters unstated in these by-laws, the GSIS regular admissions policy will apply.

## Supplementary Rules



1. ~ 4. Omitted.

5. Articles (3 (6), 5 (1), and 6) of the revised by-law will be enforced immediately.

#### **4. General Academic Affairs**

##### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules that are stated in Chapter 4 of the Regulations of the GSIS.

##### Article 2 (REGISTRATIONS)

Students must complete their registration before the specified deadline. Furthermore, to ensure timely observance of the rules and regulations of the GSIS, students must receive a guided supervision of the relevant program chairperson.

##### Article 3 (TUITION REFUNDS AND TRANSFERRING)

- (1) (repealed)
- (2) Tuition refunds and transfer will follow the related rules. <Amended by President's approval No. 202, Feb. 11, 2022>

##### Article 4 (GENERAL RULES FOR A LEAVE OF ABSENCE)

- (1) Students wishing to take a leave of absence with an appropriate reason, such as military service, illness or household matters, must obtain an approval from the Dean of GSIS by submitting a leave of absence request form, along with doctor's diagnosis or a written explanation. Students who fail to do so will be removed from the register.
- (2) Students applying for a leave of absence during the semester must obtain approval from the Dean of GSIS by submitting a leave of absence request form, along with doctor's diagnosis or a written explanation within ten weeks from the start of the semester.
- (3) Both new students and readmission students will not be allowed to take a leave of absence during their first semester with the exception of military duty, maternity leave, or major illness based on a medical certificate.

##### Article 5 (LEAVES OF ABSENCE DUE TO MILITARY DUTY)

- (1) Students entering the military during the semester must submit a leave of absence form with an enlistment notice to the GSIS within one week prior to the enlistment date.
- (2) Those who are ordered to return home after entering the army must submit the necessary form to cancel their request for a leave of absence for military duty within a week from the date of their release.
- (3) Those who are discharged from military service must return to school within a year from the discharged date. If not, they will be removed from the school register.

#### Article 6 (REINSTATEMENT)

- (1) Students, who are on leave of absence and want to be reinstated to the GSIS, must submit a reinstatement form within a specified period during the semester to obtain an approval from the Dean. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) When submitting a reinstatement form, students who finished military service must include a copy of the certificate of release from military service.

#### Article 7 (VOLUNTARY WITHDRAWAL)

Students who want to voluntarily withdraw from the GSIS due to an illness or for any other personal reasons must submit a withdrawal form and receive approval from the Dean of the GSIS.

#### Article 8 (READMISSION)

- (1) Readmission is allowed only if the student quota is not filled.
- (2) Readmission is allowed only once, regardless of the length of period after being removed from the school register.
- (3) Students who are expelled from the GSIS due to poor academic performance, disciplinary measures, voluntary withdrawal or fabricated documents, cannot apply for readmission <Amended by President's approval No. 202, Feb. 11, 2022>
- (4) Admission fee for students who are readmitted to the GSIS may be half deducted.
- (5) In the case of readmission within three years from the date of dismissal, the requirements for graduation at the time of initial admission shall apply, and if three years elapsed, the requirements for graduation at the time of readmission shall apply.

#### Article 9 (CHANGE OF MAJOR)

- (1) Students who have completed more than one semester in GSIS may apply for a change of major only once until before completion of the third semester.
- (2) Applicants for major change must complete at least 9 credits among core courses and courses in their major, and must submit an application form with the academic transcript to the administration within the designated period.
- (3) The dean may approve the change of major after reviewing process by the Steering Committee. <Newly Inserted by President's approval No. 937, Jun. 16, 2022>

#### **Supplementary Rules**

1. ~4. Omitted
5. Articles (3, 6 (1), and 8 (3)) of the revised by-law will be enforced immediately.

## **5. An Academic Affair for Transfer Students**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules that are stated in Article 8 (Transfer) under Chapter 3 (Admission) of the Regulations of the GSIS.

### Article 2 (REGISTRATION)

Transfer students must follow the registration procedure stated in Article 10 of the Regulations of the GSIS.

### Article 3 (COMPLETED CREDITS)

Students need to complete the required credits in each degree program.

### Article 4 (CREDITS RECOGNITION)

After a review by the chair of the respective program and approval by the Dean of the GSIS, credits that are earned from a domestic or foreign graduate school can be recognized up to a maximum of fifteen credits. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 5 (SHORTENING A SEMESTER)

One required semester can be shortened according to Article 4 (Recognition of Credits) of this bylaw.

### Article 6 (COMPLETION OF SUPPLEMENTARY COURSES)

Transfer students need to complete the courses decided by the program chair, as supplementary courses.

### Article 7 (THESIS FOR A DEGREE)

Students who wish to write a thesis for a degree will be subject to the rules concerning writing a thesis for a degree at the GSIS and the conferment of a degree.

### Article 8 (APPLYING PROVISIONS)

For other matters concerning the affairs of transfer students not mentioned in this bylaw, the Regulations of the GSIS and other bylaws of the GSIS will be applied.

## **Supplementary Rules**

1. Omitted.
2. Article 4 of the revised by-law will be enforced immediately.

## **6. Courses and Evaluation of School Works**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules, stated in Chapter 5 of the Regulations of the GSIS.

### Article 2 (COURSE REGISTRATION)

- (1) Students can register up to 15 credits per semester. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) Students can change their course registration within a specified period decided by GSIS.

### Article 3 (COURSE WITHDRAWAL)

- (1) One can withdraw from a course if completing the course is deemed impossible. In order to do so, students must obtain permission from both the course instructor and program chair within a designated period.
- (2) Students must maintain at least two courses after withdrawal.
- (3) Students cannot replace a withdrawn course with another course.
- (4) Withdrawn courses will be excluded in calculating one's GPA. However, a "W (withdraw)" will be recorded in the transcript.

### Article 4 (COURSE CANCELLATION)

The Dean of the GSIS can cancel a course if less than five students have signed up during the registration period and or less than three students have registered after the drop & add period.

### Article 5 (RETAKEING A COURSE)

Retaking is allowed only once for a course if a student receives "F". If the student receives an "F" for a retaken course, student will be removed from the school register.

### Article 6 (COMPLETED CREDITS)

In order to take courses at a foreign partner school within the exchange program or other graduate school within/out of Yonsei University and credits to be transferred, they must obtain an agreement from the chair professor of program and receive approval from the Dean by submitting a petition.  
<Amended by President's approval No. 202, Feb. 11, 2022>

### Article 7 <Deleted>

### Article 8 (COMPLETION OF SUPPLEMENTARY COURSES)

Those students whose undergraduate major is not related to their current program of study can take up to 4 courses offered at the undergraduate level with the permission of the program chair. Credits earned in these courses will not be recognized as course credits for graduation.

#### Article 9 (CORE CURRICULUM)

Common core courses are designated regardless of major and every student should complete them for the 1<sup>st</sup> semester in principle. However, the common core courses of Global Citizenship & Cooperation and Global Citizenship & Sustainable Development Program shall be determined separately. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>

#### Article 10 (FIELDS OF CONCENTRATION)

Each major has its fields of concentration, and students need to obtain 12 credits from the field to have the approval for the field of concentration within their major. However, students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development Program cannot choose the field of concentration. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>

#### **Supplementary Rules**

1. ~6. Omitted.
7. Articles (2, 6, 9, and 10) of the revised by-law will be enforced immediately.
8. Articles (9 and 10) of the revised by-law will be enforced from April 12, 2022.

## 7. The Comprehensive and Foreign Language Examinations

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules that are stated in Chapter 6 (The Comprehensive and Foreign Language Examinations) of the Regulations of the GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 2 (QUALIFICATIONS FOR TAKING EXAMINATIONS)

1. The Comprehensive Examination
  - A. deleted
  - B. Ph.D. degree program: Students who have completed at least three semesters and have earned at least 30 credits and have passed foreign language examination.
  - C. The Combined Program: Students who have completed at least four semesters and have earned at least 40 credits and have passed foreign language examination.
2. (repealed) <Deleted by President's approval No. 202, Feb. 11, 2022>
3. The examination standard of the Master's degree program will be applied to those in the Combined Program who wish to obtain only a Master's degree.

### Article 3 (SUBJECTS IN EACH EXAMINATION) <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>

1. The Comprehensive Examination
  - A. Deleted
  - B. Ph.D. and the Combined Programs: The Examination and Evaluation Committee is consisted according to the major. Students have to discuss with their program chair to determine the range of questions of a written test. But an oral assessment can be added when it deems necessary.
2. The Foreign Language Test
  - A. Master's degree program:
    - (a) (Repealed)
    - (b) International students who major in Korean Studies must take the Korean Language Test.
    - (c) Students who do not fall into the category stated above are instead to submit an English Proficiency test score. However, students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development Program shall be exempt from a foreign language examination.
  - B. Ph.D. degree program



(a) Students whose native language is not English are required to take an authorized foreign language test which is neither English nor their mother language.

(b) Students whose native language is English are required to take the Korean language examination. Students can take an authorized foreign language test other than Korean with an approval of the Program Chair.

(c) Students who achieve over a certain level of scores in official language tests are considered to pass the foreign language test.

\* Korean: TOPIK level 4 or above

\* Chinese: HSK level 3 or above

\* Japanese: JLPT level N2 or above

\* Other Languages: according to an approval of the Program Chair

#### Article 4 (APPLICATON FOR A TEST)

Students who want to apply for the Comprehensive Examination must submit an application within a specified period. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 5 (TEST FEES) <deleted>

#### Article 6 (FREQUENCIES OF TEST)

Test periods and frequencies are as stated below: <Amended by President's approval No. 202, Feb. 11, 2022>

1. Comprehensive Examination: Once in a semester, the time shall be determined separately.
2. (repealed) <Deleted by President's approval No. 202, Feb. 11, 2022>

#### Article 7 (RANGE OF QUESTIONS)

The objective of the Comprehensive Examination is to evaluate one's knowledge of the major and research ability.

#### Article 8 (PASSING POINT)

Passing grade for the Comprehensive Examinations is 70 points out of a total 100 points for each tested subject. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 9 (RETAKING TEST) <Amended by President's approval No. 202, Feb. 11, 2022>

1. Comprehensive Examination
  - A. deleted
  - B. Ph.D. Program: Students who did not pass can reapply up to 2 times.
2. (repealed) <Deleted by President's approval No. 202, Feb. 11, 2022>

Article 10 (PASSING)

Passing the Comprehensive Examination will be confirmed by the approval of the Dean of the GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>

**Supplementary Rules**

**1.~ 4. Omitted.**

5. Articles (1, 2, 3, 4, 6, 8, 9, and 10) of the revised by-law will be enforced immediately.

6. Article 3 of the revised by-law will be enforced from April 12, 2022.

## 8. Recognition of Credits Completed at other Graduate Schools

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules that are stated in Chapter 8, Chapter 11 of the Regulations of the GSIS and concerning the process of recognizing the credits that were earned in other Graduate Schools. However, it shall be determined otherwise as the curriculum of each major deems necessary. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 2 (GRADUATE SCHOOLS WITH WHICH TRANSFER CREDIT IS POSSIBLE)

- (1) Credits earned from other graduate schools can be transferred only from general graduate schools at Yonsei, other professional graduate schools at Yonsei, and Korean or foreign graduate schools that participate in a credit exchange program or dual degree program with the GSIS.
- (2) In the case of incoming students (including transfer students), one can transfer credits from another domestic or foreign graduate school according to Article 23 of the higher educational law. However, the credits of students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development Program that are earned at other graduate schools cannot be transferred nor acknowledged. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>

### Article 3 (CREDIT TRANSFER RECOGNITION)

- (1) Credits that were earned at other Korean or foreign graduate schools that participate in the credit exchange program with the GSIS can be transferred up to 15 credits, not more than 6 credits per semester. Credits earned as an exchange student are also included in these 15 credits. However, among the credits earned under the dual degree program, up to a half of the required credits needed for graduation can be taken and transferred, and the detailed coverage and method of credit recognition will be provided through separate provisions.
- (2) Credits earned at other Korean or foreign graduate schools or during the non-degree program of the GSIS before entering the GSIS will be recognized only if those courses are the same or similar to the ones offered at the GSIS. Up to 12 credits will be recognized for the Master's degree. For Ph.D. Programs and Combined programs, up to 24 credits will be recognized. Required class term can be shortened by the decision of the Dean, after the Associate Dean's review of the request from the chair of the corresponding program.
- (3) Article 4 of the Bylaw 3. Admissions Procedure for Transfer Students will be applied to transfer students.
- (4) Including instances stated in section 1 and 2 above, transfer of credits will be allowed within a total of 24 credits.

#### Article 4 (PROCEDURE)

Permission for transferring credits will be decided by the Dean of the GSIS, after the Associate Dean's review of the request from the chair of the corresponding program.

#### Article 5 (PROCEDURE OF ATTENDING AND COURSE REGISTRATION AT OTHER GRADUATE SCHOOLS)

GSIS students who wish to complete credits at other graduate schools must observe the following provisions.

1. During the period of course registration, students must submit an application of course listing to the GSIS office after receiving the confirmation from the instructor and consent from the program chair of the GSIS.
2. If a student wishes to change a course that he or she has registered for, the student must do it during the drop and add period of the GSIS.
3. For other matters concerning exchange students, the "Bylaws Concerning the GSIS Exchange Students" will be applied.

#### Article 6 (APPLYING PROVISION)

Other provisions not stated in this bylaw will refer to the bylaws of the general graduate schools at Yonsei University.

#### **Supplementary Rules**

- 1.~6. Omitted.
7. The revisions of Article (1 and 2(2)) will become effective immediately.
8. Article 2(2) of the revised by-law will be enforced from April 12, 2022.

## **9. Establishment of an Independent Study Course**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to state necessary details for establishing and putting into practice an Independent Study Course according to the Article 21 (Course Registration) under Chapter 5 (Course and Credit) in the Regulations of the GSIS.

### Article 2 (DEFINITION)

“Independent Study Course” is a research course that students can take by receiving individual assignments from an instructor after receiving permission from the program chair.

### Article 3 (SUBJECT ESTABLISHMENT)

“Independent Study Course” will be established according to the needs of each major.

### Article 4 (RANGE OF CREDITS)

Credits earned through an Independent Study Course can be added to the number of credits needed to complete a program. Up to three credits will be recognized for the Master’s degree and up to six will be recognized for the Ph.D. program and the Combined Program.

### Article 4.2 (REQUIRED CREDITS FOR PH.D. PROGRAM)

Students in the Ph.D. program are required to take at least 3 credit hours of the Independent Study Course. <Newly Inserted on March 6, 2021>

### Article 5 (NUMBER OF CREDITS AND EVALUATION)

Three credits will be awarded upon successfully completing an Independent Study Course. Evaluation of one’s performance will be done in a similar manner to regular classes.

### Article 6 (LIMITATION OF COURSE OFFERING)

Independent Study courses will not be included in the number of courses that each program is allowed to offer each semester.

### Article 7 (RESPONSIBLE TIME)

An Independent Study course will not be included in the number of lecture hours that an instructor is responsible for.

## **Supplementary Rules**

1. ~ 2. Omitted.

3. The revision in Article 4 (2) <Newly Inserted on March 6, 2021> will be applied starting from students who entered in the Spring 2021 semester.

## 10. Thesis for Degree

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules concerning thesis writing, submission, evaluation and final thesis presentation that are stated in Chapter 6 of the Regulations of the GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 2 (QUALIFICATIONS FOR THESIS SUBMISSION)

Students with the following requisites can submit a thesis draft for a preliminary evaluation. <Amended by President's approval No. 202, Feb. 11, 2022> <Amended by President's approval No. 577, Apr. 12, 2022>

1. Master's degree Program
  - A. Deleted
  - B. Students with a minimum GPA of 3.7 or above for the first two enrolled semesters
  - C. Students who have completed the required credits for their major and have registered for at least 4 semesters.
  - D. Students who have received approval of his or her thesis proposal and have been advised for more than one semester.
  - E. Students are expected to finish preparation for a thesis evaluation within 8 semesters from the admission date. However, periods of leave of absence and expulsion will not be included.
2. Ph.D. degree program
  - A. Students who have passed the foreign language test.
  - B. Students who have passed the Comprehensive Exam for the Ph.D. degree program.
  - C. Students who have completed the required credits from their major and have registered for at least 4 semesters.
  - D. Students who have received approval of his or her thesis proposal and have been advised for more than two semesters.
  - E. Students are expected to finish preparation for a thesis evaluation within 14 semesters from the admission date. However, periods of leave of absence and expulsion will not be included.
3. The Combined Program of Master's degree and Ph.D. degree programs
  - A. Students who have passed the foreign language test.
  - B. Students who have passed the Comprehensive Exam for the Combined Program.
  - C. Students who have completed the required credits for their major and have registered for at least 6 semesters.
  - D. Students who have received approval of his or her thesis proposal and have been advised by an assigned thesis-advising professor for more than two semesters.

- E. Students who are expected to finish preparation for a thesis evaluation within 16 semesters of the admission date. However, leave of absence and academic expulsion will not be included.
- F. The qualifications of submitting a Master's thesis will be applied to those who aim to obtain only a Master's degree.

#### Article 3 (THESIS FOR A DEGREE)

Thesis has to be written in English and has to clearly demonstrate one's basic knowledge of his or her major. Furthermore, the topic of the thesis has to be organized and presented validly from an academic point of view.

#### Article 4 (QUALIFICATION OF THESIS CHIEF-ADVISING PROFESSOR)

- (1) Full time Yonsei GSIS professors, associate professors, assistant professors who have a Ph.D. or other persons who possess equivalent qualifications and have been approved by the program chair.
- (2) A thesis-advising professor will be selected among professors who have at least two more semesters before retirement.

#### Article 5 <deleted>

#### Article 6 (REVIEW OF THE QUALIFICATION OF THESIS SUBMITTER)

The Steering Committee will review and approve the qualifications of the thesis candidate.

#### Article 7 (SELECTION OF EVALUATION COMMITTEE MEMBERS)

- (1) Professors who are to evaluate a thesis are selected by the thesis candidate from professors whose research areas are related to the theme of the thesis and after the candidate has submitted his or her thesis proposal to the GSIS upon receiving approval and signatures from the professors. For the Master's degree Program, the candidate must select one or more Full time Yonsei GSIS professors and for the Ph.D. and the Combined Programs, the candidate must select three or more Full time Yonsei GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) The Dean of the GSIS will confirm evaluation committee members and request the evaluation of thesis.
- (3) The Evaluation Committee will consist of three members for the Master's thesis and five members for the Ph.D. thesis. The chief-advising professor will automatically be a member of the Evaluation Committee.
- (4) The qualifications for a member of the Evaluation Committee are full time professors, associate professors, assistant professors who have a Ph.D. at Yonsei University or any other person approved by the Program Chair. <Amended by President's approval No. 202, Feb. 11, 2022>



#### Article 8 (CHAIR OF THE EVALUATION COMMITTEE)

Unless there are special circumstances, the chief-advising professor will serve as the Chair of the Evaluation Committee. The chief-advising professor will be responsible for conducting the evaluation process and reporting the results to the Dean of the GSIS. The Chair of the Evaluation committee possesses the same rights as other evaluation members during voting.

#### Article 9 (METHOD OF PRELIMINARY EVALUATION OF THESIS)

- (1) Each member of the Evaluation Committee will carefully review the submitted thesis draft.
- (2) The Chair of the Evaluation Committee will composite the opinions of each member and will submit the results to the Dean of the GSIS within a specified period.

#### Article 10 (DECISION OF A PRELIMINARY EVALUATION OF THESIS)

During the preliminary evaluation, the members of the Evaluation Committee will carefully review the attitude of the thesis candidate, appropriateness of the research topic and research method, and research results. Committee members will point out areas that need corrections or additions and decide whether or not the thesis will be acceptable for a final judgment for that semester. The final evaluation of a thesis will be postponed for a semester or more if it is judged to be inadequate as a result of poor thesis content.

#### Article 11 (FINAL THESIS DRAFT)

Under the advice of a chief-advising professor, the thesis candidate should make corrections or additions pointed out during the preliminary thesis evaluation and compose a final draft.

#### Article 12 (STRUCTURE OF THESIS)

The regulations of thesis structure are as follows:

- (1) Paper size: 4X6 (18.5 cm X 25.5 cm)
- (2) Quality of paper: Vellum paper over 70 pounds
- (3) Printing method: Text should be printed on either one side or both sides. But it shall be printed in Master or Offset. <Amended by President's approval No. 202, Feb. 11, 2022>
- (4) Binding: Hard cover
- (5) Color of cover: Master's thesis: Indigo (dark blue), Ph.D. thesis: black
- (6) Thesis must contain following items and in the following order <Amended by President's approval No. 202, Feb. 11, 2022>
  1. Inside cover
  2. Statement of Submission
  3. Statement of Approval
  4. Acknowledgments

5. Table of contents (including list of tables and graphs)
6. Abstract in English (within two pages)
7. Main text
8. Bibliography
9. Appendix, Index and etc. (if any)
10. Abstract in Korean (within two pages)

#### Article 13 (NUMBER OF COPIES)

- (1) Four copies of a completed thesis pursuant to the format of Yonsei University library must be submitted and the original copy must be submitted on-line. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) On-line submission confirmation note and access permission must be submitted to the Yonsei University library within the specified time. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 14 <deleted>

#### Article 15 (FINAL EVALUATION)

- (1) The members of the Evaluation Committee will conduct a final evaluation of a thesis during a period designated by the Dean of the GSIS.
- (2) Members of the Evaluation Committee can request the thesis candidate to submit a copy or translation or model and/or other necessary materials needed to evaluate a thesis.
- (3) The final evaluation is conducted in order to examine whether the items that were pointed out during the preliminary evaluation have been dealt with. Also, it is to decide whether the thesis for a degree has any defects regarding content and organization.
- (4) The final judging process has to be completed within a specified period.
- (5) Only thesis that has completed the plagiarism check is eligible for the final evaluation.

#### Article 16 (EVALUATION METHOD)

Evaluation of a thesis will be based on a total of 100 points. For a Master's thesis, if more than two members of the Evaluation Committee evaluate it above 80 points, a thesis will be passed. For a Ph.D. thesis, if more than 4 members of the Evaluation Committee evaluate it above 80 points, a dissertation will be passed.

#### Article 17 (RE-EVALUATION)

A degree candidate whose thesis did not pass can resubmit a thesis only once after one or more semester.

Article 18 (FINAL THESIS PRESENTATION)

- (1) Members of the Evaluation Committee will conduct an oral examination on the problems related to the thesis simultaneously with the final thesis evaluation.
- (2) The evaluation method for an oral examination will follow the same evaluation method as the final thesis evaluation.
- (3) If a student fails the thesis presentation, while passing the final thesis evaluation, the student may retake the oral examination after one or more semester. If a student fails again for the second oral examination, the previous pass for the final evaluation process will be cancelled.

Article 19 <deleted>

**Supplementary Rules**

**1.~8. Omitted.**

9. revision of Article (1, 2, 7, 12, and 13) will become effective immediately.

10. Article 2 of the revised by-law will be enforced from April 12, 2022.

## 11. Degree Conferment

### Article 1 (OBJECTIVE)

The objective of this bylaw is to list the detailed regulations regarding Article 33 (Degree Conferment) that are listed under Chapter 6 of the Regulations of the GSIS.

### Article 2 (QUALIFICATION FOR STUDENTS RECEIVING DEGREE CONFERMENT)

Degree will be conferred to students who are eligible according to following qualifications and registered the last semester.

1. Master's degree program
  - A. Students who obtained more than 48 credits (or 42 credits and passed thesis evaluation and thesis presentation)
  - B. Students who have a grade point average of 3.0 or more in completed credits.
  - C. Students who have either passed Foreign Language Test or were exempt from it. <Amended by President's approval No. 202, Feb. 11, 2022>
  - D. Students who have registered more than 4 semesters.
  - E. Students who have not exceeded more than 8 semesters.
  - F. <deleted>
2. Ph.D. degree program
  - A. Students who have completed all credits listed in paragraph 2 under Article 20 of the Regulations of the GSIS.
  - B. Students who have a grade point average of 3.0 or more in completed credits.
  - C. Students who have passed a Foreign Language Test. <Amended by President's approval No. 202, Feb. 11, 2022>
  - D. Students who have passed the Comprehensive Examination.
  - E. Students who have registered more than four semesters and received thesis advice for at least two semesters.
  - F. Students who have not exceed more than 14 semesters.
  - G. Students who have passed the final evaluation of thesis and thesis presentation.
  - H. Students in the Ph.D. program are required to publish in a National Research Foundation of Korea (NRF) - KCI listed journal (or equivalent) as a main author (the first or corresponding author)
3. The Combined Program of Master's degree and Ph.D. degree programs
  - A. Students who have completed all credits that are listed in paragraph 3 under Article 20 of the Regulations of the GSIS.
  - B. Students who have a grade point average of 3.0 or more in completed credits.
  - C. Students who have passed a Foreign Language Test. <Amended by President's approval

No. 202, Feb. 11, 2022>

- D. Students who have passed the Comprehensive Examination.
- E. Students who have registered for more than six semesters and received thesis advice for at least two semesters.
- F. Students who have not exceeded more than 16 semesters.
- G. Students who have passed the final evaluation of thesis and thesis presentation.
- H. Students in the Combined program of Master's degree and Ph.D. program are required to publish in a National Research Foundation of Korea (NRF) – KCI listed journal (or equivalent) as a main author (the first or corresponding author)

#### Article 3 (SCREEING OF STUDENTS ELIGIBLE FOR DEGREE CONFERMENT)

The Dean of the GSIS will state the qualifications for students receiving degree conferment to the Steering Committee who will then screen students accordingly. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 4 (DEGREE CONFERMENT)

- (1) By the Dean's request, the President of Yonsei University will confer a degree appropriate to one's major as stated in Article 34 of the Regulations of the GSIS to those who pass the graduate screening process.
- (2) Students who are qualified according to dual degree programs will be conferred dual degrees.
- (3) Up to two fields of concentration can be conferred as sub-degree types. But as to students in Global Citizenship & Cooperation and Global Citizenship & Sustainable Development program, this condition shall not be conferred. <Amended by President's approval No. 202, Feb. 11, 2022>  
<Amended by President's approval No. 577, Apr. 12, 2022>

#### Article 5 (REPORT)

The President of Yonsei University will report students who receive a degree to the Ministry of Education. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 6 (CONFERMENT CEREMONY)

The Conferment Ceremony will be held twice a year in February and August.

#### Supplementary Rules

**1.~5. Omitted.**

**6.** The revision of Article (2, 3, 4 (3) and 5) will become effective immediately.

**7. The Article 4 (3) of the revised by-law will be enforced from April 12, 2022.**

## **12. Non-Degree Program**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to list the detailed regulations and procedures concerning Non-Degree Program stated in Chapter 8 of the Regulations of the GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 2 (QUALIFICATION FOR APPLICANTS)

The qualification for the Non-Degree Program is the same as that of each degree program.

### Article 3 (REGISTRATION)

- (1) According to the Article 9 of the Regulations of the GSIS, students must pay a designated fee within the specified period.
- (2) Non-degree students are not eligible for any scholarships.

### Article 4 (RESEARCH PERIOD)

The period of the Non-Degree Program will be a year (two semesters).

### Article 5 (COMPLETED CREDITS)

- (1) Students must complete at least 12 credits of GSIS courses under the advice of the program chair to receive a certificate.
- (2) Possible Credits per a Semester: Students can register for up to 12 credits.

### Article 6. CERTIFICATE OF RESEARCH ACCOMPLISHMENT

According to Article 4 and 5 of this by-law, the Certificate of Completion will be issued.  
<Amended by President's approval No. 202, Feb. 11, 2022>

### Article 7. QUALIFICATIONS FOR MASTER'S DEGREE PROGRAM

When a student who has completed a non-degree program in one or two semesters applies for a master's degree program, he or she shall meet the following requirements: <Amended by President's approval No. 202, Feb. 11, 2022>

1. Completion of 12 credits in more than one semester.
2. Completion of GSIS core courses.
3. 3.5/4.3 or higher cumulative GPA (but, the grade earned in other graduate schools and Korean courses are excluded in the calculation of the cumulative GPA.)

## **Supplementary Rules**

1.~4. Omitted

5. The revision of Article (1, 6, and 7) will become effective immediately.

### **13. Distribution of Various Scholarships**

#### Article 1 (OBJECTIVE)

The objective of this bylaw is to list the detailed regulations and procedures in executing rules that are stated in Article 48 (Scholarship) under Chapter 10 (Scholarship) of the Regulations of the GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 2 (RANGE OF APPLICATION)

This rule will be applied to the criteria for selecting scholarship recipients and the distribution of scholarship. Some scholarships have special rules applied to them.

#### Article 3 (TYPES)

Types of scholarships that the GSIS distributes and manages are as follows:

1. Incoming Student Awards:
2. Dean's Scholarships
3. Financial Aid
4. Assistant Scholarships
5. External Fund Scholarships
6. Internship Support
7. Student Activity Scholarships
8. Dual-Degree Scholarships

#### Article 4 (SELECTION AND DISTRIBUTION PROCEDURE)

1. Incoming Student Awards: Will be given to incoming students(domestic/foreigner) with good admission records
2. Dean's Scholarships: Will be given to those who have completed 12 credits or above in the previous semester with good academic performance (4.0/4.3 or above).
3. Financial Aid: Follow the criteria of Article 6.
4. Assistant Scholarships: Will be given to students who are appointed as office, general and research assistants.
5. External Fund Scholarships: Priority will be given to those in good academic standing and who meet the standard of external foundations.
6. Internship Support: Will be given to students who submit internship reports and are evaluated on their work.
7. Student Activity Scholarships: Payment shall be made according to the activities of the GSA and the student body (YJIS, Newsletter, Novasia).



8. Dual-Degree Scholarships: Payment shall be made in accordance to the agreement with the other school.

#### Article 5 (JUDGING)

The Program Chair will nominate candidates of scholarship from external funding after considering the academic standing, personal attributes, and school record of applicants.  
<Amended by President's approval No. 202, Feb. 11, 2022>

#### Article 6 (NOMINATION OF FINANCIAL AID)

The Dean will consider the following conditions and nominate applicants on the following criteria.  
<Amended by President's approval No. 202, Feb. 11, 2022>

1. Students must have completed more than 9 credits and maintained a GPA of 3.5 or above.
2. Family financial situation will be considered.
3. The number of scholarships awarded will be balanced across semesters.

#### Article 7 (APPLICATION PERIOD AND PROCEDURE)

(Repealed)

#### Article 8 (DISQUALIFICATION)

Students who fall into the following categories cannot apply for a scholarship for at least one semester from the incident.

1. (Repealed)
2. Readmission
3. Removal of disciplinary punishment
4. Students who receive an "F"
5. (Repealed)
6. Students who are selected as a scholarship recipient from another institution
7. Students who have violated other school regulations.

#### Article 9. SCHOLARSHIP PERIOD

Scholarships will be given for only one semester unless stated otherwise.

#### Article 10. APPLYING PROVISIONS

Items not dealt with in this bylaw will refer to the Bylaws Concerning Scholarship Distribution at the graduate schools and Yonsei University.

### **Supplementary Rules**

1.~8. Omitted.

9. The revision of Article (1, 5, 6) will become effective immediately.

## **14. Exchange Students**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to list the detailed regulations and procedures in executing rules that are stated in Chapter 11 (Exchange Students) of the Regulations of the GSIS.

### Article 2 (OBLIGATION)

Exchange Students who are studying at a foreign university must complete the specified credits at the designated university while on exchange.

### Article 3 (QUALIFICATION)

Students who want to participate in an exchange program must meet the qualifications of Office of International Affairs.

### Article 4 (APPLICATION PROCEDURE)

Students who want to apply for an exchange program must receive permission from the GSIS after preparing the necessary documents. They then must submit documents to the Office of International Affairs.

### Article 5 (STUDY PERIOD)

In principle, the exchange program period is one semester. During this period, students must register at the GSIS.

### Article 6 (RECOGNITION OF EARNED CREDITS)

- (1) Credits earned during exchange program can be recognized as graduation requirement with an approval by the program chair, the Associate Dean and Dean. Only courses similar to the GSIS offering courses applies to major credits after receiving approval from the program chair.
- (2) A maximum of 15 credits earned at a participating exchange graduate school with the GSIS will be recognized.

### Article 7 (OTHERS)

When there are matters not dealt with in this bylaw, Regulations and Bylaws at Yonsei University will be applied.

### Supplementary Rules

1.~3. Omitted.

4. The revision of Article 6 will become effective immediately.

## **15. Student Internship**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules concerning the process of recognizing the credits that were earned from Internship.

### Article 2 (CREDIT TRANSFER RECOGNITION)

1. On applying an internship program, the approval of CDC professor and the chair of the corresponding program is required in advance.
2. Internship should be full-time and of more than 10 weeks' duration <Amended by President's approval No. 202, Feb. 11, 2022>
3. Students must submit the evaluation letter from the institution and the internship report. Credits may not be given if the features and the level of the internship activity do not meet the prescribed standards.

### Article 3. CREDIT TRANSFER RANGE AND PROCESS

- (1) Internship credits will be allowed only two times, maximum 6 credits during the degree. If the duration of internship is more than 15 weeks, 3 credits will be given. For the internship shorter than 15 weeks, 2 credits can be given under the approval of the Senior Advisor of the Career Development Center of Yonsei GSIS. <Amended by President's approval No. 202, Feb. 11, 2022>
- (2) Grades will not be marked on the transcript but will be added in complete credits.

### Article 4 (PROVISION)

Items not dealt with in this bylaw will refer to GSIS credit transfer policy given by CDC professor, associate dean and dean.

## **Supplementary Rules**

1.~3. Omitted.

4. The revision of Article (2.2, 3.1) will become effective immediately.

**16. Dual Degree Program with the University of Geneva**

Abolition 2021.01.31.

## **17. Dean`s List**

### Article 1 (OBJECTIVE)

The objective of Dean`s list is to honor students who excelled academically the previous semester and to help to create academic atmosphere.

### Article 2 (QUALIFICATIONS)

Among the full-time students who earned at least 12 credits and achieved GPA 4.0 and above will be awarded Dean`s List.

### Article 3 (EXCEPTION)

The students who have registered more than 5 semesters are not qualified.

### Article 4 (PROCESS)

The Associate Dean recommends the candidates and, the Dean awards the certificate. <Amended by President`s approval No. 202, Feb. 11, 2022>

### Article 5 (RECORD ON THE ACADEMIC TRANSCRIPT)

The students will be conferred a certificate and also it will be recorded on their academic transcript. <Amended by President`s approval No. 202, Feb. 11, 2022>

### Article 6 (CONFERMENT CEREMONY)

Deleted

### Article 7 (APPLYING PROVISIONS)

Items not dealt with in this bylaw will refer to the Bylaws at the graduate schools and Yonsei University.

## **Supplementary Rules**

**1.~4. Omitted.**

**5.** The revision of Article (4, 5) will become effective immediately.

## **18. Language Program**

### Article 1 (OBJECTIVE)

The objective of this bylaw is to clearly list the detailed articles and formalities that are necessary in executing the rules concerning the process of recognizing the credits that were earned through completing language program.

### Article 2 (QUALIFICATIONS)

To earn credits through completing language program,

- (1) Students have to complete an overseas language program and an in-school language program recognized by GSIS during the vacation.
- (2) Students have to submit official documents that shows the successful completion of the program
- (3) On applying, the approval of the chair of the corresponding program is required in advance.

### Article 3 (RECOGNITION OF THE CREDITS)

- (1) Students can earn up to 1.5 credits for completing each program. Permission for recognizing credits will be decided by the Dean of the GSIS, after the Associate Dean's review of the request.
- (2) Grades will not be marked on the transcript but will be added in complete credits.
- (3) Credits transfer will be made in the following semester of the program and it will be allowed up to 6 credits during the degree.

### Article 4 (PROVISION)

Items not dealt with in this bylaw will refer to the steering committee's credit recognition policy.

<Amended by President's approval No. 202, Feb. 11, 2022>

## **Supplementary Rules**

**1.~2. Omitted.**

3. The revision of Article 4 will become effective immediately.

## **19. GSIS Bachelor & Master's Accelerated Degree Program**

### Article 1 (OBJECTIVE)

The objective of these bylaws is to attract excellent undergraduate students of Yonsei to GSIS, according to the Regulation of Yonsei University, Article 40.2 and Bylaws of Yonsei University for Bachelor & Master's Accelerated Degree Program. <Amended by President's approval No. 202, Feb. 11, 2022>

### Article 2 (OPERATIONAL PROCESS) <Amended by President's approval No. 202, Feb. 11, 2022>

#### 1. Admission Qualification

Students who have completed more than 4 semesters and whose cumulative GPA is over 3.3/4.3.

Students must be recommended by a current professor or dean of his/her department. Students who have received academic warning cannot apply.

#### 2. Scholarship: Admitted students will receive a scholarship according to their academic performance in the Master's degree program up to 3 semesters.

#### 3. Academic Affairs after admitted

A. Students who are admitted to the program should maintain a minimum GPA of 3.3/4.3 each semester. If not, students should withdraw from the program. Students can obtain their bachelor's degree and start their master's degree program after completion of the 7th semester, if all the graduation requirements are fulfilled and cumulative GPA is above 3.75/4.3.

B. If the student's cumulative GPA is between 3.3/4.3 and 3.75/4.3, attending 8th semester is required. Credits Recognition

#### 4. Credits Recognition

A. Students who are admitted to the program can take up to 24 credits per semester while still an undergraduate student and those credits can include a maximum of 6 credits from GSIS. Students are encouraged to obtain maximum of 12 credits from GSIS. The credits earned from GSIS are not included in the total required credits to complete undergraduate work and the grades are not included in calculating students' GPA. The credits earned from GSIS will be transferred after the student enters the Master's degree program.

B. After admission to the Master's degree program, students are required to complete all the graduation requirements of the master's program (Writing thesis is optional).

### **Supplementary Rules**

3. Omitted.

4. The revision of (Article 1,2) will become effective immediately.



**20. Dual Degree Program with Keio University**

Wholly Deleted by President's approval No. 202, Feb. 11, 2022

**21. Dual Degree Program with the University of Chicago**

Wholly Deleted by President's approval No. 202, Feb. 11, 2022

**22. Dual Degree Program with the University of St. Gallen**

Wholly Deleted by President's approval No. 202, Feb. 11, 2022