

For International Applicants

ADMISSION GUIDELINE

- Spring & Fall Semester 2024 -



KOREA ADVANCED INSTITUTE OF SCIENCE AND TECHNOLOGY

Contents

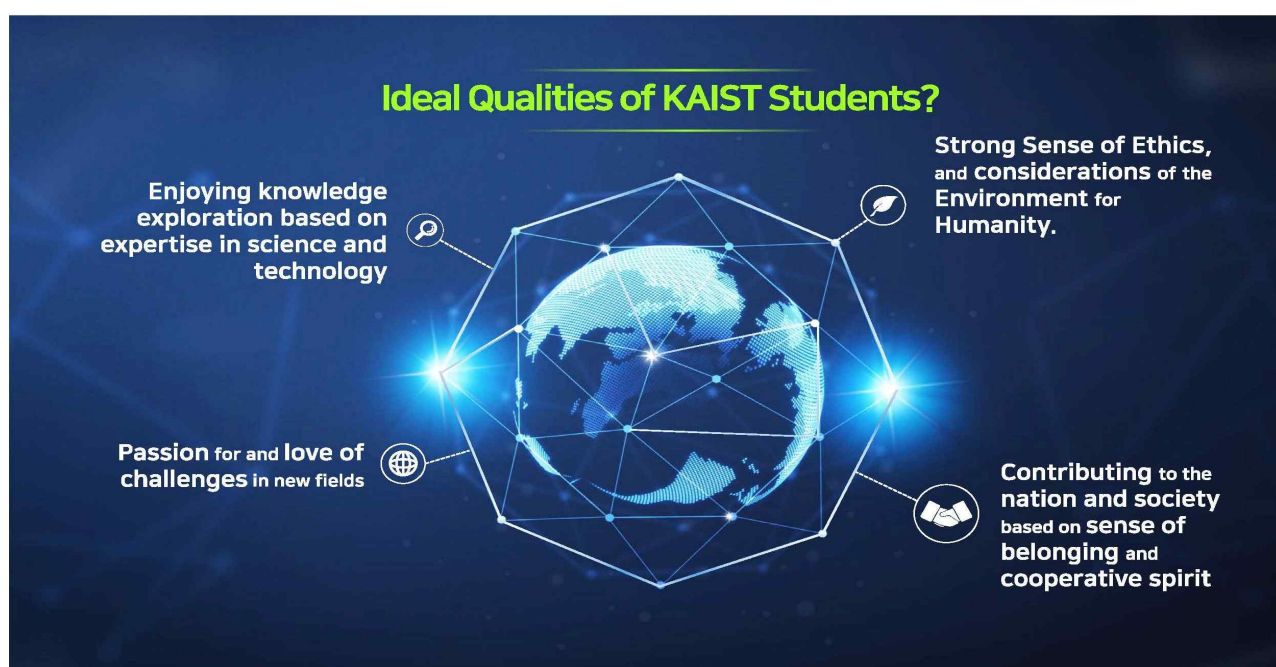
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Welcome!

We deeply appreciate your interest in KAIST. KAIST is the first and 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 69,388 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 10,700 students enrolled in five colleges and seven schools, including 1,127 international students from more than 90 countries.

KAIST continues to strive to make the world better through the pursuit in education, research, entrepreneurship and globalization.



OFFICE OF ADMISSIONS

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#102, Yang Boon Soon Bldg. (E16-1), 291 Daehak-ro, Yuseong-gu, Daejeon
34141, Republic of Korea

WORKING HOURS Monday to Friday (excluding holidays), 9:00 AM to 6:00 PM (KST)

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Academic Programs for Undergraduate Students

College	School	Departments/Divisions	
College of Natural Sciences ☞ http://natsci.kaist.ac.kr/eng	-	Physics	
		Mathematical Sciences	
		Chemistry	
College of Life Science & Bioengineering ☞ https://bio.kaist.ac.kr/	-	Biological Sciences	
		Brain and Cognitive Sciences	
College of Engineering ☞ http://coeng.kaist.ac.kr/html/en	School of Mechanical & Aerospace Engineering	Mechanical Engineering	
		Aerospace Engineering	
	School of Electrical Engineering	Electrical Engineering	
	School of Computing	Computer Science	
	-	-	Civil & Environmental Engineering
			Bio & Brain Engineering
			Industrial Design
			Industrial & Systems Engineering
			Chemical & Biomolecular Engineering
	-	-	Materials Science & Engineering
Nuclear & Quantum Engineering			
College of Business ☞ https://btm.kaist.ac.kr/en/	-	Business and Technology Management	
-	School of Transdisciplinary Studies ☞ http://sts.kaist.ac.kr/site/sts/	-	

- ▶ Please note that KAIST operates a non-declared major system, allowing students to enroll without declaring a major. Upon reaching their second year, students have the opportunity to select a major that best aligns with their individual goals and interests without additional requirements or admission procedures. KAIST provides various resources, including academic fairs, lectures, seminars, and other programs to assist students in making informed decisions about their major.
- ▶ Please note that KAIST does not provide a transfer system. Therefore, regardless of the student's prior coursework or enrollment at other universities, they will be enrolled as a freshman upon admission.

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Application Timeline

KAIST has Two Application Tracks: EARLY and REGULAR

| EARLY |

Application Window Opens	Application & Document Deadline	Recommendation Letter Deadline	Admission Announcement	Firm Offer Announcement	Academic year Begins
SEP. 5 2023	OCT. 20 2023 (5:00 PM KST)	OCT. 27 2023 (5:00 PM KST)	JAN. 5 2024	Within 2 weeks from the verification	Spring 2024 Fall 2024

※ Applicants for the EARLY track have the option to choose either the Spring Semester or the Fall Semester before submitting the application, provided they meet the eligibility requirement (p. 8). However, it is important to note that once the application fee is paid, applicants cannot change their selected application track under any circumstances.

| REGULAR |

Application Window Opens	Application & Document Deadline	Recommendation Letter Deadline	Admission Announcement	Firm Offer Announcement	Academic year Begins
NOV. 7 2023	JAN. 12 2024 (5:00 PM KST)	JAN. 19 2024 (5:00 PM KST)	MAR. 29 2024	Within 2 weeks from the verification	Fall 2024

※ NOTE!

- 1) Please note that the dates for Admission Announcement are subject to change.
- 2) Submit your completed application and documents by the application deadline at 5:00 PM (KST: Korean Standard Time).
- 3) Upon completion of the application fee payment, an email will be sent to your recommender. Therefore, it is recommended to complete the payment as early as possible to allow your recommender sufficient time to submit the recommendation letter before the deadline.
- 4) Once the application fee has been paid, the application track cannot be changed (i.e. : from EARLY to REGULAR).
- 5) Due to the time-consuming nature of the application process, we strongly advise completing your online application at least one week prior to the application deadline.
- 6) Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted via email and provided with further instructions.

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Application Process at a Glance

Step 1	<ul style="list-style-type: none"> - Read the admission guidelines carefully. <ul style="list-style-type: none"> ☞ https://admission.kaist.ac.kr/intl-undergraduate/application/ApplicationGuide/guide - Get familiar with the application process & the specific requirements that are mandatory for submission.
Step 2	<ul style="list-style-type: none"> - Visit https://apply.kaist.ac.kr/InterApply/InterApply and create your account. - Fill out all the required fields on the online application form and check that all the information you entered has been saved properly.
Step 3	<ul style="list-style-type: none"> - Review your application to ensure that all the information is accurate and complete, with particular attention to the email address of your recommender.
Step 4	<ul style="list-style-type: none"> - Pay the application fee (80 USD or 80,000 KRW) by credit card or bank transfer. <ul style="list-style-type: none"> * Any additional charges, such as bank transfer fees, must be covered by the applicant. * Upon successful payment of the application fee, an email will be sent to your recommender providing instructions on how to submit their recommendation, and also you will be granted access to the Document Submission page, where you will be able to upload the required documents. * Once the payment of the application fee has been made, your application cannot be deleted or cancelled. However, you will still be able to update or modify your application within the designated application period.
Step 5-1	<ul style="list-style-type: none"> - Upload scanned copies of all required materials on the Doc. Submission page.
Step 5-2	<ul style="list-style-type: none"> - The recommendation Letter must be submitted by your recommender before the recommendation letter submission deadline.
Step 6	<ul style="list-style-type: none"> - Check the status of your application to confirm that all your documents have been successfully uploaded. <ul style="list-style-type: none"> * Applicants who are not of Korean origin are not required to submit the Loss of Korean Nationality and Certificate of Facts Concerning Entry & Exit issued by the Korean Immigration Office. * KAIST does not provide individual notifications to applicants regarding documents in their application. It is the sole responsibility of the applicant to verify whether all mandatory documents have been successfully submitted.
Step 7	<ul style="list-style-type: none"> - Your application will be automatically submitted upon the deadline. <ul style="list-style-type: none"> * There is no submission button.
[Submission Complete] ▷▶ [Document Review]	
Step 8	<ul style="list-style-type: none"> - Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted and provided with further instructions.
Step 9	<ul style="list-style-type: none"> - You can check the final results of your admission application by accessing the following link: <ul style="list-style-type: none"> ☞ https://apply.kaist.ac.kr/InterApply/InterApply/Login

※ **NOTE !** - Application Procedures

1) Overall

Step 1. Complete Online Application (including SOP)

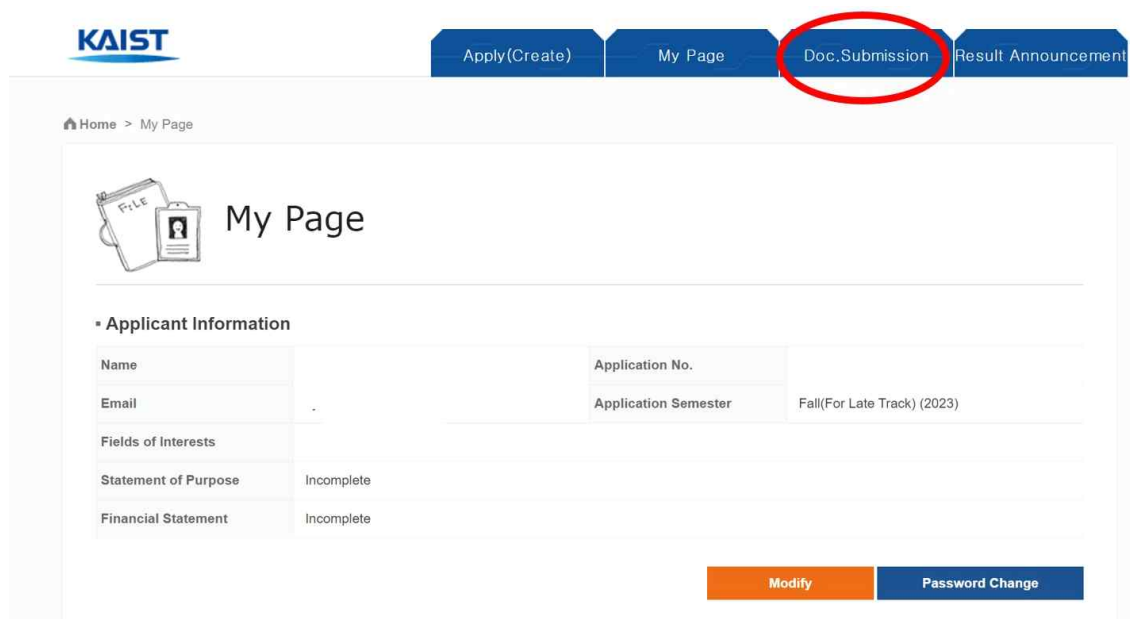
Step 2. Application Fee Payment

Step 3. Upload Documents (My page → Document Submission)

Step 4. Ensure that your designated recommender has submitted the recommendation letter through the email they received from KAIST.

=> Application Completed!

2) Details



To Finalize your application, you must access the Doc. Submission page and upload all the necessary documents.

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Eligibility & Requirements

Please read the admission guidelines carefully!

It is the applicant's sole responsibility ① to familiarize themselves with the requirements, ② to ensure the timely submission of all essential materials, ③ and to check the status of their application on the website.

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

1.	<p>▶ Spring 2024 (EARLY only) Applicants who have graduated or will graduate from high school by <u>February 29th, 2024</u>.</p> <p>▶ Fall 2024 (EARLY/REGULAR) Applicants who have graduated or will graduate from high school by <u>August 31st, 2024</u>.</p>
2.	<p>▶ Applicants with <u>foreign citizenship</u></p> <div style="background-color: #e6f2ff; padding: 10px; margin: 10px 0;"> <p>※ International applicants MUST ADDITIONALLY satisfy one of the following two requirements:</p> <p>1) Neither of the applicant's parents is a Korean citizen; or</p> <p>2) Applicants of Korean origin must have received their entire elementary, junior high, and high school education outside of Korea. The education received must be at a level that is comparable and equivalent to the education provided in Korea. ※ Note that international schools located in Korea are NOT acknowledged as foreign schools.</p> </div> <p>※ Applicants who hold Korean Citizenship (including dual citizenship) are <u>NOT eligible</u> to apply as international students.</p>

B. Requirements : List of Required Documents at a Glance

Item	Documents	Remarks
Submit Online	① Application Form	Mandatory
	② One Recommendation Letter * Upon successful payment of the application fee, an email will be sent to your recommender providing instructions on how to submit their recommendation.	Mandatory
Upload Online	③ High School or University Transcript	Mandatory
	④ Passport or National ID Copy	Mandatory
	⑤ Statement of Financial Resources	Mandatory
	⑥ Certificate of Facts Concerning Entry & Exit issued by the Korean Immigration Office	Mandatory for Korean Origin Only
	⑦ Loss of Korean Nationality	
	⑧ Standardized Official Test Score Report	Optional (Recommended)
	⑨ English Proficiency Test Score Report	
	⑩ Honors and Awards	Optional
⑪ High School Profile		

C. Application Documents in Details

「MANDATORY」

① Application Form

- Complete application online (<https://apply.kaist.ac.kr/InterApply/InterApply>).

② Recommendation Letter

- Only ONE recommendation letter from a teacher will be taken into consideration.
- The recommendation letter is highly encouraged to be written by an academic advisor, homeroom teacher, or a math/science teacher.
- The letter must be written in English.
- Recommenders must submit their recommendation electronically through the online application platform, using the link that KAIST has provided them directly.
 - ※ Please ensure that the recommender's email address is accurately entered on the online application form. Also, we strongly suggest using Gmail or Yahoo accounts to avoid any filtering issues that may arise from local email accounts.
- Please note that the submission of the recommendation letter by your designated recommender is a mandatory requirement for the completion of your application.
- Recommendation letters CANNOT be submitted in hard copies.

③ High School & University Transcript

- Submission of official transcripts from all high schools (and universities) attended is mandatory.
- Transcripts must include year-by-year records of all coursework taken during the last three years of high school, including any coursework currently in progress.
- If available, the transcripts may also include a statement of personal rank in class/grade.

④ Passport or National ID Copy

- Submit a copy of your international passport or national ID card, along with an official document that indicates your nationality (such as a passport, national ID card, alien registration card, etc)
- Make sure to include a copy of the page that shows your passport number, date of issue and expiration, photo and name.

⑥ 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.
- 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 a full scholarship to every admitted international student, which covers full tuition fees, a monthly stipend of KRW 350,000, and national health insurance.

⑥ Certificate of Facts Concerning Entry & Exit (Korean origins only)

- A certificate issued by the Korean Immigration Office within two months of the application deadline is required. This certificate must show all entry and exit records from the applicant's date of birth up to the date of submission.
- Please be aware that admission may be negatively affected or rescinded if false information is found in the submitted materials, or if entry/exit records cannot be verified due to the use of dual passports.
- If obtaining the Certificate of Entry and Exit Records directly proves difficult, applicants may request a third party residing in Korea to obtain the certificate on their behalf. To do so, they will need to provide a copy of their passport, a power of attorney, and an application form. The Korea Immigration Service can be reached at +82-1345.

⑦ Loss of Korean Nationality (Korean origins only)

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

「OPTIONAL」

⑧ Standardized Official Test Score Report

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

※ **Important Note** : Official test scores for SAT, AP, and ACT must be sent to us by the testing agency through online reporting.

- Institution Code of KAIST for **SAT, and AP** score report: 4433
- Institution Code of KAIST for ACT score report: 7778
- Institution Code of KAIST for IB score report: 000559

☞ It typically takes 1~2 weeks for KAIST to receive official SAT, AP, and ACT test results when they are reported online by the testing agency. Therefore, applicants are advised to take the document submission deadline into consideration when reporting online to ensure that their scores can be received by KAIST before the deadline.

☞ You can check the status of your online reporting after the deadline has passed at the following link: <https://apply.kaist.ac.kr/OnlineReportingForeign>

- It is highly recommended that applicants submit test scores that demonstrate high proficiency in math and science, particularly in physics, chemistry, or biology.
- If the highest scores for each category are obtained from multiple examination dates, applicants may submit scores from multiple exams. The highest scores in each category will be taken into consideration.

※ **Predicted Scores (for EARLY Fall/REGULAR applicants) :**

For IB or GCE A-level test takers, we accept predicted score reports that are written and verified by a counselor or teacher at the school. However, admitted applicants must submit their official IB diploma/GCE Certificate as soon as it is received.

※ IB or GCE A-Level Final Score:

If you have already received your final IB or GCE A-level score, please submit it with your application.

- Certificate of International Olympiad can replace Standardized Official Test Score. Official test results can be sent directly from the testing agency to KAIST.
- Applicants who have submitted their High School Leaving Exam or University Entrance Exam results are requested to provide a one-page summary of the exam. This should cover the exam procedure, competition rate, results, and any other relevant information.

※ **Note to applicants with predicted scores (EARLY Fall/REGULAR applicants):**

Applicants who provide predicted IB or GCE A-level scores may be granted conditional admission. You must report your final IB or GCE A-level scores (IB: by July 15, A-level: by August 15) if you are granted conditional admission.

If there are significant discrepancies between your predicted scores and final scores, the conditional admission can be rescinded or chances of receiving the KAIST Scholarship may be at risk.

Be sure to check the firm offer announcement date to see your final admission result if you have received conditional admission.

⑨ Official English Proficiency Test (EPT) Score (TOEFL, TEPS, IELTS TOEIC only)

- It is strongly recommended that applicants obtain a score of above **TOEFL iBT 83, TEPS (NEW) 326, IELTS 6.5, or TOEIC Listening & Reading 720.**
 - The EPT must be taken within two years prior to the deadline of the online application.
 - Upload a copy of your EPT score as a PDF file in the document submission section. If you encounter an error code-99 while uploading, it may mean the original file is encrypted. In that case, print out your score, scan it, and upload the scanned file to resolve the issue.
- ※ **EPT Exemption** : Applicants may request an exemption from the EPT if they meet one of the following criteria. KAIST will review their documents and verify the submission of a letter of understanding issued by their high school, which should be uploaded to the document submission section of the online application system in order to confirm the exemption.
- 1) Applicants from English speaking countries
 - 2) Applicants who completed high school in which classes were taught in English, with English as the language of instruction and the language of the textbooks

* **NOTE : Submission of English Proficiency Test Score Report is optional; however, it is highly recommended to provide at least one score if you have already obtained it.**

⑩ Honors and Awards

- Applicants may submit **up to five** honors or awards obtained during their high school years.
- The list of honor and awards will only be considered valid if testimonials or evidence are submitted along with it.

⑪ High School Profile

- Submit official high school profiles, introductions, or brochures that have been published by the applicant's high school or the Ministry of Education.
- Additionally, 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 no more than five pages in length.

D. Applicants who completed (or will have completed) high school education in Korea

International students who have completed or will have completed their high school education in Korea (국내에 거주하는 국내 고교 출신 외국인 학생) are also welcome to apply for the KAIST Undergraduate program. Please check the eligibility and requirements below.

① Eligibility: Applicants must meet all of the following requirements.

- Both the applicant and his/her parents are not citizen of Korea.
- Applicants with foreign citizenship.

※ Applicants who hold dual citizenship (Korean & Foreign) are **NOT eligible** to apply as international students.

② List of Required Documents at a Glance

Criteria	Documents		Remarks
Document Review	Apply Online	① Application Form	Mandatory
		② One Recommendation Letter	
	Upload Online	③ High School / University Transcript ☞ Please submit official transcripts (생활기록부, Transcript of Academic Record) from the high school you attended.	Mandatory
		④ Official documents indicating both applicant & parents' nationality (passport copy)	Mandatory
		⑤ Statement of Financial Resource	Mandatory
		⑥ Standardized Official Test Score Report ☞ Please submit official test score reports such as SAT/AP/IB/GCE-A/Korean Scholastic Ability Test (수학능력시험), if available.	Optional (Recommended)
		⑦ English Proficiency Test Score Report ☞ It is strongly recommended that applicants obtain a score of above TOEFL iBT 83, TEPS (NEW) 326, IELTS 6.5, or TOEIC Listening & Reading 720. ※ Exemption requirement: Please refer to page 12	
		⑧ Honors and Awards	
		⑨ High School Profile	
Interview	Interview is not a mandatory admission process. If an interview is deemed necessary, applicants will be individually contacted via email and provided with further instructions.		

Application fee costs 80 USD or 80,000 KRW.

We offer three payment options: 1) Payment by domestic or foreign credit card, 2) Domestic Bank Transfer, or 3) International Bank Transfer.

- ※ **NOTE :** ① The application fee is non-refundable and cannot be waived.
 ② Any additional charges, such as bank charges, should be covered by the applicants.
 Additionally, once you pay the application fee, you cannot change your admission track.

1) By Foreign or Domestic Credit Card Payment by the "Toss" Payment page

If you choose to pay using a credit or domestic card, an application number will be automatically generated upon payment. In this case, you are not required to submit an invoice or remittance receipt, as your application number will be generated immediately after payment confirmation.

2) By Domestic Bank Transfer (KRW 80,000) (Korean Bank)

In the event that you wish to have someone else in Korea pay the application fee on your behalf, you are required to fill out the invoice form and send it to us along with the remittance receipt via email (creative.adm@kaist.ac.kr). Once we have received and confirmed the payment, we will then issue your application number.

[Bank Transfer Information]

- Bank Name: Woori Bank (우리은행)
- Account Number: 025-310617-01-036 **(KRW Only)**
- Message: Applicant's full name

3) By International Bank Transfer (80 USD) (Local Bank)

If you choose to pay via bank transfer, you are required to fill out the invoice form and send it to us, along with the remittance receipt via email (creative.adm@kaist.ac.kr). Once we have confirmed receipt of the payment, we will then issue your application number.

- ※ Please note that bank transfers may take several weeks to process. If you choose to pay the fee via bank transfer, we strongly recommend that you initiate the transaction at least three weeks prior to the application deadline.

[Bank Transfer Information]

- Bank Name: Woori Bank
- Branch Name: KAIST Branch
- Bank Address: 291 Daehak-ro, Yuseong-gu, Daejeon, Korea (34141)
- Account Number: 270-003359-41185 **(USD Only)**
- Beneficiary: KAIST
- Swift Code: HVBKKRSExxx
- Message: Applicant's full name

- 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.



2. Interview (optional) - Applicants who have been selected from the document review will proceed to an interview.

- 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.

Important Notes!

- Note 1** KAIST has a zero-tolerance policy for falsified or counterfeit documents. Thus, we reserve the right to revoke an offer of admission, even after an applicant has been admitted or graduated, if any of the materials submitted are found to be false or counterfeit.
- Note 2** We strongly advise applicants to double-check their contact information for correctness before submitting the application. KAIST is not responsible for any missed communication with the applicant or consequences resulting from incorrect contact information provided by the applicant.
- Note 3** Once the application fee payment has been completed, applicants will not be able to change their admission track or receive a refund.
- Note 4** Applicants who fail to comply with KAIST's prescribed process and rules or do not submit all required documents will be disqualified.
- Note 5** Details of the evaluation process and scores shall not be disclosed.
- Note 6** Applicants with incomplete or improper application forms and supporting documents will be disqualified from the admissions process.
- Note 7** We highly recommend that applicants type all required documents instead of handwriting them. Typed documents are easier to read and less prone to errors, which can help ensure that your application is processed promptly and accurately.
- Note 8** All documents must be uploaded in PDF format, A4-sized, and clear and legible.
- Note 9** Applicants are required to submit original documents when requested to do so. KAIST may request additional documents from individual applicants if necessary.
- Note 10** All documents created in languages other than English must be translated and included along with the original copies. The translated copy should bear a seal from a recognized translation institution or notary office.
- Note 11** Please remember to keep your application number for further procedures, such as checking the final decision on your application. Your application number is a unique identifier that will help you track the progress of your application and stay informed of any updates.
- Note 12** We strongly advise applicants to regularly check the Admissions Office website to confirm the status of their application submission. Please note that we will not contact applicants individually regarding their application status.
- Note 13** Admitted students are not allowed to defer their enrollment to a later semester. If a student wishes to defer enrollment, they must reapply for admission.
- Note 14** It is mandatory for admitted students to submit Apostille Certificates within 15 days of enrollment. This documentation is required to complete the enrollment process, and failure to provide the necessary certificates may result in delays or cancellation of admission.
- Note 15** In the event that the name on the applicant's documents does not match the name provided on the application, the applicant is required to submit appropriate certification to verify their identity.
- Note 16** Admitted applicants who have chosen not to register for KAIST are kindly requested to inform the Office of Admissions of their decision prior to the designated reply date.

Apostille Requirements (Applicable only if accepted)

Newly admitted students at KAIST are required to submit their Apostille certificates within 15 days after their enrollment in the university. It is important that students carefully read the instructions and prepare the necessary certificates before leaving their home 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 for those who have submitted these documents) should have an attached Apostille certificate.

※ Public documents from private schools or institutions should have notarial attestations before applying for Apostille certificates. These documents must be written in either 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.

- **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.

- **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.

- **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>

- **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, please refer to the details provide on <http://www.internationalapostille.com/rates/>.