Admission Guide
For International Applicants
—Spring & Fall Semester 2020—
Welcome!

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Welcome!

We deeply appreciate your interest in KAIST. KAIST is the first top science and technology university in Korea. KAIST was established in 1971 by the Korean Government to educate elite scientists and engineers committed to industrialization and economic growth in Korea.

Since then, KAIST and its 61,125 graduates have been the gateway to advanced science and technology, innovation, and entrepreneurship. KAIST has emerged as one of the most innovative universities with more than 11,688 students enrolled in five colleges and six schools, including 915 international students from 92 countries.

Under the ‘Vision 2031’, KAIST continues to strive to make the world better through the pursuit of excellence in education, research, entrepreneurship, and globalization.

We welcome students from a variety of backgrounds to pursue KAIST Vision 2031 together.

**Office of Admissions**

**Tel:** +82-42-350-4803  
**Fax:** +82-42-350-2420  
**E-mail:** creative.adm@kaist.ac.kr  
**Website:** [https://admission.kaist.ac.kr/international/](https://admission.kaist.ac.kr/international/)  
**Mailing Address:** Undergraduate Admissions Team, Office of Admissions, KAIST, #102, Yang Boon Soon Bldg. (E16-1), 291 Daehak-ro, Yuseong-gu, Daejeon 34141, Republic of Korea  
**Working Hours:** Mon~Fri(except public holidays), 9am~6pm(KST)
### Academic Programs for Undergraduate Students

<table>
<thead>
<tr>
<th>College</th>
<th>School</th>
<th>Departments/Divisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>School of Transdisciplinary Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Natural Sciences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Life Science &amp; Bioengineering</td>
<td></td>
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<tr>
<td>College of Engineering</td>
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<td></td>
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<tr>
<td>College of Business</td>
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</tr>
</tbody>
</table>

- **Physics**
- **Mathematical Sciences**
- **Chemistry**
- **Biological Sciences**
- **Mechanical Engineering**
- **Aerospace Engineering**
- **Electrical Engineering**
- **Computer Science**
- **Civil & Environmental Engineering**
- **Bio & Brain Engineering**
- **Industrial Design**
- **Industrial & Systems Engineering**
- **Chemical & Biomolecular Engineering**
- **Materials Science & Engineering**
- **Nuclear & Quantum Engineering**
- **Business and Technology Management**

- Please note that as KAIST holds a non-declared major system, students will be enrolled without declaring their major. At KAIST, students can select their major from their second year without any additional requirements or admission procedures. KAIST provides academic fairs, lectures, seminars, and other programs to help students determine which major will suit them best.
- KAIST does not have TRANSFER system.
## Application Timeline

- KAIST has Three Application Tracks: EARLY, REGULAR, and LATE

### EARLY

<table>
<thead>
<tr>
<th>Application Window Opens</th>
<th>Application Deadline</th>
<th>Recommendation Letter Deadline</th>
<th>Admission Announcement</th>
<th>Reply to KAIST</th>
<th>Firm Offer Announcement</th>
<th>Academic year Begins</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEP. 2 2019</td>
<td>OCT. 25 2019</td>
<td>OCT. 31 2019</td>
<td>JAN. 3 2020</td>
<td>FEB. 7 2020</td>
<td>Within 2 weeks from the verification</td>
<td>Spring 2020</td>
</tr>
</tbody>
</table>

※ Applicants for EARLY track should choose either Spring 2019 or Fall 2019 having met eligibility(p.5).

### REGULAR

<table>
<thead>
<tr>
<th>Application Window Opens</th>
<th>Application Deadline</th>
<th>Recommendation Letter Deadline</th>
<th>Admission Announcement</th>
<th>Reply to KAIST</th>
<th>Firm Offer Announcement</th>
<th>Academic year Begins</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOV. 4 2019</td>
<td>JAN. 10 2020</td>
<td>JAN. 17 2020</td>
<td>MAR. 27 2020</td>
<td>MAY. 15 2020</td>
<td>Within 2 weeks from the verification</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

### LATE

<table>
<thead>
<tr>
<th>Application Window Opens</th>
<th>Application Deadline</th>
<th>Recommendation Letter Deadline</th>
<th>Admission Announcement</th>
<th>Reply to KAIST</th>
<th>Firm Offer Announcement</th>
<th>Academic year Begins</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR. 2 2020</td>
<td>MAY. 22 2020</td>
<td>MAY. 29 2020</td>
<td>JUN. 19 2020</td>
<td>JUL. 10 2020</td>
<td>Within 2 weeks from the verification</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

※ NOTE!
1) Please note that the dates for Admission Announcement are subject to change.
2) Submit & Upload your completed application & documents by 5PM(KST) on the application deadline.
3) Interview is NOT required for all applicants. Applicants will be contacted through individual email if an interview is necessary.
4) After you pay the application fee, you are NOT allowed to change your application track(i.e. : from EARLY to REGULAR or LATE).
5) As the application process can be time-consuming, it is highly recommended to complete your application at least 3 days before the deadline.
## III. Application Process at a Glance

| Step 1 | - Read the admission guidelines carefully.  
  - Get familiar with the application process & requirements you need to submit. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 2</td>
<td>- Visit <a href="http://admission.kaist.ac.kr/international">http://admission.kaist.ac.kr/international</a> and create your account, fill out the online application form completely and <strong>save</strong> the file.</td>
</tr>
</tbody>
</table>
| Step 3 | - Please make sure that the information on your application is correct.  
  ※ Note that you **CANNOT delete/cancel** your application if the fee payment is completed. **You could update** your application during application period. |
| Step 4 | - Pay application fee(80 USD or 80,000 KRW) by credit card or bank transfer.  
  - Any additional charges (i.e. bank transfer fee) should be covered by the applicants.  
  - Once the application fee payment is done, you will be available to access to Doc. Submission page. |
| Step 5-1 | - On Doc. Submission page, please **UPLOAD** scanned copies of all additional required materials. The uploaded copies **MUST be 1) certified by school principal or the head/director of organization 2) clear & legible.**  
  ※ Note : For those who cannot upload application documents due to specific reasons (i.e. system error, lack of equipment), **please send hard copies** of the application materials to the Admissions Office via post by the deadline. **To send documents by post :** Put all the required documents in an envelope. Send your application package via registered post mail or express mail. You may also visit our office and submit the documents in person.  
  ※ **Mailing Address**  
  Undergraduate Admissions Team, Office of Admissions, KAIST  
  #102, Yang Boon Soon Bldg. (E16-1)  
  291 Daehak-ro, Yuseong-gu, Daejeon 34141, Republic of Korea  
  Tel: (+82-42) 350–4803 |
| Step 5-2 | - Recommendation Letter **MUST be submitted from your recommender before recommendation letter submission deadline.** |
| Step 6 | - Check your application status (check whether your documents have successfully been uploaded or sent).  
  - If you have any missing documents, your status will remain incomplete. Please upload/send the supplementary documents again before the document submission deadline. ✴ KAIST does not contact you individually. |
| Step 7 | - We will contact applicants individually if an interview is necessary. |
| Step 8 | - Check your final admission and scholarship results at : [https://apply.kaist.ac.kr/InterApply/InterApply/Login](https://apply.kaist.ac.kr/InterApply/InterApply/Login) |
※ NOTE!

► Application Procedures

1) Overall

2) Details

If you finish writing your application (SOP), you will see this webpage (My Page).
To complete your application, you MUST go to Doc. Submission and upload the required documents.
IV. Eligibility & Requirements

▶ Please read the guidelines carefully!
As an applicant, it is your responsibility ① to know the requirements, ② to submit the necessary materials by the deadline, ③ and to check the status of your application on the website.

※ Eligibility: International applicants MUST meet all of the following requirements.

<table>
<thead>
<tr>
<th>1.</th>
<th>Spring 2020 (EARLY only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants who have graduated or will graduate from high school by February 28th, 2020.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.</th>
<th>Fall 2020 (EARLY/REGULAR/LATE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants who have graduated or will graduate from high school by August 31st, 2020.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.</th>
<th>Applicants with foreign citizenship</th>
</tr>
</thead>
</table>

※ International applicants MUST ADDITIONALLY satisfy one of the following two requirements:
1) Neither of the applicant’s parents is a Korean citizen; or
2) For applicants of Korean Origin, he/she must have received his/her entire elementary, junior high, and high school education outside of Korea at a comparable and equivalent level of that provided in Korea.
※ Note that international schools located in Korea are NOT acknowledged as foreign schools.

※ Applicants who hold Korean Citizenship(dual citizenship) are NOT eligible to apply as international students.
※ Requirements: List of Required Documents at a Glance

<table>
<thead>
<tr>
<th>Item</th>
<th>Documents</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Submission</td>
<td>① Application Form</td>
<td></td>
</tr>
<tr>
<td>Online Platform</td>
<td>② One Recommendation Letter</td>
<td></td>
</tr>
<tr>
<td>Upload Online</td>
<td>③ High School Profile</td>
<td>Mandatory</td>
</tr>
<tr>
<td></td>
<td>④ High School / University Transcript</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑤ English Proficiency Test Score Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑥ Standardized Official Test Score Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑦ Passport or National ID Copy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑧ Statement of Financial Resources</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑨ Certificate of Facts Concerning Entry &amp; Exit issued by the Korean Immigration Office</td>
<td>Mandatory (※International Applicants of Korean Origin Only)</td>
</tr>
<tr>
<td></td>
<td>⑩ Loss of Korean Nationality</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑪ Honors and Awards</td>
<td>Optional</td>
</tr>
</tbody>
</table>

▶ Application Documents in Details

「MANDATORY」

① Application Form
☞ Complete application online (http://admission.kaist.ac.kr/international).

② One Recommendation Letter
☞ Only ONE teacher recommendation letter will be considered.
☞ The recommendation letter should be written by an academic advisor, homeroom teacher, or a math/science teacher.
☞ The letter should be written either in Korean or in English.
☞ Recommendations must be submitted electronically via online application platform. Once you pay the application fee, we will send your teacher a link so that your teacher can submit your recommendation letter online by the deadline.
※ It is extremely important to enter your recommender’s email address correctly on your online application form so that they each receive an automated email instructing them how to proceed with their recommendation through the online process.
☞ Your application will be completed once your recommender submits the recommendation letter.
☞ Recommendation letters CANNOT be submitted in hard copies.
High School Profile
☞ Submit official high school profile/introduction/brochures published by the applicant’s high school or the Ministry of Education.
☞ You may submit your school’s website, GPA rating system, college acceptance statistics, or any other relevant information that would help us understand your school better.
☞ The submitted school profile should be a maximum of five pages.

High School & University Transcript
☞ You are required to submit official transcripts from every high school (and university) attended.
☞ Transcripts must include year by year records of all coursework from the last three years of high school. The last year of coursework underway should also be included.
☞ The transcripts may include a statement of personal rank in class/grade, if available.

Official English Proficiency Test(EPT) Score Report
☞ It is strongly recommended that applicants achieve above TOEFL iBT 83, TOEFL PBT (OLD) 560 (NEW) 63, TOEFL CBT 220, TEPS (OLD) 599, (NEW) 326, IELTS 6.5 and TOEIC Listening & Reading 720 or higher.
☞ EPT MUST be taken within two years prior to the deadline of the online application.
☞ Testing Agency(ETS) can send an original copy of your score report directly to KAIST Admissions Office if reported online. Score reports must arrive by the deadline.
   - Institution Code of KAIST for TOEFL score report: 0195

※ EPT Exemption:
If applicants request for EPT exemption for the following reasons, KAIST will confirm your EPT exemption after reviewing your documents.
1) Applicants whose nationality is English speaking country; or
2) Applicants who completed their high schools where classes are taught in English(English must have been the language of instruction, including the language of the textbooks).
Standardized Official Test Score Report (Report Online)

- At least one of the official Test Score Reports such as SAT 1, SAT 2, AP, IB, GCE A-Level, ACT, high school leaving exam, and university entrance exam results and Certificate of International Olympiad should be submitted.

**Important Note:** SAT 1, SAT 2, AP, and ACT Official test results **MUST** be reported to us officially from the testing agency(by online reporting).
- Institution Code of KAIST for SAT 1, SAT 2, and AP score report: 4433
- Institution Code of KAIST for ACT score report: 7778

- Online reporting normally takes 1~2 weeks to receive the score from the college board. Please consider the document submission deadline.
- You could check your online-reporting status at: https://apply.kaist.ac.kr/OnlineReportingForeign

- We strongly recommend the applicants to take SAT 2(subject test) for Math Level 2, Physics, and Chemistry (or Biology).
- If the highest results for each category are spread over multiple examination dates, applicants may send multiple examination results. The highest grades will be considered for each examination category.

**Predicted Score (only for EARLY Fall/REGULAR/LATE applicants):** For **IB or GCE A-level test applicants**, we accept predicted score report written by a counselor or teacher at the school. Once the applicant is admitted, they MUST submit an IB diploma/GCE Certificate as soon as it is received (best before 15th, July, 2020).

- **IB or GCE A-Level Final Score**: If you already have your final IB or GCE A-level score, please submit the final score.
- **EARLY(Spring) admission’s applicants must submit final IB or GCE A-level scores.**

- Certificate of **International Olympiad** can replace Official Test Score. Official test results can be sent directly from the testing agency to KAIST.
- Please note that **National Olympiad Certificates are NOT replaceable.**

- **High school leaving exam or University entrance exam**, please describe the exam within one A4 page. You may attach a separate sheet to explain the exam procedure, competition rate, results, etc.

**Note to applicants with predicted scores (EARLY Fall/Regular/Late admission applicants):** Applicants who submit IB or GCE A-level predicted score may be offered a conditional admission. Applicants who are granted a conditional admission MUST report their Final IB or GCE A-level score(before 15th, July). If there are significant discrepancies between your predicted scores and final scores, the conditional admission can be rescinded. Applicants who have received conditional admission must check their final admission result on the **firm offer announcement date.**
Passport or National ID Copy
- Submit a copy of your international passport or national ID card. An official document indicating applicant’s nationality. e.g. passport, national ID card, alien registration card, etc. (Include a copy of the page showing the passport number, date of issue and expiration, photo, and name.)

Statement of Financial Resources
- Complete the KAIST Scholarship or Sponsorship form(attached in the online application form).
- You can select either KAIST Scholarship or Sponsorship.
- Once you select your “Financial Resources”, you CANNOT change it.
- Select KAIST Scholarship, if you are not financially sponsored by government or organization.
  ※ If you select KAIST Scholarship: 1) Please upload documents you deem necessary in reflecting your financial status. 2) NOTE that all the checked documents created in languages other than English should be translated and included along with their original copies.
- Select Sponsorship, if you are financially sponsored by government or organization.

[KAIST Scholarship]
KAIST offers full scholarship (Tuition Fee + Approx. $300 of Monthly Allowances + National Health Insurance) to every admitted international student.
To maintain the scholarships, students have to receive good grades at KAIST.

Certificate of Facts Concerning Entry & Exit
- The certificate MUST have been issued recently by Korean Immigration Office. Please submit a certificate showing all entry and exit record(from date of birth to date of submission) issued within two months of the application deadline.
- Admission may be disadvantaged or rescinded if the submitted materials contain false information or if entry/exit records cannot be verified because of the use of dual passports.
- In cases where applicants encounter difficulty in obtaining Certificate of Entry and Exit Records directly, applicants may ask a third party living in Korea to obtain it with a copy of the applicant’s passport, power of attorney, and an application form. (Korea Immigration Service Contact Tel: +82-1345)

Loss of Korean Nationality
- Submit Family Relation Certificate, Proof of Loss of Korean Nationality, Family Census Register, etc.

Honors and Awards
- You may submit up to five honors or awards obtained during your high school years.
- The list will be valid only when testimonials or evidence are submitted.

「MANDATORY for Applicants of KOREAN Origin」
※ Applicants who completed(or will have completed) high schools in Korea

Applicants who completed or will have completed high schools in Korea(국내에 거주하는 국내 고교 출신 외국인 학생) are also welcomed to apply to KAIST Undergraduate program. Please check the eligibility and requirements below.

▶ Eligibility

Applications with foreign citizenship. Both the applicant and his/her parents are not citizen of Korea. ※ Applicants who hold dual citizenship(Korean & Foreign) are **NOT eligible** to apply as international students.

▶ List of Required Documents at a Glance

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Documents</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Review</td>
<td>Apply Online</td>
<td></td>
</tr>
<tr>
<td></td>
<td>① Application Form</td>
<td></td>
</tr>
<tr>
<td></td>
<td>② One Recommendation Letter</td>
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</tr>
<tr>
<td></td>
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<td>④ High School / University Transcript</td>
<td></td>
</tr>
<tr>
<td></td>
<td>※ Please submit official transcripts(생활기록부, Transcript of Academic Record) from high school you have attended.</td>
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</tr>
<tr>
<td></td>
<td>⑤ English Proficiency Test Score Report</td>
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<tr>
<td></td>
<td>※ It is strongly recommended that applicants achieve above TOEFL IBT 83, TEPS(NEW) 326, IELTS 6.5 and TOEIC 720 or higher. (※ Exemption requirement: Please refer to P.10)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑥ Official Documents indicating both applicant &amp; parents’ nationality(passport copy).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑦ Statement of Financial Resource</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑧ Standardized Official Test Score Report</td>
<td>Optional</td>
</tr>
<tr>
<td></td>
<td>※ Please submit official Test Score Reports such as SAT1,2/AP/IB/GCE-A/Korean Scholastic Ability Test (수학능력시험) if available.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>⑨ Honors and Awards</td>
<td></td>
</tr>
<tr>
<td>Interview</td>
<td>Applicants who were selected from document review will be asked to undertake interview. The details will be notified individually.</td>
<td></td>
</tr>
</tbody>
</table>
Ⅴ. Application Fee

- Application fee costs 80 USD or 80,000 KRW. You could pay for it by 1) Credit Card or Domestic Transfer / 2) International Bank Transfer.

**NOTE:**
1. The application fee is non-refundable and NOT waived.
2. Any additional charges (i.e., bank charges) should be covered by the applicants. In addition, you CANNOT modify your application form once you pay the application fee.

1) By Credit Card or Domestic Transfer

If you pay by credit card, an application number will be automatically given to you upon payment. Also, you do not have to submit its invoice or remittance receipt.

2) By International Bank Transfer (80 USD)

If you pay by bank transfer, you MUST fill out the invoice form ([http://admission.kaist.ac.kr/international/?page_id=1152](http://admission.kaist.ac.kr/international/?page_id=1152)) and send it to us along with the remittance receipt via email or fax. We will issue your application number after checking your remittance. The bank account number will be shown when you complete the online application.

* Please consider that make your payment by bank transfer takes more than weeks. If you choose to pay the fee by bank transfer, we recommend you to do it at least 3 weeks earlier than the application deadline.

**Bank Transfer Information**

1) **Bank Name:** Woori Bank  
2) **Branch Name:** KAIST Branch  
3) **Bank Address:** 291 Daehak-ro, Yuseong-gu, Daejeon, Korea (34141)  
4) **Account Number:** 270-003359-41185(USD)  
5) **Beneficiary:** KAIST  
6) **Swift Code:** HVBKKRSExxx  
7) **Message:** Applicant’s full name
VI. Selection Process

- KAIST takes into consideration a number of factors when determining admission, including the applicants’ academic achievements (especially in math and science), potential, interpersonal skills, personal accomplishments, integrity, and leadership.
- For academic achievements, applicants are reviewed in terms of the level of studies completed in math and science classes, quality of achievements, and characteristics of institutions attended.

1. Document Review
   The applicants will be initially screened based on the application documents.

   - Applicants who have been selected from the document review will proceed to an interview.

2. Interview (optional)
   - The applicants will be notified by email whether he or she will be called for an interview. The applicants must reply to the email promptly to confirm the interview. The interview date and time will be announced in the invitation for the interview.
### VII. Important Notes!

<table>
<thead>
<tr>
<th>Note 1</th>
<th>If any of the submitted materials contain false information, admission can be rescinded.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note 2</td>
<td>Contact address where the applicant can be reached immediately should be listed. KAIST is not responsible for any consequences that may result from incorrect contact information on the application or when the applicant has not been contacted by KAIST.</td>
</tr>
<tr>
<td>Note 3</td>
<td>After paying the application fee, you will not be able to modify your application or obtain a refund. Thus, PLEASE carefully check all the information you have filled in before paying the application fee.</td>
</tr>
<tr>
<td>Note 4</td>
<td>When students do not comply with KAIST’s prescribed process and rules, or all required documents are not submitted, the students will be disqualified.</td>
</tr>
<tr>
<td>Note 5</td>
<td>Details of the evaluation process and scores shall not be disclosed.</td>
</tr>
<tr>
<td>Note 6</td>
<td>Applicants whose application form and supporting documents are incomplete or improper will be disqualified from the admissions process.</td>
</tr>
<tr>
<td>Note 7</td>
<td>It is strongly recommended that all required documents be typed rather than handwritten.</td>
</tr>
<tr>
<td>Note 8</td>
<td>All the documents MUST be uploaded in PDF form &amp;A4 sized &amp; clear &amp; legible.</td>
</tr>
<tr>
<td>Note 9</td>
<td>When asked to submit original documents, you must do so. We may contact applicants individually for additional documents, if necessary.</td>
</tr>
<tr>
<td>Note 10</td>
<td>Note that all the documents created in languages other than English should be translated and included along with the original copies. The translated copy should have a seal of the translation institution or notary office.</td>
</tr>
<tr>
<td>Note 11</td>
<td>Keep the application number for further procedures such as checking the final decision.</td>
</tr>
<tr>
<td>Note 12</td>
<td>Make sure to visit the Admissions Office website regularly to confirm application submission status. We will NOT contact you individually.</td>
</tr>
<tr>
<td>Note 13</td>
<td>Admitted students CANNOT defer enrollment to a later semester. Students who wish to defer enrollment must re-apply.</td>
</tr>
<tr>
<td>Note 14</td>
<td>Admitted students are required to submit Apostille Certificates within 15 days of enrollment. Please refer to ‘Apostille Requirement’ on page 14.</td>
</tr>
<tr>
<td>Note 15</td>
<td>If the applicant’s name does not match the name on any of the documents, the applicant must submit proper certification to prove that they are the same person.</td>
</tr>
<tr>
<td>Note 16</td>
<td>The offer of admission may be revoked even after being admitted to or having graduated from KAIST, if any of the submitted materials are found to be false or counterfeit.</td>
</tr>
<tr>
<td>Note 17</td>
<td>All admitted students will go through a registration process. At each stage, the individual student will receive specific information via e-mail. Thus students should specify the e-mail address correctly when writing the application form.</td>
</tr>
<tr>
<td>Note 18</td>
<td>If the admitted students decide not to register for KAIST, he/she MUST notify the Office of Admissions before the applicant’s reply date.</td>
</tr>
</tbody>
</table>
VIII. Apostille Requirements

- Those who are newly admitted to KAIST should submit Apostille certificates within 15 days after enrollment in KAIST. Read the instructions carefully and prepare the required certificates before you leave your country.
- Public documents issued by public schools or institutions outside of Korea such as,
  1) High school graduation diplomas,
  2) High school transcripts, and
  3) Standardized official test reports (high school leaving exam, university entrance exam or other nationally/internationally recognized exam results – only to those who have submitted these documents) should have attached Apostille certificate.

※ Public documents from private schools or institutions should have notarial attestations before applying for Apostille certificates. All of the documents should be written in English or Korean. If written in another language, they should be translated into English or Korean and notarized by a notary office before applying for an Apostille certificate.

1. What is an Apostille? (☞ Please refer to: https://www.hcch.net)
Public documents, such as birth certificates, judgments, patents or notarial attestations of signatures, frequently need to be used abroad. However, before a public document can be used in a country other than the one that issued it, its origin often must be authenticated. The traditional method for authenticating public documents to be used abroad is called legalization. Because this legalization process is frequently, slow, cumbersome and costly, a large number of countries all over the world have signed a treaty that greatly simplifies the authentication of public documents to be used abroad. This treaty is called the Hague Convention of 5 October 1961 Abolishing the Requirement of Legalization for Foreign Public Documents. It is commonly known as the Apostille Convention. The treaty reduces the authentication process to a single formality: the issuance of an authentication certificate by an authority designated by the country where the public document was issued. This certificate is called an Apostille.

2. In which countries does the Apostille Convention apply?
☞ Please refer to: List of Hague Apostille Convention Member Countries http://www.internationalapostille.com/hague-apostille-member-countries/  
※ If your public document was issued in a country where the Apostille Convention does not apply, you should submit a Certificate of Authentication issued by the Korean Embassy or Consulate in your country.

3. Where do I get an Apostille?
Each country that is a party to the Convention must designate one or more authority that is entitled to issue Apostilles. These authorities are called Competent Authorities – only they are permitted to issue Apostilles.  
☞ Please refer to: List of Competent Authorities of each member country https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41

4. How much does an Apostille cost?
Many Competent Authorities do charge for Apostilles. The price among Competent Authorities varies greatly. For practical information on the prices that individual countries charge, see the information available at http://www.internationalapostille.com/rates/
**IX. Campus Life**

Visit KAIST websites!

- KAIST: http://www.kaist.edu
- KAIST International Office: https://io.kaist.ac.kr/site/student.do
- KAIST International Scholar and Student Services: http://isss.kaist.ac.kr/

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<tr>
<th>『Dormitory』</th>
<th>『Library』</th>
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<td>All KAIST students can live on campus. KAIST dorm fees are generously low(Approx.100<del>300USD/month) compared to other universities in Korea. Dorm fees will depend on whether you are assigned to a 2</del>3 person room or single room. All dorm rooms are equipped with desks, chairs, closets, and beds.</td>
<td>KAIST has four libraries: Academic Cultural Complex(Library), Undergraduate Branch Library, Munji Library and College of Business Library. <a href="https://library.kaist.ac.kr/libInfo/libInfo/libraries.do">https://library.kaist.ac.kr/libInfo/libInfo/libraries.do</a></td>
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<tr>
<th>『Medical Service』</th>
<th>『Sports facilities』</th>
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<td>A high quality professional medical service is offered on campus at the KAIST Clinic Pappalardo Medical Center. Minor injuries and illnesses are treated at KAIST Health Care Center for free.</td>
<td>KAIST has excellent facilities for table tennis, tennis, soccer, racket ball, badminton, volleyball, and basketball. We also have swimming pools and fitness centers equipped with cycles, treadmills, barbells, etc.</td>
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<th>『Restaurants』</th>
<th>『KAIST Language Center (KLC)』</th>
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<td>There are 8 cafeterias, some fast food restaurants, and cafes on campus. You will also find numerous restaurants located right outside of the campus. KAIST also offers various international cuisines. Many of our international students gather at international place to cook and eat together.</td>
<td>KLC offers language courses to improve the Korean and English skills of KAIST students and researchers. All of the classes offered by KLC are non-credit classes and tuition is charged for each class. Also, KLC provides English proofreading and Korean–English translation services.</td>
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