



Part-time Students

What is part-time enrollment?

Part-time study registration is an educational system in which high school graduates and those with equivalent or higher academic backgrounds do not enroll in university, but instead register part-time during the recruitment period each semester and receive the same lectures and evaluations as full-time students.

- In principle, part-time students must register every semester.
- A maximum of 12 credits can be applied for and completed per semester, and the annual limit for part-time registration is 24 credits.

Application Period

- 1st semester : December ~ February
- 2nd semester : June ~ August

Application Process



Step 1

Check the application guidelines



Step 2

Complete the application



Step 3

Pay the application fee



Step 4

Submit the required documents

List of Departments

Admission Unit	Departments
Global Convergence	Department of English, Department of Chinese, Department of Japanese, Department of Korean, Department of Spanish, Department of Vietnam and Indonesian, Department of Marketing and Business, Department of Occupational Safety and Health, Department of Multicultural and Psychological Counseling

Eligibility

Category	Requirements
Part-time students	<ul style="list-style-type: none"> • High school graduates and those who have passed the national high school graduation academic qualification test. • Those with equivalent or higher qualifications than those mentioned in the preceding paragraph under other related laws and regulations.

Evaluation Criteria

Category	Evaluation Criteria	Points
High school graduates	Top grade received from classes completed in the final semester	100
Those who passed the national high school graduation academic qualification test	Top grade received from any of the classes	
College (university) graduates	All grades are converted to percentages.	

※ For foreigners and foreign high school graduates whose grades cannot be evaluated, 60 points will be given.

Eligibility

Category	Documents to be submitted
Domestic high school graduates	<ul style="list-style-type: none"> • 1 copy of high school graduation certificate • 1 copy of high school record
Applicants who passed the national high school graduation academic qualification test	<ul style="list-style-type: none"> • 1 copy of the qualification test pass certificate • 1 copy of the qualification test transcript
Domestic college and university graduates or those with higher degrees	<ul style="list-style-type: none"> • 1 copy of graduation (completion) certificate • 1 copy of transcript
Foreign school graduate	<ul style="list-style-type: none"> • 1 copy each of graduation certificate and notarized translation into Korean (English) • 1 copy each of transcript and notarized Korean (English) translation ※ A notarized translation is not required for an English certificate. • 1 copy of either the confirmation of academic achievement or apostille confirmation. ※ Countries that are unable to issue academic certificates or apostille certificates must submit consular confirmation documents on the original documents from the Korean Embassy in the relevant country.
Other	<ul style="list-style-type: none"> • 1 copy of the scholarship document (if applicable)

※ Only original documents issued after the start date of the application will be accepted (however, original documents from overseas issued within one year from the start date of the application will be accepted).

Document issuer

Category	How to issue
Apostille confirmation	<ul style="list-style-type: none"> • Issued by the authorized local government agencies and designated authorities of the Apostille Convention
Consular confirmation	<ul style="list-style-type: none"> • If a country is unable to issue a certificate of academic recognition or apostille, the applicant must submit all original documents after obtaining consular confirmation from the Korean Embassy in the relevant country (overseas). ※ Contact the Korean embassy in your country for consular confirmation procedures.

Application Fee and Tuition

Category	Amount	Eligibility	Notes)
Application fee	KRW 30,000	Part-time enrollment applicants	Application fee waived for foreigners whose parents are both foreigners
Tuition	KRW 80,000 per credit	Part-time students	KRW 240,000 for 3 credits KRW 960,000 for 12 credits

Important Notes for Applicants

- The enrollment period for part-time students is one semester. If you wish to re-enroll, you must apply for the part-time student selection process each semester.
- Students who are currently enrolled or on leave from a university may also enroll as part-time students.
- Applicants who do not pay the application fee or submit the required documents within the specified time period will not be considered.
- The admission evaluation scores will not be disclosed.
- Tuition fee refunds due to overpayment, incorrectly deposited expenses, or withdrawal from admission are only available through a specific refund application.
- If you do not complete the course registration and tuition payment after being accepted, you will be considered a non-registrant.

Inquiries

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