– Fall Semester 2025 –
Graduate School Life Guide

인천대학교 대학원

Incheon National University Graduate School

Graduate School Academic Schedule for the 2025

Month. Year	Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Schedule	
August						1	2		
	3	4	5	6	7	8	9	15(Fri.)	National Liberation Day
	10	11	12	13	14	15	16	21(Thu.) ~ 27(Wed.)	Sign up for courses
	17	18	19	20	21	22	23	22(Fri.)	August 2025 Degree Ceremony
	24	25	26	27	28	29	30	26(Tue.) ~ 29(Fri.)	Registration for the second semester (Student/Return Student)
	31								
September		1	2	3	4	5	6	1(Mon.)	The Opening of the second semester
	7	8	9	10	11	12	13	1(Mon.) ~ 5(Fri.)	Change Enrolled courses
	14	15	16	17	18	19	20	1(Mon.) ~ 3(Wed.)	Application for foreign language test
	21	22	23	24	25	26	27	1(Mon.) ~ 16(Tue.)	Application for foreign language test exemption
	28	29	30					1(Mon.) ~ 12(Fri.)	Application for assignment of an advisor(professor)
								16(Tue.)	Foreign language test
								22(Mon.) ~ 24(Wed.)	Application for comprehensive examination
								22(Mon.) ~ 26(Fri.)	Submission of [Research Proposal]
October				1	2	3	4	3(Fri.)	National foundation day of Korea
	5	6	7	8	9	10	11	**5(Sun.)**	**1/3 of the number of school days**
	12	13	14	15	16	17	18	5(Sun.) ~ 7(Tue.)	Korean Thanksgiving Day
	19	20	21	22	23	24	25	8(Wed.)	Substitute holiday
	26	27	28	29	30	31		9(Thu.)	Hangul Proclamation Day
								13(Mon.) ~ 17(Fri.)	(Spring 2026) Application for Early admission
								27(Mon.) ~ 31(Fri.)	Application for [Submission of thesis]
								23(Thu.)	**1/2 of the number of school days**
								29(Wed.)	Interview day for Early admission
November							1		
	2	3	4	5	6	7	8	3(Mon.) ~ 7(Fri.)	Submission of [Decision for presented research proposal]
	9	10	11	12	13	14	15	3(Mon.) ~ 7(Fri.)	Application of [Request for thesis examination]
	16	17	18	19	20	21	22	**9(Sun.)**	**2/3 of the number of school days**
	23	24	25	26	27	28	29	24(Mon.) ~ 28(Fri.)	(Spring 2026) Application for General admission
	30							24(Mon.) ~ 28(Fri.)	Submission of [Report of preliminary thesis examination]

Month. Year	Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Schedule	
December		1	2	3	4	5	6	8(Mon.) ~ 12(Fri.) 10(Wed.) 15(Mon.) ~ 19(Fri.) 25(Thu.)	Final exam Interview day for General admission Submission of [Report of thesis examination] Christmas
	7	8	9	10	11	12	13		
	14	15	16	17	18	19	20		
	21	22	23	24	25	26	27		
	28	29	30	31					
2026 January					1	2	3	1(Thu.) 5(Mon.) ~ 9(Fri.) 5(Mon.) ~ 9(Fri.) 5(Mon.) ~ 9(Fri.) 19(Mon.) ~ 23(Fri.) 26(Mon.) ~ 2/6(Fri.)	New Year's Day Application for Re-admission Registration period for Freshman Submission of the final printed copy of the dissertation Application for Intergrated major Application for leave of absence or return to school
	4	5	6	7	8	9	10		
	11	12	13	14	15	16	17		
	18	19	20	21	22	23	24		
	25	26	27	28	29	30	31		
February	1	2	3	4	5	6	7	16(Mon.) ~ 18(Wed.) 20(Fri.) ~ 26(Thu.) 20(Fri.) 24(Tue.) ~ 27(Fri.)	(Korean)Lunar New Year's Day Sign up for courses February 2026 Degree Ceremony Registration for the first semester (Student/Return Student)
	8	9	10	11	12	13	14		
	15	16	17	18	19	20	21		
	22	23	24	25	26	27	28		

※ The above academic schedule plan can be changed due to the circumstances of the graduate school.

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1. Academic Guide – (1)

1. Duration of Coursework
   - Combined B.A.&M.S.(1.5 years) - M.S.(2 years)
   - Ph.D.(2 years) - Combined M.S.&Ph.D.(4 years)
2. Maximum Period of Study(Attending school) : 10 years from the date of admission
3. Course Credits for each semester
   - Major: 9 credits recommended(maximum 12 credits) - Prerequisite: Maximum 6 credits
4. Credit Requirements for Completion
   - Combined B.A.&M.S.: Minimum 24 credits - M.S.: Minimum 24 credits
   - Ph.D.: Minimum 36 credits - Combined M.S.&Ph.D.: Minimum 60 credits
5. Valid GPA : Minimum 70 points(C)

※ Valid CGPA for completion: CGPA of B or higher

1. Academic Guide – (2)

6. Registration Type

① Regular Registration : Combined B.A.&M.S.(3 semesters), M.S.(4 semesters),
Ph.D.(4 semesters), Combined M.S.&Ph.D.(8 semesters)

② Research Registration : Registration for submitting thesis after completion of study
(Once 15% payment of tuition for the semester)

③ Credit Registration : Registration for a student who lacks credits after regular registration

– 1 credit ~ 3 credits : ½ Payment of tuition

– More than 4 credits : Full payment of tuition

1. Academic Guide – (3)

7. Leave of Absence

In the case of taking a leave of absence due to illness or other unavoidable reasons, application must be done within a designated period. (The term of absence cannot exceed two semesters continuously. Also, it cannot exceed five semesters in total)

① General Leave of Absence

If more than 1/3 of the number of school days cannot be taken due to unavoidable reasons after registration, a student should submit an application for a leave of absence within 30 days at the beginning of the semester.

② Military Leave of Absence

A student who wants to take a military leave of absence should submit an application for the leave of absence and a notice of enlistment 10 days before the date of enlistment.

③ Pregnancy/Childbirth/Childcare Leave of Absence

A student who wants to take a pregnancy/childbirth/childcare leave of absence should submit an application for the leave of absence 10 days before the scheduled date.

1. Academic Guide – (4)

8. Attendance

A student should attend at least 2/3 of the class days every semester to earn credits

9. Prerequisite

Registration for courses designated by the department on the portal directly

① A student who needs to complete the prerequisite

– a non-identical graduate

– a graduate of a professional or special graduate school

② Credit requirements

More than 12 credits for M.S., 24 credits for Ph.D., and 12 credits for combined M.S.&Ph.D. in courses designated by the department

(It is not applicable to exceed 6 credits every semester)

③ Maximum approved credits

– M.S.: 12 credits – Ph.D.: 15 credits – Combined M.S.&Ph.D.: 12 credits

☞ Prerequisite recipients must complete prerequisite courses in addition to the required credits for graduation in order to achieve final completion.

2. Course Registration – (1)

☐ Course Registration & Modification Period

Classification		Registration Period	Precautions
Course Registration	Major Course	Thu 21/Aug/2025 ~Wed 27/Aug/2025	Registration for courses with the guidance of the relevant department
	Prerequisite Course		After checking the subject to complete prerequisites or no and the credit recognized courses, you can sign up for the classes among the classes of the lower degree course with the guidance of the relevant department. ※ Although the required credits for each course have been met, failure to fulfill prerequisite credits will result in the inability to complete and graduate. (It is not possible to change the classification of acquired credits and course completion credits.) ※ The subject to complete prerequisites: A non-identical graduate, a graduate of a professional or special graduat e school who enters Ph.D. course(A person who submits a cer tificate of academic ability and credit recognition for the department at the time of submission of an admis sion application)
Course Modification	Major, Prerequisite Course	Mon 1/Sep/2025~ Fri 5/Sep/2025	You should be careful not to fail to graduate or complete due to duplicate credit completion by checking the credit recognition and previously completed courses.

2. Course Registration – (2)

☐ Course Credits for Each Semester & Credit Requirements for Completion

Degree	Major			Prerequisites		
	Course credits for semester		Requirements for completion	Credit recognition	Course credits for semester	Requirements for completion
	Recommendation	Maximum				
Combined B.S.&M.S.	Within 9 credits	12 credits	More than 24 credits	-	-	-
M.S.	Within 9 credits	12 credits	More than 24 credits	Within 12 credits	Within 6 credits	12 credits
Combined M.S..&Ph.D.	Within 9 credits	12 credits	More than 60 credits			
Ph.D.	Within 9 credits	12 credits	More than 36 credits	Within 15 credits	Within 6 credits	24 credits

2. Course Registration – (3)

□ How to register for classes

– Click on「Incheon National University Graduate School Course Registration (인천대학교 대학원 수강신청)」in the notice on graduate school website during the course registration period.

– You can register for the classes and change(add/drop) them during each period in that website.



3. (M.S.) Key Points for Each Semester – (1)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
1	9	6	◦ You should check the graduation requirements(credits) before the course registration. ◦ After checking the subject to complete prerequisites or no and the credit recognized prerequisite courses, you can sign up for the prerequisites. ◦ Application for assignment of advisor professor ◦ Foreign language test taking
2	9	6	◦ You should check the graduation requirements(credits) before the course registration . ◦ The subject to complete prerequisites should register for courses after checking credits of prerequisites.
3	6		◦ You should check the graduation requirements(credits) before the course registration. ◦ Comprehensive examination taking after passing the foreign language test and confirming 18 major GPA of 3.0 or higher ◦ Submission of research proposal and decision for presented research proposal (If you do not submit the decision for presented research proposal after submitting the research proposal, you must submit both of them next semester again and cannot submit thesis next semester.)

3. (M.S.) Key Points for Each Semester – (2)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
4			◦ Submission of a request for thesis submission * If the title of the thesis has been changed, you should apply trough the online portal system ◦ Submission of a request for thesis examination
5			◦ Completed students must register for research registration once and submit a thesis.
Total	24	12	Maximum approved credits for prerequisites at the time of admission: 12 credits

- Who is the subject to complete prerequisite subjects?
  - – A graduate from different dpartments
  - – A graduate of a professional or special graduate school who enters Ph.D. program
    - * A person who submits a certificate of academic ability and credit recognition for the department at the time of submission of an admission application

3. (Ph.D.) Key Points for Each Semester – (3)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
1	9	6	◦ You should check the graduation requirements(credits) before the course registration. ◦ After checking the subject to complete prerequisites or no and the credit recognized prerequisite courses, you can sign up for the prerequisites. ◦ Application for assignment of advisor professor ◦ Foreign language test taking
2	9	6	◦ You should check the graduation requirements(credits) before the course registration . ◦ The subject to complete prerequisites should register for courses after checking credits of prerequisites.
3	9	6	◦ You should check the graduation requirements(credits) before the course registration. ◦ The subject to complete prerequisites should register for courses after checking credits of prerequisites. ◦ Submission of research proposal and decision for presented research proposal (If you do not submit the decision for presented research proposal after submitting the research proposal, you must submit both of them next semester again and cannot submit thesis next semester.)

3. (Ph.D.) Key Points for Each Semester – (4)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
4	9	6	◦ You should check the graduation requirements(credits) before the course registration. ◦ The subject to complete prerequisites should register for courses after checking credits of prerequisites. ◦ Comprehensive examination taking after passing the foreign language test and confirming 27 major GPA of 3.0 or higher
5			◦ Completed students must register for research registration once and submit a thesis. ◦ Submission of a request for thesis submission ◦ Submission of a request for thesis examination * If the title of the thesis has been changed, you should apply trough the online portal system
Total	36	24	Maximum approved credits for prerequisites at the time of admission: 15 credits

- Who is the subject to complete prerequisite subjects?
  - – A graduate from different dpartments
  - – A graduate of a professional or special graduate school who enters Ph.D. program
    - * A person who submits a certificate of academic ability and credit recognition for the department at the time of submission of an admission application

3. (Combined M.S.&Ph.D.) Key Points for Each Semester – (5)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
1	9	6	Payment of tuition for master program ◦ You should check the graduation requirements(credits) before the course registration. ◦ After checking the subject to complete prerequisites or no and the credit recognized prerequisite courses, you can sign up for the prerequisites. ◦ Application for assignment of advisor professor ◦ Foreign language test taking
2	9	6	Payment of tuition for master program ◦ You should check the graduation requirements(credits) before the course registration. ◦ The subject to complete prerequisites should register for courses after checking credits of prerequisites.
3	6		Payment of tuition for master program ◦ You should check the graduation requirements(credits) before the course registration. ◦ In case of degree change, an application for degree change should be submitted at the beginning of the semester.

3. (Combined M.S.&Ph.D.) Key Points for Each Semester – (6)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
4	9		Payment of tuition for Ph.D. program ◦ You should check the graduation requirements(credits) before the course registration.
5	9		Payment of tuition for Ph.D. program ◦ You should check the graduation requirements(credits) before the course registration.
6	9		Payment of tuition for Ph.D. program ◦ You should check the graduation requirements(credits) before the course registration.
7	6		Payment of tuition for Ph.D. program ◦ You should check the graduation requirements(credits) before the course registration. ◦ Comprehensive examination taking after passing the foreign language test and confirming the 51 major GPA of 3.0 or higher ◦ Submission of research proposal and decision for presented research proposal (If you do not submit the decision for presented research proposal after submitting the research proposal, you must submit both of them next semester again and cannot submit thesis next semester.)

3. (Combined M.S.&Ph.D.) Key Points for Each Semester – (7)

Sem-ester	Recommended credits		Key points
	Major	Prere-qisites	
8			Payment of tuition for Ph.D. program ◦ Submission of a request for thesis submission and thesis examination * If the title of the thesis has been changed, you should apply trough the online portal system
9			Payment of tuition for Ph.D. program ◦ Completed students must register for research registration once and submit a thesis.
계	60	12	Maximum approved credits for prerequisites at the time of admission: 12 credits * You can receive only Ph.D. , not a master's degree.

- Who is the subject to complete prerequisite subjects?
  - – A graduate from different dpartments
  - – A graduate of a professional or special graduate school who enters Ph.D. program
    - * A person who submits a certificate of academic ability and credit recognition for the department at the time of submission of an admission application

4. Examination for Submitting Thesis – (1)

1. Foreign Language Test

① Qualification for application: Registered more than 1st semester students in combined B.A.&M.S./ M.S./Ph.D./combined M.S.&Ph.D.

② Examination subject: English, German, French, Japanese, Chinese, or Russian

* Foreign students can choose Korean but cannot choose own mother tongue

③ Passing grade

- M.S. and combined B.A.&M.S.: Higher than 60 points
- Ph.D. and combined M.S.&Ph.D.: Higher than 70 points

④ Re-examination: Those who fail can take the test again regardless of the number of times

4. Examination for Submitting Thesis – (2)

⑤ Test implemented in Fall Semester 2025

– Application period: Mon 1/Sep/2025 09:00 ~ Wed 3/Sep/2025 16:00

– Method : In-person test conducted on Sep. 16, 2025 (Tue)

– Foreign language test Exemption: Presentation of scores obtained within 2 years of the test or completion of an online foreign language course designated by the Graduate School.

▪ Exemption Submission period: Mon 1/Sep/2025 09:00 ~ Tue 16/Sep/2025 16:00

▪ Submission Method: Apply through the online portal system and attach supporting documents

4. Examination for Submitting Thesis – (3)

▪ Recognition scores for official foreign language exams.

※ For foreigners, proficiency scores in their native language are not recognized

The official scores obtained within the last 2 years from the date of the foreign language test.

Language	Type of Examination		Required Score
English	TOEFL	PBT	More than 540
		CBT	More than 207
		iBT	More than 76
	TOEIC	Regular TOEIC	More than 700점
		In-university Mock TOEIC	
	TEPS(NEW TEPS)		More than 600 (327)
	IELTS		More than 6.0
German	TestDaF Goethe Zertifikat		More than TestDaF TDN 3 or Goethe Zertifikat B2
French	DELF DALF		More than DELF B2
Japanese	JLPT JPT		More than JLPT N1 Or JPT 660
Chinese	HSK		More than HSK 5

4. Examination for Submitting Thesis – (3)

- More than TOPIK level 4 (only for international students)
- Online foreign language course internal examination
  - 60 or more points (for M.S., combinded B.A.&M.S.)
  - 70 or more points (for Ph.D., combined M.S.&Ph.D.).

4. Examination for Submitting Thesis – (4)

2. Comprehensive Examination

① Qualification for application

A student who has passed the foreign language test and acquired a GPA of B or higher in 18 credits for combined B.A.&M.S. and M.S., 27 credits for Ph.D. and 51 credits for combined M.S.&Ph.D.

② Examination subject: 2 subjects among all complete courses of combined B.A.&M.S., M.S., Ph.D. and combined M.S.&Ph.D.

③ Passing grade: Higher than 70 points

(You can retake a test for subjects failed up to twice)

④ Test schedule: April, October

– Application Date and Time: Please inquire with your affiliated department

5. Thesis Submission and Examination

1. Assignment of thesis advisor

   Application for assignment of advisor at the first semester regardless of degree program

2. Submission of research proposal

   - Combined B.A.&M.S.: 2nd semester
   - M.S. and Ph.D.: 3rd semester
   - Combined M.S.&Ph.D.: 7th semester

   * You must submit a presentation opinion during the semester of submitting the research proposal

   * Failure to submit the research plan and presentation opinion form will result in the inability to submit the thesis in the following semester.

3. Passing grade of thesis preliminary examination and examination

   - M.S. and Combined B.A.&M.S. : Pass if 2 or more of 3 examiners give more than 80 points
   - Ph.D. and Combined M.S.&Ph.D.: Pass if 4 or more of 5 examiners give more than 80 points

   * It is possible to issue a certificate of the expectant degree after passing the thesis examination

4. Thesis submission

   - Number of copies: 3 (Examiners' approval should be received) (Graudate School Office)

6. Degree Qualification

Degree	Credit Acquisition		Average Grade	Number of Registration	Conditions of award
	Major	Prerequisites			
Combined B.A.&M.S.	More than 24 credits	-	Higher than B	More than 3 semesters	Students who - pass the examination for submitting thesis - receive the thesis guidance for more than 2 semesters - pass the thesis preliminary examination and examination and final oral examination
M.S.	More than 24 credits	More than 12 credits	Higher than B	More than 4 semesters	
Ph.D.	More than 36 credits	More than 24 credits	Higher than B	More than 4 semesters	
Combined M.S.&Ph.D.	More than 60 credits	More than 12 credits	Higher than B	More than 8 semesters	

7. Scholarship – (1)

□ Full Scholarship for M.S.

Qualification	Amount
☞ Requirement at the point of admission: Undergraduate CGPA of 3.0 or higher ☞ Only possible if recommended by the advising professor at the time of admission (applicaition) ☞ Qualified students from the first semester of M.S. throughout the enrollment period (However, students who has lost their qualification while attending school will be asked to return the scholarship according to the Scholarship Return Policy) ☞ Requirement during enrollment: A full-time student with GPA 3.5 or higher for every semester	Full tuition fee (Compulsory registration semester)

7. Scholarship – (2)

□ Full Scholarship for M.S.

Qualification	Amount
☞ Students receiving tuition waiver are expected to work within 20 hours as assigned by each department. – The start of each semester: Submission of research activity plan – The end of each semester: Submission of research activity report ※ Students must submit the research works that meet the payment criteria by the application deadline for thesis examination of M.S. (Humanities and Social Sciences, Arts and Physical Education : 1point Natural Science, Engineering : 1point) ※ Failure to submit research works will result in the inability to submit the thesis (and hence, inability to graduate).	Full tuition fee (Compulsory registration semester)

7. Scholarship – (5)

□ Full Scholarship for Ph.D.(including combined M.S.&Ph.D.)

Qualification	Amount
☞ Requirement at the point of admission: A full-time student with CGPA 3.0 or higher in M.S. program ☞ Only possible if recommended by the advising professor at the time of admission (application) ☞ Qualified students from the first semester of Ph.D. throughout the enrollment period (However, students who has lost their qualification while attending school will be asked to return the scholarship according to the Scholarship Return Policy) ☞ Requirement during enrollment: A full-time student with GPA 3.5 or higher for every semester	Full tuition fee (Compulsory registration semester)

7. Scholarship – (6)

□ Full Scholarship for Ph.D.(including combined M.S.&Ph.D.)

Qualification	Amount
☞ Students receiving tuition waiver are expected to work within 20 hours as assigned by each department. – The start of each semester: Submission of research activity plan – The end of each semester: Submission of research activity report ※ Students must submit the research works that meet the payment criteria by the application deadline for thesis examination of Ph.D. (Humanities, Social Science, Arts, Physical Education: 2 points, Natural Science, Engineering: 3 points) ※ Failure to submit research works will result in the inability to submit the thesis (and hence, inability to graduate).	Full tuition fee (Compulsory registration semester)

7. Scholarship – (8)

□ Special Scholarship(Tuition Waiver)

Qualification	Amount
<The first semester(Freshman)> ☞ International students can receive Special Scholarship if they meet the following criteria. – M.S.: Undergraduate CGPA of 3.0 or higher out of 4.5 scale – Ph.D.: Master's program CGPA of 3.0 or higher out of 4.5 scale ☞ International students enrolled in M.S. or Ph.D. program	85% 50%
<Students admitted after 2020~> ☞ GPA of 3.75 or higher out of 4.5 scale ☞ GPA of 3.5 to less than 3.75 out of 4.5 scale ☞ GPA of 3.0 to less than 3.5 out of 4.5 scale	85% 60% 50%

7. Scholarship – (9)

□ Special Scholarship(Tuition Waiver)

Qualification

☞ Qualified students from the first semester throughout the enrollment period

(However, students who has lost their qualification while attending school will be asked to return the scholarship according to the Scholarship Return Policy)

☞ Students receiving tuition waiver are expected to work within 20 hours as assigned by each department

– The start of each semester: Submission of research activity plan

– The end of each semester: Submission of research activity report

7. Scholarship – (10)

☐ Research Scholarship

Criteria and Qualification	Amount	
	Natural Science, Engineering	Humanities and Social Science, Arts and Physical Education
1. Outstanding article in the top 5% journals by JCR	300,000 KRW	400,000 KRW
2. Outstanding article in the top 10% journals by JCR	200,000 KRW	300,000 KRW
3 Outstanding article in the top 25% journals by JCR	100,000 KRW	200,000 KRW

- Current student designated as the lead (first or corresponding) author in the article
- Must state affiliation as Incheon National University (current address is not accepted).
- JCR criteria are calculated by JIF RANK based on the recent JCR YEAR' s Journal Impact Factor.
- If there are several fields to which the journal belongs, the highest percentage is applied

8. Notice – (1)

1. Issuance of Student ID number: Wed 13/Aug/2025
   * You can check your student ID number on the online portal system of Incheon National University using the function of finding ID by yourself
2. The beginning day of Fall semester 2025: Mon 1/Sep/2025
3. Course Registration Period: Thu 21/Aug/2025 ~Wed 27/Aug/2025
4. Course Modification Period: Mon 1/Sep/2025~ Fri 5/Sep/2025
5. Account number input Period: ~ Fri 26/Sep/2025
   * You can input it on the online portal system by yourself
   * A student who is supposed to receive the scholarship cannot receive the scholarship if the account number isn't inputted on the system

8. Notice – (2)

6. Fall semester Freshmen who applied as the prospective graduate should submit one final graduation certificate and one transcript to the graduate school office by Fri 29/Aug/2025. Otherwise, admission will be canceled.

7. Fall semester Freshmen who submitted copies of required documents at the time of receipt of admission documents must submit original documents after entering the country. Otherwise, admission will be canceled.
(Apostille Legalization by government agencies of your country or University accreditation document issued by the Korean Embassy)

※ Student ID card: It can be issued by mobile and used for library access and book rental

※ All notice including academic affairs, course, thesis and so on will not be announced individually so you should check the Incheon National University graduate school website(grad.inu.ac.kr) frequently

9. Office Contact

☞ Office Call (032-835-8012, 8014, 8013, 8011, 8015)

☞ E-mail address : gradinu@inu.ac.kr

☞ For non-urgent inquiries, please use email

Thank you!



인천대학교
INCHEON NATIONAL UNIVERSITY